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### **1<sup>st</sup> Round of Questions and Answers for NYCHA PACT RFQ Q1 2021**

*\*The following responses represent a set of responses to questions received as of March 5, 2021.*

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#### **I. GENERAL**

- 1. Q: When is the next RFEI round?**
  - a. A: We anticipate the next RFEI will be released in the second quarter of 2021, and thereafter at regular intervals. All pre-qualified partners will be notified whenever there is a new RFEI released.
- 2. Q: Delivery process is inconsistent. Says 1 Hard Copy and 2 Electronic Copies on CD ROM or USB in one section, as an upload to iSupplier in another. Please advise.**
  - a. A: Only an electronic copy is required.
- 3. Q: Where can we find pre qualification forms?**
  - a. A: The forms are part of the Q1 2021 RFQ on NYCHA's PACT procurement website: <https://www1.nyc.gov/assets/nycha/downloads/pdf/PACT-Partner-RFQ-Q1-2021-FINAL.pdf>
  - b. Backup for these forms can also be found on NYCHA's iSupplier system, access for which is detailed within the RFQ text.
- 4. Q: If we were previously qualified in a JV or partnership and wanted to get one of the underlying partners qualified would that be a full new submission or would it be an update form for a previously qualified PACT partner?**
  - a. A: NYCHA will need to see a new submission for the underlying partner if they are hoping to be prequalified outside of the JV. If you want to recycle submission materials relevant to the underlying partner, that is ok, but we will need to independently qualify them.
- 5. Q: Do the Resident Council also get allocated space? Should this be in the development proposal as well?**
  - a. A: Most resident associations already have their own space at their respective development. However, in the case they do not or the space is not adequately built out,

proposals may include plans to improve the space (and any other non-residential spaces) and/or provide the resident association space in any non-occupied, non-residential areas.

**6. Q: We are an existing prequalified partner - developer, GC and property management. Could you please confirm we only have to re-submit Form 6 to stay on as a qualified partner. Our workload has changed over the past year. Would we need to submit any additional material to capture this?**

- a. A: Currently prequalified Developers, General Contractors and Property Managers only have to submit Form 6 to remain a prequalified partner. If you would like to share / highlight additional experience, feel free to submit that to us as well and we will add to our review of your team during future RFEI processes.
- b. Currently pre-qualified Social Service Providers need to submit both Form 6 and Form 7 to remain prequalified.

**7. Q: Can mold testing & remediation be executed Tenant-in-place?**

- a. A: Yes, past teams have conducted both with tenants-in-place. Please review the mold procedures and requirements in the latest RFEI for NYCHA's guidance on this topic.

**8. Q: Would you please provide which page of RFEI has the definition of "Meaningful Role"?**

- a. A: Page 38

**9. Q: Will potential future PACT conversion projects be utilized in conjunction with NYCHA campuses that have development rights?**

- a. A: Future PACT procurements will aim to take a comprehensive view of the potential improvements to the campus, which may include, among other things, utilizing excess development rights. Please note that any proposals for new construction in response to such procurements would be first subject to extensive resident and community engagement.

**10. Q: When you say general contractor... Are construction management companies also included?**

- a. A: Yes, please submit your application and note how your company meets the specified criteria. Note you will need a member of your project team that can perform the functions of a general contractor.

**11. Q: Does this mean that NYCHA is doing away with the distinction between "large" and "small" developers?**

- a. A: Yes, there is no longer a 'small' vs 'large' distinction. We encourage all partners to form Project Teams with a diversity of experience, size and competencies to support every rehabilitation.

**12. Q: Is there time period that tenant can be out of unit during the day as work is being done?**

- a. A: Yes, development partners are responsible for providing 'hospitality suites' for instances in which it makes sense for the resident to vacate the unit for a longer time period. This may be to accommodate resident preference or other health considerations. This is typically not done for all apartments.

**13. Q: Can you provide a list of the interested bidders/partners? This can facilitate partnerships with MWBE firms.**

a. A: Yes. The list of pre-qualified partners will be published on NYCHA's website.

**14. Q: How are the Developer Fee structured? Is it a percentage of TDC?**

a. A: Please refer to the latest RFEI for information on how to structure the developer fee.

**15. Q: In addition to the required forms, can teams also submit additional information such as marketing materials that provide further information on history and qualifications?**

a. A: Yes, so long as you submit the required forms, you may submit any additional materials you feel will be helpful in our review of your submission.

