



818 S. FLORES ST. SAN ANTONIO, TEXAS 78204 www.saha.org

Procurement Department

## ADDENDUM # 1

To: File 1901-909-57-4877

RFP for: Development Partner for 210 Grimes and 7.83 Acres on NEQ of Hedges and Grimes

### *The following questions are asked?*

**Question 1:** Will there be a public opening and, if so, where will it be held?

**Answer 1:** The closing will be held at the SAHA Central Office, 818 S. Flores, San Antonio, TX 78204, as this is an RFP only the respondent's names will be announced.

**Question 2:** Do we need to submit our response in a sealed package?

**Answer 2:** This is a formal solicitation so the responses must be in a sealed container or envelope and properly identified as specified in the solicitation documents.

**Question 3:** Is it allowable to include Public Housing Units in our proposed Development Plan and, if so, is there a minimum/maximum for the number or percentage of these units and can we assume we will be provided the Operating Subsidy of \$169/unit referenced in Exhibit A.3 of the RFP as an on-going source of funding for any included Public Housing Units?

**Answer 3:** SAHA is open to any scenarios that can be supported in the Pro-Forma.

**Question 4:** Is our understanding correct that Form 1295 is provided for informational purposes only and we are not required to submit a completed version with our Response as only the entity receiving the award will be required to complete the form?

**Answer 4:** Correct, only the awarded Developer completes the Form 1295.

**Question 5:** Will an Addendum be issued clarifying that SAHA did not intend the language in the 3rd paragraph of Section A.V. Desired Outcome to state or imply that a respondent must have previous experience working with SAHA on the type of Development Plan the Respondent proposes but rather that Respondents must demonstrate they have experience in developing a similar plan to what they propose and will indicate how SAHA will be kept apprised of and included in all activity as the selected Development Plan is executed?

**Answer 5:** **The first sentence of the third paragraph under item V. Desired Outcome on page 6 is modified to read as follows:** The successful Respondent must demonstrate the ability and past experience working with the significant involvement of SAHA **or other governmental or non-profit entities** to implement a site specific Development Plan.



**Question 6:** Is our understanding correct that to qualify for a Section 3 Business Certification based on 30% of a Respondent's workforce having a household income under 80% AMI as indicated on the SAHA Section 3 Individual Hire Verification Form (Verification Form) and qualify for a Section 3 Preference and any additional points associated with the applicable preference that a Respondent must submit the Verification Form completed by at least 30% of their Bexar County employees?

**Answer 6:** It was indicated that your firm had multiple offices throughout the State, SAHA cannot certify offices in other jurisdictions so to qualify for the preference 30% of your local office full time employees would have to meet the Section 3 individual income limits or your firm would need to sub-contract for 25% or greater of the contract value with a certified Section 3 Business Concern.

**Question 7:** Is our understanding correct that SAHA has not procured an Architect for Artisan at Springview and Our Lady of Charity sites and that, while no full 9% tax credit application will be submitted to Texas Department of Housing and Community Affairs (TDHCA) by March 1, 2019 for the Artisan at Springview site, the Respondent selected for award of this RFP will be required to submit a full 9% tax credit application to TDHCA by March 1, 2019 for the Our Lady of Charity site based on the commitments made in the 9% pre-application previously submitted to TDHCA to ensure the six points available to a full 9% application for submitting a pre-application, if both the pre- and full applications comply with all 2019 QAP requirements, are preserved?

**Answer 7:** SAHA has not engaged an Architect, and the awarded Developer will complete the full application to TDHCA with assistance of SAHA staff.

**Question 8:** Is our understanding that the earliest a Special Meeting of the SAHA Board will be called and, in turn, the earliest a selection for this RFP can be made is February 7, 2019?

**Answer 8:** We are attempting to take this to the February 7, Board for approval, should we not make that date we will ask for a special Board meeting at the February 21, 2019 Operations and Choice Neighborhoods Committee meeting.

**Question 9:** Is our understanding correct that Building A (The Convent) and Building D (the School) identified in Exhibit A-1 of the RFP qualify as historic and at least 75% of the 93 units identified in the 9% pre-application must be included in these buildings to be remodeled in compliance with historic approvals and requirements?

**Answer 9:** This is correct.

**Question 10:** Will the floorplans for the existing buildings on the Our Lady of Charity site be posted?

**Answer 10:** Attached are the only plans we can locate at this time if located any other plans and drawings would be made available to the awarded Developer.



**Question 11:** Is our understanding correct that we can visit the Convent and School buildings during normal business hours without prior notice as long as we check in with on-site property management?

**Answer 11:** The Convent Building is open to the public as we have several commercial tenants in there. To view Building D you may contact the Springview Property Manager at 210-477-6454 to arrange for a site visit.

