

**ADDENDUM 1**

Job Name: RFP Rental Assistance Demonstration (RAD) or Alternatives to RAD and Financial Consulting Advisory Services  
Job Number: 220401  
Addendum Date: Tuesday, April 5, 2022

**A. Notice to Offerors:**

This Addendum is issued pursuant to the Conditions of the Contract and is hereby made part of the Contract Documents for the Project entitled RFP Rental Assistance Demonstration (RAD) or Alternatives to RAD And Financial Consulting Advisory Services Dated March 10, 2022. Addenda serve to clarify, revise, and supersede information in the Project Manual / Specifications, the drawings, and any previously issued Addenda. The Offeror shall acknowledge receipt of this Addendum in the space provided in the Addenda Acknowledgement Form and on the outer envelope of the bid. Failure to do so may subject the Offeror to disqualification.

**B. Changes to Scope of Work / Specifications: None**

**C. Questions and Answers**

1. Question: Are there current CFFP and EPC loans? Had a CFFP loan but paid off in 2019.  
Answer: EPC loan has been partially paid off on some specific properties we have on our list for conversion.
2. Question: Does CHA currently have a consultant providing these services?  
Answer: Yes. Their contract will expire on April 30, 2022
3. Question: Are there any prior analyses on the portfolio which can be shared?  
Answer: See Attached Spread Sheet
4. Question: The RFP requests evidence an architect organization is registered in South Carolina. Does CHA anticipate the need for architectural services within the scope of work for the RFP?  
Answer: No. For this statement provide evidence of your firm's Insurance.
5. Question: Deadline for questions is listed as both April 1 and April 11. Please confirm which.  
Answer: April 1, 2022
6. Question: The RFP states that the proposal is restricted to 25 pages with the exception of attachments such as resumes. Does this exception also include other marketing materials?  
Answer: Yes.
7. Question: After reviewing the Required Section 3 forms, there are 4 listed however only 3 are attached. Are we able to retrieve the "CHA Form Section 3 Compliance Report" from your website?  
Answer: Yes, I have also attached to this email.
8. Question: Is there a form to provide the workforce profile to CHA?  
Answer: No
9. Question: The RFP states that the contract can be an hourly rate plus typical reimbursables and/or a percentage of developer fee. Is the intention that a consultant be a part of developer team? Is CHA looking for a fixed fee proposal for any of the proposed work at this time?  
Answer: Yes, the Housing Authority would be interested in the consultant being part of the developer team. We have two rehab projects coming up and we have CHAPs on both. We have procured the debt and equity partners and would consider a fee proposal on each.

**D. By way of this Addendum, all other information remains the same.**

**END ADDENDUM 1**

CHA Bedrooms by Project

RAD Project Phasing
Phase 1 Projects
Phase 2 Projects
Phase 3 Projects
Phase 4 Projects

