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**RFP #18-004 Low-Income Housing Tax Credit Compliance Services  
Addendum #1**

1) For scope items A-E, will LIHTC tenant files be provided electronically or will the selected LIHTC Compliance Consultant need to be on-site at SHA to review files?

**SHA Response: The selected LIHTC Compliance Consultant need to be on-site at SHA to review files.**

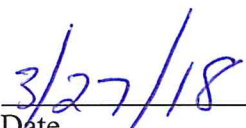
2) For scope item 10, “Provide monthly compliance tracking status report for the property outlining status of the assigned file reviews noting issues and outstanding follow up items” – which entity is responsible for obtaining and completing corrections for compliance findings?

**SHA Response: SHA will be responsible for obtaining and completing corrections for compliance findings.**

3) SHA also desires that the firm provide training to SHA staff. Respondents shall include cost to train up to 5 staff members.

Sanford Housing Authority further reserves the right to modify the RFP scope of work.

  
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Shannon Judd, CEO/Procurement & Contracting Officer

  
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Date