



## St. Johns County Board of County Commissioners

Purchasing Division

January 16, 2020

### ADDENDUM #2

To: Prospective Respondents  
From: St. Johns County Purchasing Department  
Subject: **RFP 20-17; Development Partner(s) for CDBG-DR Multi-family Affordable Housing Projects**

This Addendum #2 is issued to further respondents' information and is hereby incorporated into the RFP documents. Each respondent will ascertain before submitting a proposal that he/she has received all Addenda, and return each signed Addendum with their submitted proposal as provided in the RFP.

#### Questions/Answers:

1. Household income mix among very low, low, moderate and middle income households?  
**Answer: Fifty-one percent (51%) of total units must meet HUD's guidelines for Low-Moderate Income (LMI) criteria. The remaining forty-nine percent (49%) can be offered at Market Rates.**
2. Unit mix of required bedrooms and bath types?  
**Answer: Unit mix should follow standard industry configurations. The preference is towards having a greater amount of two (2) and three (3) bedroom units and less one (1) bedroom units.**
3. Issuance of the RFP occurred on December 19, 2019 and proposals must be submitted by January 23, 2020. This is allowing for 35 days to respond during the busiest holiday season of the year. Will you kindly consider extending the deadline to February 21, 2020?  
**Answer: The submittal date was extended to February 6, 2020 by Addendum #1.**
4. If a Proposer has a large enough site, may we propose two facilities on one site?  
**Answer: No.**
5. May one Development Partner propose two facilities on different sites?  
**Answer: Respondents may propose one or two facilities. The location preference for the proposed facilities is provided in the RFP.**
6. The RFP encourages Proposers to consider sites eligible for affordable housing facilities to look closely at the intersection of SR 207 and Wildwood Drive; and the former town of Hastings, FL. Does the County own land in this area? And, if so, would you consider amending the RFP to include a "Notice of Disposition" if any of these parcels are available for development under RFP No. 20-17?  
**Answer: St. Johns County does not own these sites, so no Notice of Disposition is necessary. These Low to Moderate Income (LMI) areas are the preferred areas to consider, however, other LMI areas may be proposed.**

7. Does the Evaluation Criteria give greater points to a site at the intersection of SR 207 and Wildwood Drive; and the former town of Hastings, FL over others within St. Johns County, FL?  
**Answer: No.**
8. RFP was finalized 12/19/19 and published on Demand star 12/21/19. Response deadline is 1/23/20. Considering the holiday season, response time is less than 30 days. Does the county have a standard for minimum response time for answering a RFP?  
**Answer: See the response to Question #3.**
9. Related to question #1, Does the county already have a specific property owned or under contract for the affordable housing project?  
**Answer: Preferred area(s) for facilities have been identified, however, there are no specific sites identified. Please see LOCATION on page 7 of the RFP documents.**
10. Is it possible for this deadline to be extended?  
**Answer: See the response to Question #3.**
11. Please provide an estimated time-lines for the committee to score all respondents, hold the public meeting, three (3) top respondents to provide oral presentations and the final selection.  
**Answer: The evaluation of submitted proposals will be held on 2/13/2020. At this time, no presentations are scheduled, but may be elected after the initial evaluation; the schedule of presentations would be determined at that time.**
12. Are you requiring the site plan, appraisal, PH. 1, market study and survey be included in the submittal?  
**Answer: Yes.**
13. We have assembled a team of professionals to respond to RFP 20-17 and are in the process of preparing our submission. However the amount of time given to respond is not adequate to prepare the amount of information requested in the solicitation. The RFP requests a Market Study, Appraisal and Phase I Environmental Site Assessment. These reports alone will take a minimum of 30-45 days to complete. The RFP was also issued right before several holidays making it even more difficult to meet the January 23rd submission deadline. In addition to the 3rd party reports, a concept plan must be developed by our team and the 1/23 submission date is a very short timeframe to prepare a quality plan.  
**Answer: See the response to Question #3.**
14. We are respectfully requesting you to consider extending the deadline until at least 2/10.  
**Answer: See the response to Question #3.**
15. I am contacting you regarding RFP NO: 20-17 DEVELOPMENT PARTNER(S) FOR CDBG-DR MULTI-FAMILY AFFORDABLE HOUSING FACILITIES. Please consider amending or adding to the project to include peer review inspections for plans and specifications, phased construction, and post-construction for ADA/ABA/FHA compliance, as applicable.  
**Answer: Peer reviews will not be done.**

**Acknowledgment**

\_\_\_\_\_  
Signature and Date

\_\_\_\_\_  
Printed Name/Title

\_\_\_\_\_  
Company Name (Print)

Sincerely,



April Bacon,  
Disaster Recovery Procurement Coordinator

**END OF ADDENDUM NO. 2**