

Request for Qualifications
RFQ #25-0925
IT Augmented Services
ADDENDUM #1

Issue Date: October 14, 2025

This Addendum is hereby made a part of the Request for Qualifications (RFQ) to the same extent as if it was originally included therein and is intended to modify and/or interpret the proposal documents by additions, deletions, clarifications, or corrections. The Company/Bidder shall provide a signed copy of this addendum with the submitted proposal to acknowledge receipt.

RFQ Clarifications:

1. Q. Is one day per week on-site with the remaining four days remote, or is it strictly one day per week (part-time)?
A. **Yes, the request is for one day a week.**
2. Q. Can we suggest additional positions to support skill sets?
A. **Yes, if you feel like multiple people will be needed, you may suggest this within your proposal.**
3. Q. Is there any local preference for this contract?
A. **Yes, the preference is for the person/team to be local to the Greater KC area. As such, no travel reimbursement or expense is provided.**
4. Q. Is government references mandatory or can we provide commercial references?
A. **Commercial references are fine as well, as long as they provide a similar service as that requested.**
5. Q. Please provide an inventory of the current infrastructure environment (e.g., number of physical and virtual servers, endpoints, network devices such as routers, switches, firewalls, WiFi Access Points, no. of databases etc.) to help better estimate the level of efforts & skills required?
A. **14 switches, 1 firewall, 1 16 AP Spread across 8 networks, 35 servers, Horizon Environment, 4 physical servers, 2 DB, 2 MDM.**
6. Q. The expected level of support for each of these systems - you need just Level 1 support or Level 2 & 3 support is also required which is basically deep troubleshooting, correct?
A. **Level 2/3 support.**

7. Q. Is the day of the week flexible or fixed? Can it be mutually agreed and altered?
A. Flexible, mutually agreed upon, and altered.
8. Q. All the other days, do you need remote or on-call support from the resources?
A. HAKC is interested in one day a week on-location but are negotiable in regards to additional on-call/remote if offered.
9. Q. What is the estimated annual budget for this project?
A. The intent of the RFQ process is to solicit proposals and competitive pricing responses based on each company's pricing needed to provide these services.
10. Q. Do we have to submit actual candidate resumes, what about key personnels resumes/internal staff?
A. Yes, we expect to see the resume of the person(s) who will be providing the service.
11. Q. Please confirm whether references should reflect the company's experience providing similar services, or if you are seeking references specific to the proposed candidate?
A. Please see item 8. Submission Requirements and item 10. Evaluation Selection Criteria for an outline of the proposal submission of information and format.
12. Q. We do not see a cost proposal form, should we create our own and how should it be priced?
A. The preferred pricing is an hourly rate, per the methodology/staff utilization of the services requested.
13. Q. Are offshore resources eligible?
A. Per item 4. HAKC requires that the associate be on-site in Kansas City, Missouri one day per week for an 8-hour day.
14. Q. What is the contract duration?
A. Please see item 4. Service Schedule, the term of contract services is for a one (1) year period, with up to 3 (three) one year renewal options.

End OF Addendum

Request for Qualifications
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IT Augmented Staff Services
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This written response is being submitted to the Housing Authority of Kansas City, Missouri in conjunction with the Request for Proposal RFP # 25-0925.

I hereby represent that I am a duly authorized agent for the company identified below, AND THAT I HAVE RECEIVED THE ADDENDUM #1.

Company: _____

Authorized Signatory: _____
Printed Name

Title: _____

Signature: _____

Date: _____