



September 24, 2018

ADDENDUM NO 3 TO RFQ 2018-31

Commodity: Co-Developer/Developer for Rental Assistance Demonstration (RAD) Various Developments

RFQ Issued: September 06, 2018

Closing Date and Time: October 04, 2018 2:00 p.m. Local Richmond Time

The above solicitation is hereby modified as follows:

1. Closing Date is changed to

October 16, 2018 @ 2:00 PM

@ 901 Chamberlayne Pkway, Richmond, VA 23220

2. Page 24 C. Team Experience and Capabilities reads:

...at least two projects in Virginia using Low Income Housing Tax Credits;

The proposal is changed to read:

At Least two projects using Low Income Housing Tax Credits

3. Page 12 #6 Relocation Requirements reads:

Any temporary relocation necessary for completing the rehabilitation of converted units must comply with the Uniform Relocation Act and its implementing regulations (49 CFR Part 24). In addition, pursuant to the San Francisco Administrative Code Section 39.1 through 39.9, any relocation plan related to the rehabilitation of units undertaken with financial assistance from the City must be presented to the City agency providing that assistance for review at least 30 days prior to its implementation.

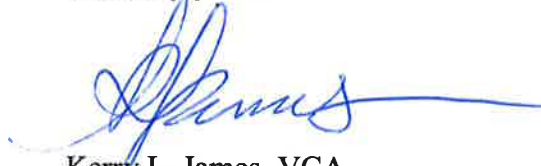
The proposal is changed to read:

The developer(s) are required to plan and oversee the relocation process. Any temporary or permanent relocation necessary for completing the rehabilitation of converted units must comply with the Uniform Relocation Act and its implementing regulations (49 CFR Part 24). Further, the obligations due to relocation residents under RAD are broader than URA relocation assistance and payments and RAD specifies requirements which are more protective of residents than standard URA requirements, including additional notices and a right to return. Additional information on RAD relocation and be reviewed access RAD Fair Housing, Civil Rights and Relocation Requirements Notice (Notice H 2016-17; PIH 2016-17).

4. **Are Property Appraisals available?**
 - a. **Appraisals of the properties are not available; however, Tax assessments of the 11 properties are available on the City of Richmond Website:**
<http://www.richmondgov.com/assessor/index.aspx>.
5. **Is there a point of contact for VHDA?**
 - a. **Developers can access the VHDA website and find out about their programs, but we do not have a specific contact person.**
6. **Is there an estimated budget**
 - a. **RRHA can provide a copy of the Capital Needs Assessment (CNA) which has an estimated cost for the renovations at each development. CNA will be available from RRHA website.**
7. **For each property, would you be willing to provide the following:**
 - **Last 2 years of financial statements**
 - **Rent Roll covering last 12 months**
 - **Copy of the current Rental Assistance Agreement**
 - **Copy of the CHAPS**
 - **Any information about any potential funding, if any, RRHA could contribute to the project**
 - a. **RRHA is willing to provide one year financial statements for one of the properties. To be attached to this addendum.**
 - b. **RRHA will not provide Rent Rolls at this time**
 - c. **RRHA is not clear on what Rental Assistance Agreement is being requested**
 - d. **RRHA is willing to provide copies of the CHAPS. The CHAPS will be attached to this Addendum.**
8. **With regard to the financial capacity of the offeror (page 26), the RFQ states that we must provide the three most recent years of audited financial statements from each member of the offeror's team. Are there any other documents that are acceptable in lieu of audited financial statements? For example bank statements for proof of liquidity or certified financial statements by a CPA.**
 - a. **Another documents that is acceptable in lieu of audited financial statements is certified financial statements from an independent or third party Certified Public Accountant (CPA).**

Note: A signed acknowledgement of this Addendum must be received at the submission location indicated on the RFQ either prior to the PROPOSAL due date and hour or attached to your Proposal.

Sincerely yours,



Kerry L. James, VCA
Director of Procurement and Contract Administration
Phone: 804-780-4444

Name of Firm

Signature / Title

Date