



## ADDENDUM TO SOLICITATION

1. **Addendum Number:** 17-005-001      *Inspections-HCV program*
2. **Issued By:** Paula Nicholas  
Procurement Specialist
3. **Addendum to Solicitation Number:** 17-005-001      **Dated:** 5/24/2017
4. **The following addendum will apply to the above numbered solicitation.**
5. **Description of Addendum:**

*The current due date for this solicitation is May 29, 2017.  
Since May 29<sup>th</sup> is Memorial Day and a holiday, the due date of this solicitation will be moved back to the next business day, which will be Tues., May 30<sup>th</sup>, 2017 at 4pm Central time.*

**ALSO, please see the following questions and answers concerning this solicitation.**

- Are you currently leased to your voucher capacity? **NO** If not, what is your leased up number of vouchers. **1950**
- How many inspections were performed in 2016? **1700**
- Are you doing Annual or Biennial Inspections? **Annual**
- Are you doing any Self-Certification on re-inspections? **no self-certification**
- What is your software system? **HAB/ Encompass**
- Will the contractor be allowed to access your software remotely to perform Administrative functions? **NO**
- Are you currently performing your scheduling and letter production through your software? **NO**
- Are you performing inspections on paper or electronically? **electronically**
- Will you accept a bid on a portion of the work (i.e. inspections only)? **NO**

**EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE SOLICITATION REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.**

6. **Name and Title of Signer:** Paula Nicholas, Procurement Specialist

7. **Signature and Date:** *pnicholas* 5/24/2017