**Question 12:** Where is on-site property management located for the Convent and School buildings and what is there phone number or email address?

**Answer 12:** See Answer 11 above.

**Question 13:** Will the leases or at least the lease terms of current Convent and School occupants be provided?

**Answer 13:** No, not at this time SAHA will handle tenant matters.

**Question 14:** Given the complexity of responding to the RFP and need for significant research including site conditions, flood plains, permissibility to build over drainage areas, a lack of a provided survey, etc., is it possible to extend the RFP due date to provide additional time for the preparation and submission of thoughtful and complete responses?

**Answer 14:** We apologize for the short response timeframe but with the TDHCA tax credit application deadline of March 1 SAHA is unable to extend the submittal deadline.

**Question 15:** There is a small triangular shaped piece of land just south of the Springview Townhomes is this available as part of the Hedges and Grimes package?

**Answer 15:** Only the real estate outlined in exhibit A-2 is available as part of the Hedges and Grimes package.

**Question 16:** Will the Developer or the Housing Authority complete the Tax Credit Application?

**Answer 16:** The Developer will complete the application process; SAHA will render its assistance where possible in completing the application.

**Question 17:** Are there any environmental assessments on the historical buildings available?

**Answer 17:** There are no environmental assessments available at this time.

**Question 18:** Is any of the property in the flood plains or dedicated drainage ways?

**Answer 18:** To our knowledge none of the property is in the flood plain, however the selected Developer must verify that it is not. BCAD does not indicate that any of the property is in a 100 year plain.

**Question 19:** Do you intend to issue both sites to a single developer?

**Answer 19:** SAHA reserves the right to award to one or more firms to serve its best interests.



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**Pre-submittal attendance attached.**

By: *Charles R Bode*  
Charles Bode Asst. Director of Procurement

Date: January 25, 2019



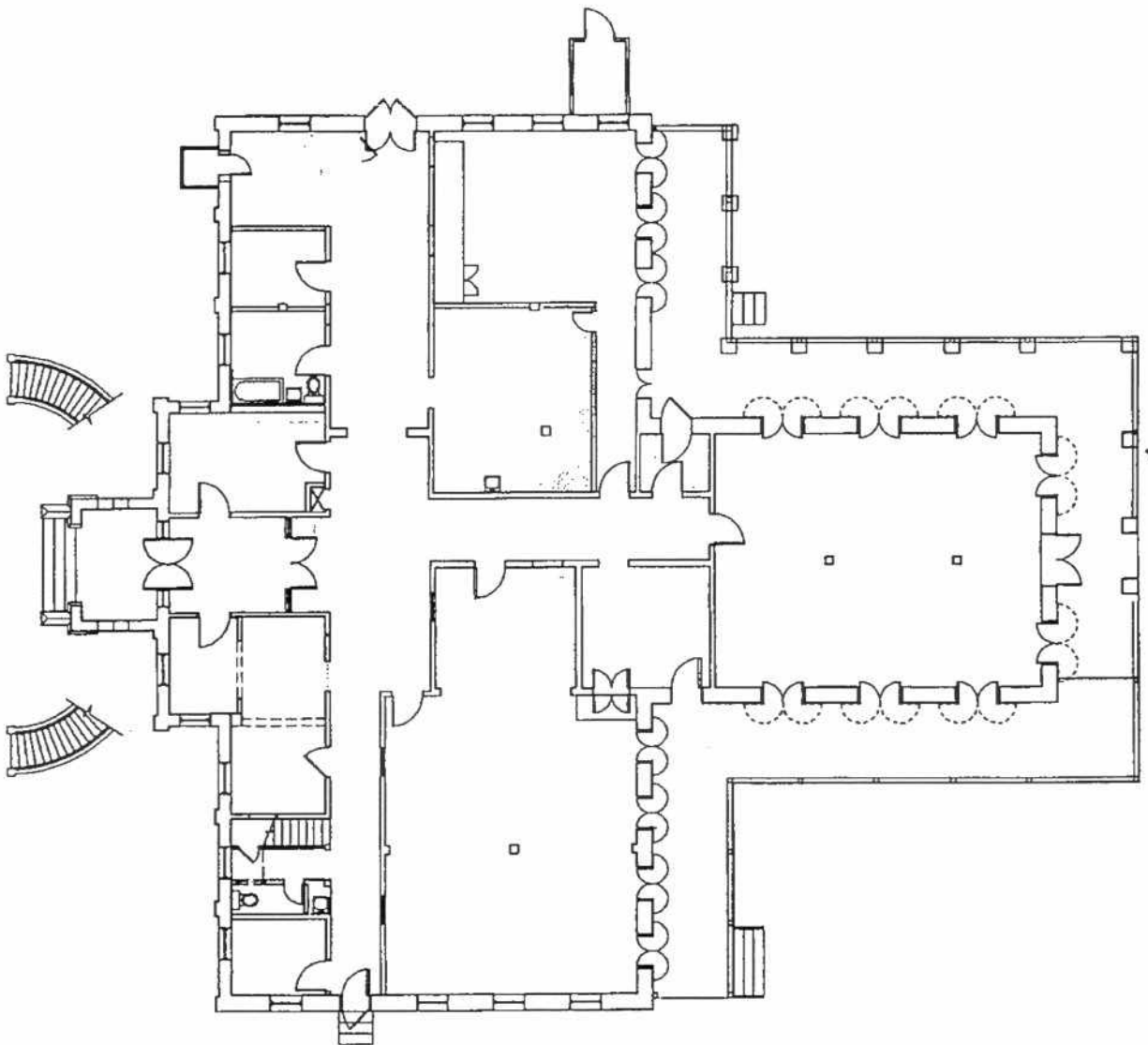
United States Department of the Interior  
National Park Service

