

**EDITS TO THE INVITATION**  
**March 23, 2011**

**A. The following references in to the PBTs were changed from Exhibit A, Section 4 to Section 3.**

**2.4 Required Elements of Reasoned Legal Opinion for a Governmental Entity—  
corrected Exhibit A Section number**

(2) Was created under a statute that confers powers that include the power to administer project-based section 8 HAP Contracts, including the power to perform each of the eight PBTs identified in Exhibit A, Section 3, of the ACC. Although the statute may not explicitly enumerate such powers, the attorney signing the RLO must conclude and state that all such powers are within the scope of those explicitly conferred;

**2.5. Required Elements of Reasoned Legal Opinion for an Instrumentality Entity—  
corrected Exhibit A Section number**

(4) The instrumentality entity was created under a statute that confers powers that include the power to administer project-based section 8 HAP Contracts, including the power to perform each of the eight PBTs identified in Exhibit A, Section 3, of the ACC. Although the statute may not explicitly enumerate such powers, the attorney signing the RLO must conclude and state that all such powers are within the scope of those explicitly conferred;

**B. The following references to a Statement of Work (SOW) in the ACC are deleted (see strikethrough) and Exhibit A, Section 3, of the ACC is inserted.**

**3.2. Limitation on the Total Number of Covered Units Administered by the PHA and Serviced by Certain Subcontractors**

A PHA may submit Applications for multiple States under this Invitation. The total number of Covered Units for all Applications submitted by a PHA shall not exceed thirty-three (33) percent of the total number of units in the Portfolio of All Active Project-Based Section 8 Contracts as published by HUD at the following Uniform Record Locator (URL): <http://www.hud.gov/offices/hsg/mfh/rfp/sec8rfp.cfm>. If the sum of the total number of Covered Units for all Applications exceeds thirty-three (33) percent, all Applications submitted by the PHA will be rejected.

Certain sub-contractors may be engaged by PHAs to perform services under separate Applications to this Invitation where the sub-contractor provides fifty (50) percent or more of the full-time equivalent (FTE) employees required to perform PBT numbers one (1) through six (6) as specified in Exhibit A, Section 3 of ~~under the Statement of Work in the ACC~~. The total number of Covered Units for Applications for which such a sub-contractor is engaged shall not exceed thirty-three (33) percent of the total number of units in the Portfolio of All Active Project-Based Section 8 Contracts. If the sum of the total number of Covered Units for such a

sub-contractor exceeds this unit limitation, the Applications for all PHAs engaging that sub-contractor will be rejected.

### **3.3.1.3 Sub-Contractor Certification**

7. List all States, beginning with the State and PHA for which this Application is submitted, that the sub-contractor has entered into an agreement with a PHA submitting an Application to this Invitation to provide fifty (50) percent or more of the FTE employees required to perform Performance-Based Tasks one (1) through six (6) as specified in Exhibit A, Section 3, of ~~under the Statement of Work in~~ the Annual Contributions Contract. The list shall include the Name of the State, Name of PHA, number of active Section 8 Project-Based Contracts for each State and the total number units for all active Section 8 Project-Based Contracts for all listed States:

### **3.3.4. Quality Control Plan**

The Quality Control Plan portion of the application should exhibit the applicant's ability to design, manage, and monitor the internal controls required to ensure quality performance of the ACC and the PBTs described in Exhibit A, Section 3, of the ACC. ~~under the SOW.~~ The Quality Control Plan is a factor for award. Section 4, Factors for Award, details the seven (7) "Elements" that the applicant must address in the Quality Control Plan.

### **3.3.6. Disaster Plan**

The PHA shall provide HUD a PHA Disaster Plan that details how the PHA and, if applicable, subcontractors that perform services that provide fifty (50) percent or more of the full time equivalent (FTE) employees required to perform PBTs Numbers one (1) through six (6) as specified in Exhibit A, Section 3, of ~~under the Statement of Work in~~ the ACC, in the event of a natural or human caused disaster.

The Disaster Plan Certification shall include:

This is to certify that I have reviewed the disaster plan for this organization and, if applicable, subcontractors that perform services that provide fifty (50) percent or more of the full time equivalent (FTE) employees required to perform PBTs Numbers one (1) through six (6) as specified in Exhibit A, Section 3, of ~~under the Statement of Work in~~ the ACC and to best of my knowledge and belief:

### **C. The Disaster Plan Coordinator requirement to meet the qualification requirements of the State Emergency Management Agency is edited as follows (strikethrough words deleted).**

The Disaster Plan shall be updated when changes occur and an up-to-date copy of the PHA's Disaster Plan provided to HUD. The PHA shall provide HUD a PHA Disaster Plan

Certification (Exhibit D) sixty (60) calendar days prior to the ACC year end. The Disaster Plan Certification shall be signed by a Disaster Plan Coordinator who has ~~must meet the requirements of the State emergency management agency~~ the education and experience to develop, manage, and test disaster, continuity of operations, or emergency management plans. ~~for State agencies.~~ The Disaster Plan Coordinator must attach a qualifications statement or resume to the certification

**D. Element 1 of the Technical Approach is edited to delete “Month-by-Month.”**

Element 1: Applicant must demonstrate a sound technical approach to managing, performing, and measuring the Acceptable Quality Level of each of the PBTs specified in the ACC. The applicant’s response shall begin with an Annual Work Plan that details the ~~month-by-month~~ activities required to fully perform all PBTs during the first twelve (12) month period of the ACC Term. (30 Points)