

TownePlace Suites Questions with Answers
Submitted On Monday January 4, 2021
For Questions About the RFQ

1. Will any renovation work on site have to be completed on any specific timeline to be covered in the \$250k of startup costs? It will take time to have plans created, get permits and bid out the work even though the work is minor. Does the renovation work require prevailing wage to be paid? Is there any other project labor agreement or other SMC process regarding procurement required?

Answer: The property is ready for occupancy. The operator may choose to remodel the offices or other parts of the building, but that is not a requirement of the County, nor is there a particular deadline for using the \$250K referenced for such renovations. Plans for the original building and the renovation conducted in 2016 are available.

2. Is there an opportunity to share our input on the referral process? Abode Services has several existing SMC programs that could provide referrals from various scattered site rapid re-housing and permanent supportive housing programs that we have in SMC and we have ideas about how to generate referrals quickly. We understand that the county is currently creating the referral process and will hopefully have a list of residents that are pre-screened when the operating agreement is signed.

Answer: The County is preparing a referral plan so the selected operator is “ahead of the game” regarding potential residents. The County welcomes input from potential operators.

3. Do the units have door keys, or card keys? Is programming equipment provided with hotel?

Answer: The hotel has a programming locking system installed. However, some areas, including doors to the maintenance areas, fire suppression areas, doors between units, office doors and safe deposit boxes use metal keys.

4. Are there normal phone and cable tv connections in each room?

Answer: Yes. Every room has a telephone in it and there is a storage space dedicated to telephone equipment. The service has been disconnected.

5. Does the property have a security camera system? Are there any plans showing camera locations? Details of camera system?

Answer: No cameras.

6. Will there be an opportunity for former hotel staff to show operator how the building works? Is there a potential of hiring former hotel staff as maintenance staff?

Answer: The former operator has agreed to make former GM and former maintenance staff available to tour and discuss the property when the County has selected the operator.

7. Is there internet equipment provided for resident wifi throughout the building? Does each unit have wired internet?

Answer: The former operator used a company called Deep Blue to provide the wifi. The County cancelled that service and had the company remove its equipment.

8. Is there laundry rooms on other floors?

Answer: No. The washers and dryers available to residents are pay per use and are owned by Wash Multifamily laundry systems. They have agreed to a 50/50 split of any revenue generated from the machines. The “back of the house” has an industrial sized washer/dryer.

9. Are there floor plans of other floors?

Answer: The County has the original construction plans and the renovation plans.

10. Is there an existing flood survey certification that the property does not require flood insurance? Or if not, should that be included in the operating budget.

Answer: The County does not have the answer to this question. We will post a reply as soon as we have the information requested.

11. In an effort to move people in quickly, can we have residents self-certify that their income meets the limits for initial move in, with a more formal income certification process to completed on the second year?

Answer: The County is preparing a referral plan to identify a pool of pre-screened, potential tenants to the selected operator and to the extent possible will collect income certification documents including tax returns, SSI/SSD benefit letters, and other income documentation. The County has not determined whether self-certification of income will be allowed at this time, but will work closely with the selected operator to streamline the income certification requirements at initial rent-up to expedite occupancy at the property.

12. Is there a specific number of clinical service providers that are expected to need desks? The RFQ says to have the project budget for 1 FTE service coordinator, which we are doing. We are also generating our own service plan of what we would need if Abode is selected as the county service provider that we will include in the proposal, but if the county has an FTE count for additional services desks besides the service coordinator, that would be helpful.

Answer: The County does not have any additional information regarding this question beyond what was included in the RFQ. The County expects respondents to the RFQ to determine the services needs of residents based on the experience of the potential operator in providing housing and supportive services to similar populations and that any services plan would include appropriate staffing.

13. When will the county have a formal answer on flexibility on the lease up schedule. The lease up schedule in the RFQ is untenable when the contract won't be signed until the end of February.

Answer: The County is working with the State to obtain relief from the established lease-up deadline and has received positive feedback. Further information will be provided when it is available.