

REQUEST FOR QUALIFICATION (RFQ) 2023-
FOR ARCHITECTURAL AND ENGINEERING SERVICES
FOR
THE ANNISTON HOUSING AUTHORITY

The Housing Authority of the City of Anniston, Alabama (AHA) located at 500 Glen Addie Avenue, Anniston, Al 36201 is accepting sealed proposals from qualified firm(s)/individual(s) to provide Architectural and Engineering Services to be performed in support of AHA's mission and in compliance with Federal, State and Local rules and regulations as applicable.

RFQ Issue Date: October 9th, 2023

RFQ Proposals Due: November 2nd, 2023, noon-CST

RFQ documents can be obtained from the AHA website located at annistonhousing.org

Gregg Fortner
Executive Director

REQUEST FOR QUALIFICATIONS (RFQ)
RFQ Number AHA 2023-

FOR ARCHITECTURAL AND ENGINEERING SERVICES
AS AN INDEFINITE QUANTITY CONTRACT
FOR THE CAPITAL IMPROVEMENT PROJECTS FOR
THE ANNISTON HOUSING AUTHORITY

INTRODUCTION

The Anniston Housing Authority (AHA) is an autonomous non-profit municipal corporation established in 1938 under the laws of the state of Alabama. A Board of Commissioners appointed by the City Council of Anniston, Alabama governs it. Mr. Gregg Fortner is the Executive Director. AHA currently operates 417 units of conventional public housing, and provides rental assistance to approximately 588 residents through the Housing Choice Voucher Program. Other housing opportunities include 24 affordable housing apartments and other properties acquired by the AHA's Housing Development Corporation.

The Anniston Housing Authority (AHA), pursuant to the procurement regulations of 24 CFR 85.36 seeks qualifications-based competitive proposals from interested architectural and engineering Firms (the "Firm") for the provision of multidiscipline professional services to include the preparation of construction drawings, specifications, plans, cost/price estimates, bid documents, advertisements; bid negotiation; construction administration; and such other related needs as AHA may define in its implementation of the Capital Fund Program (CFP) and other affordable housing programs. Interested parties should submit a proposal to AHA, which must be received by the submission deadline stated in this Request for Qualifications (RFQ). Minority and women-owned businesses are encouraged to respond. The requirements of this solicitation shall be performed via multiple task orders and is contingent upon funding. Information requested in this RFQ must be submitted on or before November 2nd, 2023, noon-CST.

CONTRACT PERIOD

It is AHA's intent to enter into an Indefinite Quantity Contract (IQC) with one or more successful Firms for the provision of architectural and engineering services for a period not to exceed **five** years. The IQC will be for a one-year period with one year renewal options for a maximum of five years. The IQC will require a yearly cost analysis (hourly billing rates for architectural and engineering staff) and a performance evaluation of the

architectural and engineering Firms. AHA will verify that the Firms has not been suspended or debarred prior to each renewal of the IQC.

LOCATION OF WORK

Architectural and engineering services will be performed for the completion of proposed work items at Norwood Homes, Constantine Homes, Washington/Parkwin Homes, Tinsley Manor, Hobson City Apartments, and Fairview Terrace. The AHA Development profiles are shown in Attachment A. Development Physical Characteristics.

POTENTIAL REDEVELOPMENT –Potential sites for the RAD program may include Norwood Homes, Washington/Parkwin Homes, Tinsley Manor, and Fairview Terrace. Therefore, the locations of work for the provision of the architectural and engineering services are subject to change.

SCOPE OF WORK

AHA is interested in contracting with architectural and engineering firms for the provision of multidiscipline professional services to include the preparation of construction drawings, specifications, plans, cost/price estimates, bid documents, advertisements; bid negotiation; construction administration; and such other related needs as AHA may define in its implementation of the Capital Fund Program (CFP).

The Capital Fund Program (CFP) provides funds, annually, through the award of formula grants to Public Housing Agencies (PHAs) to carry out capital and management activities, to include:

- Development, financing, and modernization of public housing projects, such as the redesign, reconstruction, and reconfiguration of public sites and buildings (including accessibility improvements and the development of financed projects)
- Physical Needs Assessment (PNA)
- Vacancy reduction
- Addressing deferred maintenance needs and the replacement of obsolete utility systems and dwelling equipment
- Planned code compliance
- Management improvements
- Demolition and replacement
- Resident relocation

The funds may not be used for luxury improvements, direct social services, cost funded by other HUD programs, and ineligible activities as determined by HUD.

