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Addendum

Solicitation Name	Master Planning Services for the Austin Homes Site C19006	Addendum Number	1	Date	09-12-18
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This addendum answers questions raised about this solicitation. To aid in readability, the questions are in black, the answers are in **bolded blue** and the answers follow immediately below.

Q1	As part of the base scope of services, do you expect the consultant team to research and make recommendations on potential housing subsidy sources like LIHTC?
	No, despite some of the wording in the RFQ, you will not be expected to make recommendations on funding sources.
Q2	As part of the base scope of services do you expect the consultant team to analyze development economics, as through proformas?
	KCDC requires a level of comfort that the first phase of the completed master plan is financially feasible. That would very likely occur through a combination of market analysis and a preliminary development pro-forma.
Q3	Please provide clarity regarding the basic scope of services to be included in the master planning team's response as listed on 1 b./page 2 of the RFQ. How does this listing of services differ from the Additional Services identified under 13.f.1 on page 8 which suggests they would be procured through KCDC (<i>market studies, engineering analysis and design, transportation and infrastructure, and financial feasibility studies?</i>)
	Anticipate that all services listed on page 2 and page 8 of the RFQ could be included in the scope of work, and that these services would be procured through the selected A&E. This is an intentionally, nebulous scope of work, and there will be an opportunity for the selected party to assist KCDC in further refinement.
Q4	What type of market survey does KCDC want? How much detail is necessary?
	KCDC is looking for a level of analysis that gives us peace of mind that the three options identified in the master plan are financially feasible, relative to existing market conditions. This might include a preliminary market survey as part of master planning with a more detailed market study prior to Phase I.
Q5	Must the parcels remain as they are or can they be re-platted?
	They can be re-platted if that is the optimum recommendation. Note that KCDC will soon determine if the 1.43 acre parcel will be sold to SH Data Technologies at Fort Hill. If so, that one parcel will not be available (except for reserved access).
Q6	Does KCDC want any of the buildings to remain?
	No. Should the best recommendation be for that, KCDC will review and consider.



Q7	Should there be any consideration for owner occupied apartments or commercial space?
	Yes owner occupied space can be a part of the plan.
Q8	What is the funding source for this phase?
	One of KCDC's subsidiaries, Knoxville's Housing Development Corporation (KHDC), will provide the funding for this work.
Q9	What is the budget for this project?
	KCDC does not normally release this information. With that said, we are looking for a high quality process and product, and we recognize the budget will impact the finished product.
Q10	Who will be the project manager?
	KCDC's staff will be the project management team with a specific person as the main point of contact. However, once construction starts, KCDC does use an "Owner's Rep" firm that will also interface with the selected A/E firm.
Q11	Does everything have to be done for the early 2019 deliverable mentioned in the solicitation document?
	The master planning process is unlikely to be completed by early 2019. The selected A&E would need to lead the master planning process while working with KCDC staff to develop a conceptual housing plan for the 2019 LIHTC application. KCDC staff is very familiar with these requirements, and would assist in clarifying the level of information required for this application.
Q12	Will residents be relocated?
	Yes, there are currently 129 units at Austin Homes. At the completion of Five Point Phase IV, there will be 86 units. It is KCDC's priority to provide every resident living at Austin Homes at the time of the redevelopment with a right to return to the redeveloped site. In terms of offsite relocation, KCDC may utilize its Section 8 voucher program as well as other affordable properties for that purpose.
Q13	Discuss density requirements.
	KCDC wants the selected firm to look at best practices and make recommendations to KCDC in terms of overall density, mixture of uses, and mixture of incomes (in residential).
Q14	Page five calls for at least one architect to be licensed in Tennessee. Does KCDC prefer at least one Tennessee licensed architect on each team?
	No. One licensed architect on the team in general is KCDC's intent.
Q15	Concerning references-does KCDC want five references for each partner/subcontractor?
	Provide five total references. Please make sure to have adequate references for the lead and primary partners.
Q16	How quickly will KCDC make its award decision?
	Assuming (potential) interviews can be scheduled in a timely manner, we would anticipate the selection occurring in October, with approval of a contract at KCDC's October Board Meeting.