



Addendum 1

Re Bid RFP 0002-2027 Property Management Services for Student Apartment Complex:

1. Please clarify the reason the original RFP 0002-2027 was rebid and whether the original solicitation was formally canceled in its entirety.

Response: The solicitation was re-bid with the intent of permitting previously submitted proposals to remain under consideration, while also allowing new or revised submissions, subject to the requirements of the re-bid.

2. Does Re Bid RFP 0002-2027 supersede the original RFP and all previously issued addenda, questions and answers, proposal submissions, pricing and forms?

Response: The solicitation was re-bid with the intent of permitting previously submitted proposals to remain under consideration, while also allowing new or revised submissions, subject to the requirements of the re-bid.

3. Are the answers and operational clarifications issued under Addenda 1 and 2 of the original solicitation still applicable to the rebid? If so, will FAMU reissue or expressly incorporate those documents into the rebid?

Response: Yes, the solicitation was re-bid with the intent of permitting previously submitted proposals to remain under consideration, while also allowing new or revised submissions, subject to the requirements of the re-bid.

4. Must all proposers, including respondents to the original solicitation, submit a completely new proposal, newly executed acknowledgment form, appendices, certifications, price proposal and other required documents?

Response: The solicitation was re-bid with the intent of permitting previously submitted proposals to remain under consideration, while also allowing new or revised submissions, subject to the requirements of the re-bid.

5. Will FAMU consider or reference any portion of a proposer's original submission, or must the rebid response be fully complete and stand on its own?

Response: The solicitation was re-bid with the intent of permitting previously submitted proposals to remain under consideration, while also allowing new or revised submissions, subject to the requirements of the re-bid.

6. The rebid describes Rattler Pointe as approximately 59 units and 235 beds in four buildings. The property information previously provided by FAMU included a schedule totaling 112 apartments and 234 beds, and the rebid lists seven street addresses. Please confirm the authoritative number of buildings, apartments or units, beds, addresses and total managed square footage that proposers should use for staffing, operations and pricing.

Response:

- **Property Name:** Rattler Pointe Apartments
- **Location:** Florida A&M University Campus, Tallahassee, Florida
- **Number of Buildings:** 4
- **Number of Units:** Approximately 59 units
- **Total Beds:** Approximately 234 beds

Building	Address	Notes
Rattler Pointe Building A	1220 Conklin Street and 1230 Conklin Street, Tallahassee, FL 32310	Building A consists of two adjacent addresses (formerly Brooklyn Yard).
Rattler Pointe Building B	1119, 1123, 1130, and 1135 Conklin Street, Tallahassee, FL 32310	Four townhome-style buildings make up Building B (formerly Paces).
Rattler Pointe Building C	636 Eugenia Street, Tallahassee, FL 32310	Formerly Lighthouse Apartments.
Rattler Pointe Building D	600 Eugenia Street, Tallahassee, FL 32310	Formerly Citivue Apartments.

7. Please confirm whether the allocation of responsibilities previously identified remains applicable, including whether FAMU will continue to administer student applications, housing assignments and rent collection while the contractor performs day-to-day property operations, maintenance coordination, resident services, vendor management, inspections and reporting.

Response: Yes

8. Please confirm whether the previously communicated staffing and service expectations remain applicable, including on-site office coverage, minimum staffing positions, normal operating hours, 24/7 emergency response, emergency and routine response times, complaint-response requirements, apartment inspections, unit turns and reporting frequencies.

Response: All remains the same

Proposers recommend an appropriate staffing model and schedule as part of their proposed management approach.

However, daily onsite coverage of the office is expected from 8a-5p by at least one person. 24/7 emergency response is required. Attendance of weekly housing meeting and weekly FAMU facility meetings are required.

9. Please confirm the current estimated monthly work-order volume and annual move-out or unit-turn volume that should be used for staffing and pricing.

Response:

Average monthly work-order volume: 70-90

Annual unit/bed turnover volume: 230

Prior-year operating expenses: Total 2025-2026 - \$624,915.788

10. Please confirm whether the previously identified University-provided services—including waste services, fire and life-safety services and internet—will continue to be provided directly by FAMU.

Response: Nothing has changed from the original solicitation

11. Please confirm which property operating services are expected to be included within the monthly management fee and which services should be identified as separate or reimbursable operating expenses. Please also confirm whether reimbursable operating services are to be billed without contractor markup.

Response: The contractor is directly responsible for all repairs to include its own personnel and/or approved contractors.

Maintenance expenses should be billed on a separate invoice from management fees as Reimbursement.

We provide a management fee. As such there should be no mark ups and privileges taken to profit from reimbursable services.

12. Tab 5 requests a monthly management fee and other fees. Should proposers also submit a supporting annual operating budget, staffing-cost schedule, reimbursable-services assumptions, subcontractor estimates or pricing by contract year?

Response: Yes

13. Section 1.32 requires proposed subcontractors and subcontract amounts to be identified. When final specialty providers will depend on FAMU's existing agreements, installed equipment, warranties and approved operating budget, will FAMU accept proposed service categories, anticipated providers and estimated or budgeted amounts subject to final written approval?

Response: Contractors may list generic categories/estimates at submission, provided final subcontracts are formally approved prior to executing the work.

14. Section 1.23 states that the contract will have an effective date no later than October 1, 2026. Because rebid proposals are due October 20, 2026, and the anticipated intent to award is October 26, 2026, please provide the corrected anticipated contract commencement and transition dates.

Response: Upon Contract execution

15. The rebid calendar identifies the pre-proposal event as “Reserved.” Please confirm that no new mandatory conference or site visit is required. Please also clarify whether attendance at the site visit conducted under the original solicitation has any effect on eligibility for the rebid.

Response: No Mandatory site visit

16. Section 1.22 states that evidence of insurance is due no later than five days after contract execution and before commencement of work. Please confirm that an updated certificate of insurance is not required with the rebid proposal unless specifically requested through a Bonfire upload field.

Response: I’m not clear on what is being requested.

17. Please confirm that the insurance limits stated in Section 1.22 remain unchanged and that FAMU does not require a bid bond, proposal bond, performance bond or payment bond with the rebid response.

Response: Please refer to the solicitation document

18. Section 1.46 requires three references within the past three years, while Section 2.4 requests references for properties managed within the past five years. Which reference period should proposers follow?

Response: 1.46 at a minimum 3 managed property references within the past 3 year or student housing property managed within the last 5 years

19. The Certificate of Non-Segregated Facilities is identified as applicable pursuant to Section 2.31C; however, that section does not appear in the rebid. Please confirm whether every proposer should complete and submit this form.

Response: See page 32 of 34

20. Please confirm that only addenda issued specifically for the rebid must be acknowledged on Appendix VI and that acknowledgments from the original solicitation should not be included unless FAMU expressly incorporates the original addenda.

Response: No Addendum has been issued for Rebid