Community Revitalization Program
#2023-RFP-12

Addendum

Question	Response
For the JHAP 2.0 – will the city be involved in the loan process or will just need to coordinate with the applicant, title company and bank for the closing?	The city will coordinate with the applicant. Potential beneficiaries will be responsible for securing financing through a lender and scheduling the real estate closing.
Will there be coordination with specific banks or this is at the discretion of the applicants?	They will not be limited to any particular financial institution.
Can you describe what coordination with the CHDO will entail as it relates to Home Repair?	We will engage in oversight and monitoring which will include regular bi-weekly or monthly meetings to ensure an appropriate level of progress and additional meetings on an as-needed basis.
Can you please narrate what their responsibilities will be and what will be the responsibilities of the contracted firm?	The CHDO will administer the daily duties of the program while the contracted firm will work with the city to provide general oversight, monitoring, and technical assistance.
Who will be responsible for procurement etc?	The CHDO will take on all project administration tasks, including, following the city's procurement requirements.
For the demolition oversight what will the responsibilities be for this program?	Regulatory oversight, technical assistance, correspondence with potential beneficiaries, and meetings on, at least, a bi-weekly and monthly basis.
What meetings should the team plan for outside of City Council and DED meetings?	The winning firm will need to have a presence at regularly scheduled bi-weekly and monthly meetings between the future subrecipient for the home repair program, regular meetings with applicants to our Housing Assistance program, and bi-weekly and monthly meetings related to the Demolition program.

Confirming that the team should submit an annual cost for 2024, 2025 and 2026 (assuming an end date of 9/30/2026) with an assumption that minimal costs will be required for Nov/Dec 2023	Yes
Would you consider remote staff support for this project to provide administrative services for the Community Revitalization Program?	Our Housing Assistance Program will require regular, on-site review of documents containing Personally Identifiable Information and one-on-one meetings with potential beneficiaries.
Document requested: Plan holder's list	A plan holder's list is not available for this RFP. The information is available without the requirement to submit information before viewing the RFP.