In 1998, HUD's prior modernization programs - the Comprehensive Grant Program (CGP) and the Comprehensive Improvement Assistance Program (CIAP) were converted into the Capital Fund Program. In March 2000, HUD published its final rule to implement the new formula system for allocation of funds to public housing agencies for their capital needs.

As a result of HUD's efforts to streamline grant submission processes for public housing agencies, HUD consolidated the planning requirements of the Capital Fund Program (CFP) into the Public Housing Agency Plan (PHA Plan) process. Therefore annually, PHAs identify capital activities proposed for the upcoming year, to ensure long-term physical and social viability of its public housing developments, through the completion of the Annual Statement Parts I and II for the Capital Fund Program (CFP) (form HUD-52837). PHAs also include a 5-Year Action Plan, describing capital work items to be completed over a five-year rolling period (form HUD-52834), in the annual PHA Plan.

The requested services are to be performed in support of AHA's mission and in compliance with the requirements of the Capital Fund Program placed upon AHA by HUD. All tasks shall be performed in a manner consistent with relevant federal, state, and local laws, the Code of Federal Regulations, and various HUD Handbooks and Notices, as appropriate. Tasks will be defined and Task Orders will be awarded on an as needed basis during the term of the contract.

It is impossible at this time to accurately estimate the entire scope of this project, but it is expected that AHA may expend in excess of \$2,000,000 over the course of the **five**-year contract.

Physical Needs Assessment – Background

The Office of Public and Indian Housing (PIH) has developed a Physical Needs Assessment (PNA) process to achieve a number of critical goals in the management of public housing and HUD's oversight of Public Housing Authorities (PHAs).

The primary objectives of the PNA process are to:

1. Enable PHAs to better assess the capital needs of their portfolios, to facilitate capital planning and to allow PHAs to take advantage of capital improvement opportunities
2. Evolve the management practices of PHAs toward development-based capital planning
3. Further the energy integration goals of the 2005 Energy Policy Act

4. Produce data on green activities for the Capital Fund, in support of HUD's Performance Goal to create energy efficient housing
5. Enable HUD to measure the impact of annual Capital Fund appropriations on the physical needs of the public housing inventory

Capital Funds averaging more than \$1.7 billion annually are provided to PHAs to modernize or develop public housing. Currently, HUD has no process in place to assess and measure the impact of these funds on the public housing portfolio in aggregate. Historically, as directed by Congress (approximately once a decade), HUD has conducted statistical sampling of PHAs to estimate the capital accrual and backlog needs of PHAs. The last such sampling was completed in 2010.

As an additional data point, the PNA process will enable HUD to aggregate the needs data generated by PHAs to estimate the national needs number at any point in time that will include every project on the public housing portfolio. The PNA process will allow this estimate to be updated on a continuous annual basis to reflect the trends of needs addressed with Capital Funds or other sources. The PNA will be performed every 5 years by large PHAs as with the existing requirement. HUD will continue a sampling protocol for small PHAs (those with fewer than 250 public housing units) to obtain that subset of PNA data.

Existing PNA requirements for PHAs are outdated and do not reflect the realities of capital planning in the housing industry generally. Existing PNA requirements have a short term focus with a planning horizon of only five years. HUD has developed a PNA tool for use by PHAs for long term project based strategic planning. The new PNA tool will allow PHAs to assess the needs of their public housing portfolio over a planning horizon of 20 years, will produce useful reporting, and will automatically create HUD reporting. The PNA will enable PHAs to move more nimbly to take advantage of new opportunities as capital markets change and new programs and funding sources become available.

There has been an increasing focus within HUD and the housing industry generally, on energy conservation and green asset management. The 2005 Energy Policy Act amended the Capital Fund section of the U.S. Housing Act of 1937 to encourage the integration of "utility management and capital planning to maximize energy conservation and efficiency measures." All PHAs are currently required to perform Energy Audits every five years pursuant to 24 CFR 965. However, energy audit data is not collected on a national basis, nor is it integrated with capital needs planning.

The PNA tool will collect energy audit data to be integrated into the PHAs long term plan to allow the PHA to evaluate green improvements on a continuous basis rather than as an isolated activity once every 5 years at the time of the required energy audit.

In addition to the PNA tool, the PNA process includes new rules which serve to implement the PNA requirement and set out the basic outline and protocols of the process. The proposed [PNA Rule](#) will require large PHAs (those with 250 or more public housing units) to complete a comprehensive PNA for each of their public housing developments once every five years and to update these assessments annually. A proposed [Energy Audit Rule](#) will establish standards for public housing energy audits applicable to all PHAs regardless of size, integrating energy conservation measures with capital planning in a comprehensive planning approach.

