

## **Questions & Answers for RFP 2009-08**

### **Section 8 Performance Based Contract Administration**

#### **Question 1:**

Given the competitive nature of these procurements and the fact that HUD will not issue its RFP until sometime in the future, will Florida Housing keep respondent's information confidential until after the entire HUD procurement process is completed?

#### **Answer:**

Section Five B. of the RFP states: Any material submitted in response to this RFP is a public record pursuant to Chapter 119, Fla. Stat., and subject to examination upon request, after Florida Housing provides a notice of decision pursuant to Section 120.57(3), Fla. Stat., or within 10 Days after the Response is opened, whichever is earlier.

#### **Question 2:**

How does Florida Housing want us to identify information that we consider proprietary or confidential?

#### **Answer:**

Refer to the answer to Question 1 above.

#### **Question 3:**

Please clarify the statement in A. Services regarding Florida Housing's intent regarding management of other PBCA commitments.

#### **Answer:**

Provide the Offeror's plan to ensure that sufficient resources are available, or will be available, to manage multiple PBCA commitments.

#### **Question 4:**

Does Florida Housing have any preference for where the contractor's Florida office should be located?

#### **Answer:**

Maintaining an office in Tallahassee is not required. However, FHFC does have office space available.

**Question 5:**

In Section E, the RFP states that “no costs will be reimbursed under the Contract.” Does Florida Housing mean that no costs will be reimbursed in addition to the fee schedule/budget the contractor submits?

**Answer:**

No costs will be directly reimbursed. No payments will be made to the Contractor other than the fees negotiated in the final fee schedule.

**Question 6:**

Do we need to include a response to the insurance requirements outlined in the RFP within our proposal?

**Answer:**

No. However, all insurance policies must be in full force and effect as of the date of commencement of work for Florida Housing.

**Question 7:**

Page 9, Section Five, 1<sup>st</sup> paragraph states: “Section Six, subsection L”. Did you mean Subsection J? There is no subsection L.

**Answer:**

Yes.

**Question 8:**

In Section Six(A) – Services, item f: Can you provide clarification on this item: “Provide a work plan that describes the Offeror’s arrangements for producing the scope of services required in Section Four of this RFP”? Our interpretation is that you are requesting information and descriptions regarding how and who will carry out each task at an organizational level.

**Answer:**

Provide an overview of the Offeror’s processes that describes how the Offeror intends to complete all of the Scope of Services reflected in Section Four of the RFP.

**Question 9:**

Does Florida Housing have a preference for the location of the Offeror’s regional office in Florida?

**Answer:**

Refer to the answer to Question 4 above.