11/2/2021

Phase I		0	1	2	3	4	5	Total Dwelling	RAD, S18, or SVC	Proposed Financing Strategy	RAD App	CHAP	FP Due
AMP 40	1031 King Street	0	8	10	4	0	0	22	RAD	No-debt conversion	11/17/2020	12/23/2020	9/14/2021
AMP 40	Kiawah Homes	0	0	40	21	0	0	61	Blend	4% TC, Preservation, FHA	8/9/2019	10/24/2019	11/28/2021
AMP 20	275 Huger Street		2		4	6		12	TBD	Demo New construction/Redevelop 4% LI	11/17/2020	2/9/2021	4/29/2022
								95					
Section 18 Scattered Site Dispo									Total Dwelling	S18 App	Approval	Convert PBV	
AMP 30	Nassau Street 6-8			4				4		Section 18 Disposition to PBV			6/15/2022
AMP 30	South Street 20 and 26		4					4		Section 18 Disposition to PBV			
AMP 30	Philip Street 121 and 123		4					4		Section 18 Disposition to PBV			
AMP 30	Marion Street 5 and 7		2		1			3		Section 18 Disposition to PBV			
AMP 30	Coming Street 149			1	1			2		Section 18 Disposition to PBV			
								17					
Phase II		0	1	2	3	4	5	Total Dwelling	Proposed Financing Strategy	App	FP		
AMP 19	Meeting Street Manor I	6	28	27	12	0	0	73	Blend	4% TC Preservation	8/9/2019	10/24/2019	6/30/2022
AMP 30	Robert Mills Manor	0	24	88	20	0	0	132	Blend	4% TC Preservation	8/9/2019	10/24/2019	6/30/2022
AMP 30	Robert Mills Manor and Extension	0	24	48	18	0	0	90		4% TC Preservation	8/9/2019	10/24/2019	6/30/2022
AMP 20	Meeting Street Manor Ext	0	8	8	24	0	4	44		RFP goes out Q2 2022 - Redevelopment/increase density			
								339					
Phase III		0	1	2	3	4	5	Total Dwelling	Proposed Financing Strategy	App	FP		
AMP 20	Meeting Street Manor II	26	36	60	6	0	0	128	S18	Demo New construction/Redevelop 4% LI	8/9/2019	10/24/2019	6/30/2022
AMP 20	Cooper River Court I	0	34	89	69	20	4	216	S18	Put out RFP fall of 2021			
Vacant Land County owns near MME								344					
Phase IV		0	1	2	3	4	5	Total Dwelling	Proposed Financing Strategy	App	FP		
AMP 30	Wraggborough Homes Ext	0	4	20	24	0	2	50	TBD				
AMP 30	Wraggborough Homes	0	72	38	18	0	0	128	TBD				
AMP 20	Edmund Jenkins	0	4	11	9	2	2	28	TBD	TBD	TBD	TBD	
								206					
Phase V		0	1	2	3	4	5	Total Dwelling	Proposed Financing Strategy	App	FP		
AMP 40	Gadsden Green Homes	0	86	50	36	0	0	172	TBD				
AMP 40	Gadsden Green Homes Ext		8	24	12	40	8	92	TBD				

## Scattered Sites

AMP 30	Line Street 139-147		2	2	6			10					
AMP 30	Philip Street 213-219		2	3	3			8					
AMP 30	Cannon Street 49			6	2			8					
AMP 30	Amherst Street 42-48		6	1	1			8					
AMP 30	Reid Street 44			12				12					
AMP 40	Applebee Way (Parkdale)	0	0	8	8	0	0	16					
AMP 40	Sequoia 696-712		2	2	3	2		9					
AMP 40	Chipley Terrace		6	4	6			16					
AMP 40	Pamlico		6	4	6			16					
AMP 40	Walter Drive			4	4			8					
AMP 40	Doris Drive/Parsonage Road		4	6	6			16					
AMP 40	Athens/Romney		2	2	10	1		15					

## Section 3 Compliance Report

Economic Opportunities for Low to Very Low Income Individuals and Businesses  
(income limits may be verified at [www.huduser.org/portal/datasets](http://www.huduser.org/portal/datasets))

TO OWNER: THE HOUSING AUTHORITY OF THE CITY OF CHARLESTON

Job Name: \_\_\_\_\_ Job Number: \_\_\_\_\_

FROM PRIME CONTRACTOR: \_\_\_\_\_

FROM SUB CONTRACTOR: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Part I: Employment & Training For This Contract Only

Job Category	Number of New Hires	Number of New Hires that are Sec. 3 Residents	% of Section 3 New Hires	% of Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
Professionals					
Technicians					
Office/Clerical					
Officials/Managers					
Sales					
Craft Workers (skilled)					
Operatives (semiskilled)					
Laborers (unskilled)					
Service Workers					
Other (List)					
TOTAL					

### Part II. Section 3 Business Certification

This company is a Section 3 Business: Yes \_\_\_\_\_ No \_\_\_\_\_

### Part III. Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project:

\$ \_\_\_\_\_

B. Total dollar amount of contracts awarded to Section 3 businesses:

\$ \_\_\_\_\_

C. Percentage of the total dollar amount that was awarded to Section 3 businesses:

\_\_\_\_\_ %

D. Total number of Section 3 businesses receiving contracts:

\_\_\_\_\_

2. Non-Construction Contracts:

A. Total dollar amount of all non-construction contracts awarded on the project/activity:

\$ \_\_\_\_\_

B. Total dollar amount of non-construction contracts awarded to Section 3 businesses:

\$ \_\_\_\_\_

C. Percentage of the total dollar amount that was awarded to Section 3 businesses:

\_\_\_\_\_ %

D. Total number of Section 3 businesses receiving non-construction contracts:

\_\_\_\_\_

### Part IV. Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youth Build Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other, describe below: \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_