



June 5, 2013

Original RFA Issuance Date:	April 23, 2013
RFA Amendment No. 03 Issuance Date:	June 05, 2013 (date of this letter)
Due Date for Questions	May 17, 2013 Revised June 05, 2013
RFA Closing Date	May 14, 2013 Revised June 20, 2013
RFA Closing Time:	12:00 noon, Port-au-Prince, Haiti local time

Subject: Amendment No. 03 – Provide answers to the questions received from potential applicants, Include a Site and House Layout and Clerical changes to the RFA.

Ref: Request for Applications (RFA) SOL-521-13-000017
Community Development Program for Caracol-EKAM Housing Project

Dear Potential Applicants:

The purpose of this **Amendment No. 03** to the referenced RFA is to:

- 1) Change the closing date to submit applications, from June 20, 2013, 12:00 noon, Port-au-Prince, Haiti local time, to **June 17, 2013, 12:00 noon, Port-au-Prince, Haiti local time.**
- 2) Revise the following sections of the RFA: “Past Performance References and Information”, “Key Personnel and Other Staff”, and “Program Description for Caracol-EKAM Community Development Program - Reporting Requirements - Monthly Progress Reports” (See annex 1).
- 3) Provide answers to the questions received from potential applicants - (See Annex 2).
- 4) Include a Site and House Layout (See Annex 3).

All other information, terms and conditions as indicated in the referenced RFA remain unchanged.

Sincerely,

Michael Rossman
Agreement Officer
USAID/Haiti

Annex 1: Revision of the RFA

- 1. Revise Annex IV - Past Performance References and Information:** Delete in its entirety and replace with:

Applicants shall submit information for the Agreement Officer to make a responsibility determination of the applicant organization. Applicants must therefore provide performance reports, including a brief description of accomplishments under each award, from the three most recently completed contracts, cooperative agreements or grants, whose activities were similar to those expected for the Community Development program proposed under this solicitation, funded by USAID or other international or private donors. Applicant shall provide the name, current e-mail address and telephone number of contact persons for each award listed who USAID may contact at its discretion.

- 2. Revise Annex IV - Key Personnel and Other Staff:** Delete in its entirety and replace with:

The applicant shall provide CVs and letters of commitment for all Key Personnel detailed in the Program description. The applicant may also include the CVs of other personnel positions they feel are essential to project implementation.

- 3. Revise Section I - Program Description for Caracol-EKAM Community Development Program - Reporting Requirements - Monthly Progress Reports:** Delete in its entirety and replace with:

Quarterly Progress Reports

The Grantee shall submit Quarterly Performance Reports to the AOR and Agreement Officer 30 days after the reporting period. The reports shall, as a minimum requirement, include the following:

- 1) An executive summary of current activities. The summary shall include the status of: progress made under each of the five "work objectives" (see Section C.2.3); achievement or delays in key milestones (see Section F.1); variation orders, important decisions, approvals issued, major meetings, and other significant activities pertinent to the project.
- 2) Presentation of problem areas, current or foreseen, together with recommendations for resolving these problems and attendant schedules for their resolution. Problems requiring USAID intervention shall be highlighted.
- 3) Anticipated activities for the following quarter.
- 4) Presentation of progress accomplished versus progress scheduled in chart form. When appropriate, a discussion is to be included for any significant potential or actual slippage in schedule and the steps being taken to avoid or make recovery.
- 5) The reports shall be supported, as required, by statistical tables, charts, financial information, selected photographs, or other information that will contribute to a concise, yet comprehensive report.

Annex 2: Questions and Answers

Q.1 What is the beneficiary profile?

A.1 The beneficiary pool for the housing project is intended to include a cross section of the population in the area in order to foster the development of a diverse, strong community. A small percentage of the total number of beneficiaries, approximately 10%, may be comprised of more vulnerable households. The principal criteria for selecting potential beneficiary households were as follows: households displaced from their homes as a result (directly or indirectly) of the earthquake; financial capacity to pay the modest monthly rent; proximity to the housing project; households currently living in non-durable or temporary shelter; and households with no more than 6 persons.

