

RFP for:

Colonial Village Financial Advisory Services for the:
Norwalk Housing Authority

Addendum #1 Date: April 5, 2019

GENERAL / CLARIFICATIONS

DUE DATE

The time and date for bids is 400:pm on Tuesday April 9th, 2018

QUESTIONS RECEIVED:

- 1) **Q.** We would consider combining our efforts with a law firm to ensure we can address all tasks under the Scope of Services (Section 3). If that approach is acceptable, could each firm bill the Authority separately for their portion of the work performed?
A. NHA intends to hire an attorney for the transaction, we don't have one as of now
- 2) **Q.** Are you working with legal counsel that the awardee will work with in relation to applications or will the awardee be responsible for document review of agreements, etc.
A. Finances will be handled by the Financial consultant and the legal matters by the attorney and sometime together
- 3) **Q.** The Response Requirements, item 11 states "Each responder must include with its proposal a certification signed by an officer of the firm indicating its firm's understanding of the provisions of the Housing Authority of the City of Norwalk Equal Employment Opportunity Program..." Could you please provide information on this program?
A. Refer to Attachment
- 4) **Q.** On page 5, under evaluation criteria, it states the proposals will be scored up to 20 points based on 'availability to provide services within the required schedule.' We were not able to find the schedule for services in the package. Could you direct us to its location or let us know what schedule the NHA is looking for?
A. See Schedule

SCHEDULE:

The Norwalk Housing Authority (NHA) expects to submit a response to released State NOFA's for funding by the deadline required by the NOFA's if not earlier. The NHA also may seek to issue its own bonds and other funding options this year based on the uncertainty regarding state programs that may be cut. Work is anticipated to continue into 2020 with the potential need to file for additional funding sources as necessitated by the need fill any gaps in financing that may occur.

END OF ADDENDUM #1



Affirmative Action Policy Statement

CESAR RAMIREZ
Chairman

JEFFREY INGRAHAM
Vice Chairman

DEIDRA DAVIS
Treasurer

BRENDA PENN - WILLIAMS
Commissioner

LARRY A. KATZ
Commissioner

CURTIS O. LAW
Executive Director

CANDACE E. MAYER
Deputy Director

LATTARULO LAW FIRM, LLC
General Counsel

UNITED WAY
COMMUNITY PARTNER

As Executive Director of Housing Authority of the City of Norwalk, I recognize the need for Affirmative Action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Housing Authority of the City of Norwalk's work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, I further state that the Housing Authority of the City of Norwalk will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons. I further pledge that the Housing Authority of the City of Norwalk will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, Housing Authority of the City of Norwalk will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of Housing Authority of the City of Norwalk to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but, not limited to blindness, sexual orientation, genetic information or criminal record, unless the provisions of Section 46a-60(b), 46a-80(b) and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bonfire occupational qualification for excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoff and terminations.

Housing Authority of the City of Norwalk

P.O. Box 508, 24 1/2 Monroe Street • Norwalk, Connecticut 06856-0508
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Housing Authority of the City of Norwalk will implement, monitor and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations and executive orders listed below: 13th, 14th and 15th Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), H.R. 493 (The Genetic Information Nondiscrimination Act of 2008, effective November 21, 2009). Act 1 Section 1 and 20 Connecticut Constitution, Governor Grasso's Executive Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64). Discrimination against Criminal Offenders (46a-80). Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46-63-64), definition of Blind (46a-51 (1), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

This policy statement will be given annually to all Housing Authority of the City of Norwalk's employees and will also be posted throughout Housing Authority of the City of Norwalk's offices. I also expect each supplier, union, consultant and other entity (s) with which we do business to comply with all applicable State and Federal Equal Opportunity laws and regulations. Housing Authority of the City of Norwalk will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I have assigned the responsibility to achieve the successful implementation of our goals and objectives to Nicole Ruffin, Human Resources Specialist, 203-838-8471 Ext. 137.

By Housing Authority of the City of Norwalk

December 22, 2015

Date


Curtis O. Law, Executive Director

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE FROM THE ADA-504 COORDINATOR BY CALLING 203-838-8471.

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