



ADDENDUM NO. 2
October 20, 2020

REQUEST FOR PROPOSALS
MINOR REPAIR AND APPLICATION INTAKE FOR
SUBSTANTIAL AND HOME CONSORTIUM
REHABILITATION PROGRAMS

Notice to: Prospective Submitters

This addendum containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposals and does hereby become part of the original Request for Proposal and documents and supersedes the original Request for Proposals and documents in case of conflict. Acknowledgement of this addendum will be included on your Request for Proposals Cover Sheet submitted with your proposal.

OVERVIEW AND GENERAL REQUIREMENTS

C. Minor Repair Program Requirements

Under Eligible Properties, the requirement that eligible properties be located within the Durham City limits is revised as follows:

- Eligible Properties must be located within Durham County to include Durham City limits.

E. City Funding – *This title and section are being revised to state the following:*

E. City and County Funding

Task 1 – Minor Repair

Amount and Terms of City and County Funding

This section has been revised to read:

The City anticipates making two-year awards totaling approximately \$950,000, or \$475,000 per year, for the minor repair activity. The source of funds is expected to be the City's Dedicated Housing Fund (\$700,000, or \$350,000 per year) and Durham County (\$250,000, or \$125,000 per year). The City anticipates making 1-2 awards for this

funding. A minimum of 80 homeowners must be served with this funding. City funding will be in the form of a grant.

Use of City and County Funds

The following language has been added to this section.

A minimum of 15% (\$37,500) of any funding provided by Durham County for minor repair activities must be spent on projects located outside of the Durham City limits in Durham County. This 15% includes repair expenses, staff costs associated directly with repair activity, and a proportional share of administrative costs for repair of homes outside of the City limits. The remaining 85% (\$212,500) of funds provided by Durham County may be spent anywhere in Durham County, both inside and outside of the City limits.

If the City chooses to make multiple awards under this RFP, City DHF funds and County funds will be allocated to each awardee on a proportional basis, based on award amount. The requirement to spend funds on projects located outside of the Durham City limits will also be incorporated into each award on a proportional basis, based on award amount.

F. RFP Process - *The below schedule has been revised to allow additional time for proposal preparation and submission.*

The revised schedule is as follows:

Schedule

- RFP issued: September 9, 2020
- Workshop RSVP Deadline: September 17, 2020
- Pre-Proposal Application Workshop: September 21, 2020 at 2:00 p.m.
- First Written Question and Response Period: September 21, 2020 – September 28, 2020
- First Written Questions and Responses Posted: Week of October 5, 2020
- Second Written Question and Response Period: October 26, 2020 – October 30, 2020
- Second Written Questions and Responses Posted: Week of November 9, 2020
- **NEW** Proposal Applications Deadline: November 20, 2020 at 3:00 p.m.
- Evaluation of Proposals Period: Week of November 30, 2020
- Notification of Ineligible Proposals: Week of December 15, 2020
- Notification of Selected and Non-Selected Firms: Week of December 15, 2020
- Anticipated Execution of Contract: March 2021

Requests for Clarification

The following language has been added to this section:

In order to allow applicants, the opportunity to seek clarification on RFP addendums, the City will allow a second question and response period, according to the dates listed in the above revised schedule. During the second written and question response period, applicants may submit questions about the initial RFP and/or subsequent addendums.

Questions should be submitted to the following link:

<https://forms.office.com/Pages/ResponsePage.aspx?id=gu99KTmUiEOoCDVlpOz0fdbuOEsiVh1KprrbQr9Ee0hUMUc3QTMxM0xUNTVZV01JMEpWMTFCN1dWSi4u>.