Secondary criteria and/or considerations for selecting potential beneficiary households were as follows (in order of priority): households living under precarious conditions in proximity to the settlement and/or in danger of displacement due to post-earthquake development or policy; households that are employed or employable that are in proximity to the settlement (this includes municipal, police, healthcare or industrial park workers (ineligible if already acquired sustainable shelter); women or elderly head of households (Note: Households qualifying under the secondary criteria must also meet the principal criteria.)

Q.2 How were the beneficiaries selected, and can that beneficiary selection criteria be shared?

A.2 Beneficiaries were selected from a pool of approximately 4,400 households that relocated to the Nord and Nord-Est Departments from the quake-affected zones immediately following the January 2010 earthquake. They were identified by the International Organization for Migration (IOM) and the Emergency Capacity Assistance Program (ECAP), which compiled names and contact information from a variety of sources, including: host family and host community support programs operating in the zone and that targeted internally displaced persons (IDPs); lists compiled by local municipalities and the Direction de la Protection Civile; and workers at the Caracol Industrial Park that were registered as having been displaced.

Households in this pool were then contacted by telephone by IOM and given a survey to determine their potential eligibility for the housing program, based on the criteria noted above. Those families deemed as meeting the criteria were then vetted through face-to-face interviews by ECAP community liaisons at or near their current residence. The size of the beneficiary pool was further condensed based on this in-person vetting process.

Finally, eligible households were presented to a Beneficiary Selection Committee (BSC) comprised of local municipal authorities, representatives of EPPLS and the national government, and local religious, civic and business leaders. The BSC reviewed each family's dossier and approved or rejected their application.

Q.3 The RFA mentions that selection of beneficiaries has been finalized, but it is unclear if this information has been made public. Can USAID clarify if beneficiary lists have already been published?

A.3 Beneficiary selection lists have not been made public. These lists will be shared with the winning applicant immediately following award of the grant.

Q.4 How can we access progress reports from the USAID-financed Zuranje and DLA 1.5 projects?

A.4 USAID is only funding housing at DLA 1.5; Zoranje is a Government of Haiti and IDB initiative. Progress reports for DLA 1.5 are not publicly available, but construction is scheduled to be completed at the site in July 2013.

Q.5 What, if any, additional infrastructure outside of this funding will be extended to the community?

A.5 USAID does not currently have plans to fund additional infrastructure on the site. However, the Sae-A Foundation is currently constructing a K-8 school with approximately 12 classrooms and capacity for 300-400 students, which is scheduled to be ready for the 2013-2014 school year. In addition, there are also plans for a vocational school on the site, financed and run by a private foundation; design plans have been finalized for this project, but construction has not yet begun and a completion date is not yet set.

Q.6 Drainage issues have been reported to us during site visits. Will they be addressed prior to settlement of beneficiaries?

A.6 Yes.

Q.7 In the spirit of USAID Forward, my local organization is aware of the issues of the Caracol area and is able to implement this project, however, the criteria to bid on this RFA is very high, one must have 5 years bidding on USAID project. Can this be amended?

A.7 USAID encourages local organization to apply. There is no 5 years "bidding" request.

Q.8 Since the houses are not yet completed, when do you estimate that this project can start?

A.8 Efforts to begin contacting pre-selected beneficiaries and preparing them for the move to Caracol-EKAM can begin as soon as an award is made for this RFA. These activities are not contingent upon houses being completed. All site and housing construction activities are estimated to be completed by August 2013.

Q.9 Wouldn't it be better to begin the project before the tenants move in to their houses?

A.9 As noted in the RFA, USAID expects the grantee to immediately mobilize and begin outreach, sensitization and pre-move counseling activities with pre-selected beneficiaries before they enter their homes.

Q.10 From the Background section on p. 3: Would USAID please share the cost breakout and analysis showing how it arrived at the figure of 1,000 gourdes for rent/maintenance of the site?

