

Congregate Housing for Elderly Persons RFP
Developer's Conference Questions and Answers – September 14, 2012

Question 1: Can the minimum age for occupancy be lowered to age 55?

Answer: No, the minimum age for occupancy by statute is 62.

Question 2: Can a developer combine congregate units in an assisted living facility?

Answer: Yes. A proposal will be considered whether the facility is exclusively for congregate housing or combines congregate with other affordable or market rate units.

Question 3: Would DECD consider funding an expansion of an existing facility?

Answer: Yes.

Question 4: Will DECD be looking for substantial information relative to the market (i.e. need)?

Answer: As indicated in the RFP, DECD requires a description of the market demand for congregate housing in the vicinity of the proposed project but the information that may be provided to demonstrate such demand (and the format of that information) may vary on a case-by-case basis. An accurate, up-to-date waiting list may be sufficient in some cases.

Question 5: Is there a minimum number of ADL's for a person to be eligible for occupancy?

Answer: Yes, one ADL is required to be considered frail for purposes of the congregate program.

Question 6: Is it possible to enter into a longer term contract for rental subsidies in order to address the underwriting needs of tax credits or other financing?

Answer: No, the rental subsidies are general fund allocations which are subject to annual appropriations. DECD will enter into a master contract for the term of the project, but that contract will provide that the rental subsidies are subject to annual appropriations and would allow the conversion of the project to conventional elderly rental if the rental subsidies were not provided.

Question 7: Any restrictions on conversion from congregate to assisted living?

Answer: The congregate housing program is a non-medical model and as such is not intended to be converted to an assisted living facility. There are provisions after one year of occupancy for the addition of packaged assisted living services but not at the time of initial construction and occupancy.

Question 8: Is it okay to enter into a contract with an assisted living service provider to provide services at a congregate? (Can an assisted living component be added?)

Answer: The congregate housing program is a non-medical model and as such is not intended to be converted to an assisted living facility. There are provisions after one year of occupancy for the addition of packaged assisted living services but not at the time of initial construction and occupancy.

Question 9: Is there a mandate in DECD Regulations that a caregiver cannot be on site 24 hours per day?

Answer: Live-in aides are not anticipated for a congregate facility. If a potential resident needs a full-time aide prior to occupancy then that person would not be a good candidate for residency in a congregate unit.

Question 10: Do funds need to be drawn down by a certain date?

Answer: No, awards are projected by end of January 2013. The timeframe for the drawing down of funds will depend largely on the schedule for the commencement and completion of construction in each awardee's application.

Question 11: Do proposals need to have projected costs? Does it include soft costs?

Answer: Yes, as indicated in the RFP we are looking for a rough estimate of both development and operating costs for the proposed project. DECD anticipates providing up to \$12.5 million for capital expenses. With an anticipated 50 units, that is \$250,000 per unit for approximately 700 square foot units (less the amount necessary for all common space, etc). Barring an unusual circumstance, DECD believes this should be sufficient for the total development cost of these units (including hard and soft costs).

Question 12: Are 40% drawings required?

Answer: The RFP does not require the submission of plans and specifications. However, after the initial selection of up to four respondents, those respondents will need to move quickly to meet the application requirements necessary for the awarding of funds at the end of January 2013.

Question 13: To what extent would existing common space in an existing facility that is proposed to be expanded need to be modified to meet the applicable design specs?

Answer: The existing common space in a facility which is proposed to be expanded may need to be modified to include additional common space to accommodate the additional unit requirements, subject to DECD review. DECD may consider nominal modifications to these common space requirements on a case by case basis.

Question 14: Can service and meal space be accommodated in a separate building?

Answer: That can be part of the proposal. However, please keep in mind that this is a frail population and the proposal must demonstrate how any such arrangement would be feasible and sensible for residents.

Question 15: What are the interim deadlines regarding submission of the ConApp?

Answer: We do not currently have interim deadlines between the deadline for submissions and the anticipated award announcement date. Such interim deadlines (for example, notice to short-listed respondents and the deadline for submission of the Consolidated Application) will depend on a number of variables including the number of submissions received by October 9, 2012.

Question 16: Is procurement relevant with this RFP?

Answer: Your procurement requirements depend upon your organizational structure but procurement requirements do apply.

Question 17: Does DECD have a preference for a 50-unit project?

Answer: No, DECD is open to all respondents' best ideas for the efficient and cost-effective development of congregate units. The minimum total number of units to be developed is anticipated to be 50.