	Solicitation Addendum #1	City of Phoenix Neighborhood Services Department 200 W. Washington St., 4 th Fl. Phoenix, AZ 85003
	Solicitation Number: NSD-RFP-24-001 Solicitation Due Date: Friday, October 20, 2023, by 11:00 a.m. Local Phoenix time	

PURCHASE AND DEVELOPMENT OF 1305 & 1410 W POLK STREET (RFP)

VENDOR'S INQUIRIES AND CITY'S RESPONSES

Q1. Where can I find a copy of the Request for Proposal?

A1. Proposal packets are available online at <https://solicitations.phoenix.gov/Solicitations/Details/1598>.

If preferred, proposal packets may be picked up at Phoenix City Hall, Neighborhood Services Department, 200 W Washington St., fourth floor, Phoenix AZ 85003.

Q2. Is it necessary to connect/communicate with the Historic Preservation Office (HPO)?


A2. It is not a requirement to connect/communicate with the HPO to submit a proposal, but *strongly recommended* that the proposer understands the requirements/restrictions related to development within a historic overlay district. Additional historic preservation information is available at <https://www.phoenix.gov/pdd/historic-preservation>.

Q3. Was the Polk RFP Pre-Proposal Meeting recorded? Is a PDF copy of the Polk RFP Pre-Proposal Meeting available? Is it possible to get a copy of the participation list?


A3. The Polk RFP Pre-Proposal Meeting was not recorded; however, the Pre-Proposal Meeting presentation and attendee list has been posted and can be found by clicking the following link: <https://solicitations.phoenix.gov/Solicitations/Details/1598>.

Q4. Assuming that the size of the frontage could not be altered, what are the real-world chances of getting approval for a one-off small variance inside setbacks?

A4. For questions regarding requirements/restrictions related to development within a historic overlay district, please contact the City of Phoenix Historic Preservation Office; for questions regarding zoning (required property setbacks, allowed uses) and site planning, contact information for the City of Phoenix Planning and Development Department can be found here: <https://www.phoenix.gov/pdd/contact-us>.

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<p>Q5. Considering the proposed projects will have a Declaration of Affirmative Land Use Restrictive Covenant, could you please confirm whether there is currently a community land trust (CLT) managed by the City of Phoenix?</p> <p>A5. The City of Phoenix does not manage a separate CLT. Initiative 7 of the Housing Phoenix Plan discusses implementing a Community Land Trust Program. In June 2023, City Council awarded \$5 million in ARPA funding to CLT administrator for the purposes of acquisition and rehabilitation of properties within the city of Phoenix. The CLT administrator is responsible for the long-term stewardship of acquired properties.</p>
<p>Q6. If there is no CLT managed by the city; in lieu of the lots being purchased by the proposer, would the city consider retaining ownership of the lots while allowing the proposer to improve the lots within the RFP guidelines for affordable housing, under a CLT managed by the city?</p> <p>A6. Please refer to answer A5. At this time, the City does not intend to manage a separate CLT.</p>
<p>Q7. What specific certifications or licenses are required for a proposer structured as a consulting company to be eligible for this project?</p> <p>A7. The proposer and/or proposal team must possess all valid certifications and/or licenses to operate and perform the work-related activities to this RFP. Please refer to NSD-RFP-24-011, Section I, subsection D. 2.</p>
<p>Q8. Are rental units allowed to be built within this project while maintaining compliance with the affordable housing/income limit requirements outlined in the RFP?</p> <p>A8. Yes. Please refer to NSD-RFP-24-001, Section II, subsection D. 1.</p>
<p>Q9. Has the Department of Planning & Development been notified, and have they published specific requirements for the re-zoning of APN 111-28-069 to accommodate the RFP for affordable housing?</p> <p>A9. No re-zoning activities have been initiated at this time. Please refer to NSD-RFP-24-001, Section II, subsection B. 1.</p>

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<p>Q10. Could you please provide clarification on whether the proposed development can be other than residential? Although the RFP states a focus on affordable housing, it seems to suggest that other types of development may be considered.</p> <p>A10. Zoning does allow other uses, but the desired project is to create affordable residential infill properties. Please refer to NSD-RFP-24-001, Section I, subsection E.2, Section II, subsections A. 1. and D. 1.</p>
<p>Q11. Does the required site plan to be submitted need to be an architect certified plan?</p> <p>A11. The required site plan submitted with any proposal <i>does not</i> need to be an architect certified plan. Please refer to NSD-RFP-24-001, Section III, subsection B. 2. d.</p>
<p>Q12. Can we receive clarification on the expected time period that would be considered reasonable and acceptable for development initiation and completion by the city?</p> <p>A12. Based on experience, due diligence and market conditions, proposers should use reasonable assumptions to propose a realistic timeline. Please refer to NSD-RFP-24-001, Section III, B. 2. e. for guidance.</p>
<p>Q13. Are there any incentive programs such as Opportunity Zones or other similar initiatives available for this project?</p> <p>A13. No incentive programs or initiatives have been identified for this project at this time. Please refer to NSD-RFP-24-001, Section II, D. 5.</p>
<p>Q14. Will additional points or considerations be given for proposals that involve partnerships with other organizations or entities?</p> <p>A14. No additional points above points structure as identified in to NSD-RFP-24-001, Section IV, B. and corresponding requirements found in Section III. B. 4.</p>
<p>Q15. Does the 10-ft FRONT SETBACK requirement apply to all PROJECTIONS from the front of the building, such as balconies?</p> <p>A15. <i>Please refer to the answer provided on page #1, question #4.</i></p>