



ADDENDUM NUMBER THREE

January 5, 2016

**RFP #15-913-63;
PROPERTY MANAGEMENT SERVICES FOR LAFITTE SENIOR HOUSING COMMUNITY**

THIS ADDENDUM IS BEING ISSUED TO INCORPORATE THE FOLLOWING IN THE REFERENCED REQUEST FOR PROPOSALS.

ITEM #1 QUESTIONS SUBMITTED IN WRITING

Q1: Will pull cords be installed in each apartment?

A1: No, pull cords will not be installed in each apartment.

Q2: Are there any Community Service Funds?

A2: The site will receive a small amount of resident participation funds through HUD Operating Subsidy for public housing units, which is estimated at \$600 per year for the Lafitte Senior Housing Community. We anticipate that the operating budget will cover basic community services for all 100 units.

Q3: Can a Pro-Forma be provided? Without the income (HAP agreed rents) it is difficult to determine true income.

A3: It is estimated that each public housing unit will generate \$385 per month in revenue. This amount includes rental income and HUD Operating Subsidy. The AHAP establishes PBV unit rents at \$700 for a 1 bedroom unit and \$850 for a 2 bedroom unit. The PBV rents will be confirmed at the HAP signing prior to occupying the units.

Q4: Will the property be self-insured? If so, how much? If not, will HANO provide property insurance?

A4: Refer to Section 3.5, Initial Lease-up Budget & Schedule, Property Budget, and Fee Proposal, of the RFP. HANO will maintain property insurance and flood for the building (structures). It is anticipated that the operating budget will cover these costs. The estimated cost for property and flood insurance is \$106,000.00 per year.

Q5: How many elevators will there be?

A5: There will be two (2) elevators in the building.

Q6: How much are late charges?

A6: The ACOP establishes a late charge of \$25.00 per public housing unit. It is anticipated that the late charge fee will be assessed consistently on all of the units.

Q7: Will there be audit costs?

A7: Yes. It is anticipated that the operating budget cover this cost.

Q8: Will there be a Security Camera System?

A8: Yes.

Q9: Who is responsible for paying the utilities (electric, gas, water, sewerage)? Is it the tenant or owner?

A9: Refer to Section 3.5, Initial Lease-up Budget & Schedule, Property Budget, and Fee Proposal, of the RFP. The operating budget should include costs to cover resident trash collection, sewer, and water usage, as well as common area utilities. Tenants are responsible for paying electric and gas service to their units.

Q10: Will HANO consider extending the proposal due date?

A10: Yes. Refer to Addendum #2.

ITEM #2 ACKNOWLEDGEMENT OF ADDENDA

INSERT: Acknowledgement of Addenda, as attached.

Proposals must be received by the Housing Authority of New Orleans (HANO) in the Department of Procurement and Contracts by 2:00 p.m. CST on Friday, January 8, 2016. All terms and conditions shall remain as stated in the original Request or Proposals. All addenda must be acknowledged.

END OF ADDENDUM NUMBER THREE

ACKNOWLEDGEMENT OF ADDENDA

Offeror has received the following Addenda, receipt of which is hereby acknowledged:

Addendum Number:_____ Date Received:_____

Addendum Number:_____ Date Received:_____

Addendum Number:_____ Date Received:_____

Addendum Number:_____ Date Received:_____

Addendum Number:_____ Date Received:_____

(Offerors Name)

(Signature)

(Printed or Typed Name)