

**ADDENDUM #3**

**REQUEST FOR QUALIFICATIONS (RFQ) 2017-02**

**BOND COUNSEL SERVICES**

**FOR**

**FLORIDA HOUSING FINANCE CORPORATION**

**March 23, 2017**

### **Item #1**

Section Two, the definition of “Respondent” is hereby deleted in its entirety and replaced with the following:

“Respondent or Offeror”                      Any person or entity who has the capability in all respects to perform fully the requirements contained in this RFQ, and submits a response to this RFQ.

### **Item #2**

Section Six , Item C.4, is hereby created:

4. If applicable, provide evidence that the Respondent is a minority business enterprise as defined in Section 288.703, Fla. Stat.

### **Item #3**

Section Six, Items D.1 and 2. are hereby deleted in their entirety and replaced with the following:

1. Name the lead attorney who would be responsible for Florida Housing’s account. State where this attorney is physically located. Describe the previous experience or work completed, including the following information:

- a. Purpose of issue (single family, multifamily);
- b. Size of issue and term of Bonds;
- c. Manner in which sold (competitive bid or negotiated sale; if enhanced, name of enhancer);
- d. Governmental entity issuing Bonds;
- e. Role the Offeror served in; Bond Counsel or underwriter’s counsel;
- f. Whether or not the Offeror issued an opinion; and
- g. Describe the documents the Offeror was responsible for preparing.

2. Provide a list of all other attorneys who would work on Florida Housing’s bond issues. Describe their qualifications and experience and their ability to handle Florida Housing business on a priority basis. If the firm consists of fewer than two attorneys, describe the firm’s contingency plan(s) if those attorneys become unable to meet the provisions of this RFQ. Discuss the Respondent’s experience within the last three years with the issuance of tax exempt [including 501(c)(3)] and taxable housing Bonds. When providing an answer to this request, include the following information for each of the other attorneys:

- a. Purpose of issue (single family, multifamily);
- b. Size of issue and term of Bonds;
- c. Manner in which sold (competitive bid or negotiated sale; if enhanced, name of enhancer);
- d. Governmental entity issuing Bonds;

- e. Role the Offeror served in; Bond Counsel or underwriter’s counsel;
- f. Whether or not the Offeror issued an opinion; and
- g. Describe the documents the Offeror was responsible for preparing.

**Item #4**

Section Six, Item I.1. is hereby deleted and replaced with the following:

1. At a minimum, each Respondent must have current malpractice insurance covering all services to be rendered in an annual amount of \$20,000,000 per claim and \$40,000,000 in the aggregate. Securities coverage must be included. Please provide:

- a. Name of carrier and policy number;
- b. Effective date of insurance;
- c. Policy exclusions, if any;
- d. Current coverage amounts;
- e. Attorneys covered; and
- f. Type of coverage.

**Item #5**

Section Seven is hereby deleted in its entirety and is replaced with the following:

The individual Committee members will independently evaluate the Responses by reviewing the answers to each of the items identified in Section Six of this RFQ and assigning points up to the maximum points allowed for each item. The points available for items in Section Six are to be evaluated are as follows:

<u>Item Reference</u>	<u>Maximum Points</u>
B. General Information.....	10
C.1. Minority Involvement.....	30
C.2. Minority Involvement.....	10
C.3. Minority Involvement.....	10
C.4. Minority Involvement.....	25
D. Housing Finance Experiences of Firms and Resources.....	100
E. Federal Tax Experience.....	50
F. Other Multifamily and Single Housing Experience.....	100
G. Systems and Technical Capabilities.....	5
H. Fees.....	20
I. Legal Issues.....	50
<b>Total Points Available.....</b>	<b>410</b>

In the event of a tie, Florida Housing will give preference in the award process to the Response certifying a drug-free workplace has been implemented in accordance with Section 287.087, Fla. Stat. If a tie continues to exist, Florida Housing will give preference to minority business enterprises as defined in Section 288.703, Fla. Stat.

The Committee will conduct one or more public meetings during which members will discuss their evaluations and develop a recommendation or series of recommendations to the Board. The Committee's recommendation will be based on the cumulative scoring and information gathered from the non-scored items. The Board may use the Responses, the Committee's scoring, the non-scored items in the Responses, any other information or recommendation provided by the Committee or staff, and any other information the Board deems relevant in its selection of Respondents to whom to award a contract.

**All other terms and conditions of RFQ 2017-02 remain the same.**

**To the extent that this Addendum gives rise to a protest, failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.**