A.10 Exact rental rates and terms of the contract between EPPLS and beneficiary households have yet to be finalized, and the grantee will have an opportunity to help inform this discussion. USAID and the Government of Haiti calculated the initial rental estimate of 1,000 gourdes based on EPPLS' typical fee structure, with adjustments made for the specific context at the Caracol-EKAM site and the beneficiaries' profiles.

Q.11 On page 4 of the RFA, USAID states that the "program must integrate the site into the surrounding neighborhood fabric, and to pursue activities that will benefit the entire community, as

opposed to only the Caracol-EKAM residents.” Can USAID please define the specific communities beyond the Caracol-EKAM residents applicants will be expected to serve with this program?

A.11 USAID envisions that these additional households would be identified by the grantee once the program is up and running; these households should be chosen based on need and the ability to help facilitate integration with the surrounding zone. Households in close geographic proximity to the site (including from the rural zones directly adjacent and from nearby towns) would be likely candidates.

Q.12 On page 4, which existing GOH and USAID social housing programs underway are the most relevant for harmonization with Caracol-Ekam? Zoranje and DLA1.5 are mentioned by name – are there others that should be considered?

A.12 Zoranje and DLA 1.5 are relevant examples, but applicants are also welcome to draw lessons-learned from other social housing initiatives.

Q.13 On page 5, The RFA states that the Grantee is expected to begin liaising with pre-selected beneficiary households over the phone and in-person and that households are spread across several communes in the Nord and Nord-Est Departments. Can USAID please provide an estimate of pre-selected beneficiary households by commune to assist in the estimation of costs for conducting pre-move engagement and sensitization of beneficiary households?

A.13 The majority (71%) of the pre-selected households are from four communes directly adjacent to the Caracol-EKAM site (i.e. Caracol, Trou de Nord, Terrier Rouge and Limonade). The remaining beneficiaries are distributed as follows Cap Haitien = 13%; Fort Liberte = 10%; Ounaminthe = 3%; Quartier Morin = 3%.

Q.14 “On RFA pages 5, 7, 8, and 10, it is stated that EdH will be responsible for providing electric service, including repair and maintenance, to the residents of the Caracol EKAM social housing site. USAID/Haiti has also issued a Request for Proposals, SOL-521-12-000044, for the Pilot Project for Sustainable Electricity Distribution (PPSELD), which entails establishing a new pilot electric service provider in Caracol Commune. It is clear in the PPSELD RFP that the new PPSELD service provider will provide electric service to the Caracol EKAM social housing site. Please clarify: will EdH or PPSELD provide electric service to the Caracol EKAM social housing site?”

A.14 PPSELD will be the initial service provider, but will eventually transfer all operations to EDH.

Q.15 On page 5, the RFA states, “When making contact, the Grantee shall confirm that all pre-selected households are still interested in and eligible for the project, and ensure that they have all of the necessary information and support they need to begin the move into their new community.” What sort of “support” beyond information is USAID expecting the awardee to provide households to begin their move? Does USAID envision the awardee to provide transportation services to move residents and their belongings into their new homes?

A.15 It is the responsibility of applicants to propose the specific types of information and support given to households before, during and after the move-in.

Q.16 On page 6, the RFA states that the grantee should coordinate with a number of stakeholders, including “commercial tenants on the site.” Can USAID please elaborate on who these commercial tenants are? Is USAID referring to the nearby industrial park or the housing site?

A.16 The Government of Haiti and USAID have designated several areas on the Caracol-EKAM site for future commercial zones, which will be built through private investment. The local municipality will be responsible for assigning these areas to firms/individuals.

Q.17 From page 8, section 3 (“Operational Support and Capacity Building for EPPLS Site Team): Would USAID please provide examples of what it considers “basic office equipment”? Specifically, does this equipment include computers and office furniture?

Q.18 On page 9, the RFA states that the Grantee is expected to “fully staff and manage an on-site office.” Can USAID please provide a description of the office? How many staff can it hold? Will the office be provided to the Grantee rent-free? Should Offerors budget for office furniture, generator, server and other items such as air conditioners?

