

Addendum #2
Capital Needs Assessment Questions and Answers
Addendum Issue Date – July 28, 2023

1. The assessments completed for a RAD Capital Needs Assessment and Section 18 Physical Needs Assessment are quite different. For the RHA-owned sites, is it acceptable to propose a two-step process to include: Step 1 – inspect each property and assess if said property is a potential candidate for obsolescence; Step 2A – if property is a potential candidate for Section 18, proceed to completion of a Section 18 Physical Needs Assessment; OR Step 2B – if a property is not a potential candidate for Section 18, proceed to completion of a RAD Capital Needs Assessment, CNA e-Tool, and Energy Audit. (Introduction and Overview, page 2)

The RHA is in the process of completing long-term capital planning for its properties. Until the needs of each property are identified through the CNA, we will not know if we will be using RAD or Section 18 to reposition the property or if the property can be maintained/repaired using a CFP funds. A step by step process is what was envisioned for the process.

Step 1 – Initial inspection of the property.

Step 2 – If the property will not meet obsolescence then a report of the needed repairs and a 20-year schedule would be prepared which could also be used to satisfy the RAD report requirements.

Step 3a – Based on the results of the inspection and discussion with RHA if RAD is the best repositioning option then the full RAD report, e-tool etc. would be completed.

Step 3b – Based on the results of the inspection if the property would meet obsolescence then the obsolescence test/report would be completed.

2. If an energy audit, e-Tool, and obsolescence test are not required for the CAD-owned properties, will the CNAs for those properties be used for planning purposes only and not for submission to HUD? (Introduction and Overview, page 2).

Yes, the CNA for the CAD-Owned properties are being used for planning/budgeting purposes.

3. Both a 60-day timeline and a 30-day timeline is noted for the completion of a draft Capital needs Assessment. Please confirm that 60 days is acceptable for both the Capital Needs Assessment and Physical Needs Assessment (as needed for each particular site). (Deliveries/Timeframes/Milestones, page 4).

The 30-day timeline for the obsolescence test was for 30-days after the discussion with the contract monitor on whether the property would meet obsolescence. The thinking was the inspection of the property would be completed in 60-days and then if it is determined that the property would meet obsolescence then there would be 30-days to complete the obsolescence report.

4. The provided RAD PCA guidance is dated. Please confirm that the Utility Consumption Baseline is not a required part of the scope of work. (Appendix 1 – page 8, 20 - 24).

Utility Consumption Baseline is not a required part of the scope of work

5. A typical RAD Capital Needs Assessment will comment on any directly observed potential asbestos-containing or lead-containing materials, but will not include abatement estimates or any applicable Operations and Maintenance (O&M) plans that may be required. Please confirm. (Appendix 1 – page 14)

Since this inspection and subsequent report will be used to determine the needs of the property as well as the best Capital Planning tool for the property we would want abatement estimates and O&M plans included so that RHA has a clear understanding of the needs and subsequent costs of the property.

6. Please confirm that no asbestos, lead-based paint, or radon testing is to be conducted by the contractor. (Appendix 1 – page 14)

No asbestos, lead-based paint, or radon testing is included in the scope of the work but based on reports provided by RHA the cost to abate these items would need to be included. For example, RHA has had asbestos and lead-based paint testing and have subsequent reports.

7. Please confirm that the contractor is not responsible for collection of utility data. (Appendix 1 – page 16)

At this time, the contractor is not responsible for collection of utility data.

8. Please provide addresses for the noted Scattered Sites. (List of Properties Covered by the RFP – page 25)

It has been decided to not have the Scattered Sites inspected at this time so those have been taken off the property listing.

9. Page 2 notes that an energy audit, e-Tool, and obsolescence test are not to be conducted for the CAD-owned sites. The 'Pricing' form includes these scopes for the CAD-owned sites. Please advise. (Pricing – page 41)

The CAD-owned sites does not include an Energy Audit, e-tool or obsolescence test.

10. Should the pricing for energy audits be included in the column marked 'CNA?' (Pricing – page 41)

An additional column has been added for the Energy Audit and the Pricing Appendix has been updated.

11. Is it allowable for the per-report pricing to include travel, lodging, meals, general fees, administrative fees, and overhead? D3G does not generally line these items out as separate fees (Pricing – page 41)

If the question is being interpreted correctly, the travel/administrative costs for each property will be included in the cost for each inspection and subsequent report. That will be acceptable.

Appendix 2

List of Properties Covered by the RFP

Development Name	Property Address	# of Units	Year Built	Owner
Birchwood	716 E. Hargett St.	50	1982	RHA
Capitol Park	911 N. Blount St.	60	2002	RHA
Carriage House	116 St. Mary's St.	101	1982	RHA
Chavis Heights	750 Bright Creek Way	86	2007	RHA
Eastwood Court	224 Camden St.	46	1982	RHA
Glenwood Towers	509 Glenwood Ave	288	1971	RHA
Kentwood	1145 Clanton St.	89	1974	RHA
Scattered Sites	Throughout Raleigh	108	Various	RHA
Walnut Terrace	1256 McCauley St.	145	2014	RHA
Stony Brook	2030 Brentwood Rd.	106	1984	CAD
Chavis Heights	750 Bright Creek Way	27	2007	CAD
Capitol Park	911 N. Blount St.	59	2002	CAD
Walnut Terrace	1256 McCauley St.	147	2014	CAD
Parkview Manor	911 N. Blount St.	90	2002	CAD
Carousel Place	750 Bright Creek Way	55	2007	CAD

Appendix 4

Pricing

Development Name	Owner	CNA	Energy Audit	eTool	Obsolescence Test
Birchwood	RHA				
Capitol Park	RHA				
Carriage House	RHA				
Chavis Heights	RHA				
Eastwood Court	RHA				
Glenwood Towers	RHA				
Kentwood	RHA				
Walnut Terrace	RHA				
Stony Brook	CAD				
Chavis Heights	CAD				
Capitol Park	CAD				
Walnut Terrace	CAD				
Parkview Manor	CAD				
Carousel Place	CAD				
Total					

Travel, Lodging, Meals		
General, Administrative, Overhead		