In May, 2014 the Deputy Secretary of HUD reconfirmed that HUD was proceeding to final rulemaking on the PNA rule. During the Fiscal Year 2014 budget appropriation, Congress requested a report from HUD regarding the administrative burden of this initiative. That report was submitted by HUD in June of 2014 and linked on this page for reference. An additional report to Congress was provided in July, 2015 and it is also linked on this page.

As of the beginning of fiscal year 2016, final rules have not been published. Tools, resources, and technical assistance are available to PHAs who elect to proceed on a voluntary basis to complete PNAs in the HUD format until such time as the rules become final. PHAs will have flexibility to distribute initial submission in equal increments over a three year period after publication of the final rule.

The Green Physical Needs Assessment (PNA) tool has been developed and pilot tested by HUD at 9 PHAs ranging in size from 80 to 5400 units representing a total of 11,000 public housing units. In addition nearly 20 PHAs have voluntarily participated in beta testing of the tool and provided comment on their experience with the tool. Subsequently, to the beginning of fiscal year 2016, more than 375 submissions of completed PNA data have been received by HUD from voluntary submission and more than one third of all PHAs have requested the unique data file to begin a PNA process with the HUD tool.

Final version of the PNA tool (version 1.0 dated July 2, 2012) including a final users guide is available to PHAs (see link to PNA Tool Page below) to begin using in advance of the final rules. In addition we provide a working PNA tool sample which has been populated with generic data so that users can begin to learn its functions and architecture.

HUD PNA tool

To load this data into your PNA tool, open the blank tool (GreenPNAfull) under the heading "PHA TOOL FOR USE" that you have downloaded from the HUD website:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/ph/capfund/gpnatool

Complete the reporting and data entry requirements in accordance with current/proposed regulation. Services include loading data resulting from GPNA into the GPNA Tool as

released by HUD. The GPNA Tool is a standalone Windows-based Microsoft Access® application. Services include providing and loading unit cost data based in industry indices into the GPNA Tool. In addition, a database in excel or a similar program acceptable to AHA will be required for its use so that reports of physical improvement needs and their costs can be generated by any combination of variables collected during inspection. Some of these requirements will include:

- a. Providing an executive summary summarizing findings and recommendations and introductory background section, summarizing the prior modernization history, the assessment of procedures, methods or assumptions used, approaches in regards to unit prioritization methods, cost estimation, and explanations of the database.
- b. Assembling a section that gives general information and descriptions of the development; a prose assessment of each site, structure, building envelope, common area, unit interiors, crawl spaces, etc.
- c. Within each development section include a listing, brief description, recommendation, and cost estimation of each issue or deficiency, by priority.
- d. A database shall be kept in Microsoft Access, Excel, or a similar program acceptable to AHA. It shall be capable of reporting and sorting data by total variety of the variables used and also able to output in either Excel or Word. This shall be compatible with HUD's GPNA reporting system. This database will be uploaded to this reporting system and provided to AHA upon completion of the final report(s).
- e. Specific formatting requirements shall be finalized with AHA prior to submission and must comply with HUD form 52832 and other HUD regulations.

Interested parties should submit a qualifications-based proposal to AHA which must be received by the submission deadline stated in this Request for Qualifications (RFQ).

TASK ORDER ISSUANCE PROCESS

The process for issuing a Task Order is as follows:

1. AHA will issue a Request for a Task Order to the Firm. The Request will provide background on the perceived need; it will identify any applicable statutory or administrative requirements; it will indicate the desired services and/or products to be delivered; it will provide guidance on the anticipated period of performance (including any binding deadlines) and the anticipated level of effort. The Request may be indicative of, but not inclusive, regarding the scope, and/or level of effort. The Architect will be expected to provide substantial assistance in responding to the task requirements.

2. The Architect's Project Director will review the Request within the specified period for response (typically no more than thirty (30) days, the Architect will prepare a draft Task Order.
3. The draft Task Order will provide the following:
 - a. Task Leader and key staff
 - b. Work Plan and schedule
 - c. Proposed budget and schedule of payments
4. AHA will review the draft Task Order for cost reasonableness and budget compliance, negotiate modifications, or reject it with a request for resubmittal. A Final Task Order will be provided, once the draft Task Order is found to be satisfactory to the architectural and engineering Firm and AHA. If AHA rejects a proposed Task Order, it can choose to pursue completion of the work by other means.
5. AHA will enter into an Indefinite Quantity Contract (IQC) with the successful Firm for the provision of architectural and engineering services for a one-year period, with one year renewal options, for a maximum of five years. The work will begin within thirty (30) days unless otherwise specified in the Final Task Order.
6. All work products will be delivered in the appropriate form and number of copies.

