



KATHY HOCHUL
Governor

Homes and
Community Renewal

RUTHANNE VISNAUSKAS
Commissioner/CEO

Division of Housing
and Community
Renewal

ADDENDA

Request for Proposals ("RFP") for Consultant Services for Updating Schedule of Reasonable Costs for Major Capital Improvements

Addendum No. 9 (ROUND 9) - Issued on November 27, 2023

Amendment 1:

RFP Table of Contents, Section 10.2.2 titled "10.2.2 Cost Proposal – 25 Points" is hereby deleted and replaced to read as follows:

Section 10.2.2 Cost Proposal – 23 Points

Amendment 2:

RFP Table of Contents, Section 10.2.3 titled "10.2.3 MWBE Scoring – 5 Points" is hereby deleted and replaced to read as follows:

Section 10.2.3 Diversity Practices – 7 Points

Amendment 3:

Section 10.2.2 of the RFP titled "Cost Proposal – 25 Points" is hereby amended by deleting Section 10.2.2 and its contents in their entirety and replacing this section to read as follows:

10.2.2 Cost Proposal – 23 Points

The Agency's Contract Unit will examine the Cost Proposal documents and review them for responsiveness to cost requirements. If a Cost Proposal is found to be non-responsive, that proposal will be eliminated from consideration. All complete, responsive proposals will receive a cost score. Cost proposals will be evaluated on a pre-determined formula using the Proposer's proposed Rate(s). The maximum score (23 points) will be allocated to the proposal with the lowest cost according to this formula. All other proposals will receive a proportionate score to the proposal with the lowest cost, according to the following formula:

Cost points awarded = (23 potential points) X (Low bid / Proposer's bid)



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Amendment 4:

Section 10.2.3 of the RFP titled “MWBE Scoring – 5 Points” is hereby amended by deleting Section 10.2.3 and its contents in their entirety and replacing this section to read as follows:

10.2.3 Diversity Practices – 7 Points

Diversity practices are the efforts of contractors to include New York State certified MWBEs in their business practices. DHCR’s Department of Empowerment, Compliance and Opportunity (“DECO”) will evaluate the Proposer’s Diversity Practices Questionnaire, PROC-9 form. Evaluation will be based on the Proposer’s demonstration of its efforts to collaborate and promote MWBEs.

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ADDENDA
**Request for Proposals ("RFP") for Consultant Services for
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Addenda No. 8 (ROUND 8) - Issued on November 22, 2023

Amendment 1:

Section 4 of the RFP (“Calendar of Events and Milestones”) is hereby amended to change the date for the Deadline for RFP Questions. Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR’s webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	November 30, 2023, 12PM, Eastern Standard Time (EST)
Deadline for Responses to RFP Questions	December 5, 2023
Proposal Submission Deadline	December 15, 2023, 12PM, EST
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	Week of January 15, 2024
Anticipated Date for Execution of the Contract(s)	Week of February 12, 2024
Anticipated Date for OSC Approval of Contract(s)*	Week of February 19, 2024



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ADDENDA **Request for Proposals ("RFP") for Consultant Services for** **Updating Schedule of Reasonable Costs for** **Major Capital Improvements**

Addenda No. 7 (ROUND 7) - Issued on November 17, 2023

Amendment 1:

Section 4 of the RFP (“Calendar of Events and Milestones”) is hereby amended to change the dates for the Deadline for RFP Questions, Deadline for Responses to RFP Questions, Proposal Submission Deadline, Anticipated Notification of Selection, Anticipated Date for Execution of the Contract(s) and Anticipated Date for OSC Approval of Contract(s). Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR’s webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	November 27, 2023, 12PM, Eastern Standard Time (EST)
Deadline for Responses to RFP Questions	December 5, 2023
Proposal Submission Deadline	December 15, 2023, 12PM, EST
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	Week of January 15, 2024



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Anticipated Date for Execution of the Contract(s)	Week of February 12, 2024
Anticipated Date for OSC Approval of Contract(s)*	Week of February 19, 2024



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Addenda No. 6 (ROUND 6) - Issued on November 13, 2023

Amendment 1:

Section 4 of the RFP ("Calendar of Events and Milestones") is hereby amended to change the dates for the Deadline for RFP Questions, Deadline for Responses to RFP Questions and the Proposal Submission Deadline. Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR's webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	November 20, 2023, 12PM, Eastern Standard Time (EST)
Deadline for Responses to RFP Questions	November 28, 2023
Proposal Submission Deadline	December 8, 2023, 12PM, EST
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	Week of January 8, 2024



