



City of New Braunfels Housing Authority

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Date: May 18, 2021  
To: All Contractors  
From: Mickey Lloyd, Programs Manager  
RE: Addendum 1 to RFP 050121- 0001 Strategic Planning Facilitation Services

The following questions were asked:

**Question:**

I noted on the PHADA website that 05/23 was the deadline for proposals for RFP for Strategic Planning Facilitation Services, but the website documents refer to a date of 05/31. Could you clarify this?

**Answer:**

5/31/21. We will put out a correction today.

**Question:**

Have you established a deadline for the submittal of questions related to the RFP?

**Answer:**

May 31, 2021 at 5:00pm CDST is the proposal submittal return & deadline. There is no specific deadline for submittal of questions.

**Question:**

Does the agency currently have a Strategic Plan other than the HUD 5-Year / Annual Plan?

**Answer:**

No.

**Question:**

Is there a Resident Board or Resident Council that might be utilized for resident input on the Strategic Plan?

**Answer:**

No resident board nor council.

**Question:**

What are your current Covid-19 operational protocols?

**Answer:**

We are open for business in person and holding meetings in person. Social distancing applies. Face masks are encouraged. **Update:** We will follow the most current CDC guidelines as applied by State, County, and City regulations.

**Question:**

Will the current Covid-19 protocols allow for some direct on-site interaction with the Board and staff if protocols are abided by?



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**Answer:**

Yes.

**Question:**

On page 20 of the RFP it notes that the priority points and criterion for Section 3 Preferences can be found in Attachment D. I have reviewed the documents in Attachment D and did not seem to come across the points criterion. Did I miss it somewhere, or, if not, can that be clarified?

**Answer:**

Clarification of Section 3 Preferences, Attachment D from <https://www.hud.gov/section3>, below:

Numerical goals and preference (priority):

a. Employment: Contractors and subcontractors will make every effort within their disposal to obtain a minimum of thirty percent (30%) of the total number of new hires annually shall be Section 3 residents, in the following order of priority:

- i. Priority 1: Residents of the housing development or developments for which the contract shall be performed or the Section 3 covered assistance is expended.
- ii. Priority 2: Residents of other housing developments managed by NBHA.
- iii. Priority 3: Participants in HUD Youthbuild programs being carried out in the San Antonio-New Braunfels metropolitan statistical area.
- iv. Priority 4: NBHA's HCV holders, as well as all other residents residing in the San Antonio-New Braunfels MSA who meet the income guidelines for Section 3 preference.

b. Contracting: Contractors and subcontractors will make every effort within their disposal to obtain the minimum goals for contracting.

- i. Ten percent (10%) of the total dollar amount of Section 3 covered contracts for building trade work for maintenance, repair, modernization, development, rehabilitation, or construction is awarded to Section 3 business concerns.
- ii. Three percent (3%) of the total dollar amount of all other Section 3 covered contracts (non-building trade contracts) is awarded to Section 3 business concerns.
- iii. The following order of preference (priority) will be used:
  1. Priority 1: Business concerns that are 51% or more owned by residents of the housing development(s) for which the work is performed, or whose fulltime, permanent workforce includes 30% of these persons as employees.
  2. Priority 2: Business concerns that are 51% or more owned by NBHA residents other than the housing development where the work is to be performed; or whose full-time permanent workforce includes 30% of these persons as employees.
  3. Priority 3: HUD Youthbuild programs being carried out in the San Antonio-New Braunfels MSA.
  4. Priority 4: Business concerns that are 51% or more owned by a Section 3 resident(s), or whose permanent full-time workforce includes no less than 30% Section 3 residents; or that subcontract in excess of 25% of the total amount of subcontracts to Section 3 business concerns.