January 23, 2020

ADDENDUM NO 1. TO RRHA RFP 2020-01

Commodity: Project Based Voucher Services  
RFP Issued: January 10, 2020  
Proposal Due Date: February 10, 2020 at 2:00PM

The above solicitation is hereby modified as follows:

ADDENDUM ITEMS:

ITEM NO. 1: QUESTIONS/ANSWERS:

The following questions were received after issuance of the RFP. Included are answers and/or clarification to the questions. Please consider each of the answers as your prepare your proposals.

Q1. Section V. Specific Requirements states “RRHA expects to be a partner in each development transaction beyond the allocation of vouchers. RRHA expects to participate in the ownership structure of the project and to participate in the promotion and marketing of the project.” Could you please confirm that an allocation of vouchers is contingent on RRHA’s participation in the ownership structure? Further, how does RRHA anticipate/envision participating in the ownership structure of a LIHTC deal with an established owner, developer, and syndicator?

A1. RRHA’s participation in the ownership structure is required. It is the Owner/Developer’s responsibility to propose RRHA’s ownership role. The extent and structure of the participation will be considered during the proposal evaluation.

Q2. Section V. Specific Requirements Number 10. Project Cap on Total PBV Units states that “RRHA will consider issuing PBVs to qualifying households over the 25 percent per project cap if: b. The units are in a multifamily project and are being made available to the elderly or disabled families or families receiving family supportive services, which will be verified by RRHA.” Could you predetermine if a particular supportive serves plan qualifies for the exception?

A2. If an Owner /Developer intends to exceed the 25% cap on PBV units based open providing a social services plan, a detailed plan should be included with the proposal submission. A detailed supportive plan will include such items as:

1. Anticipated Resident Needs and Program Goals;
2. Implementation and Monitoring Plan for Services,
3. Programs and Activities;
4. Staffing; Experience of the service provider
5. Budget and Source of Funds; and
6. Coordination with and Commitment of Community Resources.

This list is provided as guidance and is not considered to be exhaustive. RRHA will evaluate the submitted plan in its entirety during proposal evaluation.
Q3. Section V Evaluation Criteria, Item A 7 Business Terms states: Proposals will be scored based on Owner/Developer’s proposal of other business terms which benefit RRHA, including a share of any developer fee or project cash flow. Please clarify these terms.

A3. RRHA expects to be a partner in each development. Such partnership participation would normally include a share of developer fees or project cash flow. Any submission should clearly outline such business terms.

Bid Closing Date and Time – February 10, 2020 at 2:00PM

Note: An acknowledgement of this addendum shall be attached to you bid.

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

Arthur J. Walker, CPPO
Director of Procurement and Contract Administration
804-780-44449

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Name of Firm

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Signature / Title

____________________________
Date