



VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

3438 Kronprindsens Gade · GERS Complex 1st Floor · Suite 4
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REQUEST FOR PROPOSALS RFP 001-2020-DR-STT/STX

ADDENDUM 1

DEVELOPMENT OF ACTION PLAN(S) & AMENDMENTS

Issue date:

October 8, 2019

Submittal deadline:

November 7, 2019

Contact person:

Nicole Roberts
CDBG-DR Procurement Officer
nroberts@vihfa.gov

 *Unlocking the Door to Affordable Housing*



VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

Community Development Block Grant – Disaster Recovery
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ADDENDUM NO. 1

Request for Proposals

Community Development Block Grant – Disaster Recovery Program

Development of Action Plan(s) and Amendments

RFP-001-2020-DR-STT/STX

This addendum consists of three (3) letter size pages (8.5' x 11").

This Addendum is hereby made part of the RFP for Development of Action Plan(s) and Amendments, RFP 001-2020-DR-STT/STX, dated October 8, 2019.

This addendum consists of Questions and Answers as follows:

1. Question – **Section 1.1:** FRN-6109-N-03 references a forthcoming announcement (HUD's Electrical Power Systems Notice) specifically focused on electrical power system improvements outlining all requirements grantees must meet. Is there any additional information regarding this notice?

Answer: No, the notice focused on electrical power system improvements has not been released.

2. Question – It appears the VI Housing Finance Authority issued the RFP and will be contracting with the awardee. However, there are other agencies that manage the utilities, water, waste, wastewater, broadband and radio towers. Is there an organizational chart that represents how these agencies will collaborate and how decisions will be made?

Answer: No, there is not an organizational chart representing how these agencies will collaborate, however the Federal Notice requires coordinating meetings between all respective entities.

3. Question – HUD emphasizes the need to leverage the CDBG-MIT dollars. Have any of those sources been identified or should that be included in the scope of work?

Answer: The sources have not been identified and should be included in the scope of work.

4. Question – Will the vendor awarded this action plan contract be able to bid on future implementation projects?

Answer: Yes, the awarded vendor will be able to be future implementation projects.

5. Question – **Section 16.1:** The RFP states that “proposals shall be limited to no more than 25 pages.” Would VIHFA consider increasing the page limit?

Answer: VIHFA will prefer that the proposal be limited to 25 pages; however, if Respondent feels that additional pages is needed to address all the areas fully and adequately; there will not be a penalty for any pages in excess of 25 pages.

6. Question – **Section 17.0:** One of the evaluation factors is Action Plan Services Capabilities, is valued at 25 total points. Will VIHFA please clarify where within the required proposal format they would like to see this addressed?

Answer: The Respondent can address Action Plan Services Capabilities in Sub-Envelope 1 Section M. Proposal.

7. Question – **Section 4.2:** The RFP states: *Neither Respondent or its principals, nor any person or entity associated or partnering with Respondent has been the subjects of any adverse findings that may prevent VIHFA from selecting Respondent. Such adverse findings may include, but are not limited to, the following... b) Pending or un resolved legal action from the U.S. Attorney General or from attorney general in any State or Territory*

Does the above condition for disqualification include active litigation between the US Department of Justice and a Prime respondent, an affiliated corporation of the Prime respondent, and/or one of its subsidiary corporations?

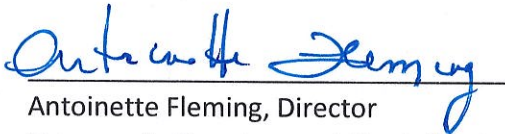
Answer: The above condition is not a disqualification condition. Yes, respondent is encouraged to list all litigation.

8. Can you please provide the sign-in sheet and any notes from the pre-proposal conference?

Answer: See attached

All other requirements and provisions of RFP-001-2020-DR-STT/STX, Development of Action Plan(s) and Amendments, shall remain in full force and effect.

Each proposer shall make reference in his Proposal to Addendum 1 to the RFP Documents. Failure to do so may result in the Proposer's disqualification.


Antoinette Fleming, Director
Community Development Block Grant-
Disaster Recovery

MM

VI HOUSING FINANCE AUTHORITY – SIGN-IN SHEET

Meeting Purpose:	RFP AD Action Plan Pre Conference Proposal		Meeting Date:	Start Time: 10:00 End Time: _____	
Facilitator:	Denise Dwyer, ESQ.		Place/Room:	VITFA Conference Room	
Name	Position Title	Agency Name	Email Address		
Nathan Jonette		Excel			
Margaret Robinson		Plexos			
Lynne Troya		Plexos			
Jack Hildee		Fema			
Gina Brown		Vitama			

VI HOUSING FINANCE AUTHORITY -- SIGN-IN SHEET

Meeting Purpose:

RFL 010 Action Plan
Pre Conference Proposal

Meeting Date:

Start Time: 10:00

End Time:

Facilitator:

Place/Room:

Name

Position Title

Agency Name

Email Address

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