**16. Q: Are the Form 3 - Assets Statement and Statements of Financial Condition supposed to be filled out with the personal financials of our company's principals or with the financials of just the company itself (for a developer)?**

a. A: If at any point the principals would be looked to for a financial guaranty, NYCHA asks that you provide personal financials in addition to those of the company. If you aren't sure, it is helpful in our review to have more information to reference.

**17. Q: What is meant by recertification? Are you recertifying annually?**

a. A: Also pre-qualified teams need to re-qualify each year when NYCHA opens our RFQ. There is a separate process for teams that are already pre-qualified as outlined in the RFQ.

**18. Q: Can you list on your application previous NYCHA in Place Rehab that you have managed?**

a. A: Yes, please include any experience you feel will be relevant to your submission.

**19. Q: NYCHA is requiring separate submissions to qualify developers, general contractors, managers and social service providers, even if they propose to work as a team?**

a. A: Either way, we will need to see information on all entities forming the joint venture. You may submit as one joint venture but will be limited to future RFEI submissions as that joint venture only.

**20. Q: The RFQ noted that developers should include New Affordable Developments completed in the last 5 years. This webinar didn't reference that.**

a. A: Please refer to the RFQ for the full requirements. It is helpful to see experience in preservation developments in addition to new construction and we encourage you to detail both.

**21. Q: How should we indicate participation by M/WBEs as consultants, or experience with local hiring?**

a. A: Please share and highlight whatever participation and/or experience you feel will be relevant to your submission and NYCHA's review.

**22. Q: Also can you include member of your company's experience on the list of company experience. ie - VP development VP legal etc**

a. A: Yes. NYCHA will also consider the experience principals or other senior leadership bring from previous positions.

**23. Q: Is there a preference to form teams with multiple partners as opposed to a "one stop shop" of combined developer / property manager/contractor?**

- a. A: There is no preference for a joint venture compared to a vertically integrated Project Team, outside of the preferences for nonprofit and MWBE partners detailed in the RFEI.
- b. We analyze each Project Team's proposal based on it's merits and the team's experience and capacity.

**24. Q: Is it correct that we respond to the RFEIs, and get pre qualified as individual groups, but then when there is a specific RFP we can form a team for that specific RFP depending on that particular site?**

- a. A: Yes, this is correct.

**25. Q: Forms 4A, 4B, 4C, and 4D, in addition to, Forms 5A, 5B, 5C, 5D, and 5E are applicable to Residential Development Experience and Residential Management Experience... is there an equivalent "Form" for General Contractors / Construction Managers where we can provide our information?**

- a. A: Please provide relevant General Contractor experience within the 'development experience' format.

**26. Q: If we submit the audited financials for the past three years for our company, and fill out Form 3 with current information for the company as well, will we also need to submit personal financials for any of the principals? Or will the information provided for the company suffice?**

- a. A: In the event that any principals for your team will be providing a guaranty for the financing, their financial information is required as part of the assets statement (Form 3). However, even if your entity is capitalized such that you would not look to principals for a guaranty, NYCHA prefers that you provide their information so we have it on hand in case the capitalization of your entity changes.

