



HOUSING AUTHORITY of the County of Butte

(530) 895-4474
FAX (530) 895-4459
TDD/TTY (800) 735-2929
(800) 564-2999 Butte County Only
WEBSITE: www.butte-housing.com
2039 Forest Avenue • Chico, CA 95928

PBV RFP questions and answers

General: while multiple entities may be involved in any particular proposal, please craft proposals from the perspective of the entity that will be entering into the Section 8 Assistance contract. If multiple entities are involved, please provide documentation of inter-entity contracts/MOU's and agreements, so that the context of the proposal is conveyed in full.

General: please note that the RFP application form is a template. Therefore, if there is an item that does not pertain to your project, please put N/A.

Instructions – Do we need to submit the application in a 3-ring binder and electronically or may we just submit the application electronically?

Electronic submittal is sufficient, including “Dropbox”. Paper and FAX submittals will also be accepted.

Instructions – For the electronic submission, would you prefer one PDF with the application and all forms?

No preference on number of PDF's, whatever is easiest for the Offeror. The Offer documents will be printed for our records once received.

The application says it is first come first served. Can we submit early?

Yes, you can submit early. However, early submittal will have no bearing on award process. Often, PBV NOFA's are left open, so “first come, first served” would apply. However this application round is competitive and limited in time. There is a deadline in order to have Letters of Intent prepared for Offerors in time for the State's January 2020 funding round(s).

A.2. Owner of property – Does this refer to the entire project or just the land?

Respondents will need to show that they have site control through documentation (i.e., lease agreement, grant deed, MOU, joint development agreement, etc.). Demonstration of Site Control must be evidenced through the period anticipated for placement of the Vouchers.

B.3. The project contains non-residential space but it is to serve the residents not for commercial use. Should we still include that space?

Include all space; indicate it's square footage and use (i.e., community rooms, etc.).

B.5. Regarding deed restrictions. There are not currently any restrictions - but there will be. Should we just note that or leave it blank?

To the degree possible, evidence deed restrictions that you have (or will have), provide whatever documentation that you have at this point. For example, if you are working out a future deed restriction, you could provide a copy of documentation indicating what they will be.

D.2. We may not have a signed lease from the city by the submission deadline, but we will have a signed city resolution - will that be sufficient?

Signed City resolution of intent to lease, with any conditions not precluding use of Project-Based Vouchers, is sufficient.





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D(3) - What does "monthly contract rent" mean?

Monthly Contract Rent is total rent, including rent and utility allowance. Please breakout and show this calculation, including how Utility Allowance is calculated.

D(13) - This is new housing. Historical information is not available for estimates. How should we answer this question?

N/A - new housing

Attachment K - Is this a contract? (1.b.); Are we a Subawardee?; Is the Program -Section 8 Housing Vouchers?

Answers for Attachment K are as follows:

- 1. A
2. A
3. A
4. Check "Subawardee", enter Offeror name and address
5. Housing Authority of the County of Butte, 2039 Forest Ave, Chico CA 95928
6. US Department of Housing and Urban Development
7-10 N/A
11. Authorized Signer and information for Offeror

Attachment S - How do we determine the amount of HUD Assistance requested? Do we multiply the amount (allowable rent-tenant rent-utilities) received by # of bedroom units by size respectively?

Yes, multiply proposed monthly gross rent (rent and utility allowance) by bedroom size(s) by twelve (12) months by number of years requested for the contract.

Under part 1 - We have committed funds, but we will not be have all of them in place to meet the timeframe. Yes or No for determination 1 and 2?

Yes, provide documentation for funding commitments that you currently have.

Attachment N - Do we have a Housing Authority Project number?

No, this would be a "N/A".

General question: We have a 100 unit project and want to provide 25 units without supportive services and 10 units with supportive services. Is this allowed? Will we receive the points?

Blended PBV units are allowed. In other words, some vouchers serve "general" PBV wait list populations not needing supportive services, and some serving special needs populations qualifying for supportive services. However, the 20 points possible under Scoring Criteria Number 10 will only be awarded to projects where 100% of PBV units serve special needs populations and make available associated supportive services.





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HUD-2880, under Interested Parties, do you want all the developers, contractors and consultants involved or just those whose payment exceeds \$50,000?

Interested parties consist of entities that have a financial interest in the project, aka project owner or tax credit partnership.

Management Experience – Can the experience of the principals be used? For example, principals on staff have 20 years of experience and company only has 10 years. Can we get full points?

Recommendation is to include management experience of both principals and company in proposal. However the “applicant” experience that generates points per RFP would be the number of years’ experience that the company has.

Tamra C. Young | Administrative Operations Director
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The Housing Authority is an equal opportunity employer and housing provider.