

**Addendum No. 3 to RFP 19-36**



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**Department of Purchasing**  
**JOSEPH A. CURTATONE**  
**MAYOR**

To: All Parties on Record with the City of Somerville as Holding  
**RFP 19-36 2018 Housing Needs Assessment and Financial Feasibility Analysis**

From: Thupten Chukhatsang

Date: 11/7/2018

Re: Questions & Answers

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**Please acknowledge receipt of this Addendum by signing below and including this form in your proposal package. Failure to do so may subject the proposer to disqualification.**

**NAME OF COMPANY / INDIVIDUAL:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP:** \_\_\_\_\_

**TELEPHONE/FAX/EMAIL:** \_\_\_\_\_

**SIGNATURE OF AUTHORIZED INDIVIDUAL:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA:**

**Addendum #1** \_\_\_\_\_ **#2** \_\_\_\_\_ **#3** \_\_\_\_\_ **#4** \_\_\_\_\_

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### Questions & Answers:

**Under A. Specifications Requirements for 2018 Housing Needs Assessment, the following was asked in connection with Housing Opportunities for Disabled Residents:**

**Question#1: Is there data maintained on the number of handicapped accessible units in the city?**

*Response:* The City does not maintain a comprehensive list of handicap accessible units, which is why the RFP included a request for the consultant to, “estimate...the number of affordable and market rate units that are handicapped accessible.” The City recognizes that it would be an estimate.

The desire to get as solid an estimate as possible comes out of recent experience preparing the City’s Assessment of Fair Housing Report (AFH) that was submitted to HUD in October 2017. In engaging with community groups and stakeholders as part of that effort, a significant source of feedback involved the lack of handicap accessible units, both market rate and affordable. For HNA purposes, the expectation is that the consultant will help identify and communicate with agencies and individuals (e.g. Somerville Housing Authority, City ADA staff) who can help access information to estimate the number of handicap accessible units in the City, affordable and market. The HNA or its appendices should include sufficient detail on its methodology to enable City staff to understand how the estimate was generated.

**Under A. Specifications Requirements for 2018 Housing Needs Assessment, the following was asked in regard to housing supply:**

**Question#2: What [is] the ultimate goal of this question?**

*Response:* The purpose of quantifying the number of units of market and affordable housing in the City, as called for in this section, seems self-evident as a component of assessing housing need. To expand on the request included in this section: the City seeks to gain as accurate and detailed assessment of the current supply of housing units. As an example of an area where the City expects a level of detail beyond that included in the most recent assessment: see Table 24 excerpted from page 37 of the 2015 assessment.

Affordable Housing in Somerville	
DMH/DDS Group Homes	163
SHA Elderly/Disabled	782
SHA Family	674
Other Subsidized Family	474
Other Subsidized Senior	381
Affordable Family	357
Affordable Senior	145
Adult Disabled	180
Formerly Homeless	36
Veterans	29
Other	8
Ownership	112
<b>Total</b>	<b>3,341</b>

As presented above, the information was difficult to work with, in terms of knowing what properties comprised each of the categories included. With significant time having since been spent doing so (see information below), the City wants to ensure that its 2018 HNA contains sufficient detail to be able to understand the basis for estimates provided.

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### Affordable Housing in Somerville                      2015                      2018

<b>DMH/DDS Group Homes</b>	<b>Total</b>	<b>163</b>	<b>143</b>
DMH Group Homes		92	72
DDS Group Homes		71	71
<b>Other</b>	<b>Total</b>	<b>8</b>	<b>8</b>
Mary's Trust		8	8
<b>Adult Disabled</b>	<b>Total</b>	<b>180</b>	<b>168</b>
Somerville Place 131 Highland Avenue		8	8
Center House-167 Highland Avenue		9	9
Pearl St. Park-240 Pearl Street		86	86
Walnut Street Center 25 Bonair Street		18	18
25-27 Jackson Road		5	5
26 Richdale Avenue		6	6
Walnut Street Center 38 Boston		5	Expired
Wheatland Street 53 Wheatland		7	Expired
57 Merriam		8	8
6-8 Walnut Road		6	6
86 Marshall Street		4	4
88 Pearl Street		10	10
181 Broadway		8	8
<b>Formerly Homeless</b>	<b>Total</b>	<b>36</b>	<b>36</b>
Sewall Place 10 Sewall (SRO)		13	13
Next Step House 301 Medford Street		6	6
75 Cross Street		8	8
109 Gilman		2	2
St. Polycarp I-460 Mystic		2	2
St. Polycarp II- 16 Butler Drive		2	2
St. Polycarp III-5 Memorial Drive		3	3
<b>Ownership</b>	<b>Total</b>	<b>112</b>	<b>119</b>
Inclusionary Zone		68	75
SCC		23	23
Lincoln/Perkins		5	5
Marion Street		3	3
Flint Street Unit #1		1	1
Highland Avenue		1	1
Myrtle Street		2	2
Pearl Street FTHB		1	1
Pitman FTHB		1	1
Giles Park/Glen Street		7	7

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**Without reference to a specific section of the RFP, the following questions were posed:**

- **Question#3: Do you want any type of mapping of where affordable units are located?**  
*Response:* There was mapping of affordable units conducted in the City's most recent HNA. To the extent similar mapping is typically provided in a Housing Needs Assessment, we would expect it to be part of the 2018 Assessment.
- **Question#4: Do you want any type of information as to progress of Inclusionary zoning from the last study until today?**  
*Response:* To the extent the City is looking to have a new Housing Needs Assessment prepared, which updates information from the last one in 2015: Yes, we are interested in including information as to inclusionary units completed and permitted since the last HNA.
- **Question#5: Will you be providing information on what has been built/contributed under the Inclusionary zoning?**  
*Response:* City staff will provide and/or direct the consultant to sources for information on what has been built/contributed under the Inclusionary ordinance since the last assessment.

**Under Section B. Specification/Requirements for 2018 Financial Feasibility Analysis, the following questions were posed:**

- **Question#6: Will you be providing contact information for developer interviews related to the 20% homeownership requirement?**  
*Response:* Yes, contact information for developers will be provided to the consultant.
- **Question#7: Will you allow additional methods such as the return on cost, that play as much if not a more important role than Internal Rate of Return (IRR)?**  
*Response:* The City is open to allowing additional methods, should the consultant wish to provide them in addition to IRR.
- **Question#8: How many meetings do you anticipate with planning staff?**  
*Response:* Respondents should expect up to 3 meetings with Planning and/or Housing Division staff. At this point we would expect them to occur at of project kick-off, a progress meeting while work is underway, and a pre-presentation session in the event presentation(s) referenced below occurs.
- **Question#9: Will any meetings with the Planning board be required and/or any other city boards?**  
*Response:* The consultant should plan for up to 2 meetings, including a meeting of the Planning Board, and/or a meeting of Board of Aldermen committee (likely Housing & Community Development).