

May 5, 2022

**PUBLIC NOTICE REQUEST FOR PROPOSALS
NOTICE OF AMENDMENT TO RFP
(220225-000162)**

This amendment is to notify proposers of the following changes to the Housing Choice Voucher (HCV) Project Based Voucher (PBV) Program Request for Proposal (RFP):

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| RFP Release | April 6, 2022 |
| Amendment I | May 5, 2022 |
| Request for Information (RFI) on this RFP, please contact Demetria Jones, DCA's Agency Procurement Officer at | May 10, 2022 |
| DCA HCV Responses to Inquiries | May 23, 2022 by 3:00 pm |
| Owner applications are due to the DCA Executive Office <i>Responses must be received by DCA at or before this time. Any responses that do not meet this due date and time will not be considered. E-mailed responses will not be considered.</i> | Georgia Department of Community Affairs 60 Executive Park South, NE Atlanta, GA 30329 <i>Attention: Demetria Jones, DCA Procurement Officer</i> June 6, 2022, by 5:00 pm EST |
| Notification of Award/Non-Award The HCV Program notification of the award and non-award will be sent via email or hardcopy form. | Upon approval of the PBV Panel Review Committee's contract award recommendation |

When responding to the RFP #220225-000162 Project Based Voucher Program, please use the RFX Addendum Form.



RFX Addendum Form

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|--------------------------|-----------------------------------|
| RFX Number: | RFX Title: |
| Requesting State Entity: | |
| Issuing Officer: | RFX Initially Posted to Internet: |
| E-mail Address: | Telephone: |
| Addendum Number: | Date: |

A signed acknowledgment of this addendum (this page) should be attached to your RFX response.

Note: In the event of a conflict between previously released information and the information contained herein, the latter shall control.

Supplier's Name

Signature

Printed Name and Title



Supplier Q&A Template

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| RFX Number: 220225-000162 | RFX Title: Project Based Voucher (PBV) Program |
| Requesting State Entity: Housing Choice Voucher Program | Date: May 17, 2022 |
| Issuing Officer: Demetria Jones, DCA Procurement Officer | RFX Initially Posted to Internet: April 6, 2022 |
| E-mail Address: Demetria.Jones@dca.ga.gov | Telephone: 404-679-1740 |

The purpose of this document is to provide answers to supplier questions. Please see Questions and Answers included herein.

Note: This document is intended for informational purposes only. Any changes to the RFX must occur through a published addendum. If multiple Q & A documents are posted, the most recent Q & A shall govern in the event of a conflict.

Questions & Answers

| # | Questions | Referenced RFX Section | Answers |
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| 1. | What is the time frame for review and awarding PBV's to successful candidate? | Application Review Panel | We are aiming to complete review and have the PBV Selection Panel approve award by August 31, 2022. |
| 2. | What is the HCV Program service jurisdiction? | N/A | The HCV Program serves 149 Georgia counties. Link to HCV Program jurisdiction: DCA HCV Jurisdiction Map |
| 3. | Can an existing LIHTC community be eligible to apply? | N/A | Yes, existing awarded sites are eligible to apply. Preference will be given to developers with existing and available housing. |
| 4. | Is there a specific format application should be submitted? | Application Format | Yes, please submit a binder and with a USB drive. |



| # | Questions | Referenced RFX Section | Answers |
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| 5. | Does the DCA put out RFP's for PBV annually? | N/A | The HCV Department aims to establish a timetable for issuing future RFPs, availability of vouchers, and the limits on how many units we can project based. |
| 6. | Could you clarify the expectation for project readiness for a new construction affordable development? | N/A | The Developer or program management must show evidence of site control and must demonstrate that project construction will commence within fifteen (15) months and occupancy will commence within twenty-four (24) months from date of preliminary award of PBVs. |
| 7. | Can projects resubmit corrected applications before the submission deadline? | N/A | <p>If you would like to submit additional or corrected information after initially submitting your application, you may resubmit the full, corrected application to Demetria.Jones@dca.ga.gov.</p> <p>Corrected submissions must be received before the deadline date.</p> |
| 8. | Can you clarify the statement, "Current DCA-covered Fair Market rents determining rents are attached." | Description of PBV Program | Yes, the covered units must be covered by DCA Small Area Fair Market Rents for the specific area. The DCA 2022 Small Area Fair Market Rents are located on the DCA website 2022 DCA SAFMRs . |
| 9. | <p>The RFP states each project must contain a minimum of sixteen (16) units and the voucher request can't exceed 25% of the total number of dwelling units.</p> <p>If we were building only sixteen (16) units then would it be acceptable for us to only request for four (4) vouchers?</p> | N/A | <p>The award is for sixteen PBV units at a specific property; therefore, all the units (16) will be Project Based units.</p> <p>The DCA may not select a proposal to provide PBV assistance for units in a project or enter into an Agreement or HAP contract to provide PBV</p> |



| # | Questions | Referenced RFX Section | Answers |
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| | | | assistance for units in a project if the total number of dwelling units in the project that will receive PBV assistance during the term of the PBV HAP is more than 25 percent of the number of dwelling units (assisted or unassisted) in the project. |
| 10. | For the selection criteria found on pages 4-5 of the RFP, should we provide a narrative that addresses each of these seven (7) criteria? | Ranking And Selection Criteria pages 4 and 5 | Yes, please provide a narrative along with any supporting documentation for the seven (7) criteria. |
| 11. | For the Application Format, the RFP states “one original and one copy of owner applications must be submitted in the format designated by DCA. Where possible, copies should be submitted via a USB drive.” It is unclear to us whether we are required to submit via mailing a USB, mailing a paper copy or providing both. Can you clarify the submission requirements for this application? | Application Format pages 5 and 6 | Please provide both a paper copy and a USB drive. |
| 12. | Under Application Content section, #2 requests “Principal contact person”. Can you clarify is this is the main contact person for questions about this application or whether you are requesting the principal/owner of the organization? | N/A | The Principal Contact is the person who will be the primary contact for the application. |
| 13. | Under Application Content section, #4 requests “Need for PBV Assistance”. Can you clarify what you are seeking for us to provide for this piece? | Application Content page 6 | We are requesting the Property Owner to explain why they would like to layer their property with PBV Assistance. |
| 14. | Since our project is already under construction can you confirm that we would be exempt from the Davis Bacon requirement for construction? Would it only be for vendors post- | Description of PBV Program page 2 | Davis-Bacon requirements apply to existing PBV units when the nature of any work to be performed either before the execution of the Housing |



| # | Questions | Referenced RFX Section | Answers |
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| | closing? | | <p>Assistance Payment (HAP) contract or within eighteen (18) months after execution constitutes project development.</p> <p>The PBV program defines "development" as construction or rehabilitation of PBV housing after the selection date for a proposal. The scope and timing of the "development" work are important to determining whether Davis-Bacon requirements apply to existing housing under the PBV program.</p> |