

Addendum 1

**Request for Proposals (RFP) SHA Solicitation No. 3729
Seattle Housing Authority's
Master Facilities Study
Addendum Issued Friday, June 29, 2007**

The following information is provided in response to questions submitted by the deadline for questions of 1:00 PM on Thursday, June 28, 2007, as stated in the above-referenced RFP.

A. The information in this section is provided in response to questions asked pertaining to the Pre-Proposal Conference, held on Monday, June 25, at 2:30 PM.

Question 1: Could you please list full names and titles of other SHA staff at today's 2:30 p.m. meeting?

Response 1: The names and titles are provided below; however, please be reminded that, in the interest of a fair and open process for all, the only person with whom you may be in contact during this competitive process is Pam Montgomery, Senior Contract Administrator. Contact with any other SHA employees could potentially result in the disqualification of a proposal.

- Ann-Marie Lindboe, Director, Housing Finance and Asset Management
- Al Levine, Deputy Executive Director, Development
- Don Ashlock, Director, Housing Operations
- Roxanne Navrides, Assistant Construction Project Manager
- Samuel Pierce, Section 3 Employment Coordinator

Question 2: Could you please make available the list of firms/attendees at today's [Monday, June 25] 2:30 p.m. meeting?

Response 2: Those who attended Monday's Pre-Proposal Conference were as follows:

- Kathryn Bost, Sazan Group, Inc.
- Shammara Baldwin, Meng Analysis
- Sloan Jordan, Housing Preservation Consultants
- Mark Liebman, Krazan Associates
- Ken McGowan, CB Engineers

Question 3:

Question 3. a) Under the Scope of Work in the RFP, is it SHA's intention not to include a mechanical/electrical systems assessment of each building at this time?

Response 3 a): Correct, SHA is not asking for a mechanical/electrical systems assessment of each building as part of the study at this time.

Question 3. b) Will the scope include a structural assessment of each building?

Response 3 b): No, SHA is not asking for a structural assessment of each building as part of the study at this time.

B. The following information is provided in response to additional questions that have been asked by the deadline for questions:

Question 4: Is SHA is actually planning to do building condition assessments as part of this Master Facilities Study? Usually this involves all technical disciplines in deciding what work should be proposed in upgrading existing facilities.

Response 4: No, SHA is not planning building condition assessments as part of this study.

To clarify the intent of the scope, SHA is seeking a firm that can evaluate our facilities, including administrative, operations and maintenance functions; review current space needs, project future needs and assess overall efficiency of its current facilities. We are not seeking a condition assessment of the facilities.

As stated in the RFP, any addenda issued for this RFP will be published on SHA's website www.seattlehousing.org/Business/bus00.htm.

Proposers are responsible for checking the website for addenda prior to submission of proposals. If you are unable to download addenda, you may call Pam Montgomery, Senior Contract Administrator, at (206) 615-3378.

**All other terms and conditions of the RFP remain as stated.
The deadline for proposals remains 2:00 p.m. on Friday, July 13, 2007.**

End of Addendum 1