

**REVISED – 9/28/17**

Octavia Blvd Parcels R, S, U RFP Pre-submittal meeting questions – 8/9/17

**Q1. Regarding the childcare is the assumption that the childcare should be at the bigger parcel U?**

A1. No there is no assumption as to where the childcare should go. MOHCD’s analysis locates the childcare on Parcel U but it’s up to the development teams to look into the feasibility at providing childcare at any of the three sites.

**Q2. Is there an ideal size in terms of square footage for the childcare center?**

A2. MOHCD is looking for a childcare center to serve around 36 infant/toddlers based on our analysis and conversations with the Office of Early Childhood Education. It is up to each development team to follow what is required for childcare serving 36 infant/toddlers and then determine the feasibility of providing such childcare at any of the three sites.

**Q3. Can you speak to the Octavia Street Enhancement Plan to activate street, and street frontages. Is this something already set and we are simply following?**

A3. Developers are expected to review the Enhancement Plan design provided and use it as a base plan. Bear in mind that proposals will be reviewed by SFMTA staff during the RFP review process to see how the Enhancement Plan was incorporated in each proposal.

**Q4. We have not had civic design review in prior RFP’s, so should we pitch art pieces/installations or should we simply budget the 1% needed to meet the requirement?**

A4. The public art will be subject to Art Commission review at a later date, so please only include a placeholder for the location of the public art in the submitted conceptual designs if so desired, but at minimum please do include a budget line item for public art in your development budget based on 1% of hard costs multiplied by the percent of total project costs estimated to be funded by MOHCD. For example:

*Sample Project X*

Total Development Cost	\$71MM
Hard Cost of Construction	\$50MM
MOHCD Loan Amount	\$25MM

*Calculation for Public Art for Sample Project X*

$\$50\text{MM (hard cost)} \times 1\% \times 35\% (\$25\text{MM}/\$71\text{MM}) = \$175,000$

**Q5. Can you provide some direction on TAY unit mix? RFP mentions 10 1-bedrooms (parenting) and 20 studios.**

A5. The minimum requirements is to provide 30 TAY units with a strong preference that 10 units be 1-bedroom for parenting TAY.

**Q6. Just for clarity it is one developer/partner developers applying to develop all three sites?**

A6. Correct, MOHCD desires one developer to develop all three sites as one development in order to gain some economies of scale.

**Q7. 455 Fell we have no parking. Does MOHCD expect/desire any parking?**

A7. Parking is not expected and the community has expressed a desire for no parking; however, bicycle parking for residents and alternative transportation modes are strongly encouraged.

**Q8. How is the streetscape renewal/enhancements being financed? Now that it is for affordable housing are we as developers expected to take that on?**

A8. The hope is that the selected development team will work in partnership with City agencies to pursue any funding possibilities. For example, 455 Fell Street received State AHSC funding working with SFMTA and other City agencies to apply for that funding.

**Q9. Do you know the neighborhoods desire for a childcare?**

A9. MOHCD does not know the neighborhood's desire for childcare; however the Interagency Council for Childcare consisting of LIIF, the Office of Early Childhood Education, and other City agencies is excited for the opportunity for a childcare at one of the sites because it is aware of the need for childcare in the neighborhood and has funding to help build out the childcare facility.

**Q10. In terms of developer experience/architect experience scoring is based on the affordable housing experience what happens in a co-developer situation? It is okay if one of us meet the minimum experience requirements correct?**

A10. Correct, one of the co-developers, or even a development consultant working for the developer, must meet the minimum experience requirements.

**Q11. Is there a need for an associate architect?**

A11. No, an associate architect is not required unless the associate architect is needed to meet minimum qualification requirements.

**Q12. What are you looking for in terms of architectural deliverables?**

A12. Diagrammatic levels of design. Panel members aren't necessarily architects but visuals definitely help convey ideas.

**Q13. Has MOHCD considered adding anyone from planning to the review panel?**

A13. MOHCD has not considered including Planning Department staff to the review panel since Planning Department staff will be reviewing the project at some point during the development process anyway.