SUBMISSION REQUIREMENTS

Each Firm is requested to submit a qualifications-based proposal providing information on the following items:

Letter of Interest: Proposal shall include a letter of interest briefly summarizing the Firm's qualifications and past experience relevant to this effort. Provide a list of team members and identify a chief contact person. Indicate a willingness to proceed expeditiously on the provision of services, if Firm is selected.

Organizational Structure and Staffing: Provide a description of the Firm's organizational structure and staffing to include profiles of principals' and staffs' professional and technical competence, as well as experience, and the facilities that will be involved in the IQC projects.

Previous Experience: Describe past performance in terms of cost control, quality of work, and compliance with performance schedules.

Capability to Provide Professional Services: Describe the Firm's capability to provide professional services in a timely manner.

Knowledge of Local Building Codes, etc.: Demonstrate knowledge of local building codes, state building codes, and federal building alterations requirements.

Evidence of License in the State of Alabama: Provide evidence that the architecture and engineering Firm is currently registered in Alabama to perform the requested services.

Errors and Omissions Insurance: Provide a certificate documenting coverage for Professional Errors & Omissions Liability Insurance with minimum limits of \$1 million per claim and \$2 million per aggregate for a period extending two years past the date of contract completion; General Liability Insurance of at least \$1 million per occurrence and \$1 million per aggregate covering the activities to be performed; Automobile Liability Insurance with coverage of at least \$500,000 per occurrence; and Worker's Compensation Insurance as required by the laws of the State of Alabama. Failure to submit this required certificate of insurance will result in the automatic rejection of the proposal.

Certification Regarding Debarment and Suspension: Provide an executed certified statement that your firm is not debarred, suspended, or otherwise prohibited from professional practice by any Federal, State, or Local agency, using form HUD-2992 Certification Regarding Debarment and Suspension (3/98). (Attachment C.) Failure to submit this required certification will result in the automatic rejection of the proposal.

Certifications and Representations of Offerors Non-Construction Contract: Provide an executed Certifications and Representations of Offerors Non-Construction Contract, form HUD-5369-C (8/93) (Attachment D.) Failure to submit this required certification will result in the automatic rejection of the proposal.

Non-Collusive Affidavit: Provide an executed Non-Collusive Affidavit. (Attachment E.) Failure to submit this affidavit will result in the automatic rejection of the proposal.

References: Provide a minimum of three (3) references, to include names, addresses, and telephone numbers.

QUALIFICATIONS-BASED PROPOSAL EVALUATION CRITERIA

All qualifications-based proposals submitted will be reviewed and evaluated by the Chief Executive Officer, or individuals designated by him, in accordance with the evaluation criteria identified below. Anniston Housing Authority may reject any and all proposals. Proposals will be evaluated based on the following:

Proposal Evaluation Criteria	Evaluation Points
Evidence of ability to perform the work – principals, staff, experience, facilities, technical and professional competence	25 maximum
Capability to provide professional services in a timely manner, creativity of approach, ability to achieve efficiencies in performance of tasks	25 maximum
Evidence of Current Insurance coverage. This is a “yes” or “no” criterion; if the evidence of Current Insurance coverage is not provided, i.e., the answer is “no”; then the Firm is disqualified; not point-scored.	5 maximum
Past performance – quality of work, cost control, compliance with performance schedules	20 maximum
Knowledge of applicable local, state, and federal statutes, regulations and codes; Evidence of current AL professional license.	20 maximum
Executed Certification Regarding Debarment and Suspension, Executed Certifications and Representations of Offerors Non-Construction Contract, and Executed Non-Collusive Affidavit. This is a “yes” or “no” criterion; if these three executed documents are not provided, i.e., the answer is “no”; then the Firm is disqualified; not point-scored.	5 maximum
Total Possible Points	100 maximum

Cost Not a Factor: This represents a Request for Qualifications and price/cost will not be considered in selecting the most qualified Firm. Once AHA has selected a Firm, the parties shall negotiate a fair and reasonable price for the services requested. If an agreement can not be reached concerning price, AHA will select the next most qualified Firm to provide architectural and engineering services and will commence price negotiations with that Firm.

SCHEDULE AND REQUIRED INFORMATION

Qualifications-Based Proposal Due Date: The Anniston Housing Authority requests sealed qualifications-based proposals for architectural and engineering services by November 2nd, 2023, noon-CST at 12:00 pm at the Anniston Housing Authority, 500 Glen Addie Avenue, Anniston, Alabama. Your Firm must provide five (5) copies of the qualifications-based proposal, of which one (1) must be an original. All qualifications-based proposals must be bound in either a 3-ring binder or other format. Rubber bands do not constitute an acceptable binding format. Firms are requested to submit one (1) electronic copy of the qualifications-based proposal in PDF format submitted via CD ROM or Flash/Thumb Drive. AHA will date stamp all qualifications-based proposals upon receipt to evidence such. Acknowledgement of receipt will be provided upon request. Faxed qualifications-based proposals are not acceptable.

