



ADDENDUM #3

ISSUE DATE: Monday, January 3, 2022

This Addendum shall become and form a part of:

Request for Proposals #2022-0062

Redevelopment of Bowen Homes, a *Choice Neighborhoods Initiative*

TO ALL VENDORS

This Addendum, including all articles and corrections listed below, shall become a part of the original Request for Proposals (“RFP”) package and shall be taken into account in preparing your proposal response.

The above-numbered solicitation is amended as set forth below. Vendors must acknowledge receipt of this addendum by signing and completing the attached **Addenda Acknowledgement Form**. The Addenda Acknowledgement Form must be submitted with the Firm’s response to this RFP. *Failure to include the Form in the proposal response may subject your firm to disqualification.*

In order to ensure that all firms are given an equal opportunity to submit a competitive response, the following are responses to questions and/or requests for clarification concerning **RFP #2022-0062**.

ADDITIONAL INFORMATION PROVIDED BY ATLANTA HOUSING

1. Please delete Section 10.3 Submission Format and Structure from the original RFP and replace with the following Section:

10.3 Submission Format and Structure

Each Proposal should be prepared simply and economically, avoiding using elaborate promotional materials beyond those sufficient to provide a complete presentation. A page is considered one side of an 8½” x 11” sheet of paper, single-spaced, using not smaller than an 11 point font, and containing margins at the top, bottom, and sides of no less than one inch in width. AH will allow a font size no smaller than 9 points for the information included in tables and charts only.

Any financial spreadsheets that cannot fit on one letter-size sheet of paper should have print areas formatted to print on individual 8 ½” x 11” sheets of paper, landscape, left to right from the top down, and numbered appropriately in the bottom right hand corner of every page. The Financial Model Microsoft excel workbook must be submitted as a PDF, and as an excel workbook unlocked to the extent the copy and paste feature is enabled. All Proposal pages must be consecutively numbered. All PDFs must be

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searchable.

The following items and/or Sections are excluded from the page count:

1. Proposal and Section cover sheets
2. Section A-1 Financial Position & Capacity
3. Section B Portfolio Lists & Resumes of key staff members
4. Section C-2 Building Plans
5. Section D-3 Financial Models
6. Section D-4 Capital Sources Letters of Interest, Term Sheets and/or Award Letters

All information must be incorporated into a response to a specific requirement and clearly referenced. Any information not meeting these criteria will be deemed extraneous. Respondents are cautioned that if their Proposal exceeds the 121 page limitation, AH will evaluate up through the permitted number of pages only. The Discretionary Pages may be applied to any Section in the Proposals. **If utilized, Respondents must indicate at the beginning of the Section the number of Discretionary Pages they are applying to the Section page count.**

Information contained on pages beyond that limit will not be considered. Brevity of submittals is strongly encouraged.

All information presented in response to this RFP must be included in the submitted response. There can be no information linked to a website that requires reviewers to access the website for consideration of content. Any such conditions will not be considered as part of the Respondent's Proposal. The Required Submittal sections and page count limitations are delineated in Table 3 below.

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Table 3: Submission Format and Page Count

Section	Major Category	Page Count
	Section A Development Summary and Statement of Interest	3
A-1	Threshold: Financial Position & Capacity <i>(Responses scoring 8 or below shall be excluded)</i>	n/a
A-2	Development Summary and Statement of Interest	3
	Section B Development Team Capacity & Experience	35
B-1	Respondent Entity Structure & Members	5
B-2	Developer Qualifications & Capacity	13
B-3	Residential Property Manager Qualifications	5
B-4	Commercial Property Manager Qualifications	5
B-5	Architect, Engineer, & Design Team	n/a
B-6	Other Members Supporting Development Team	n/a
B-7	Impact of Pipeline Projects	2
	Section C Development Program Overview	29
C-1	Development Concept, Land Use	12
C-2	Building Plan(s)	n/a
C-3	Sustainability	3
C-4	Innovation	2
C-5	Project Implementation Schedule	8
C-6	Community & Stakeholder Engagement Strategy	4
	Section D Structure & Financial Plan	24
D-1	Owner Entity Structure	4
D-2	Financial Plan	10
D-3	Financial Models	n/a
D-4	Capital Sources Letters of Interest, Term Sheets and/or Award Letters for Competitive Sources	n/a
D-5	Unit Mix & Affordability	1
D-6	Real Estate Taxes	1
D-7	Value Creation (AH Fees & Financial Participation)	8
	Section E Management Plans	20
E-1	Residential Property Management Plan	10
E-2	Commercial Property Management Plan	10
	Section F Opportunity Inclusion Program	
F	Opportunity Inclusion Program	5
	Discretionary Pages	10
	Total Page Count	121