A.17&18 It is the responsibility of the applicant to propose the amount, the type, size, amenities, etc. of the office and the type of support that the EPPLS site team needs to meet the work objectives described in the RFA.

Q.19 On page 8 of the RFA, it indicates that the EPPLS is responsible for maintenance of communal spaces, including tertiary roads and footpaths, but in the chart on page 9, it indicates the CMC is responsible. Could you please clarify which institution is accountable for this work and the overall management of the community time bank system?

A.19 The CMC will assist EPPLS in the upkeep and maintenance of communal areas. The CMC and the associated “time bank” will be established and capacitated by the grantee.

Q.20 The roles of UCLPB and EPPLS seem to overlap, but UCLBP does not appear on the matrix on page 9 “Responsibilities for Site Management Tasks.” Would USAID please define the role of UCLBP?

A.20 USAID has coordinated closely with UCLBP regarding higher level policy issues for the Caracol-EKAM site, as well as the USG’s other housing initiative throughout the country. EPPLS, as the Government’s social housing unit, is the entity responsible for day-to-day management of government-run housing programs.

Q.21 On page 9, with regards to day to day management of the site, what are the current plans for garbage removal in Caracol-Ekam given the lack of landfill facilities in the municipality and surrounding areas?

A.21 Sustainable solid waste management will need to be coordinated with the local municipality, EPPLS and the residents themselves, and the grantee will be invited to participate in these discussions and to offer ideas on how best to address this challenge. Currently, municipalities in the area have designated several locations for solid waste disposal, but they are not yet formalized. In addition, the Government of Haiti is working with other donors to construct a fully-functional landfill facility in the region in the near future.

Q.22 On pages 9-10, the “Responsibilities for Site Management Tasks” matrix lists Security as the sole responsibility of the CMC. In addition, has any coordination and/or joint planning occurred with the Haitian National Police and/or MINUSTAH?

A.22 Haitian National Police units from Caracol and Trou de Nord communes already conduct regular patrols in the area, and USAID expects continued police presence in the future. In addition, a new commissariat is under construction in Caracol, and there is the potential for a new sub-commissariat on the Caracol-EKAM site itself.

Q. 23 On page 10, with regards to social and economic support at the community and household level, what is the scope of the “small grants fund”? Is it only for community projects? Should funding to finance the livelihoods program for Caracol-Ekam be set aside in the proposal? What is the anticipated number of households within Caracol-Ekam that would benefit from this activity (in addition to the 50 households mentioned living outside Caracol-Ekam)? Should funding for the additional social services be set aside in the proposal?

A. 23 The small grants fund is envisioned for community projects, and is separate from the livelihoods support component of the program. Funding for the small grants fund, as well as livelihoods and social services support, should be accounted for within applicants’ budgets. USAID leaves it to applicants to define the proper size and scope of these activities and determine how to maximize impact while operating within the timeline and budget constraints laid out in the RFA.

Q.24 On page 10, the RFA states that the Grantee should “Plan and launch a livelihoods program, based on the needs and skills of the community and the economic opportunities in the surrounding area. Can USAID provide any information on the pre-selected beneficiaries’ employment status? Do any of the households work in the industrial park?

A.24 At the time of their selection, approximately 50 beneficiaries were working in the Industrial Park. Including these Park employees, 91% of beneficiary families reported heads of household as being economically active. The vast majority of these workers, however, were employed in the informal as farmers, masons or petty traders.

Q.25 Page 13 of the RFA indicates financial and progress reporting requirements. Can USAID please confirm whether the monthly frequency and due dates specified under the progress reporting section is consistent with 22 CFR 226.51? Also, regarding financial reporting requirements, will USAID only require accruals reporting or is the accrual reporting required in addition to SF425? Additionally, is the request for accruals documentation consistent with USAID’s ADS section 631?

A.25 Performance reports are required quarterly. However, Recipients shall immediately notify USAID of developments that have a significant impact on the award-supported activities.

