



# Addendum

Mon, May 20, 2024  
06:06 AM PDT

## Addendum

Solicitation #: RFP P24011

Addendum Title: ADDN 2: PROPOSAL MINS AND AGENDA

Date and Time Issued: 05/14/2024 11:28 AM PDT

Good Morning,

Please find the attached for your review and records.

Thanks in advance for providing a Proposal on these services.

Linda Simpson  
SNRHA Contracts Administrator

Filename	Size
 <a href="#">AgendaConference Mins.pdf</a>	172.1 KB
 <a href="#">Pre Proposal Conference Mins Addn 2.pdf</a>	104.31 KB

Note: One of the files available for downloading might be a ZIP file.



## SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

### ADDENDUM NO. 2

May 8, 2024

## REQUEST FOR PROPOSALS

### CHOICE NEIGHBORHOOD IMPLEMENTATION (CNI) – RELOCATION SERVICES MARBLE MANOR HOUSING DEVELOPMENT - LAS VEGAS, NEVADA 89106

All Proposers providing Proposals for this solicitation are hereby advised to incorporate the following changes/clarifications and related information in their proposals for the above-referenced project. All conditions described in the project Scope of Work Specifications shall apply in full force.

The SNRHA provided a virtual Pre-Proposal Conference on Wednesday, May 9, 2024, 9:00AM. The location of the Scope of Work will take place at the Marble Manor Housing Development, Washington & H and MLK and Wyatt, Las Vegas NV 89106. This document serves as the Minutes from that conference and the following were in attendance virtually, by phone and/or online:

1. Linda Simpson, SNRHA, [lsimpson@snvrha.org](mailto:lsimpson@snvrha.org)
2. Johnny Shaw, SNRHA, [jshaw@snvrha.org](mailto:jshaw@snvrha.org)
3. Shanita Tunstull, SNRHA, [stunstull@snvrha.org](mailto:stunstull@snvrha.org)
4. Irma Solis, SNRHA, [isolis@snvrha.org](mailto:isolis@snvrha.org)
5. Darryl Beatty, Jr., DRA, [d.beatty@drainc.com](mailto:d.beatty@drainc.com)
6. Taurean Gordan, DRA, [tgordan@drainc.com](mailto:tgordan@drainc.com)
7. Rachel Welsted, [rwelsted@housingopportunities.com](mailto:rwelsted@housingopportunities.com)
8. Casey Seliner, Move4Less Nevada, [casey@move4lessnevada.com](mailto:casey@move4lessnevada.com)
9. Chad Wakefield, Revival Development Services, [chad@revivaldevelopmentservices.com](mailto:chad@revivaldevelopmentservices.com)

Linda Simpson conducted the administrative portion of the meeting, explaining the procedures of submitting the Proposal including its various due dates such as the Q & A Period: May 1, 2024 – May 23, 2024, 10AM and the Proposal submission deadline date of Thursday, May 30, 2024, 10AM to include a two-step process, 3 physical proposals; 1 marked original, and two marked copies and the second step is the cost noted at the Housing Agency Marketplace, [ha.economicengine.com](http://ha.economicengine.com). She stated the results will be posted on the noted website to all emails registered on the website.

She stated she is the primary contact and all questions must be provided to her via email through the Housing Agency Marketplace at [ha.economicengine.com](http://ha.economicengine.com). She would then get responses to the questions and provide them back simultaneously to all parties that are registered on the website via an Addendum.

She further mentioned that there is an Insurance Requirement to these services and details could be found within the Solicitation document and that it was the Proposers sole responsibility to review the entire solicitation document, including all Attachments. It is also a Section 3 requirement and Johnny Shaw discussed the details letting them know that the SNRHA would like the first opportunity for resident-employment, should anything become open due to this proposed award of these services.

Regarding putting the Proposal together refer to Attachment A, Form of Proposal, Checklist of everything that is required to be a part of the Proposal. If you follow this checklist and checkoff the items as you go, everything will be included. If there is information that does not apply to you, please include at that tab, "LEFT INTENTIONALLY BLANK" indicating you did not miss the indicated Tab.

Time was given for questions: there were none.

Meeting adjourned: 9:30AM

To refresh your memory, please refer to the Agenda that was followed during the Conference.  
Thank you for your time and efforts in providing a Proposal on these services.

