

# Questions and Answers: Affordable Housing & Community Development Technical & Advisory Services for Faith-Based Organizations Provider Pool RFQ

Addendum: Incorporation of FAQ into RFP/RFQ

This Frequently Asked Questions (FAQ) document is hereby incorporated into the Affordable Housing & Community Development Technical & Advisory Services for Faith-Based Organizations Provider Pool RFQ and the Capacity Building, Education & Support Services for Faith-Based Organizations RFP as an official addendum.

In the event of any discrepancies between this FAQ and the original RFP/RFQ documents, the information contained in this FAQ shall take precedence. Respondents are encouraged to review this document carefully, as it provides clarification and additional guidance on the solicitation process.

## 1 GENERAL

---

Response Timing for Questions:

Question: Are questions being answered on a rolling basis or all at once?

Answer: Questions are being addressed on a rolling basis.

## 2 RFP-SPECIFIC QUESTIONS

---

### 2.1 DEFINITION OF FAITH-BASED ORGANIZATIONS:

Question: What is the City defining as a faith-based organization (e.g., churches, synagogues, mosques, temples, religious-affiliated organizations)?

Answer: A formal definition has not been set. All organizations in your list would qualify.

### 2.2 COHORT SELECTION PROCESS:

Question: Is the cohort of faith-based organizations already selected, or should we include a cohort selection process in our scope of work?

Answer: The cohort has not yet been selected. An interest submittal will be made available in January.

### **2.3 INFORMATION ON POTENTIAL COHORT PARTICIPANTS:**

Question: Does the City have information on potential cohort participants, such as:

Typical size (e.g., congregation size)?

Amount of landholdings (e.g., single lots, multiple sites)?

Type of sites (e.g., large sites, infill sites, vacant sites)?

Geographic representation?

Answer: There has been a wide variety of interest across the entire city geography.

Cohort Size Limit:

Question: Does the City have an upward limit on the size of the cohort?

Answer: There is no formal limit, but groups larger than 10-12 may be less effective.

### **2.4 COHORT PARTICIPANTS:**

Question: Who does the City anticipate will participate in the cohort on behalf of faith-based organizations (e.g., board of trustee members, lead ministers, staff)?

Answer: This will be determined by each faith community.

### **2.5 DEVELOPMENT PROCESS STAGE OF PARTICIPANTS:**

Question: What stage of the development process are faith-based organizations in that are eligible to participate in the cohort (e.g., visioning, conceptual design, feasibility study)?

Answer: Participants are expected to have made a firm commitment to the development process and an initial review confirming their land can be used for residential development.

### **2.6 NON-PROFIT EXCLUSIVITY FOR COHORT TRAINING:**

Question: Is the City seeking a non-profit partner exclusively to facilitate the cohort training?

Answer: No, the City is not exclusively seeking a non-profit partner.

## **3 RFQ-SPECIFIC QUESTIONS**

---

### **3.1 POST-COHORT SUPPORT BY RFQ RESPONDENTS:**

Question: Are firms responding to the RFQ anticipated to support faith-based organizations after they complete the cohort curriculum?

Answer: No, this is separate from the cohort approach.

### **3.2 SUPPORTING NON-COHORT FAITH-BASED ORGANIZATIONS:**

Question: Are firms responding to the RFQ anticipated to support faith-based organizations not included in the cohort?

Answer: There could be crossover, but this is separate from the cohort.

### **3.3 PAIRING FAITH-BASED ORGANIZATIONS WITH TECHNICAL SERVICE PROVIDERS:**

Question: After technical service providers are selected through this RFQ process, how will faith-based organizations be paired with their technical service providers?

Answer: The City will vet providers, and faith communities will select the provider they wish to consult with.

### **3.4 COMPLIANCE WITH NORTH CAROLINA GENERAL STATUTES REGARDING COST INFORMATION:**

Question: Is the City of Charlotte in compliance with N.C. General Statute 143-64.31 in its RFQ process, particularly regarding the solicitation of cost information from firms?

Answer: Yes, the City of Charlotte is in full compliance with N.C. General Statute 143-64.31. The City is not requiring cost information from firms that are not obligated to provide it under the qualifications-based selection process for professional design services. The RFQ adheres to all statutory requirements and public policy.

## **4 PROPOSAL SUBMISSION QUESTIONS**

---

### **4.1 SUBMISSION ON PROPOSAL PORTAL:**

Question: On the proposal portal, which program should be selected from the dropdown when submitting the RFP and RFQ files? The options do not currently list the RFP/RFQ.

Answer: "Faith Technical Assistance" is now an available option.