Q.26 On page 19, the RFA states that the performance period is twenty (24) months from the date of award. Based on information in other parts of the RFA, can we assume this will be a 24-month program?

A.26 Yes.

Q.27 On page 21 the solicitation states that “Technical Applications must be submitted electronically in unprotected MS Word and .pdf (Adobe Acrobat) versions.” Does USAID want two versions of each file, one in Word and one in .pdf? Or is it that both versions would be acceptable and the applicant may use the most appropriate format? Would USAID please provide similar guidelines for the Cost Application format?

A.27 Both versions (Word and PDF) are requested for the Technical application. Applicants will provide a workable Excel sheet of the cost application as well as a PDF version.

Q.28 Can USAID please provide the link to the current SF-424, SF-424A and SF-424B? The link provided on page 24 of the RFA is no longer active.

A.28 <http://www.epa.gov/ogd/AppKit/form/SF424.pdf>

Q.29 On page 24, For Annex IV, Past Performance, the solicitation requests performance reports from “the three most-recently completed contracts, cooperative agreements or grants ...” Does USAID expect information on the three most-recent awards, regardless of their relevance (or lack thereof) to the Community Development Program, or may applicants select the three most-recently completed awards whose activities were similar to those expected for the program proposed under this solicitation?

A.29 This section of the RFA is amended as on amendment 3 of the RFA.

Q.30 Page 24 of the solicitation says that Past Performance References and Information are to be included as Annex IV. However, on page 34, item number 6 in Part V of the Required Representations and Certifications (ADS 303.3.8) is called “PAST PERFORMANCE REFERENCES” and directs applicants to “On a continuation page, please provide past performance information requested in the RFA.” Would USAID please clarify exactly where in the application past performance references should be included? Or, if the two annexes are to include different past-performance information, please clarify the information expected in each section.

A.30 Applicant shall provide past performance and references in Annex IV of the RFA.

Q.31 On page 25, Part I – Certifications and Assurances, point 1, there is a note that “This certification applies to Non-U.S. organizations if any part of the program will be undertaken in the United States.” Does this certification apply to non-U.S. organizations that will not perform work in the U.S.?”

A.31 This certification applies to Non-U.S. organizations if any part of the program will be undertaken in the United States.

Q.32 On page 30 the solicitation says, “All RFAs must include the attached Survey on Ensuring Equal Opportunity as an attachment to the RFA package.” What looks like a link to the survey in the RFA does not work, and we have been unable to find an attachment to the RFA. Would USAID please provide the survey, or confirm that the form labeled “OMB No. 1890-0014 EXP. 02/28/09” found at www.usaid.gov/forms is the version we should use?

A.32 <http://transition.usaid.gov/forms/surveyeo.doc>

Q.33 On page 33, for Procurement Information items (d) Source, Origin, and Componentry of Goods; (e) Restricted Goods; and (f) Supplier Nationality, the formatting of the information requested makes it difficult to clearly understand the categories of data that applicants are required to provide. For example, the information requested for item (d) is presented on two lines as follows:

TYPE/DESCRIPTION QUANTITY ESTIMATED GOODS PROBABLE GOODS
PROBABLE

(Generic) UNIT COST COMPONENTS SOURCE COMPONENTS ORIGIN

Would USAID please clarify the categories of information required for items (d), (e), and (f) of the Procurement Information?

A.33 Follow the categories of information required for items (d), (e), and (f) of the Procurement Information listed in the actual items.

Q.34 Page 36 of the RFA states that “Applicants must justify in advance the proposed costs for each element of the program.” Is there documentation that USAID will require to supplement the budget narrative?

A.34 Applicants must submit a narrative tied to the proposed budget explaining each cost element of the program.

Q.35 Can USAID please provide the name of the Contractors responsible for building and mobilizing household move-in at the Haut Damien site?

A.35 USAID has contracted with CEMEX for the construction of homes at DLA 1.5 in the Haut Damier community. USAID and the Government of Haiti are collaborating with the International Federation of the Red Cross (IFRC) to identify and mobilize beneficiaries for the site.

