



ADDENDA
***Request for Proposals (“RFP”) for Information Technology
Solution for Housing, Lottery and Waitlist
Updated as of January 27, 2023***

Addenda No. 1 - Issued on December 6, 2022

Amendment 1:

The “Pre-Bid Conference” section 7 on page 14 of the RFP relating to Webex registration is hereby amended by adding the following provision to this section:

HFA will be conducting a Pre-Bid Conference on **December 8, 2022, from 1:00 PM- 2:30 PM,** Eastern Standard Time (EST) via **WebEx**. Registration is required for each attendee. To register please use the link:

<https://meetny.webex.com/meetny/j.php?RGID=re32fca3c3ddcf57d0a0bc595689d08ed>

or you can receive a registration form via email. Please email Monika Lekarczyk, Senior Procurement Specialist, at Monika.Lekarczyk@hcr.ny.gov. The subject line of the email should indicate” IT Solution for Housing Lottery & Waitlist RFP Pre-bid Conference - Registration Request”.

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Homes and Community Renewal

KATHY HOCHUL
Governor

RUTHANNE VISNAUSKAS
Commissioner/CEO

Addenda No. 2 - Issued on January 5, 2023

Amendment 2:

Table 2 in the Section 7 of the RFP titled” Calendar of Events and Milestones” is hereby amended by deleting the table and replacing it with the following table:

Event	Date
Issuance of RFP	November 30, 2022
Pre-Bid Conference via WEBEX (registration for Web-Ex is required) *	December 8, 2022, 1:00pm, Eastern Standard Time (“EST”)
Deadline for RFP Questions	January 4, 2023, 12pm, EST
Deadline for Responses to RFP Questions	January 10, 2023
Deadline for Submission of Proposals	January 26, 2023, 12pm, EST
Interviews and/or Demonstrations (if necessary)	To be Determined
Anticipated Selection Date+	May, 2023
Anticipated start date for new contract(s)	June, 2023

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Addenda No. 3 - Issued on January 9, 2023

Amendment 3:

Table 2 in the Section 7 of the RFP titled "Calendar of Events and Milestones" is hereby amended by deleting the table and replacing it with the following table:

Event	Date
Issuance of RFP	November 30, 2022
Pre-Bid Conference via WEBEX (registration for Web-Ex is required) *	December 8, 2022, 1:00pm, Eastern Standard Time ("EST")
Deadline for RFP Questions	January 4, 2023, 12pm, EST
Deadline for Responses to RFP Questions	January 10, 2023
Deadline for Submission of Proposals	January 31, 2023, 12pm, EST
Interviews and/or Demonstrations (if necessary)	To be Determined
Anticipated Selection Date+	May, 2023
Anticipated start date for new contract(s)	June, 2023

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Homes and Community Renewal

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Addenda No. 4 - Issued on January 10, 2023

Amendment 4:

Table 2 in the Section 7 of the RFP titled "Calendar of Events and Milestones" is hereby amended by deleting the table and replacing it with the following table:

Event	Date
Issuance of RFP	November 30, 2022
Pre-Bid Conference via WEBEX (registration for Web-Ex is required) *	December 8, 2022, 1:00pm, Eastern Standard Time ("EST")
Deadline for RFP Questions	January 4, 2023, 12pm, EST
Deadline for Responses to RFP Questions	January 11, 2023
Deadline for Submission of Proposals	January 31, 2023, 12pm, EST
Interviews and/or Demonstrations (if necessary)	To be Determined
Anticipated Selection Date+	May, 2023
Anticipated start date for new contract(s)	June, 2023

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Homes and Community Renewal

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Addenda No. 5 - Issued on January 27, 2023

Amendment 5:

The “230111 Questions & Answers Document”:

Agency response to question 13 number relating to the MWBE “Request for Waiver” PROC-3 FORM is hereby amended by providing the address to the PROC-3 Form as follows:

<https://hcr.ny.gov/system/files/documents/2019/02/mwbewaiverform.pdf>

Agency response to question number 36 relating to Requirements NR 303 is hereby amended by providing the address to NR303 as follows:

https://its.ny.gov/system/files/documents/2022/10/nys_g04_001_electronic_signatures_and_records_act_esra.pdf