**Q14. Can MOHCD commit to a shorter turn around for the submitted question responses to go out? (One week from submission deadline 9/8)**

A14. MOHCD will endeavor to get written responses to questions shortly after the RFP question deadline.

**Q15. Can the open space be shared between the childcare and housing?**

A15. Yes, based on MOHCD's experience on other projects shared open space between housing and childcare can work. It will have to be fully explored with the childcare provider though.

**Q16. Does MOHCD have any issues with service spaces on the 2<sup>nd</sup> floor or upper floors so that the ground floor can be used for retail?**

A16. MOHCD defers to the developer's support services staff and their own experience with the ideal location of support service spaces.

**Q17. Are there CAD backgrounds available for the site plan and floor plans that were included in the RFP?**

A17. MOHCD has submitted a request for CAD backgrounds. If they become available, pre-submittal meeting attendees will be notified and a link to the drawings will be posted on MOHCD's website.

**Q17. Will there be a stipend for the Conceptual Design submissions?**

A17. As stated in Section VI.G.4. in the RFP, MOHCD may reimburse a single respondent up to \$5,000 for architectural reimbursables if the proposal is deemed to be complete and met the minimum qualifications but was not selected to develop Parcels R,S and U. Reimbursement for architectural plans for the selected development team will be done through the project's predevelopment loan.

**Q18. Does MOHCD or others have expectations regarding whether or not to have 24/7 front desk coverage in Parcel U? Can you confirm the front desk staff is not required at R and S?**

A18. MOHCD only expects 24/7 front desk coverage in the building where the TAY units are located and not in the other buildings. MOHCD has assumed the TAY units will be located in Parcel U, but it is up to each development team to determine the best location of the TAY and parenting TAY units.

**Q19. With regard to Minimum Property Manager Experience as well as Property Management Scoring, can you please describe what qualifies as "family" housing? Many of the homes we manage are one-bedroom units which are home to families of two (parent and child, or married couple) or in some cases more. We would like to include these when determining if a property is an affordable family housing rental property.**

A19. MOHCD does not have a set definition of "family housing" but does consider properties that are not age-restricted or for a special needs population such as the developmentally disabled as "family housing". So a property with one-bedroom units that houses households of two could be considered "family" housing.

**Q20. Should the three projects which satisfy the Minimum Property Manager Experience be included when tallying up 6 to 10 (or more) affordable rental family housing properties? Or do the properties used for scoring need to be in addition to properties used to meet the Minimum?**

A20. Projects used for scoring need to be in addition to the projects submitted for minimum qualifications.

**Q21. Please confirm that the descriptions of “low income” and “very low income” when used to determine qualifying projects correspond to 80% AMI and 50% AMI, respectively.**

A21. Low income = up to 80% area median income; very low income = up to 50% area median income.

**Q22. Please clarify the requirements for the deliverables for the conceptual design submission, so that all teams can make comparable submissions. Specifically:**

**Q22a. Please clarify the scale at which the drawings should be submitted.**

**We recommend site plans, floor plans and conceptual façade elevations at 1/32”; and a neighborhood plan at a smaller scale.**

A22a. If respondents plan to show all 3 parcels on one site plan on 11”x17” paper, then please provide site plans at 1” = 50’-0” scale. If respondents plan on showing site plans for each parcel on individual 11”x17” paper, then please provide site plans at 1” = 8’-0” scale. Conceptual façade elevations and floor plans should be provided at 1” = 16’-0” scale.

**Q22b. Please clarify that it is acceptable to use color to differentiate program elements and describe landscape elements (sky, trees, etc.).**

A22b. Yes, it is acceptable to differentiate different program elements through the use of color.

**Q22c. Regarding three-dimensional drawings: the RFP directs respondents to “limit their design document submission to the following: Site Plan, Conceptual Elevations, (and) Floor Plans.” By omission, the RFP disallows other drawings, including three-dimensional drawings of any kind. However, during the pre-submittal meeting on August 9, MOHCD suggested that these limits are in fact minimums, and that respondents are welcome to submit more design documents. Please confirm that the**

requirements have *not* changed, and that three-dimensional drawings are *not* permitted.

A22c. Three-dimensional drawings are NOT permitted.