

**ADDENDUM 4**

**VENDOR'S INQUIRIES AND CITY'S RESPONSES**

Please make the following changes to the above-referenced solicitation:

**QUESTIONS AND ANSWERS:**

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No.	Question	Answer
1.	Attachment A, Questionnaire- Question 11- Should the proforma be combined for all 5 properties? Or separate for each one?	Each property has its own set of books, do not combine, submit individually.
2.	Attachment B, Submittals- Management Fee- is this submitted once and combine for all 5 properties? or submit 5, one for each property?	On Attachment B, submit one Fixed Management Fee % for all five properties We are offering these as a package. \$2,902,650 is the FY23 Projected Gross Income for all five properties.
3.	Attachment B, Submittals- Staffing Costs- is this submitted once and combined for all 5 properties? Or submit 5, one for each property?	On Attachment B, this is the COMBINED staffing costs for all five properties. It must total and align with question 9 of the Method of Approach that requires the itemized version by property.
4.	Attachment B, Submittals- Start Up Costs- is this submitted once and combined for all 5 properties? Or submit 5, one for each property?	Each property has its own set of books, do not combine, submit individually.
5.	Attachment B, Submittals- Administrative Costs- is this submitted once and combined for all 5 properties? Or submit 5, one for each property?	Each property has its own set of books, do not combine, submit individually.
6.	What is the current delinquency on each property?	Camelback 3.90% Paradise Greens 2.96% Yale Court 3.29% Red Mountain Springs 10.26% Desert Meadows 8.96%



		*Majority of the delinquency is less than 30 days
7.	Are there any past due recerts? If so, how many at each property?	<p>Camelback - 0 late recerts 100.00% compliance rate                  Desert Meadows-10 late recerts for a 92.00% compliance rate                  Paradise Greens -4 late recerts for a 94.00% compliance rate                  Red Mountain Springs -2 late recerts for a 98.00% compliance rate                  Yale Court - 0 late recerts for a 100.00% compliance rate.</p>
8.	Could you provide a list of the rent-restricted programs at each property?	<p>Camelback Properties – 15 Section 8 50059 HUD units</p> <p>The City of Phoenix new rent increase policy effective January 1, 2023. Beginning in January 2023, all affordable housing residents currently earning 80% or less than the Area Median Income (AMI), as defined on the attached HUD Income Limits, will receive a rent increase of 7% upon annual recertification. All affordable housing residents currently earning more than 80% of AMI will receive a 10% increase upon annual certification.</p> <p>All new applicants or new leases will need to qualify at no more than 80% of AMI adjusted by family size with corresponding rent levels. Residents currently earning more than the 80% maximum will remain in place; no residents will be displaced due to the new requirement.</p>
9.	How many market rate units are at each property?	<p>The City of Phoenix new rent increase policy effective January 1, 2023. Beginning in January 2023, all affordable housing residents currently earning 80% or less than the Area Median Income (AMI), as defined on the attached HUD Income Limits, will receive a rent increase of 7% upon annual recertification. All affordable housing residents currently earning more than 80% of AMI will receive a 10% increase upon annual certification.</p>



		All new applicants or new leases will need to qualify at no more than 80% of AMI adjusted by family size with corresponding rent levels. Residents currently earning more than the 80% maximum will remain in place; no residents will be displaced due to the new requirement.
10.	Do the properties have a relationship with the local police department?	Yes, all properties are Crime Free Certified I DON'T SEE THIS IN THE RFP- IT USED TO BE A REQUIREMENT
11.	What is the current monthly budget for courtesy patrol at each property?	There is no courtesy patrol at these sites

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_