



HOUSING AUTHORITY OF BERGEN COUNTY

ONE BERGEN COUNTY PLAZA, 2ND FLOOR

HACKENSACK, N.J. 07601

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RFP ADDENDUM NOTICE

To: All Prospective Proposers
Addendum Number: No. 1
Issued by: Vincent M. Bufis, Director of Operations/Q.P.A
Date: May 4, 2021
Project/Service Name: HABC 2021.05.14.01 - EXECUTIVE AND LEADERSHIP TRAINING SERVICES
RFP Dated: April 22, 2021

The above referenced project/service is hereby amended as set forth below. Proposers must acknowledge receipt of this addendum, by completing, signing, and submitting with their Proposal, the Acknowledgment of Receipt of Addenda Form.

Description of Addendum:

The following constitutes Addendum No. 1 to the above referenced solicitation.

The addendum is in response to a proposer's request for clarification on the specifications, as well as clarifying the Proposal Submission Form. Part ONE of this addendum clarifies the questions, while Part TWO modifies the Proposal Submission Form. These requests have been summarized as the following:

This addendum is comprised of the following parts:

PART ONE

Note: The question may have been paraphrased in the interest of readability and clarity. Each question is referenced by the appropriate Bid page number(s) and section where applicable.

- What is the total number of participants?
- What are the titles of the participants?

There are fifteen (15) participants for EXECUTIVE AND LEADERSHIP TRAINING SERVICES. Their titles are as follows:

- Executive Director
- Director of Bergen County Housing, Health and Human Services Center
- Human Resources Manager
- Director of Operations
- Director of Finance
- Accounting Manager
- Assisted Housing Director
- Eligibility & Leasing Supervisor
- Assisted Housing Supervisor
- Five (5) Regional Property Managers
- Field Operations Manager



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PART TWO

Note: Modification of the Proposal Submission Form shall be modified in that the fees provided below shall be for the monthly cost of proposed services for all participants.

Comment #	Bid Page #	Bid Section Reference	Amendment
1	6	N/A	<p>Page 6 of the Proposal Submission Form shall be modified and read as:</p> <p>PROPOSAL SUBMISSION FORM (1 of 2) (Note that the fees provided below shall be for the <u>monthly cost</u> of proposed services for all participants)</p> <p>YEAR ONE \$ _____</p> <p>YEAR TWO \$ _____</p> <p>YEAR THREE (OPTIONAL) \$ _____</p>

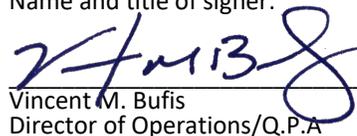
It is the sole responsibility of the Proposer to be knowledgeable of all of the additions, deletions, clarifications and modifications to this RFP and/or the Standard Terms and Conditions relative to this RFP as set forth in all addenda.

Except as provided herein, all terms and conditions of the solicitation and any previous addenda remain unchanged and in full force and effect. Please note that the above-mentioned addenda shall become part of the specifications by reference hereto, having the same binding effect as provisions of the original specifications.

The Housing Authority of Bergen County's interpretation of the meaning and intent of these RFP documents, specifications and addenda items shall be final and conclusive.

END OF ADDENDUM NO. 1

Name and title of signer:



Vincent M. Bufis
 Director of Operations/Q.P.A.