

ADDENDUM NO. 1

REQUEST FOR QUALIFICATIONS

AS-NEEDED PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES

RFQ No.: 1001



Original ITB Issue Date: January 28, 2026

Addendum Issue Date: February 23, 2026

Bid Due Date: February 27, 2026 – 3:00 PM EST

Hendersonville Affordable Housing Corporation (HAHC)

203 N Justice Street

Hendersonville, NC 28793

ADDENDUM PURPOSE

This Addendum forms a part of the Contract Documents and modifies the original **Request for Qualifications (RFQ) No. 1001 – As-Needed Professional Architectural and Engineering Services**.

This Addendum provides responses to proposer questions and clarifications regarding RFQ requirements.

QUESTIONS AND RESPONSES

Question 1 – Team Composition Requirements

Due to the broad nature of this RFQ, can an architecture firm submit solely for architectural as-needed services, or is a full team including architecture and engineering required to respond?

Response:

HAHC's preference is to receive qualifications from firms or teams capable of supporting the full range of architectural and engineering service requirements described in the RFQ. Firms may submit individually or as part of a team; however, respondents should demonstrate the capability to support HAHC's anticipated service needs.

Question 2 – Required Attachments for Team Members

If a full team is proposed, does each firm need to complete and notarize the required attachments (such as Attachment C for E-Verify compliance)? For example, if the prime firm has fewer than twenty-five (25) employees but subconsultants have more than twenty-five (25) employees, must each firm complete the forms?

Response:

Only the Prime Respondent is required to complete the Required Attachments included in the RFQ.

Question 3 – Pricing Structure

Are hourly fees considered a compliant pricing structure under the RFQ contract requirements?

Response:

Yes. Hourly fee structures may be considered a compliant pricing structure when negotiated as part of individual Task Orders in accordance with RFQ requirements.

Question 4 – Definition of "Contractor"

The term "Contractor" is used several times in the RFQ. Does this require a construction contractor to be part of the proposed team, or does the term refer to the respondent?

Response:

In this RFQ, the term "**Contractor**" is used interchangeably with "**Vendor,**" "**Proposer,**" "**Respondent,**" or "**Consultant.**" The term does not require a construction contractor to be included on the proposed team.

Hendersonville Affordable Housing Corporation

Connie Stewart
Executive Director