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Anticipated Date for Execution of the Contract(s)	Week of February 5, 2024
Anticipated Date for OSC Approval of Contract(s)*	Week of February 19, 2024



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Addenda No. 5 (ROUND 5) - Issued on November 1, 2023

Amendment 1:

Section 4 of the RFP ("Calendar of Events and Milestones") is hereby amended to change the dates for the Deadline for RFP Questions, Deadline for Responses to RFP Questions, Proposal Submission Deadline, Anticipated Notification of Selection date, Anticipated Date for Execution of Contract and the Anticipated Date for OSC Approval of Contract. Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR's webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	November 13, 2023, 12PM, Eastern Standard Time (EST)
Deadline for Responses to RFP Questions	November 17, 2023
Proposal Submission Deadline	November 29, 2023, 12PM, EST
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	Week of January 8, 2024



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Anticipated Date for Execution of the Contract(s)	Week of February 5, 2024
Anticipated Date for OSC Approval of Contract(s)*	Week of February 19, 2024



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Addenda No. 4 (ROUND 4) - Issued on October 25, 2023

Amendment 1:

Section 4 of the RFP ("Calendar of Events and Milestones") is hereby amended to change the dates for the Deadline for RFP Questions, Deadline for Responses to RFP Questions and Proposal Submission Deadlines. Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR's webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	November 1, 2023, 12PM, Eastern Daylight Time (EDT)
Deadline for Responses to RFP Questions	November 7, 2023
Proposal Submission Deadline	November 15, 2023, 12PM, Eastern Standard Time (EST)
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	December 15, 2023



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Anticipated Date for Execution of the Contract(s)	January 12, 2024
Anticipated Date for OSC Approval of Contract(s)*	January 22, 2024



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Addenda No. 3 (ROUND 3) - Issued on October 23, 2023

Amendment 1:

Section 4 of the RFP ("Calendar of Events and Milestones") is hereby amended to change the dates for the Deadline for RFP Questions, Deadline for Responses to RFP Questions and Proposal Submission Deadlines. Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR's webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	October 27, 2023, 12PM, Eastern Daylight Time (EDT)
Deadline for Responses to RFP Questions	October 31, 2023
Proposal Submission Deadline	November 8, 2023, 12PM, Eastern Standard Time (EST)
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	December 15, 2023



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Anticipated Date for Execution of the Contract(s)	January 12, 2024
Anticipated Date for OSC Approval of Contract(s)*	January 22, 2024



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Addenda No. 2 (ROUND 2) - Issued on October 17, 2023

Amendment 1:

Section 4 of the RFP ("Calendar of Events and Milestones") is hereby amended to change the dates for the Deadline for RFP Questions, Deadline for Responses to RFP Questions and Proposal Submission Deadlines. Section 4 of the RFP is deleted and replaced with the below Section 4:

4. Calendar of Events and Milestones

It is anticipated that a Contract will be awarded in response to this RFP process based on the below calendar events/dates. DHCR reserves the right to modify the below calendar events/dates at its discretion. Notification of changes in connection to the calendar events/dates will be posted and made available to all interested parties via HCR's webpage at: <https://hcr.ny.gov/procurement-opportunities>.

Event	Date
Issuance of RFP	October 4, 2023
Deadline for RFP Questions	October 25, 2023
Deadline for Responses to RFP Questions	November 2, 2023
Proposal Submission Deadline	November 9, 2023, 12PM, EST
Notification for Interview to Selected Proposers (if needed)	To Be Determined
Interview for Selected Proposers (if needed)	To Be Determined
Anticipated Notification of Selection*	December 15, 2023



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Anticipated Date for Execution of the Contract(s)	January 12, 2024
Anticipated Date for OSC Approval of Contract(s)*	January 22, 2024



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**Request for Proposals ("RFP") for Consultant Services for
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Addenda No. 1 (ROUND 1) - Issued on October 16, 2023

Addendum 1:

Subsection 10.2.3 ("MWBE Scoring – 5 Points") is hereby deleted and replaced with the following newly-titled subsection entitled "MWBE and SDVOB Scoring – 5 Points" as summarized below:

10.2.3 MWBE and SDVOB Scoring – 5 Points

The Agency's Department of Empowerment, Compliance and Opportunities ("DECO") will examine the MWBE/SDVOB documents and review them for responsiveness to MWBE/SDVOB requirements. Responses that have identified MBEs, WBEs, MWBEs or SDVOB as the Proposer to meet the Scope of Services are eligible to receive three percentage points.

Responses that receive the three percentage points are eligible to receive an additional two percentage points if the Proposer's Staffing Plan demonstrates that a majority of its staff are comprised of minority, women or disabled veterans.