

MOHCD Mission Capital Projects RFP
Questions and Answers

September 15, 2023

This document contains MOHCD response to the questions submitted regarding MOHCD Mission Capital Projects RFP from August 30 through September 12, 2023. The questions were collected during the webinar as well as those submitted via email. MOHCD may have modified or adjusted the questions for clarity.

	Question Submitted	MOHCD Response (Draft)
1	Can grant applicants seek MOHCD’s approval for a construction procurement process and construction contract prior to MOHCD’s award decision and/or a grant agreement?	No.
2	For an approved construction contract, can the grantee issue notice to proceed before a MOHCD award and still receive reimbursement for expenses incurred after the grant agreement’s effective date? In other words, the grantee’s construction contract would delineate the MOHCD funded scope, and defer this portion of the scope until the grant agreement is finalized, at which point, the MOHCD portion of the work would begin, and the grantee would seek reimbursement for expenses incurred after this date.	No, this is not allowed.
3	The RFP states that if the applicant leases their space, they will need to submit a letter from the property owner agreeing to provide an amended lease that complies with MOHCD requirements. What specific MOHCD requirements would need to be incorporated into the amended lease?	The required Lease Amendment is on the Capital Projects web page on the MOHCD website: https://sf.gov/information/community-development-capital-project-information It is located on the list of Capital-related forms and documents, third document from the bottom of the list.
4	Also, if the property owner received MOHCD financing for the shell construction of the applicant's space and previously submitted the applicant's lease for MOHCD's review in accordance with MOHCD's commercial underwriting guidelines, is it necessary for the applicant to provide a letter from the owner committing to amend their lease	Yes.
5	We submitted questions before the webinar, when will those be addressed?	We will be issuing a Q and A document on September 15, in which we will respond to the questions submitted to us prior to September 12 at 5PM.
6	Can you repeat the Funding Opportunity # to be noted on the project cover sheet?	The funding opportunity # is 2021-01b #1 for Mission Capital Project for Workforce Services Provider is 2021-01b #2 for Mission Neighborhood Visual Arts and Cultural Facility Capital Improvement Project