

ADDENDUM #1

REQUEST FOR QUALIFICATIONS (RFQ) 2017-04

CAPITAL NEEDS ASSESSMENT SERVICES

FOR

FLORIDA HOUSING FINANCE CORPORATION

June 25, 2018

Item #1

Section Four, Item II.C. is hereby deleted in its entirety and is replaced with the following:

C. Field Observer Qualifications

The representative of the CNA Provider performing the on-site walkthrough survey or site inspection is the Field Observer. These individuals must meet the following qualifications:

1. Professional Experience
 - a. Experience performing CNAs and has completed a minimum of five property inspections at multifamily properties within the past three years;
 - b. At least 12 years' experience assessing multifamily properties and preparation of ASTM E2018-compliant reports;
 - c. Prior experience evaluating multifamily properties with building systems and components comparable to those funded by Florida Housing;
 - d. Knowledge and experience with ASTM E2018-15 (or most current version); and
 - e. Knowledge of applicable federal, state, and local building codes and jurisdictional regulations.
2. Professional Certifications, Registrations and Training – The Field Observer must possess or have successfully completed at least one of the following certifications, registrations, or training programs:
 - a. Bachelor of Science degree or two-year Associate degree program in engineering, architecture, construction management, construction/building science, or building facilities management;
 - b. Successful completion of Commonground University's Property Condition Assessment online course offered by EDR;
 - c. Successfully completion of the Property Inspection Risk Management course offered by the Mortgage Bankers Association;
 - d. Certified Home Inspector with the Real Estate Assessment Center for the Department of Housing and Urban Development;
 - e. Member in good standing with the Building Performance Institute;
 - f. Member in good standing with the American Society of Home Inspectors; or

g. Member in good standing with the International Association of Certified Home Inspectors.

All other terms and conditions of RFQ 2018-04 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.