

## A. REQUEST FOR PROPOSAL

### **Q. 1. RFP#:B0911029- Page 10 Item 32 Performance Guaranty**

Question- Why is a Performance Bond required for Professional services? This is normally required for construction only. Does the bond need to be submitted with proposal? How do we know how much being that it is based on the first year's budget? Is there going to be a cap? Will we be penalized for being more aggressive the first year in trying to accomplish more and get more of the needed work completed? What if the performance bond is placed in cash.....how will the funds be treated and where will they be deposited? What is the process for the return of the funds if we are not selected?

**A. No performance bond is required from the Consulting firm.**

### **Q. 2. RFP#:B0911029- Page 10 Item 31 Certificate of Insurance**

Question: Where multiple firms are on the team does every team member have to submit a separate certificate of insurance? Can the team leader carry the insurance? Is there a list of Insurance companies that are acceptable to LRGVDC?

**A. Only the Leader must submit proof of insurance, and no, there is no list of acceptable companies, the LRGVDC reserves the right to conduct investigations after submission.**

## B. SPECIFICATIONS

### **Q. 1. RFP#:B0911029 Page 15-Scope” ....for Twenty Four (24) Months”**

Question- Does the money need to be spent and repairs complete in 24 months or do the funds need to be Committed within 24 months ?

**A Waiting on TDHCA, but the LRGVDC have 18 months from the date of commencement to identify sufficient eligible beneficiaries to provide reasonable assurance that all funds will be expended. TDHCA will establish benchmarks.**

### **Q. 2. RFP#:B0911029 Page 15 Background”...The LRGVDC anticipates receiving approximately \$106,900,000 in CDBG disaster recovery funds.”**

Question: When does the LRGVDC anticipate receiving these funds? When is the anticipated Notice to Proceed on this project?

**A. LRGVDC application to TDHCA is due November 01, 2010, we do not know yet when will have a contract assign.**

### **Q. 3. RFP#:B0911029 Page 16 Minimum Qualifications –“ Sufficient demonstrated financial capacity to carry out the program” AND Page 19 Section IV Proposers Information:**

LRGVDC Housing Management – Questions **GONZALEZ & ARRAMBIDE INC 2 Description detailing ability to maintain a solvent business that is able to secure adequate financing to perform the work as described in the Request For Proposal “**

Question: Please confirm if the team is required to finance any of the soft costs or construction cost of this project until the monies are received by the State. Our assumption is the” financial capacity” is that of the team's individual companies and

solvency not that we will fund the project . What is the repayment procedure for money spent by the group? If we establish a revolving fund at a high rate of interest is the interest reimbursable? Why would they demand that the funds available be reduced by interest.....defeats the process.

**A. LRGVDC will pay upon funds availability from TDHCA (State), and no, interest is not reimbursable.**

**Q. 4. RFP#:B0911029 Page 19 Section IV Proposers Information-**

Question: there is a “bullet” with out anything noted? Please confirm that this is not a typographical error .....mandatory deadlines or balloons must be disclosed

**A. Yes, that is a typo.**

**C. SPECIAL PROVISIONS**

**Q.1. RFP#:B0911029 Page 20 Right to Audit**

Question: will the LRGVDC give the team the proper forms and controls required for use during the project so that documentation is per TSHCA, SAO, GAO and HUD standards? If so, when can we get copies for our review and our attorneys review?

**A. That will be the obligation of the firm and must follow TDHCA, HUD guidelines. All that must be included in the program design that the firms will develop.**

**Q. 2. RFP#:B0911029 Page 20 Project Schedule PHASE I A & B**

Question: Doesn't HUD or LRGVDC have software in place for accepting applications and tracking potential projects that can be used: OR is the team required to have a Custom system designed? Is that a cost of the project and if so when can it be reimbursed and does the LRGVDC or the State of Texas own the software and do they want the rights to the use of the software?

**A. The firm will have to design according to TDHCA and HUD.**

**Q. 3. RFP#:B0911029 Page 22 Phase 2(H) (3) *"If the replace or rebuild/relocate options are selected, an initial advisory session about the tasks involved for the owner will be conducted addressing issues such as: how to avoid being defrauded, professional design and survey services that may be required, how to identify services providers and building contractors through the Professional Registry, and how to manage engagements with those service providers."* AND Phase 2(I) (2) says *"The Consultant will: Execute contracts with approved applicants."***

Question: This seems to contradict the thrust of the rest of the document. It is our assumption that the team would manage any contracts with Design professionals, and contractors not the owners ? Is the team to manage contracts with Design professionals and contractors, or with the owners? Please clarify. (If it is with the owner you may never get anything accomplished!)

**A. The firm must manage contracts with design professionals, subcontractors, home owners and LRGVDC**

**Q. 4. RFP#:B0911029 Page 23 Phase 2(J) "Provide legal services as necessary..."**

Question : Is the team required to provide legal services as part of their services? What level of legal services and to whom? Please provide a clarification. Does this mean we need a law firm on our team? Will the attorney costs be a part of doing business and reimbursable from TDHCA?

A. A legal opinion to determine eligibility is necessary, it is the firm responsibility to submit this request and it can be somebody outside of their team or can be integral part of the team, however the cost associated directly to this service must be part of your plan not as an individual.

**ADDITIONAL QUESTIONS**

**Q. 1. Funding**

Question: How will the funding be paid out? Is the LRGVDC going pay monthly for cost and management fees on a monthly basis as the cost are incurred for doing outreach, billboard boards, intake, processing applicants, (for instance 4000 thousand applicants to get 100 qualified), etc? When is the funding going to be paid for processing all the applicants that didn't qualify?

A. Typically we will pay upon deliverables and must be approved by both the Housing Advisory Committee and LREGVDC Board of Directors and payable upon receipt of funds from the funding agency.

**Q. 2. QUESTIONS AND ANSWERS**

Question: Are we going to get copies of all questions submitted and answers?

A. Yes.