## I. SOCIAL SERVICES

- 27. Q: Does NYCHA "designate" social service providers, or is this left open to development partners?**
- a. A: NYCHA will provide the designated project team with a short list of social service providers that the project team can interview and select from.
- 28. Q: The social service funding, Is this only for the life of the project or is this indefinitely? Will space be allocated also for the social service provider?**
- a. A: NYCHA requires (1) a social service reserve funded up front at the time of conversion and (2) an ongoing annual contribution to social service operations that will apply in perpetuity.
- 29. Q: For community centers who have city contracts for afterschool programs. How does this work with the new model after the conversion?**
- a. A: All existing tenants, including any community centers, will continue their tenancy following the conversion. Any existing leases will be assigned to the PACT development team.
- 30. Q: What if the team includes a qualified partner that also provides social services? In that case, does NYCHA still designate the social service provider?**
- a. A: We do not designate social service providers. We will only provide a shortlist of qualified providers, and the development team will make the selection in consultation with resident leaders. If a member of your team (e.g., developer, GC, or property manager) also provides social services, then please note this in your proposal, and NYCHA will consider the opportunity.
- 31. Q: Are the Social service partners selected after award of the RFEI?**
- a. A: Yes, after the developer, general contractor, and property manager are selected, NYCHA will assist in the formation of partnerships with social service providers.
- 32. Q: Could you please clarify if social service providers are awarded in tandem with the RFP award, or if that will be a separate procurement?**
- a. A: Teams are designated without a social service provider, but applicants are welcome to include information about providers that they would like to work with in their proposal. Once the team is designated, NYCHA will provide the team with a shortlist of eligible social service providers.
- 33. Q: The Q&A for Round 9 says the development team must put together a social service plan, but this presentation says a social service plan will be made after designation. Do we actually need to make a social service plan to submit, and if so, what should be in this plan if we do not have a social service provider?**
- a. A: The full submission requirements will be included in the actual RFEI, but NYCHA is looking for a preliminary Social Service Plan as part of each proposal. As supplementary context, it would be helpful to discuss your experience engaging with and providing services to tenants. After designation, the team will work with the selected social service provider to craft a comprehensive social service plan, which will be finalized prior to closing. This process will need to include consultation and engagement with residents.

**34. Q: All teams must propose a social service provider, even though the service provider is identified separately, post award?**

- a. A: No, if you are a developer, GC, or property manager, you do not need to identify social service providers in your response.

**35. Q: If a member of the team e.g., developer, GC, or property manager, also provides social services, and NYCHA will consider them as potential social service providers, should they also complete separate social service provider applications?**

- a. A: Yes, they should complete a separate application for each entity they would like to become prequalified for.

**36. Q: if an entity is already previously qualified in a specific category, do they need to complete a full new application?**

- a. A: No, if you are previously qualified from the PACT RFQ issued in 2020, you do not need to complete a full, new submission. You just need to submit form 6.
- b. Additionally, if you are a social provider, you will also need to submit form 7. Please submit your forms to [pact.partners@nycha.nyc.gov](mailto:pact.partners@nycha.nyc.gov),

**37. Q: Does “Connected” include WiFi access?**

- a. A: Yes, a requirement for all teams is that they build out and subsidize Broadband access as part of the conversion.

**38. Q: Is the social service provider pre-submission conference presentation available to view?**

- a. A: Yes, this presentation will be shared with all attendees. We would emphasize that all of this information and more detail is available in the RFQ document itself and is the best guide for understanding submission requirements.

**39. Q: Can you provide more info about how the social services will be funded? If it comes from the project operating budgets, what is the per unit amount that you anticipate will be available for service providers?**

- a. A: There will be an upfront Social Services reserve as well as an ongoing annual funding commitment built into the budget. This will vary by site, however NYCHA has provided guidance of \$300 per unit for both the one-time upfront reserve and the ongoing annual commitment.

**40. Q: About how many new social service providers are you expecting to try to connect to this round of development projects**

- a. A: Typically we will select three to five Social Service Providers for the short list for each of the developments within each RFEI. Note that providers can be shortlisted for multiple of the RFEI properties.

**41. Q: If we are a nonprofit that has already heard from a developer partner that is interested in working with us is that possible to mention in the pre-qualification process?**

- a. A: You should mention this as part of your submission of Form 7, to indicate existing relationships you have with PACT partners (or prospective PACT partners).

**42. Q: What would happen if we partnered with a developer, they submit an RFQ and do not end up being chosen? Can we still be partnered with another team later on if we pre-qualified as a social service provider?**

- a. A: Yes, the designation process for Development teams happens independent from the short listing process for Social Service Providers.

**43. Q: Will social service providers know if they are chosen to be a pre-qualified partner by 4/9/21?**

- a. A: Yes, NYCHA intends to notify all prequalified candidates by April 9, 2021.

**44. Q: Is there an existing list of pre-qualified social service providers?**

- a. A: There is a list on our website, which you can find here: <https://www1.nyc.gov/site/nycha/about/pact/procurement.page>.

**45. Q: Do we get a chance to engage the development team when they are chosen to promote our entity as the designated social service provider?**

- a. A: Yes, after Development teams are provided with the short list of providers they are encouraged to conduct interviews with each provider in advance of making a final selection.

**46. Does previous experience with a developer on a past PACT conversion influence the designations?**

- a. A: Previous experience will be considered to the extent that it demonstrates competency and capacity to effectively provide services to NYCHA residents.