

## Questions & Answers

- RFP pg 6 of 15 – Section B.1. – The organization must be incorporated
  - I am assuming an LLCs is an acceptable for-profit organization for the purposes of this RFP. Please confirm.

**Answer:** *Limited Liability Company (LLC) is a business structure that is allowed under state statutes. The organization must be registered with the Maryland Secretary of State.*

- RFP pg 6 of 15 – Section B.7. – The organization must be able to enter into an Agreement for Housing Assistance Payment (AHAP) contract and start the project for which the PBVs have been requested within a 24-month period after the announcement of award for new construction...

- Please confirm that “starting the project” means the commencement of construction with regards to new construction project or otherwise clarify the timing requirement.

**Answer:** *For single stage project, in which a single stage project will have the same Agreement effective date for all contract units, the date for commencement of work or start of the project is not later than 730 calendar days after the effective date of this Agreement. In other words, the start date for new construction projects must be no later than 24 months after the award.*

- RFP pg 7 of 15 – Tab 3 – Design (Part 1 of 2) – This section outlines how points will be awarded based on the percentage of subsidized UFAS units in the project or building. It reads as if maximum points will be awarded if the percentage of subsidized UFAS units within the building is between 6% and 8% of all units.
  - Does this mean that we cannot request PBVs for more than 8% of the units in our project or building to score maximum points?
  - Our project consists of 46 units and is currently being designed to include five two-bedroom UFAS units and five three-bedroom UFAS units. I would like to request 10 total PBVs for our project but the RFP seems to indicate that maximum points will be awarded to projects with a maximum of 8% (or 4 units in our scenario) subsidized UFAS units.
  - Should the last bullet read “Subsidized UFAS units are greater than 6% of all units in the building but no more than the maximum allowable by HUD”?

**Answer:** *HAPGC seeks a proposal or proposals that will yield the following unit composition and may select several responses to fulfill the unit composition as listed below:*

- *No more than eight (8) one-bedroom units designated to elderly families;*
- *Thirty-one (31) two-bedroom units; and*
- *Thirty (30) units with three or more bedrooms.*

1. Under the Proposal Criteria Evaluation (p. 13 of 15) the maximum score for the percentage of subsidized UFAS units between 6% and 8% of all units within the building is 20 points. The score does not change if the percentage of subsidized UFAS units exceeds 8%. Neither does it mean that you cannot request PBVs for more than 8% of the units in the project.
2. The focus of the RFP is to fulfill the unit composition as listed above.
3. For consistency, HAPGC will keep the last bullet as is: Subsidized UFAS units are between 6% and 8% of all units in building.

- RFP pg 8 of 15 – Tab 4 – Design (Part 2 of 2)
  - B) Yearly, turnover rate
    - Is this asking to provide an annual tenant turnover rate for properties that are currently operating? Should we just mark this as not applicable for a new construction project?

**Answer:** *Yes, for New Construction – Not Applicable*

- RFP pg 8 of 15 – Tab 5 – Development Experience
  - d) Dates during which services were performed.
    - Is this asking when the previous projects were developed/constructed? Please clarify what is meant by “services”

**Answer:** *In the context of developing accessible and/or low-income housing units for new construction, rehabilitated housing or existing housing, HAPGC would like to know the start and end dates of the services performed i.e. elaborate on the development of 100 or more accessible and/or low-income housing units as primary or co-sponsor in the past five years or the development of 50 to 99 accessible and/or low-income housing units as primary or co-sponsor in the past five years. For further clarification, HAPGC seeks information regarding the operations or “services” at the development site.*

- e) Describe the services performed and Respondent’s role
  - Again please clarify what is meant by services performed.

**Answer:** *See answer above.*