# National Register of Historic Places Continuation Sheet

Section MAP Page 36

Monastery of Our Lady of Charity  
San Antonio, Bexar County, Texas

**FLOOR PLAN**  
1st Floor, Monastery Building



NO SCALE 

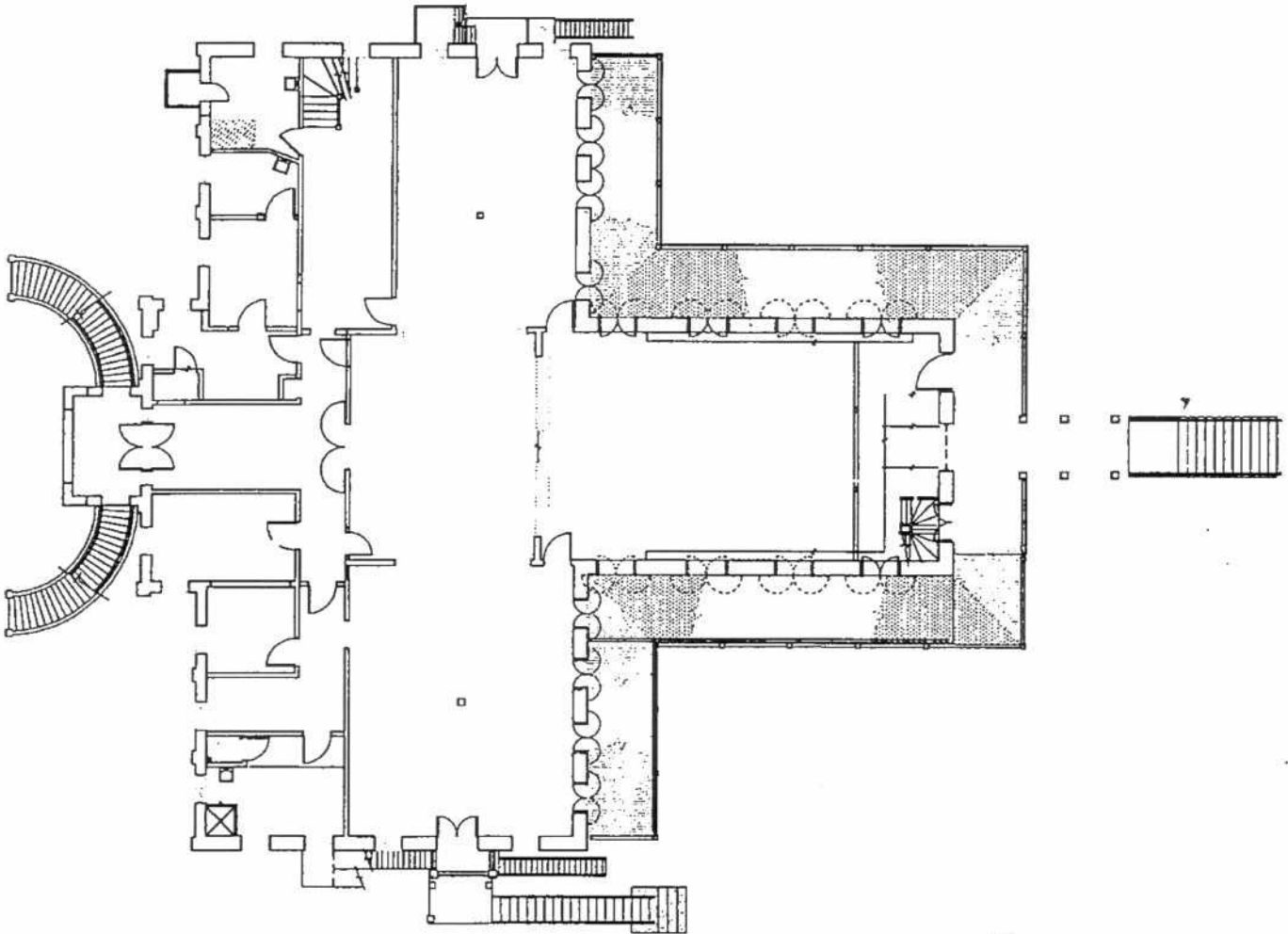
United States Department of the Interior  
National Park Service