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2. The following appendices are added to this RFP:

K-2 Public Infrastructure Financial Model [REQUIRED TO SUBMIT A RESPONSE]

K-3 HUD Total Development Calculator [REQUIRED TO SUBMIT A RESPONSE]

K-5 Unit Mix and Affordability V2 [REQUIRED TO SUBMIT A RESPONSE]

The above-referenced documents are attached hereto this Addendum #3; editable versions of K-2, K-3 and K-5 can also be retrieved from the RFP's Sharefile link: <https://atlantahousing.sharefile.com/share/view/sd495abe7900144008c8838b66c7de6e0/fo6a3c58-2427-4ee7-989a-4dbc2363c512>. The files can also be downloaded from the Prerequisites Page of the RFP in Jaggaer.

Addenda to this RFP will only be issued and posted on AH's website. Addenda **will not** be mailed to potential Respondents. It is the responsibility of the Respondent to monitor AH's website and Business Management Portal for any addenda issued.

DocuSigned by:

Albert Murillo

Albert Murillo

Senior Vice President, Contracts & Procurement

APPENDIX K-2 Public Infrastructure Financial Model

Respondent Team:

Sources	Total Horizontal Sources	Horizontal Phase A Total	Horizontal Phase A	Horizontal Phase A	Horizontal Phase A	Horizontal Phase A
			Phase 1 Project A	Phase 1 Project B	Phase 1 Project C	Phase 1 Project D
Source 1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Source 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Source 3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Source 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Source 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Uses Summary	Total Horizontal Sources	Horizontal Phase A Total	Horizontal Phase A	Horizontal Phase A	Horizontal Phase A	Horizontal Phase A
Soft Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hard Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

SOFT COSTS	Total Horizontal Soft Costs	Horizontal Phase A Total	Horizontal Phase A	Horizontal Phase A	Horizontal Phase A	Horizontal Phase A
			Phase 1 Project A	Phase 1 Project B	Phase 1 Project C	Phase 1 Project D
Architecture & Land Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Civil Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Survey	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Geotech	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & NPDES Monitoring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits & Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City of Atlanta/Telecom/Relocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Builder's Risk Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Loan Application Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Loan Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Loan Origination Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AH Loan Underwriting Fees*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AH Loan Interest*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AH Loan Origination Fees*	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Soft Cost Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL SOFT COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

*Only if requesting AH loan funds.

APPENDIX K-3 HUD DEVELOPMENT PROPOSAL CALCULATOR

Instructions

Respondents are only to edit the green highlighted tabs.

TAB: TDC Instructions

- 1 This tab provides detailed HUD instructions on how to complete the TDC analysis tabs. Respondents are only required to complete the Unit Mix tab.

TAB: Unit Mix

- 1 The calculations in this tab are based on Respondents' assumptions for affordable unit mix as well as HUD standards for FY2021.
- 2 For Projects requesting CNIG funds, Respondents must combine the AH affordable units <80% AMI and CNIG Affordable Units <120% AMI. Projects not requesting CNIG funds may only include AH HomeFlex Units <80% AMI in the affordable unit count.

TAB: TDC & HCC Limit Calculations (do not edit)

- 1 This tab calculates the HUD maximum amount of federal funds that Atlanta Housing may contribute to a project including affordable units up to 80% AMI for MTW funds, and up to 120% for CNIG-funded projects.
- 2 The lesser of outputs from two calculations define what a PHA may contribute: the Total Development Cost (TDC) calculation, or the pro rata share of affordable uses in a project as it relates to the project total cost, including public infrastructure.
- 3 **Cells I40 (HCC) and K40 (TDC) will determine the maximum amount of AH funds (MTW + CNIG) allowable for each Project. Respondents must not request more than the HCC/TDC maximum, or the pro rata percentage of affordable units, whichever is lower.**

TAB: Budget Instructions

- 1 This tab provides instructions on completing the Construction Budget and Permanent Budget Tabs. Respondents only need complete Part A sources and uses sections.

TAB: Construction Budget

- 1 Respondents only need complete Part A sources and uses sections.

TAB: Perm Budget

- 1 Respondents only need complete Part A sources and uses sections.

TAB: Pro Forma Assumptions

- 1 Complete as indicated.

TAB: Draw Schedule

APPENDIX K-3 HUD DEVELOPMENT PROPOSAL CALCULATOR

- 1 Respondents must insert a draw schedule/flow of funds analysis for all sources, against the over development budget line items included in the construction permanent budget. An example is provided on the tab. Respondents are not required to replicate that format. However, cells B1:C4 are required to be included on the draw schedule submitted.

