

RFP HCV Consultant Services - Questions and Answers

Question: Scope Item #1. Process Certifications (Annual and Interim) to eliminate any and all backlogs.

Answer: The Jackson Housing Authority will not require any assistance with this process.

Scope Item #5. Assist with Quality Control of files and inspections.

Question: How many QC file reviews does JHA anticipate and over what period of time? E.g. # QC file reviews per month for # months

Answer: The Jackson Housing Authority is requesting 15 QC file reviews per month for 8 months. Cost associated with these QC file reviews will play a factor.

Question: How many HQS inspection QCs does JHA anticipate and over what period of time? E.g. # HQS QCs per quarter or year

Answer: The Jackson Housing Authority is requesting 35 HQS Inspections per year.

Scope Item #7. Lead HCVP department and provide guidance as needed. Serve as a technical resource for department staff, answering questions and providing advice on interpreting and applying applicable regulations, policies, and procedures, with the goal of maximizing and then maintaining utilization rates and other measures of program effectiveness.

and,

Scope Item #11. Assist with training of HCVP Director.

Question: Please confirm our assumption that JHA has a permanent HCV Manager/Director and that this scope item is requesting technical assistance be provided to that position and/or the HCV leadership team? If not, please clarify if JHA is requesting onsite HCV department leadership and for what period of time.

Answer: The Jackson Housing Authority currently has an interim HCV Director filling that role and is being assisted by the Deputy Executive Director to oversee the HCV department. We will be requesting technical assistance for the interim Director and the whole team. We are scheduling interviews and will be prepared to hire a permanent Fulltime HCV Director within the next 45 days.