

Q & A Session Schedule

Monday, January 25, 2010

General Contractors:	1:00-1:55 PM
Tree Care	2:00-2:55 PM
Lawn Care	3:00-3:55 PM
Pest Control:	4:00-4:55 PM

Tuesday, January 26, 2010

Lead Based Paint	9:00-9:55 AM
Demolition	10:00-10:55 AM
Surveying	11:00-11:55 AM
Non-Profit Developers	1:00-1:55 PM
Legal Services	2:00-2:55 PM
Title Services	3:00-3:55 PM
Brokerage Services	4:00-4:55 PM

SEND Procurement Q & A Responses

Session 1: General Contactors

Q: Does SEND plan to build to Energy Star Standards?

A: SEND values green design and energy efficiency in all its projects. The City of Indianapolis developed a set of standards for green building for both rehab and new construction. SEND follows that standard for most projects. Each project has a specific set of plans and specifications. Green building standards are specified in the documentation for each green building project.

Q: What is the timeframe for the proposed projects?

A: SEND must finish all new construction and rehabilitation projects by December 31, 2011.

Q: Will there be more new construction or more rehabilitation projects?

A: Historically, SEND has done more rehabilitation of existing houses than new construction. With the requirements of NSP funding, SEND will change to predominantly new construction.

Q: Will you pre-sell units?

A: SEND will pre-sell units when there is interest from a buyer; however, the buyer will be limited to selection of finishes from a limited range. Buyers will not be permitted to change floor plans, or other factors that may affect budget and schedule.

Q: What is the timeframe for payment?

A: SEND pays approved invoice within 30 days.

Q: Will SEND have their builder partners provide plans for each project or will SEND provide designs and specifications?

A: SEND provides detailed construction drawings and specifications for each project. Contractors are expected to bid and build from those documents.

Q: How many contractors will be placed on the bidder's list?

A: SEND will review all submittals to the RFQ after February 1, 2010. Each submittal will be scored according to the point system stated in the RFQ. This format and point system was provided by the City of Indianapolis and is the same as those use by other Indianapolis CDCs. All contractors with sufficient scores will be placed on the bidder's list. Once the list is approved by the City, it will be published on the SEND website. SEND believes this will be accomplished February 8, 2010.

Q: Will SEND construct only single-family houses?

A: SEND expects to do mostly single-family projects, but there will be some multi-family projects in the mix.

Session 2: Tree Care

No questions or attendees

Session 3: Lawn Care

Q: What will SEND require for a typical service contract?

A: SEND will contract for mowing and grounds maintenance for vacant lots and lots with structures. Vacant lots will be mowed and checked for trash every two weeks throughout the season. Lots with structures will be mowed and trimmed. The contractor will be expected to pick up small amounts of trash and to provide detailed invoices and communication with SEND regarding the condition of the lots.

Session 4: Pest Control

Q: What does the typical project entail?

A: SEND usually treats for termites in existing structures. Occasionally, SEND treats for other insects or rodents.

Session 5: Lead Based Paint

Q: Will SEND require abatement of lead based paint or encapsulation and containment of hazards?

A: SEND provides specifications for each project detailing removal, or containment procedures.

Session 6: Demolition

Q: Who many structures will the contractor be expected to demolish at one time?

A: SEND looks for contractors who can demonstrate capacity to handle more than none project at a given time. SEND does not expect to wreck multiple structures within a limited period; however, Contractors with the equipment, staff and experience to undertake multiple projects will score higher.

Q: Will SEND require the use of compacted fill?

A: SEND requires demolition contractors to follow the standard requirements established by the City of Indianapolis and Marion County.

Session 7: Surveying

Q: What sort of services will SEND require from Land Surveyors?

A: SEND needs boundary surveys, structure location reports, plot plans, and site plan documentation.

Q: Are any of SEND's project affected by Flood Regulations?

A: No

Session 8: Non-Profit Developers

No Questions or attendees

Session 9: Legal Services

Q: Please explain the requirement for quality control measures and how it relates to Legal services?

A: SEND developed this RFQ based on a standard form provided by the City of Indianapolis. Some questions may not be specifically applied to every service. In this case, submittals should explain the firm's approach for addressing situations where the client may be dissatisfied with services provided.

Session 10: Title Services

No Questions or attendees

Session 11: Brokerage Services

Q: What are SEND's goals for the NSP funding?

A: SEND will undertake development of new housing units for ownership and rental, and some improvements to public space. SEND expect to develop 50-75 units during the next 2 years.

Q: Where will the proposed development occur?

A: SEND will focus development in three target areas: Bates Hendricks Neighborhood, North Square Neighborhood, and the Churchman Avenue neighborhood. In addition, some projects will be undertaken in other parts of SENDS's catchment area. SEND's boundaries are Washington Street on the North, Raymond Street on the South, Madison Street on the west and Sherman on the East. SEND includes parts of the following Zip Codes: 46201, 46202, 46203, 46204, and 46225

Q: Will SEND list properties as they are developed or upon completion of the entire project?

A: SEND will contract with qualified agents and brokers to market properties as they are developed.

Q: What is SEND's acquisition process?

A: SEND will acquire properties through the City's land bank, tax sale, and individual sellers and brokers.

Q: What are the home buyer income limits for use of Federal funds?

A: For NSP buyers must be below 120% of area median income (for a single person it is up to \$57,200 (see FY 2009 HUD income limits below)).

Q: Will SEND market properties in-house or use outside marketing?

A: SEND does limited in-house marketing and will engage real estate professionals to complement our marketing needs.

Q: When does SEND expect to have housing available for marketing?

A: A few homes will be ready for spring of 2010. The majority of homes will be available at a later date.

Q: Does SEND plan to engage listing agents prior to completion of houses?

A: Yes.

Q: What is SEND's target price range for homes?

A: SEND will determine price based on location, comps, and recommendations from real estate professionals. Generally SEND's homes will sell between \$60,000 and \$180,000.

FY 2009 Income Limits for 50% of HUD Area Median Income

<u>Areaname</u>	<u>County/Town Name</u>	<u>1 person household</u>	<u>2 person household</u>	<u>3 person household</u>	<u>4 person household</u>	<u>5 person household</u>	<u>6 person household</u>	<u>7 person household</u>	<u>8 person household</u>
Indianapolis, IN HUD Metro FMR Area	Marion County	23850	27250	30650	34050	36750	39500	42200	44950

FY 2009 Income Limits for 80% of HUD Area Median Income

<u>1 person household</u>	<u>2 person household</u>	<u>3 person household</u>	<u>4 person household</u>	<u>5 person household</u>	<u>6 person household</u>	<u>7 person household</u>	<u>8 person household</u>
38150	43600	49050	54500	58850	63200	67600	71950

Indianapolis, IN HUD Metro FMR Area Marion County

FY 2009 Income Limits for 100% of HUD Area Median Income

<u>1 person household</u>	<u>2 person household</u>	<u>3 person household</u>	<u>4 person household</u>	<u>5 person household</u>	<u>6 person household</u>	<u>7 person household</u>	<u>8 person household</u>
47700	54500	61300	68100	73500	79000	84400	89900

Indianapolis, IN HUD Metro FMR Area Marion County

FY 2009 Income Limits for 120% of HUD Area Median Income

<u>1 person household</u>	<u>2 person household</u>	<u>3 person household</u>	<u>4 person household</u>	<u>5 person household</u>	<u>6 person household</u>	<u>7 person household</u>	<u>8 person household</u>
57200	65400	73550	81700	88250	94800	101350	107850

Indianapolis, IN HUD Metro FMR Area Marion County