Responses should be addressed as follows:

Mailing Address:

ARCHITECTURAL/ENGINEERING SERVICES AS AN INDEFINITE QUANTITY
CONTRACT FOR THE CAPITAL FUND PROGRAM (CFP)
RFQ # AHA 2023
The Anniston Housing Authority
Attention: Shazmine Gullett
P.O. Box 2225
Anniston, Al. 36202

Physical Address:

ARCHITECTURAL/ENGINEERING SERVICES AS AN INDEFINITE QUANTITY
CONTRACT FOR THE CAPITAL FUND PROGRAM (CFP)
RFQ # AHA 2023
The Anniston Housing Authority
Attention: Shazmine Gullett
500 Glen Addie Avenue
Anniston, Al. 36201

Interpretation: Questions about how to interpret this RFQ may arise and if so respondents should submit questions by **October 16th, 2023, 12:00 pm** via email to tloyd@annistonhousing.org or by fax to 256-236-3981, attention Terri Lloyd. AHA shall respond to all questions no later than **October 31st 2023, 12:00 pm** via email or fax to the interested Firms.

AHA reserves the right to amend the Scope of Work or Submission Requirements or any part of this RFQ, prior to or subsequent to the submission deadline. Should this become necessary, AHA shall issue a written amendment to all those prospective Firms who were issued a copy of the RFQ, and if necessary, based on the nature and extent of the amendment, to all those who submitted a qualifications-based proposal and if necessary AHA will provide a date for submitting additional information based on the amendment. Absent an amendment by AHA, and minor omissions mentioned below, no modification to the Firm's submission shall be accepted after the submission deadline.

AHA Options: All submissions in response to this request will become the property of AHA. Final awards will be subject to available funds.

AHA will consider as NON-RESPONSIVE any Firm for which critical information is lacking or whose submission represents a substantial deviation from the requirement of the RFQ.

Withdrawal of Interest: Any Firm may withdraw his/her interest either personally, by written request or by telegraphic request at any time prior to the scheduled closing time of receipt of the qualifications-based proposal.

Contact with AHA Staff, Board and Residents: Any contact between respondents and AHA staff, Board members, or residents during the selection process is disallowed, except as stated in the Interpretation section above.

Personnel: The procured Firm will not be considered AHA personnel, and AHA assumes the proposal of certain personnel to be a statement of their availability to perform the work.

Miscellaneous: This RFQ does not commit AHA to award a contract, pay any cost incurred in the preparation of a response to this request, or to procure or contract for services. AHA reserves the right to accept or reject any or all responses received as a result of this request, to waive any informalities, to negotiate with qualified Firms, or to cancel in part or in its entirety the RFQ, if it is in the best interest of AHA.

Equal Opportunity Programs: The selected Firm hereby agrees to comply with the State Fair Employment Practices Act, the State's Minority Business Enterprise/Disabled Veterans Business Enterprise Program (MBE/WBE/DBE), as well as the Equal Opportunity Program for Non-Construction Contractors doing business with housing authorities, and any other applicable federal and state laws and regulations. The Firms that are identified as a minority or women owned business enterprise (MWE/WBE/DBE) must also submit current certification documents.

Section 3: The selected Firm hereby agrees to comply with Section 3 of the U. S. Department of Housing and Urban Development (HUD) Act of 1968. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance, shall, to the greatest extent feasible and consistent with existing federal, state, and local laws, be directed toward low and very low-income persons. Low-income is defined as a single person or family whose income does not exceed 80 % of the median income for the area. A very low-income person is defined as a family or single persons whose income does not exceed 50% of the median income for the area. Section 3 is applicable when funds from the U. S. Department of Housing and Urban Development are used on a project and when additional persons (new hires) are employed. A new hire is any person hired after signing the contract or who is not a current employee. For information regarding our Section 3 program, contact the AHA Section 3 Coordinator.

CONTRACT REQUIREMENTS

AHA intends to enter into, with the selected Firm, a fixed price agreement with reimbursable expenses allowed, utilizing form HUD-51915 (9/98) Model Form of Agreement Between Owner and Design Professional and Contract Provisions Required by Federal Law or Owner Contract with the U. S. Department of Housing and Urban Development form HUD-51915-A (9/98) (Attachment F). The IQC will be for a one-year period, with one year renewal options, for a maximum of five years.

