



RFP #22-009 Diversity, Equity, Inclusion and Belonging Consultant

Addendum #1

Responses to Questions:

The following questions were submitted by the deadline and are answered in this addendum.

Question #1: What is the maximum budget allocated to this solicitation?

Answer #1: We did not set the maximum budget since the budget depends on multiple factors including the content of the selected proposal(s).

Question #2: Does OHA currently have DEI measures in place? And in what areas of the Authority do they exist?

Answer #2: OHA does not have any formal DEI Measures in place.

Question #3: How often is vendor presence required on-site?

Answer #3: It will depend on what is proposed in the selected proposal(s).

Question #4: Do we factor in the cost of potential Section 3 qualified positions in the proposal or will work opportunities be paid for directly from OHA?

Answer #4: Respondents should factor all costs in their proposal. OHA does not pay more for section 3 hires nor do we pay them directly on behalf of a vendor. Please consult guidance from HUD at <https://www.hud.gov/section3> to find more information about Section 3 best practices.

Question #5: What is the primary mechanism for document sharing i.e., policies, processes, protocols, procedures?

Answer #5: Email or file transfer protocol site is the mechanism for sharing documents.

Question #6: What resources and analytical tools are OHA currently using to measure progress for learning, staff training, and engagement? *Ref. 2.1.11*

Answer #6: OHA has a dedicated staff person and multiple vendors that are responsible for staff training, but is not currently using any analytical tools to measure progress.

Question #7: For technical assistance during initiative rollout is it required for the Vendor to be physically present? *Ref. 2.1.16*

Answer #7: It is preferred in some cases but not required.

Question #8: If multiple vendors are selected, how will roles, responsibilities, and information be distributed?

Answer #8: Staff will provide an explanation of this when vendor(s) are selected and contracts are executed.

Question #9: Over the course of the contract will there be any gaps in service? If so, how long are those gaps expected to be?

Answer #9: We cannot guarantee that there will not be any gaps in service and cannot anticipate how long they would be.

Question #10: Will the twenty-three factors outlined be considerations to *Section 2.1.A*, or will these be requirements?

Answer #10: The twenty-three factors outlined in the general requirements will be considerations. Not all are required, but the list provides a framework of the expectations of what should be included in the proposals and final deliverables.



Oakland Housing
Authority

RFP #22-009 Diversity, Equity, Inclusion and Belonging Consultant

Addendum #1

Proposer hereby acknowledges this addendum:

Name of Firm: _____

Authorized Signature: _____

Date: _____

Acknowledgement of this Addendum MUST be included with your proposal.