This Addendum is provided to you as a courtesy. It is the contractor's sole responsibility to review and retrieve all Addenda from SNRHA's websites at [www.snvrha.org](http://www.snvrha.org) and/or [ha.economicengine.com](http://ha.economicengine.com) and make the appropriate adjustments to your Proposal Submittal if necessary.

Thank you for your time and consideration in providing a bid for these services.

**END OF ADDENDUM NO. 2**



## AGENDA

WEDNESDAY, MAY 8, 2024, 9:00 AM

### VIRTUAL PRE-PROPOSAL CONFERENCE AGENDA REQUEST FOR PROPOSAL: RFP P24011

#### CHOICE NEIGHBORHOOD IMPLEMENTATION – RELOCATION SERVICES MARBLE MANOR HOUSING DEVELOPMENT

TEAMS MEETING NO. 283 868 915 994

PASSWORD: GHnPFs

DIAL IN BY PHONE: 323-406-1159, 278862721#

PHONE CONFERENCE ID: 278 862 721#

1. Sign-In by sending me an email [lsimpson@sivrha.org](mailto:lsimpson@sivrha.org) to record your Pre-Proposal Conference attendance or you can indicate on the eProcurement website at [ha.economicengine.com](http://ha.economicengine.com) that you intend to submit a proposal.
2. Introductions
3. **Question & Answer Deadline: Wednesday, May 1, 2024 – Monday, May 20, 2024, 10AM**
4. **Proposal Submission and Deadline: Thursday, May 30, 2024, 10AM at SNRHA Procurement & Contracts Office, 340 North 11<sup>th</sup> Street, LV, NV 89101**  
Additionally, your pricing must be input at [ha.economicengine.com](http://ha.economicengine.com) by the same deadline. One without the other causes your bid to be deemed non-responsive. (Late submissions will not be accepted)
5. **Results: Will be posted on the [ha.economicengine.com](http://ha.economicengine.com) website.**
6. **SNRHA's Section 3 Program does apply to these services: Johnny Shaw, [jshaw@sivrha.org](mailto:jshaw@sivrha.org), 702-477-3146.**
7. During this Solicitation process, (from the time that the solicitation post until an award has been made) all questions must be directed to ONLY the primary contact: Linda Simpson, Procurement Dept., via email at [ha.economicengine.com](mailto:lsimpson@sivrha.org). Communication with any other SNRHA staff including its managers, residents, and/or commissioners is a violation of the solicitation process and will cause your proposal to be rejected.
8. Response to Questions, prior to the deadline, will be issued in the form of an Addendum and posted on the Housing Agency Marketplace website at <https://ha.economicengine.com> (Pre-Registration is required). Please ensure your questions are not already addressed within the RFP or within a previously issued Addendum. It is the responsibility of the Proposer to ensure that they download all Addenda issued.
9. **Insurance Requirements:** are applicable to this project/contract and will be required if you are awarded this work: Refer to Section 5.4, page 30 of the RFP Document.



10. **Contract Period:** These CNI-Relocation Services are estimated to be an initial year with seven (7) one-year renewal options for a total of 8 years.
11. It is the Contractor's sole responsibility to review the entire Solicitation document, including all Addenda.
12. **Additional Questions:** Questions during the Pre-Proposal will be answered via the first Addendum along with the Pre-Proposal Minutes and posted on the website at [ha.economicengine.com](http://ha.economicengine.com). Moving forward, it will be your responsibility to access the website and download the information as it is provided.
13. **Putting your Proposal together:** In the Solicitation at Attachment A, Form of Proposal, we've listed the documents you are required to submit in your Proposal, which includes 10 Tabs. We are requesting you provide 3 copies of your proposal; 1 marked original and 2 marked copies provided in an appropriate-sized binder where if we necessary to remove pages for copying and put them back in.  
  
The Proposals must be enclosed in an envelope or box with your return address and of course addressed to the us, the SNRHA, 340 North 11<sup>th</sup> Street, Las Vegas, NV 89101 with the Solicitation name and number stated on the label.
14. **Johnny Shaw** will discuss the Section 3 Requirements.
15. **Scope of Work – Frank Stafford** - The SNRHA is seeking proposals from qualified entities for CNI – Relocation Services regarding the Marble Manor Housing Development. Frank will provide those details.
16. **Questions: None**

Meeting adjourned: 9:30AM



**QUESTIONS**  
**CNI – RELOCATION SERVICES OF MARBLE MANOR**

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