AHA will verify that the architectural/engineering Firm has not been suspended or debarred prior to each renewal of the IQC. The IQC will require a yearly cost analysis (hourly billing rates for architectural and engineering staff) prior to renewing the agreement. Each year, AHA will also evaluate the performance of the selected Firm utilizing the Performance Evaluation (Architect-Engineer) form SF 1421 (10-83) (Attachment G).

The selected Firm shall agree to comply with the Instructions to Offerors Non-Construction, form HUD-5369-B (8/93) (Attachment H.) and the General Conditions for Non-Construction Contracts, Section I – (With or without Maintenance Work), form HUD 5370-C (10/2006) (Attachment I.), which is a part of this RFQ and the subsequent contract to be developed and executed.

In addition, the selected Firm must complete a Certification for a Drug-Free Workplace, form HUD-50070 (3/98) (Attachment J), Disclosure of Lobbying Activities SF-LLL (Rev. 7-97) (Attachment K), and Certification of Payments to Influence Federal Transactions, form HUD-50071 (3/98) (Attachment L) at the time of execution of the contract/agreement, and at the time the selected Firm executes any contract/agreement with any subcontractor to provide services. AHA will retain the executed original certification(s) together with the executed contract documents.

INSURANCE COVERAGE

Provide a certificate documenting current coverage for the following: Professional Errors & Omissions Liability Insurance with minimum limits of \$1 million per claim and \$2 million per aggregate for a period extending two years past the date of contract completion; General Liability Insurance of at least \$1 million per occurrence and \$1 million per aggregate covering the activities to be performed; Automobile Liability Insurance with coverage of at least \$500,000 per occurrence; and Worker's Compensation Insurance as required by the laws of the State of Alabama.

ATTACHMENT A

PROPERTY CHARACTERISTICS									
A. PHYSICAL DATA									
NAME & NO:	Norwood 4-3								
ADDRESS:	411 west 29th Street								
YEAR BUILT:	1953			TOTAL SF:		GROSS SF:	546, 700 sq. Ft. 12 acres		
GROSS SF:	1BR:	568-595	4BR:	1209	DESIGN TYPE:	1BR:	12	4BR:	12
	2BR:	846-887	5BR:			2BR:	44	5BR:	
	3BR:	1031-1072	Com. Center:			3BR:	33		
CONSTRUCTION:	Brick/Row type								
HOT WATER & PLUMBING:	40 Gallon Natural Gas								
GAS:	AC 250 Gas Meters - Alagasco								
WATER:	City of Anniston								
HEAT:	Central Heat/Air - Carrier 2-3 ton								
ELECTRICAL:	Flex Net Model 530x Smart Meter- Alabama Power Co.								
REFRIGERATORS:	G.E. hotpoint 16 Cubic feet								
RANGES:	Brown Natural Gas 20" 24" 30"								
DOORS:	Metal Doors 6 Panel								
WINDOWS:	Frame Over/Double Pane Energy Efficient/Security Screens								
TOTAL # UNITS:	101 : 6 1br handicapped/hearing units								
TOTAL # BUILDINGS:	22								

ATTACHMENT A CONTINUED

PROPERTY CHARACTERISTICS									
A. PHYSICAL DATA									
NAME & NO:	Constantine Homes 4-4								
ADDRESS:	316 Elm Street								
YEAR BUILT:	1954			TOTAL SF:		GROSS SF:	599,485 sq. ft. 13 Acres		
GROSS SF:	1BR:	568-595	4BR:	1208	DESIGN TYPE:	1BR:	20	4BR:	16
	2BR:	747-886	5BR:	1389		2BR:	76	5BR:	4
	3BR:	1033-1071	Com. Center:			3BR:	55		
CONSTRUCTION:	Brick/Block Row Type								
HOT WATER & PLUMBING:	40 Gallon Natural Gas								
GAS:	AC 250 Gas Meters								
WATER:	City of Anniston								
HEAT:	Sear Wall Heater - 146 Units/Central Heat and Air Carrier 2-3 ton 25 apartments								
ELECTRICAL:	Flex Net Model 530x Smart Meter - Alabama power Co.								
REFRIGERATORS:	G.E. Hotpoint 16 Cubic Feet								
RANGES:	Brown Natural gas 20" 24" 30"								
DOORS:	6 Panel Metal Doors								
WINDOWS:	Frame Over/Double Pane All Temp/ energy efficient/Security Screens								
TOTAL # UNITS:	171 : 4 1br handicapped/hearing units : 1 2br handicapped/hearing unit : 1 2br handicapped unit : 3 5br hanicapped/hearing units								
TOTAL # BUILDINGS:	38								

