

ADDENDUM NO.2

August 4, 2008

**The City University of New York
Request for Proposals**

**Student Housing Project
Project No. CU800-008**

This Addendum is issued for the following purposes:

1. This Addendum is issued for the purpose of amending the subject Request for Proposals and is hereby made a part of said Request for Proposals to the same extent as though it were originally included therein. The amendments are as follows:
 - **The Proposal Due Date and Time as stated throughout the RFP is amended to Monday, August 18, 2008, 2:00 PM.**
 - Section 4. PROJECT OBJECTIVES AND REQUIREMENTS, Section D. Project Plan is amended as follows:
 - The third paragraph on page 7: “Each Unit shall ...deems appropriate.” is deleted in its entirety and replaced by the following: “Each Unit shall contain kitchen facilities including, but not limited to, a range top and refrigerator. In addition to the Units, the residential facility should contain spaces for one or more laundry rooms suitable for the planned number of occupants, mail service, vending area, an administrative suite (including facility director’s office), custodial, maintenance, and grounds spaces. In addition, the facility should contain a variety of study and floor lounges, seminar/meeting rooms, community rooms and any other non-revenue generating spaces the Proposer deems appropriate”.
 - A new fourth paragraph on page 7 is added: “The proposed Student Housing can be part of a larger project.”
 - The third paragraph, second sentence on page 8: “The contact person at NYPA is Joe Carline (phone number: 914.390.8009, email:joseph.carline@nypa.gov)” is deleted in its entirety and replaced by the following: “Please direct all inquiries to Michael Feeney, Chief of Consultant Contracts, at DCCM.ContractsDept@mail.cuny.edu .”

- **Section 6. CONDITIONS OF AWARD on page 15 is amended to add a new second paragraph:**

- **As a condition of contract award, successful Proposers must provide documentation demonstrating that they either have site control or a contractual right to gain site control, in order to meet the deadline for delivery of July 2011.**

- 2. This Addendum is also issued for the purpose of conveying the attached Questions and Answers which include responses to the questions raised in the Questions & Clarifications section of the July 10, 2008 Pre-Proposal Conference as well as responses to the questions that were emailed to the CUNY Contracts Department.**

Contact: Michael Feeney, DDCM.ContractsDept@mail.cuny.edu

By signing in the space provided below, the Proposer acknowledges receipt of this Addendum. This Addendum must be signed by the Proposer and submitted with the Proposal.

Name of Proposer

Name of Authorized Proposer
Representative

Title

Signature

Date

CUNY Request for Proposals for Student Housing
Project No. CU800-008
Questions and Answers August 4, 2008

These Questions and Answers include responses to the questions raised in the Questions & Clarifications section of the July 10, 2008 Pre-Proposal Conference as well as responses to the questions that were emailed to the CUNY Contracts Department. Consistent with Section 10 of the RFP (General Terms and Conditions), all information provided herein is made in good faith for information purposes only and does not in and of itself change the RFP. Changes to the RFP may only be made by formal amendment if and when required.

