

## LIHTC RFP Q&A

### RFP Questions:

1. Environmental Survey Assessment (ESA Phase I) documents are often hundreds of pages. Would it be acceptable to provide the cover page and the conclusions of the ESA with the printed documents and the full ESA only on the USB Drive? This will save a lot of trees!

**Yes. We will take the cover page and conclusions, but the full ESA must be provided with the submitted RFP packet.**

2. In regards to all the EBO/WMBE requirements...when the term "Award" is used (see question #3 below), does that mean:

- A. When the actual money is given to the applicant? or
- B. When the scoring committee picks a winner of this RFP and the FHFC commitment form is signed and given to the applicant?

**The term award is once the scoring committee has selected a successful bidder and the selected bidder has received the award letter. Please note, funding availability is contingent upon the approval of the grant agreement by City Council, and the successful negotiation of an award agreement between the City and your organization.**

3. Page 36 has the following language at the top of the page: "The Official Letter of Intent must be submitted to the soliciting department within ten (10) workdays of the bid opening, prior to award. Not providing all letters of intent within the prescribed time frame may be cause to delay award or declare the bid to be non-responsive."

Please clarify when the "Official Letter of Intent" (Form MBD-20) must be submitted to the City?

**This must be submitted with the application. As noted on page 34 of the RFP, If any additional information is required or you have any questions, you may call the Minority Business Development Office at (813) 274-5522.**

4. The forms required to be submitted are listed on page 25 of the RFP do not list GFE Form 50. Page 41 of the RFP has "Requires Form 50-GFE" listed in two places. Is 50-GFE required to be submitted with the RFP response? If so, is Form GFE-50 composed of pages 37-39?

**Yes, please submit all forms in the application. Pages 37-39 is GFE-50.**

5. Reference to Form MBD-30 – Are we required to:

- A. Not include it at this time?
- B. Leave it blank, sign it and include it?
- C. Leave it blank, not sign it and include it?

**All forms must be signed and submitted, at this time there is likely no information to add but the authorized signature. If any additional information is required for this specific form or you have any questions, you may call the Minority Business Development Office at (813) 274-5522.**