



Addendum Number One (1) - Request For Proposal-Relocation Consulting Services City of Richmond Housing Authority (RHA)

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- 1) **Questions-** To date, has the RHA issued any required notices (i.e., GIN, Notice of Non-displacement) to residents?

Answer – Yes, we have issued some notices to residents and have additional notices to be sent out both by the RHA and the procured Relocation Consultant.

- 2) **Question** – When does the RHA anticipate the relocation consultant would commence work? What is the total timeframe for which you would be procuring the services of the relocation consultant?

Answer – We would like to have the relocation consultant procured immediately in accordance with the RFP schedule. We would work with the Relocation Consultant and General Contractor to collaborate activities around the rehabilitation/construction phasing. Contract terms will be devised in accordance with the jointly determined schedule of activities. At the discretion of the RHA, the Relocation Consultant may work with the RHA on more than one site.

- 3) **Question** – What is the anticipated duration for the temporary relocation of each household?

Answer – We anticipate that each household will be relocated out of their unit for a period of 30 days. We will have a definitive answer after consulting with the General Contractor who will give us a timeframe for rehab work.

- 4) **Question** – What is the total number of households to be relocated at the four sites? Page 5 of the RFP refers to 396 households being relocated, but the breakdown of households by site under *1. Project Approach* (page 6) totals 346 households.

Answer – The total number of households to be relocated at the four sites is 346.

- 5) **Question** – Will the Relocation Consultant be provided office space at any of the sites undergoing rehabilitation?

Answer – To the extent that space is available, the RHA will provide office space for the Relocation Consultant. However, the Relocation Consultant should not assume that a fixed office will be provided at each site at this time.



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- 6) **Question** – What is meant by Proposal Evaluation criteria 2, which states that the proposal will be evaluated according to “Evidence of experience and expertise...Identifying and obtaining funds to facilitate relocation processes?”

Answer –It simply means that the RHA would give weight to Relocation Consultants that have demonstrated experience identifying funding and resources to assist in relocation activities outside of the Contracting entity. This is not a requirement but will definitely be ranked higher if expressed in responses to this RFP.

- 7) **Questions** - I just wanted to inquire how we can explore this opportunity with Richmond Relocation Consulting Services Project. We are a local mover based in Oakland, CA and specializing in both residential and commercial moving. We are a certified small business, WMBE and MBE. I have already contacted the prospective bidders and I haven't gotten any response. Do you have any suggestions how we can participate in this project?

Answer – You can submit your contact information to the Authority and we will forward it to the selected Relocation Consultant/team to be considered along with any other moving companies they choose to contact.

- 8) **Question** – I have a question about the Richmond Relocation Consulting Services Project. Where will be the displaced residences stay during the temporary move? Is this something that each resident will decide for themselves for as long as it is not more than 50 miles from the original housing unit? Or it will be determined by the Consulting Company that will win the bid? Or the Richmond Housing Authority already has a destination identified for the temporary relocation? I am just trying to find out where they will be relocated for the mean time as this will be something we need to consider for our rates.

Answer – The Authority has not finalized its' plans for replacement housing and will not do so until the Relocation Consultant has been procured. Potential replacement housing may include on-site units identified by the Authority and off-site units not identified by the Authority (*such as moving with family and/or friends*). One of the Relocation Consultant's primary tasks will be to help identify alternative living facilities for the residents in accordance with URA and/or State Relocation guidelines. The Relocation Consultant will meet with each household to discuss their needs and benefit options (*which includes relocation*). Overall, the distance and exact places residents will be moved to can't be determined at this time.