ATTACHMENT A CONTINUED

A. PHYSICAL DATA										
NAME & NO:	Washington Homes 4-6A									
ADDRESS:	Boynton 1100-1118/Project Dr. 1100-1123/McDaniel 1108-1122									
YEAR BUILT:	1961			TOTAL SF:			GROSS SF:	297,318 sq.ft. 26 acres, 35955 ft. 2		
GROSS SF:	1BR:	633	4BR:	1236	DESIGN TYPE:	1BR:	4	4BR:	5	
	2BR:	821	5BR:			2BR:	17	5BR:		
	3BR:	1009	Com. Center:			3BR:	21			
CONSTRUCTION:	Brick/Block Multi Family Type									
HOT WATER & PLUMBING:	40 Gallon Natural Gas									
GAS:	AC 250 Gas Meters _ Alagasco									
WATER:	City of Anniston									
HEAT:	Central Heat/Air - Carrier 2-3 ton									
ELECTRICAL:	Flex Net Model/530x Smart Meter - Alabama Power Co.									
REFRIGERATORS:	G.E. 16 Cubic Feet									
RANGES:	Brown Natural Gas 20" 24" 30"									
DOORS:	Metal Doors									
WINDOWS:	Frame Over/All Temp Double Pane Energy Efficient/Security Screens to be installed by September 2013									
TOTAL # UNITS:	47									
TOTAL # BUILDINGS:	27									

ATTACHMENT A CONTINUED

PROPERTY CHARACTERISTICS									
A. PHYSICAL DATA									
NAME & NO:	Parkwin homes 4-6B								
ADDRESS:	1801-1811 West 18th St./1800-1810 West 19th St/1804-2018 Parkwin/1805-2015 Duncan								
YEAR BUILT:	1961			TOTAL SF:		GROSS SF:	521,565 sq.ft. 11 acres 42,405ft.		
GROSS SF:	1BR:	633	4BR:	1236	DESIGN TYPE:	1BR:	6	4BR:	5
	2BR:	821	5BR:	1414		2BR:	19	5BR:	2
	3BR:	1009	Com. Center:			3BR:	21		
CONSTRUCTION:	Brick/Block Multi Family Type								
HOT WATER & PLUMBING:	40 Gallon Natural Gas								
GAS:	AC 250 Gas Meters _ Alagasco								
WATER:	City of Anniston								
HEAT:	Central Heat/Air - Carrier 2-3 ton								
ELECTRICAL:	Flex Net Model/530x Smart Meter - Alabama Power Co.								
REFRIGERATORS:	G.E. 16 Cubic Feet								
RANGES:	Brown Natural Gas 20" 24" 30"								
DOORS:	Metal Doors								
WINDOWS:	Frame Over/All Temp Double Pane Energy Efficient/Security Screens to be installed by mid Oct. 2013								
TOTAL # UNITS:	53								
TOTAL # BUILDINGS:	31								

ATTACHMENT A CONTINUED

A. PHYSICAL DATA									
NAME & NO:	Tinsley Manor 4-7A								
ADDRESS:	429-430 South Christine Avenue								
YEAR BUILT:	1985			TOTAL SF:		GROSS SF:			
GROSS SF:	1BR:	622	4BR:		DESIGN TYPE:	1BR:	4	4BR:	
	2BR:	923-952	5BR:			2BR:	16	5BR:	
	3BR:	1192-1242	Com. Center:			3BR:	4		
CONSTRUCTION:	Brick Veneer/Wood Frame Row type								
HOT WATER & PLUMBING:	40 Gallon Natural Gas								
GAS:	AC 250 Gas Meter - Alagasco								
WATER:	City of Anniston								
HEAT:	Central Heat/Air - Carrier 2-3 ton								
ELECTRICAL:	Flex Net Model 530x Smart Meter - Alabama Power Co.								
REFRIGERATORS:	G.E. Hotpoint 16 Cubic Feet								
RANGES:	Brown Natural Gas 20" 24" 30"								
DOORS:	Metal Doors								
WINDOWS:	Frame Over/Sealcraft Energy Efficient/Security Screens								
TOTAL # UNITS:	24								
TOTAL # BUILDINGS:	6								