# National Register of Historic Places Continuation Sheet

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Monastery of Our Lady of Charity  
San Antonio, Bexar County, Texas

**FLOOR PLAN**  
2nd Floor, Monastery Building



NO SCALE 

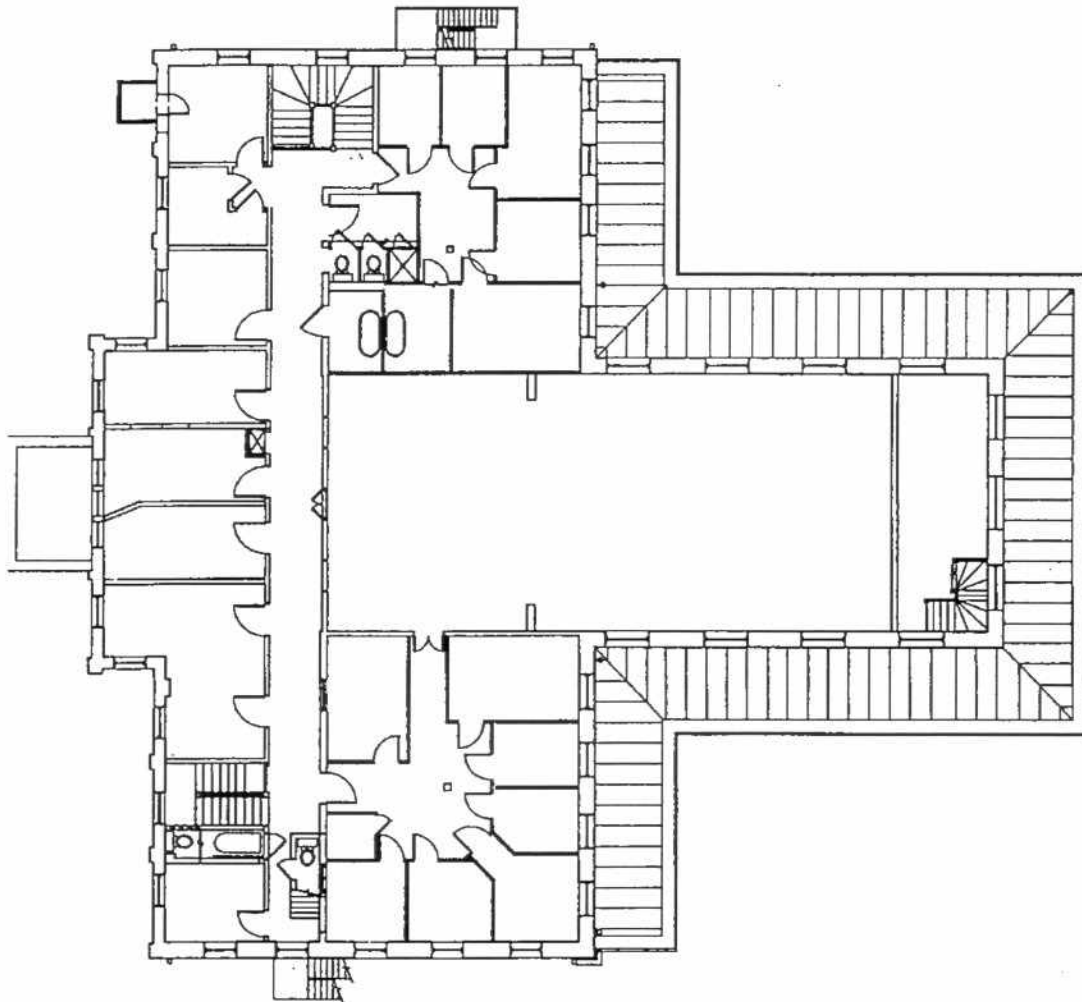
United States Department of the Interior  
National Park Service

# National Register of Historic Places Continuation Sheet

Section MAP Page 38

Monastery of Our Lady of Charity  
San Antonio, Bexar County, Texas

**FLOOR PLAN**  
3rd Floor, Monastery Building



NO SCALE 