



Dannel P. Malloy
Governor

STATE OF CONNECTICUT DEPARTMENT OF HOUSING



Evonne M. Klein
Commissioner

2017 Affordable Homeownership Application Deadline 2/22/2017

NOFA Questions and Answers

Q1: In the Rating and Ranking sheet for Status of Construction Documents (4.8.c/d) there is a note stating “Over 90% construction documents (including bid documents) completed.” Is there a checklist for 90% construction documents as there is for 40% documents? If not, please clarify what you will expect for “bid documents.” Does that mean draft bid forms and bidder notifications in the spec book or something more?

A1: For Building Plans and Specifications to qualify as “over 90% construction documents (including bid documents)” they must substantially meet all of the requirements in Connecticut Housing Finance Authority’s (CHFA) [2017 Construction Guidelines: Project Planning & Technical Services Review](#) identified in Section VI. 100% Construction Contract Documents and Initial Closing except for additional post-bid clarifying notes, details, and any necessary revisions due to value engineering. The Plans and Specifications must be construction contract bid- and building permit review-ready. All hard costs shall be reflected in the project cost summary. Your submission must include:

- 100% Drawings and Specification (substantially complete)
- Draft Bid Advertisement
- Draft Invite/Instructions to Bidders
- Draft Performance and Payment Bonds
- Draft General Conditions Contract
- Draft Owner/Contractor Agreement
- DOH Supplemental Conditions
- DOH Notification to Bidders

Q2: If the proposed project involves the substantial/gut rehab of an existing structure, does the “**New Homes** HOME/HTF Purchase Price Limit” or the “**Existing Homes** HOME/HTF Purchase Price Limit” apply?

A2: The “New Homes Home/HTF Purchase Price Limit” would apply for substantial or gut rehabilitation.

Q3: For scattered site development projects that are proposing substantial and/or moderate rehabilitation of vacant and occupied buildings, an Environmental Site Inspection Letter Report for each site is acceptable. The report must be completed by a Licensed Environmental Professional (“LEP”) or by someone supervised by an LEP.

I am familiar with the requirements for Phase I and Transaction Screen Environmental Site Assessment, but I am not sure what an “Environmental Site Inspection Letter” requires. What are the DOH guidelines for this?

A3: A professional LEP should know what an Environmental Site Visit Letter Report requires. The LEP must inspect the property according to the same standards used for a site visit when preparing a Phase I. If the LEP you engage has specific questions, he/she can contact Jacinta Frazier at 860-270-8129.