

**Request for Qualifications (RFQ 2020-04)
Responses to Questions Received regarding the RFQ:**

October 30, 2020

I wanted to confirm attendance at the meeting was not mandatory.

The site Visit/Walk-through was not mandatory

I would also like to request any additional addenda or clarifications that have been issued prior to finalizing my submission.

No addenda or clarifications has been issued.

Are there any minutes or additional information as a result of the site visit/walk-through last Wednesday, October 21st?

There was no additional information provided at the walk-through on Wednesday, October 21, 2020. All attendees were advised to review the RFQ package and send in any questions they might have.

October 23, 2020

It is my interpretation that the A/E response to the RFQ is to explain/detail the A/E team's experience and capabilities with similar projects as well as providing references. The A/E response is not to include A/E fees. In the 'Introduction to Agreement' form included in the RFQ, there are multiple spaces/blanks asking for A/E fees. Is this to be completed as part of the RFQ or after award?

This information simply provided guidance as to how a contractual arrangement would be entered into once a selection is made. It is not to be completed as part of the response to the RFQ.

Who performs the PNA? It is listed as a third party entity in 'Response to RFQ Questions'.

The PNA provided will be obtained via a procurement process. A/E will be involved in formulating the RFQ.

Who is responsible for setting up and maintaining THOMAS?

THOMAS is an on-line system developed and operated by THDA and is used for LIHTC and bond applications and reporting. The A/E will not likely have any interface with THOMAS.



The funding is under HUD's RAD program, tax-exempt bonds and additional sources. What assistance/responsibility does the A/E team have with the tax-exempt bonds and additional sources applications?

Information relative to the work to be performed and costs are key elements for the AE team to provide THDC in the LIHTC allocation and other financing sources process. The AE also will provide certifications as in past years as to designs meeting THDA requirements upon completion, and the like.

HUD's section 504 accepted ADA 2010 as an alternate to UFAS, which regulation standards will the A/E need to follow?

To the extent that THDA accepts HUD standards, the HUD standards will guide. If THDA has problems with HUD standards, then this will need to be sorted out.

A/E team is to solicit a general contractor. Is the A/E team responsible for advertising for bids, interviewing and selecting the general contractor? Will this be a publically bid, invitation only, RFQ?

THDC will manage all procurement processes. The AE team will be appropriately involved.

October 16, 2020

Do you anticipate extending the bid due date?

As of now, we see no reason to do so.

Is there a budget for the work?

Initial financial projections project hard costs in the \$3>4.7 million range. Costs at this level are manageable financially.

Is the scope similar to the work performed in 2005?

The findings of the unit-by-unit inspection with associated building-by-building findings will determine the detailed scope. In general, needs are similar, as is expected of a property now 15+ years older.

October 9, 2020

Is this project required to get certified by either Enterprise Green or LEED? If so, which classification?

Because this is a 4% (bond) deal, the requirement to obtain either an Energy Star or Enterprise Green certification does NOT apply.

Will this have QAP scoring? If so, what points are required/needed, 2019-2020 QAP?

Because this is a 4% (bond) deal, that will close in 2021 and therefore subject to THDA's 2021 Bond program (whose requirements have not been released), we can only use 2020 guidance to give a tentative answer: the only requirement energy-wise in 2020 was that "all appliances in all

units be Energy-Star compliant". Other design requirements were described on pages 15 and 16 of the attached. This will likely be either Moderate or Substantial Rehabilitation as defined therein.

What is the insurance coverage amount required by A/E?

General Liability- \$1,000,000

Automobile Liability- \$1,000,000

Workers' Compensation- \$1,000,000

Professional Liability- \$3,000,000

Is a Physical Needs Assessment provided by THDC?

A PNA will be required as part of the due diligence process (carried out by a third party entity) but in the interim a driving force in the design will be the results of the architect's inspection of all 141 dwelling units as well as the full site and buildings.

Do you anticipate extending the bid due date?

As of now, we see no reason to do so.

What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid?

Note that this is a request for qualifications, not a bid per se. In any event, in accordance with federal and internal procurement procedures, and in the context of this qualifications-based solicitation, we will notify all respondents via email letter when a contract has been successfully negotiated with the highest-ranked respondent.

Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com/free?

No

Other than your own website, where was this bid posted?

To the two primary industry platforms, NAHRO Monitor and PHADA Advocate. The two local newspapers in Jackson, TN, *The Jackson Sun* and *The CrimeSeen Examiner News*.

