



PURCHASING

February 4, 2025

MEMO TO: Prospective Bidders
FROM: Kimberly Toon, Purchasing Manager
SUBJECT: **Addendum #2:** RFP – Development of Affordable Housing on City-Owned Vacant Lots
DUE DATE AND TIME: **February 14, 2025; 5:00 p.m.**

1. The Bid Documents are hereby modified per the attached Addendum #2 dated February 4, 2025. To include the following:

a. Questions and Answers

2. The foregoing changes shall be incorporated in the Bid Documents, and a copy of the Addendum #2, signed by the Bidder, must accompany the Bid to indicate the Bidder's familiarity with the changes.

Question: Is there a cost estimate, budget or ballpark figure for the project listed?

Answer: There is no cost estimate, budget, or ballpark figure for the projects listed. The city will commit up to \$50,000 per unit to the developer, plus conveyance of the land at no cost. Proposals must include a development project budget for each lot being developed. The units being produced on the project lots must comply with section 4). Program Design and Development Requirements of the Affordable Single-Family Housing Development Program Guidelines. Thus, the requirements should be considered when developing your project budget.

Question: Is there an actual start date for the project?

Answer: Developers must begin construction within six (6) months of being awarded the project. All housing units must be completed within twenty-four (24) months of the award date. Timely completion is essential for ensuring compliance with HOME program regulations, which require adherence to development timelines under 24 CFR 92.205(e).

Question: Will the city be selling the lots to the developers? If so, does the city have a set price per lot or is it on the developer to submit an offer for the land?

Answer: The city will not be selling the lots under this RFP. Lots will be conveyed to the developer at no cost.

Question: Will priority be given to the developers that have the most affordable product to offer?

Answer: All proposals will be evaluated based on the criteria in section 9 of the RFP. The most affordable product would factor into section 9.C.

Question: Is prior permission required to visit the sites?

Answer: Permission is not required.

Question: Are there specific procedures or protocols for conducting site visits?

Answer: There are no protocols or procedures for visiting the site.

Question: Are there any safety considerations or access restrictions we should be aware of?

Answer: The lots are all vacant sites, without structures. Some lots may be cleared, and others may be wooded, so take appropriate caution when visiting.

Bidder Acknowledgement:

Bidder Name (Print): _____

Bidder Signature: _____

Date of Signature: _____