ADDENDUM #2

Project Based Voucher Homeless Buildings

#17-440-RFP-0026

August 18, 2017
Housing Authority of the City and County of San Francisco  
PBV Homeless Buildings  
Solicitation #17-440-RFP-0026

**ADDENDUM #2**

Proposers are hereby informed that the RFP is modified, corrected and/or supplemented as follows:

**Questions and Answers**

1) **Question:** Could you please confirm that the acceptable of the PBV HAP contract will not trigger a REAC inspection for the property?  
   **Answer:** A REAC inspection will not be triggered for the property as a result of the acceptance of a PBV HAP contract, however an HQS inspection and passing result is required in order to enter into a PBV HAP.

2) **Question:** Could you please clarify the question how soon units will be available (p 12 A Cover Letter)? Because this is for the existing LOSP portfolio, shall we assume that currently occupied units by LOSP eligible households are eligible for PBV and will be grandfathered?  
   **Answer:** Currently occupied units by LOSP eligible households should be eligible for PBV and have in-place tenant’s rights. There are mandatory denials that are federal regulations around sex offenders and manufacturing methamphetamines. Income limits apply as well.

3) **Question:** I have a question about how “family” is defined for the exceptions to the 25 percent project cap. Section 1.3.8 says that “Units are excepted units in a multifamily building because they are specifically made available for elderly or disabled families or families receiving supportive services (also known as qualifying families).” Does this mean permanent supportive housing units for single person households aren’t exempted from 25% cap even if supportive services are provided?  
   **Answer:** They would be considered exempt because a single person household can be considered a “family”.

4) **Question:** The RFP request that we include a certification that the owner or management entity is not subject to a limited denial, debarment or suspension by HUD or the Authority. Where would we obtain this cert? Do you only need a statement of affirmation signed on organization letterhead?  
   **Answer:** Completing the Self Certification will suffice.

5) **Question:** Some of our units are subsidized by MHSA or Shelter +Care. Should they be excluded from our proposal?  
   **Answer:** Yes

6) **Question:** The RFP request that we provide a copy of our proposed budget with revenue and expense projections. How many years should we project? 20 yrs for length of HAP?  
   **Answer:** Yes, 20 years.

7) **Question:** Can we submit multiple properties for consideration of award in one single proposal?  
   **Answer:** We will need separate information for each contract awarded, so yes
8) **Question:** Will tenants be required to enter into new leases agreements at the PBV award amount? Or can we have them sign an amendment to their current leases?
   **Answer:** They will be required to sign new lease agreements at the PBV amount.

9) **Question:** Will family briefings about the change to PBV be required for tenants?
   **Answer:** Yes

10) **Question:** If selected for an award, must all units proposed be accepted?
    **Answer:** Not necessarily, we may award a portion of units but likely will award all units per proposal.

11) **Question:** What is the deadline for full conversion to PBV once selected for an award?
    **Answer:** December 31, 2017

12) **Question:** Do all selected units have to pass HQS before execution of HAP?
    **Answer:** Yes

13) **Question:** If units become vacant (and cannot be filled in a timely manner) before execution of the HAP, can those units still be included on HAP?
    **Answer:** Yes

14) **Question:** Do tenants have to be screened for eligibility before execution of HAP?
    **Answer:** Yes

15) **Question:** Does Sect. 1.3.5 preclude replacement of LOSP subsidy with PBV?
    **Answer:** The expectation will be that the LOSP subsidy is given up to accept the PBV subsidy. Having current LOSP does not preclude applicants but will need a commitment that they will be terminating their LOSP subsidy.

16) **Question:** According to a Low Income Housing Tax Credit rule (1.3.12—Rent Limits), we get Payment Standard-level rents when: 1) in a Qualified Census Tract, or 2) there are no unsubsidized units of the same bedroom type in the property. Only two of our LOSP-funded projects, 990 Polk and Kelly Cullen Community, are in QCT’s. Our concern is that in most or all of our other LOSP-funded properties, which are mixed population, the rent we would receive would be the tax credit maximum rather than the Payment Standard.
    **Answer:** Regulations for rent to owner can be found on the website link listed below.

    [https://www.ecfr.gov/cgi-bin/text-idx?SID=63e43c6f1ed8f337f13d2a0619dd24fe&mc=true&node=se24.4.983_1301&rgn=div8](https://www.ecfr.gov/cgi-bin/text-idx?SID=63e43c6f1ed8f337f13d2a0619dd24fe&mc=true&node=se24.4.983_1301&rgn=div8)

17) **Question:** Is it correct to assume that the referral stream will be from Housing Authority, or will it happen through DSHS? In either event, we have a concern around vacancy loss, having had the experience of durations as long as 6-months due in part to slow referrals.
    **Answer:** Referrals will come from the Housing Authority but may be referred through Coordinated Entry. I think DSHS is actually HSH, if so, the referrals will NOT be coming from...
them. Vacancy loss will be granted per the HUD regulations found at the website link below and per the Administrative Plan we are paying either 80% or 100% of rent.

https://www.ecfr.gov/cgi-bin/text-idx?SID=63e43c6f1ed8f337f13d2a0619dd24fe&mc=true&node=se24.4.983_1352&rgn=div8

Failure to acknowledge this addendum in your proposal may cause for proposal rejection.

Please acknowledge this addendum by signing below and including this addendum in your submission package.

___________________________________________    ______________________
Signature                                      Date

______________________________________________
Company Name