

**Justin S. Greene**  
*Commissioner, District 1*

**Anna Hansen**  
*Commissioner, District 2*

**Camilla Bustamante**  
*Commissioner, District 3*



**Anna T. Hamilton**  
*Commissioner, District 4*

**Hank Hughes**  
*Commissioner, District 5*

**Gregory S. Shaffer**  
*County Manager*

February 7, 2024

**SANTA FE COUNTY**  
**RFP No. 2024-0106-HA/BT**  
**FULL-SERVICE DEVELOPMENT PARTNER TO ASSIST WITH THE CREATION**  
**OF AN AFFORDABLE HOUSING COMMUNITY IN SANTA FE, NM**

**ADDENDUM NO. 2**

Dear Offerors,

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This addendum is issued to reflect the following immediately. Pursuant to Section III, **CONDITIONS GOVERNING THE PROCUREMENT, subsection B, subparagraph 9 Best and Final Offers from Finalists (If Applicable)**, Finalist offerors may be asked to submit revisions to their proposals for the purpose of obtaining best and final offers. It shall be the responsibility of interested Offerors to adhere to any changes or revisions to the RFP as identified in this Addendum No. 2. This documentation shall become permanent and made part of the departmental files.

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**The County is Requesting a Best and Final Offer by this Addendum No. 2**

**Responses to the Best and Final Offer are due by close of business Monday,  
February 12, 2024.**

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Question No. 1:

The County would like to see your Firm's self-score under the 2024 QAP to assist the County with understanding your Firm's approach to a competitive application. Please explain how you will meet the 10% leverage points.

Question No. 2:

The County has put a high priority on energy efficiency and sustainability. We would like you to consider the costs of green development and re-evaluate your gap funding amounts and sources and

resubmit your detailed pro forma. We want to understand if your Firm will need funding support from the County and an estimate of that amount.

Question No. 3:

Please describe the total financial returns to the County including developer fee; property management fee, lease payment amount (term, payment amount, years) etc.

Question No. 4:

Please confirm that your Offer will include a right of first refusal to the County at year 15.

Question No. 5:

It is the County's belief that your Firm would need a local LIHTC consultant to ensure success with the application and want to confirm that your Firm is amenable to this.

Please add this Addendum No. 2 to the original proposal documents and refer to proposal documents, hereto as such. This and all subsequent addenda will become part of any resulting contract documents and have effects as if original issued. All other unaffected sections will have their original interpretation and remain in full force and effect. Responders are reminded that any questions or need for clarification must be addressed to Bill Taylor Procurement Manager at [wtaylor@santafecountynm.gov](mailto:wtaylor@santafecountynm.gov).