

**ADDENDUM NO: 1**

**RFP 164044:** Purchase of Property and Associated Structures

**DEPARTMENT:** Economic and Community Development/Real Property

**REASON FOR ADDENDUM:** QUESTIONS AND ANSWERS

**RFP DUE DATE:** January 18, 2018, 4:00 pm, est

**DEADLINE FOR QUESTIONS:** January 10, 2018, 4:00 pm, est

**Addendum posting date:** January 16, 2018, 1:00 pm, est

**INSTRUCTIONS:**

To acknowledge having received the information provided on all pages of this Addendum, complete and sign one (1) copy of this Addendum cover page and return it to the Purchasing Department with your sealed proposal.

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_ COMPANY: \_\_\_\_\_

If you have already submitted your proposal, you are permitted to mail this completed and signed form, alone and clearly marked as an addendum for RFP 164044 Purchase of Property to:

PURCHASING DEPT., ATTN: D. KEYLON  
101 EAST 11TH STREET, SUITE G-13  
CHATTANOOGA, TN 37402

If you have already submitted your proposal, you are also permitted to e-mail this completed and signed form, clearly marked in the SUBJECT line as a "Addendum for RFP 164044 Purchase of Property" to: [dmkeylon@chattanooga.gov](mailto:dmkeylon@chattanooga.gov); Please remember that proposals must be sealed to be valid, and submission of any part of your proposal other than this single, completed and signed, page by e-mail (with a proper subject line for identification) could result in elimination of your proposal. This is because e-mail is not sealed.

Deidre Keylon  
Phone (423) 643-7231  
Fax: (423) 643-7244

## **ADDENDUM NO: 1**

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**DEPARTMENT:** **Economic and Community Development/Real Property**  
**REASON FOR ADDENDUM:** **QUESTIONS AND ANSWERS**

Question: Is there a way to determine if a building is on those properties?

Answer: There are a few ways: try Google, search the Hamilton County Assessor's records or drive to the property to determine what's there.

Question: How much city funds are available?

We noticed in **Approach to Scope of Work/Project Development Details [35 points]** e) that we can select affordability period.

Answer: There are no City or Federal Funds attached to the purchase and development of the AHI properties. Any developer/landlord is free to apply for funds, either CDBG or HOME during a regular funding cycle. However, there are no guarantees that you will be awarded grant funds.

Because there are no grant funds tied to the properties, you determine an Affordability Period that you believe will strengthen your response to the RFP.

Question: Can you advise if any of these properties are zoned for multi-unit development. Our company is interested in developing an 8-10 unit property.

Answer: The Department of Economic and Community Development has not reviewed the current zoning for the properties listed.

**Question:** The property that I plan to bid on is in the city of Chattanooga, but is listed under Hamilton County. Public Notice for the listing of properties up for auction under Hamilton County won't be available until January 18th. Should I get the property that I am bidding on; will it qualify for the funds under the HOME Investment Partnership? and How will this affect the timelines with regards to presenting proposals to the city council on March 27th?

**Answer:** As a part of the Affordable Housing Initiative, the City is only accepting proposals on the properties listed in this RFP. All of the properties listed are located in both the City of Chattanooga and in Hamilton County.

Hamilton County conducts a different sale for Back-Tax property. This RFP should not be confused with the Properties that the County will auction.

Properties acquired through the Affordable Housing Initiative are eligible for application for HOME Investment Partnership funds. However, any application for HOME Investment Partnership funds would be treated as separate and independent of the Affordable Housing Initiative. Properties bid on through the Affordable Housing Initiative RFP are not guaranteed to receive HOME Investment Partnership funds.

**Question:** Will vacant land require, in addition to the "Intent to Apply" application, an environmental review as well? and what is the website for getting a copy of the content for the environmental review form?

**Answer:** Any new construction on vacant land must adhere to the processes represented by City and State laws, which would be monitored and approved by the City's Land Development Office upon the request for building permits.

Environmental reviews are generally done as a part of the process for application for Federal funds. Because there are no federal funds associated with the Affordable Housing Initiative, the property and land

laws approved and monitored by the Land Development Office would govern these properties.

If Federal funds are applied for, then the Environmental Process associated with that application must be followed.

**Question:** If this is a new construction for affordable housing on purchased surplus property, how can I find a reliable, trustworthy developer who would also meet HOME funds requirements?

**Answer:** The local Home Builders Association serves as a valuable reference to locate potential contractors and builders.

**Question:** These must be turned in to the Purchasing Office. Can you tell me where that is located?

**Answer:** The purchasing office is located at City Hall 101 E 11th St Chattanooga, TN 37402 Suite G13

**Question:** I noted the 6 items that need to be included in the proposal and you clarified that one proposal can be submitted for multiple offers. Is there a formal application form?

**Answer:** No, there is no formal application form.

END



