

**Housing Trust Fund Corporation**  
**Request for Proposals for Section 8 Housing Choice Voucher Technology Solution**  
**Pre-Proposers Conference, January 22, 2019**

	<b>QUESTION</b>	<b>AGENCY RESPONSE</b>
1	It appears HTFC is looking for a COTS housing solution, customized to meet the agency's specific needs. Give industry experience and the expense to implement such, will HTFC consider a proposal for a custom-built solution?	See response to Question 1, <a href="#">Questions and Answers: Round 2 – January 22, 2019</a> .
2	Will you publish a list of attendees?	Yes, it will be posted to HCR's website.*  *Due to a WebEx recording malfunction, we will not be posting the list of attendees.
3	Has the agency evaluated or seen any demos of COTS products prior to issuance of this RFP?	Yes
4	Can you elaborate on what (demos) you've seen?	HTFC issued a Request for Information in 2017 (RFI). Follow-up demonstrations were scheduled to give Section 8 staff an understanding of the options available in the marketplace. No preference will be awarded to any RFP respondent for having participated in the RFI demonstrations.
5	How many (demos) did you see? I assume a shortlist from the overall RFI responses?	There were six demonstrations.
6	Do you require the MWBE to be CERTIFIED in the state of NY?	Yes, the MWBE must be certified by New York State's Empire State Development.
7	The RFP requires minimum qualifications of several years' experience with a solution in the housing sector. If this were to be a custom solution, how would that work?	See response to Question 2, <a href="#">Questions and Answers: Round 2 – January 22, 2019</a> .
	<p>Page 7, Section 7, states: Site at least 3 current or recent engagements involving both the implementation and maintenance of a technology solution, on behalf of a government entity, or PHA, and involved in a Section 8 HCV program.</p> <p>a. Will HCR consider the implementation of other Section 8 Housing development and implementation?</p>	See response to Question 2, <a href="#">Questions and Answers: Round 2 – January 22, 2019</a> .

	b. Does the implemented solution need to be as comprehensive as what is described in the RFP?	
8	Does the hosted solution also include public, cloud-based solutions?	Yes, if it meets the ITS security requirements (as outlined in the RFP).
9	In the RFP, page 28, tab 2, Technical Proposal table, the tab 2 is limited to 50 pages. Can you clarify if that relates to all of tab 2, or applies only to the “technical approach” section?	Each section has its own page limit, except for Attachment 2 where the form is provided.
10	Other than policy guidance, is there any other involvement of ITS in this solution?	HTFC has amended its requirements related to the selected proposer’s future interaction with ITS. ITS hosts the current solution, and their staff will be essential in working with the selected proposer to manage the transition. Going forward, it is anticipated that the selected proposer will coordinate with ITS on authentication, connectivity, change management, data security, and overall compliance with State Requirements. Review the Non Functional Requirements in Attachment 2 as amended on 1/22/19 for more detail.
11	Does the provider need to be the reseller of the technology or just provide recommendations with the ability to implement and support?	Ideally, HTFC would want the contract to be with the implementer.
12	There are technologies that do not allow resellers except for the owners of the technology, however they do allow consultants to implement and support on their behalf. Is it possible to get access to a list of the entities who responded to the RFI?	To be answered later.
13	To provide HCR with all valued options for the procurement, would you consider a proven case management solution with large scale references that can be designed to your specifications in or before your time frame? Or would this be acceptable with a system implementer with the HUD experience?	HTFC will consider any solution that will comprehensively meet the requirements and can be implemented within the required timeframe of 24 months. The selected proposer will need to demonstrate the ability to maintain and support the solution in compliance with all applicable HUD requirements. Specifically, the selected proposer must have both the programmatic and technological aptitude to adapt the solution in real time to changes in HUD’s forms, procedures, security protocols, and data systems.
14	Will the recording be posted?	No, but the questions and answers will be posted to our website in writing.