ATTACHMENT A CONTINUED

A. PHYSICAL DATA									
NAME & NO:	Fairview Terrace 4-7B								
ADDRESS:	62 East Darden Drive								
YEAR BUILT:	1985			TOTAL SF:		GROSS SF:	258,204 sq. ft. 5 acres, 40404 ft. 2		
GROSS SF:	1BR:	622	4BR:	1324	DESIGN TYPE:	1BR:	2	4BR:	8
	2BR:	923-952	5BR:			2BR:	6	5BR:	
	3BR:	1192- 1214	Com. Center:			3BR:	10		
CONSTRUCTION:	Brick Veener/Wood Frame plus Brick/Wood Frame Multi-Family								
HOT WATER & PLUMBING:	40 Gallon Natural Gas								
GAS:	AC 250 Gas Meters - Alagasco								
WATER:	City of Anniston								
HEAT:	Central Haet/Air - Carrier 2-3 ton								
ELECTRICAL:	Flex Net Model 530X Smart Meter- Alabama Power Co.								
REFRIGERATORS:	G. E. Hotpoint 16 Cubic Feet								
RANGES:	Brown Natural Gas 20" 24" 30"								
DOORS:	Metal Doors								
WINDOWS:	Frame Over/Sealcraft Energy Efficient/Security Screens								
TOTAL # UNITS:	26 : 2 1 br handicapped/hearing units								
TOTAL # BUILDINGS:	12								

ATTACHMENT A CONTINUED

PROPERTY CHARACTERISTICS										
A. PHYSICAL DATA										
NAME & NO:	Hobson City Apartments									
ADDRESS:	1100 Martin Luther King Drive									
YEAR BUILT:	1979			TOTAL SF:			GROSS SF:	167,706 sq. ft./3.85 acres		
GROSS SF:	1BR:	580	4BR:	1096	DESIGN TYPE:	1BR:	4	4BR:	4	
	2BR:	725	5BR:			2BR:	4	5BR:		
	3BR:	942	Com. Center:			3BR:	12			
CONSTRUCTION:	Brick Veneer/Composite Siding Multi-Family Apts.									
HOT WATER & PLUMBING:	Gas water heaters 40 gal									
GAS:	Alagasco AC 250 Gas meters									
WATER:	City of Anniston Water Department									
HEAT:	Central Heat/Air 2.5 -3 ton units									
ELECTRICAL:	Alabama Power Co. Flex Net Model 530x smart meters									
REFRIGERATORS:	G.E. /Frigidare 16 cubic feet									
RANGES:	30 " electric ranges									
DOORS:	6 panel 1.4 " wood frame									
WINDOWS:	single pane aluminum									
TOTAL # UNITS:	24									
TOTAL # BUILDINGS:	9									

ATTACHMENT B
Certification Regarding Debarment and Suspension, form HUD-2992 (3/98)

ATTACHMENT C.

**Certifications and Representations of Offerors Non-Construction Contract, form
HUD-5369-C (8/93)**

ATTACHMENT D.

FORM OF NON-COLLUSIVE AFFIDAVIT

State of: _____

County of: _____

I _____, being first duly sworn, deposes and says that:

(1) He/She is _____ of the Firm, the offeror that has submitted the attached proposal;

(2) He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

(3) Such proposal is genuine and is not a collusive or sham proposal;

(4) Neither the said offeror nor any of its officers, partners, owners, agents, or representatives, employees, or parties in interest, including this affiant, has in any colluded, conspired, connived, or agreed, directly or indirectly, with any other offeror, Firm, or person to submit a collusive or sham proposal in connection with the contract for which the attached proposal has been submitted or to refrain from bidding in connection with such contract, , or has in any manner, directly, or indirectly, sought by agreement or collusion or communication or conference with any other offeror or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against the Anniston Housing Authority or any person interested in the proposed contract; and

(5) That the price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the offeror or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Signature of Offeror: _____

Name and Title: _____

Subscribed and sworn to, before me, this ____ day of
_____ 20 ____.

By: _____

My commission expires: _____

(NOTARY SEAL)

ATTACHMENT E.

**Model Form of Agreement between Owner and Design Professional
and Contract Provisions Required by Federal Law or Owner
Contract with the U. S. Department of Housing and Urban
Development, form HUD-51915 (9/98) and form HUD-51915-A
(9/98)**

ATTACHMENT F.

Performance Evaluation (Architect-Engineer) Form, form SF 1421 (10-83)

ATTACHMENT G.

Instruction to Offerors Non-Construction, form HUD-5369-B (8/93)

ATTACHMENT H.

**General Conditions for Non-Construction Contracts, Section I – (With or without
Maintenance Work), form HUD 5370-C (10/2006)**

ATTACHMENT J.

Certification for a Drug-Free Workplace, form HUD-50070 (3/98)

ATTACHMENT K.

Disclosure of Lobbying Activities SF-LLL (Rev. 7-97)

ATTACHMENT L.

**Certification of Payments to Influence Federal Transactions, form HUD-50071
(3/98)**