QUESTIONS	ANSWERS
<u>Structure</u>	
1) Will CUNY be signing the lease?	It is anticipated that CUNY, or an affiliated entity, will be a party to the lease.
2) Is the entity willing to subsidize rents?	No, CUNY/entity will not provide a subsidy.
3) Do you want the proposal to focus on design or bid structure? 3.a) There are different ways to structure ownership. Should we focus on deal structure? Rental rates? Half deal structure, half design?	Evaluation Criteria are listed in Section 7 of the RFP. The proposal will be evaluated equally based on four Criteria: Qualifications; The Project; Technical/Architectural; and Financial. The four evaluation criteria listed in the RFP will be weighed equally. The Proposer must decide the best structure and design for its particular project.
4) Should the project break even from day one?	The project should meet the requirements set forth in Section 4 of the RFP.
5) Will DASNY be part of the team?	Proposers must decide on the composition of their team.
6) If we sell you the facility, is the student housing management still part of the proposal? 6.a) Why?	Yes. CUNY does not have experience in operating and managing student housing facilities. CUNY is looking for a developer to identify a team that includes a student housing operator.
7) Do you have a preferred ownership structure – Own? Lease?	No.
8) Were there any conversations or discussions related to this project with the potential bond issuers that you've listed in the RFP?	Any such discussions would not be relevant to the submissions of individual proposals.
9) I have a few questions regarding site control: (1) Does the respondent need to have site control in order to submit a proposal? (2) Would CUNY entertain a proposal wherein the respondent has limited liability during a specified period of time set aside to obtain site control? Assuming the answer to question two is yes: (3) Given CUNY's timing requirements, what would be the longest period of time that the school would consider setting aside for the developer to acquire a site? (4) Is there a minimum amount that CUNY would require the developer to have at risk in the event a site cannot be obtained during the specified timeframe?	As a condition of contract award, successful Proposers must provide documentation demonstrating that they either have site control or a contractual right to gain site control, in order to meet the deadline for delivery of July 2011. The RFP has been amended to reflect this response. Please refer to the amendment section of this addendum.
<u>Other financial considerations</u>	
10) In reference to the price points provided in the RFP– those were for 12 months per year? Or the academic calendar?	12 months.
11) What was the methodology used to arrive at the minimum numbers posted in the presentation for per-bed cost?	Price points for the sample proforma were derived from the following three components of the Manhattan Student Housing Study: the Manhattan student housing market study; the rental market study conducted in Manhattan, Queens and Brooklyn; and the student survey.
11.a) Were they recommended rates? If you need higher rates in order to make the project feasible, would that preclude us?	The rates provided by the Market Study were used to review the feasibility of the project prior to releasing the RFP. CUNY does not expect a proposer to rely exclusively on our Market Study.
11. b) Would the proforma CUNY used be available for our review?	The proforma is included in the Market Study.

QUESTIONS	ANSWERS
12) Are you clear about what the management obligations are?	Management obligations should be proposed as part of the Management Plan required under Section 5, Part 3, G of the RFP.
13) How much does it cost per bed to manage a student housing facility? For instance, the City College facility?	Operating costs can vary, the Proposers must research costs according to their proposed project.

QUESTIONS	ANSWERS
<u>Design</u>	
14) Can you recommended a minimum size per room or unit?	Suggested square footages are referred to in the Market Study, however, ultimately the Proposers must determine what is feasible for their particular project.
15) Are you interested in renovation projects?	Yes, CUNY is interested in renovation projects. (See Section 1 of the RFP)
16) Are you only interested in apartment layouts, not single rooms down a corridor with a kitchen and bath per floor, or a few kitchens per floor?	CUNY is not looking for a layout that offers single rooms along a corridor with limited kitchens and baths. CUNY is seeking apartment-style units that include kitchens and baths.
17) Are full kitchens mandatory for all units and rooms?	Each unit shall contain kitchen facilities including, but not limited to, a range top and refrigerator. The RFP has been amended to reflect this response. Please refer to the amendment section of this addendum.
18) Will a walk-through of an existing facility be a possibility?	No.
19) Can the student housing be part of a larger project?	Yes, the proposed student housing can be part of a larger project. The RFP has been amended to reflect this response. Please refer to the amendment section of this addendum.
20) How important is common area space in each apartment? I noticed during the presentation that all the sample units shown had some sort of common area between the bedrooms. Is this a requirement, highly recommended or just adoption?	The Proposer must determine specific apartment dimensions based on market demands and student preferences.
<u>General</u>	
21) Will you distribute the sign-in list from the pre-proposal conference?	The sign-in list is available as a pdf on the RFP website: www.cuny.edu/studenthousingrfp
22) I did not attend the pre-proposal conference but was told that there would be an addendum on the website. When can I expect to see that?	The Addendum is available as a pdf on the RFP website: www.cuny.edu/studenthousingrfp .
23) Will the construction be union jobs with prevailing wages, including building operations?	Per Appendix A of the RFP, prevailing wages are required.
24) If someone has a potential site that is deliverable earlier than July 2011 – say July 2010-- is that an advantage? Would you be ready to take occupancy in 2010?	Proposals will be considered for projects available prior to July 2011.
25) How critical is the July 2011 delivery date? 25.a) What if the project were available in 2012?	The delivery date of July 2011 is critical. Our priority is for the project to be delivered by July 2011.
26) How many facilities would we consider?	CUNY will consider multiple facilities.
27) Would you consider 2 or 3 or 4 proposals at the same time from different teams?	Yes.
28) Has a location or a borough for the Student Housing been determined?	The RFP does not identify specific locations, but limits locations to the five boroughs of New York City, with a particular focus on locations in Manhattan, Brooklyn and Queens