



Date: November 15, 2021

From: Emily Whittle, Purchasing Agent

Housing Connect  
3595 S MAIN ST  
Salt Lake City, UT 84115

Reference: RFP HC2021-12

Subject: **Addendum No. 1**

Pages:	Addendum Cover Sheet	1 page
	Questions and Answers	2 page

Note: This addendum shall be included as part of RFP HC2021-12

## Addendum 1 to RFP HC2021-12

**Procurement Schedule:**  
**General Items:**

No changes to the procurement schedule  
Questions and Answers

**Question 1 – Section II. Purpose, How to Respond to this RFP** asks responders to submit a “Copy of Current Certificate of Liability Insurance, with Housing Connect listed as a certificate holder.”, **Section XII. paragraph 5**, states that the contractor will furnish that information once selected. Please clarify if it should be included with the bid or only if selected.

**Answer –** The Certificate of Liability Insurance can be submitted upon award of a contract.

**Question 2 - Section IV. Scope of Work** does not seem to be focused on eviction and collection services, yet **Section IX. Company Qualifications** states, “Proposals shall be considered from responsible organizations or individual engaged in the performance of Eviction and Collection Services.” and **Section X. Minimum Requirements** states, “The Vendor shall provide evidence of his existence in the eviction and collection business for a minimum of three (3) years.” Please clarify.

**Answer –** The RFP is not for Eviction and Collection Services. The RFP is for the services outlined in the Scope of Work. The information on Eviction and Collection Services is a typo and was copied over from a previous RFP. Please use the correct information that is under the Scope of Work.

**Question 3 - Section IX. c.** asks responders to submit a proposed schedule. In considering the scope of work provided in Section IV., it appears that there will be multiple projects and schedules. Please clarify this request.

**Answer –** You do not have to submit a schedule. It is anticipated that the RFP will result in multiple responses and that there may be more than one award to the firms that respond to the RFP.

**Question 4 - Section XI. Insurance Requirements** references Errors and Omissions Liability coverage. Please clarify how that differs from Professional Liability coverage \$3,000,000 aggregate.

**Answer –** Errors and Omissions Liability Coverage is to protect business against claims of mistakes, negligence, inadequate work, etc. Either type of proof of insurance is adequate.