Q.36 Should the program budget for the cost of moving beneficiary households to the Caracol-EKAM site?

A.36 The grantee will be expected to take the lead on managing the entire move-in process. Applicants should budget as much as they deem necessary to ensure that this process is conducted in an efficient and coordinated manner.

Q.37 Can USAID describe how the Community Management Committee (CMC) was formed?

A.37 A provisional CMC was created by ECAP and was comprised of 12 individuals who were chosen from the pool of pre-selected beneficiaries based on their willingness and ability to provide inputs into the pre-move planning process. This provisional CMC participated in several planning workshops organized by ECAP and the local municipality, thus helping to provide beneficiary input into the process. It will be the responsibility of the grantee to develop a plan to transition this temporary entity into a representative, sustainable and effective community organization over the course of the two year project.

Q.38 Can USAID provide a site plan for the Caracol EKAM site?

A.38 Please see attached Annex 3.

Q.39 What is the average plot size that will be given to each household?

A.39 All plots are 8 meters x 13 meters (total = 104 m²)

Q.40 Are bio-data sheets to be included in Annex III of the Technical Application, rather than as part of the Cost Application?

A. 40 Bio-data sheets are not required. This section of the RFA is amended as per amendment 3 of the RFA.

Q. 41 The RFA specifies that all key personnel should contribute 100% level of effort to this project. Is this required for each of the key personnel positions and for the full duration of the project?

A. 41 Yes.

Q. 42 By the time the resident move-in is scheduled, will the contractor who built the houses in Caracol-EKAM have completed all of the punch list items for each individual house?

A. 42 Yes.

Q. 43 What is the source of funds for the “Small Grants Fund”? Are there dedicated funds separate from the RFA or is the “Fund” expected to be covered under this Grant?

A. 43 Funding for the small grants fund should be accounted for within applicants’ budgets.

Q. 44 Can the “Small Grants Fund” be used for investments/ project activities that would benefit and create opportunities for families beyond Caracol-EKAM as a strategy for integration into the Caracol Municipality?

A. 44 Yes.

Q. 45 How much flexibility would the “Small Grants Fund” have on the types of the projects to be funded under this fund? Could it be used to promote livelihood and income-generation activities, transportation/ connectivity projects, etc.?

A. 45 USAID leaves applicants significant leeway in defining the proper size and scope of these activities and determining how to maximize impact.

Q.46 Is the “Small Grants Fund” perceived by USAID and a non-reimbursable source of funds or could it also operate as a revolving fund?

A.46 USAID leaves applicants significant leeway in defining the functioning of the small grants fund, and would be open to a variety of fund types/mechanisms, provided that they achieve the objectives laid out in the RFA.

Q.47 Can USAID provide guidance on the desired size of the small grants fund?

A.47 USAID leaves applicants significant leeway in defining the proper size and scope of these activities and determining how to maximize impact.

Q.48 For commercial companies without a NICRA, what items must be included in the cost proposal in order to substantiate the company’s indirect rate structure?

A.49 Applicants without a NICRA shall submit the last 3 years financial report prepared by a CPA firm.

Q.49 Is NICRA required of sub-awardees?

A.49 Yes, or the last 3 years financial report.

Q.50 Are Reps and Certs required of sub-awardees?

A.50 Yes.

Q.51 Does the housing plan allow for individual or communal space where community gardening or other livelihoods activities could be pursued? Any analysis available on potential productive uses of land?

A.51 No analysis on the land has been conducted by USAID as part of this project. However, both individual and communal spaces will be available on the site. It is up to applicants to determine the feasibility of various proposed uses for these areas.

Q.52 How were representatives of the Community Management Committee selected? Do they include community members outside the site?

A.52 Representatives of the provisional Community Management Committee were chosen from a small sub-set of pre-selected beneficiaries that were willing and able to serve in this role. The CMC does not include community members from outside the site. As mentioned above, it will be the responsibility of the grantee to define a method to transition this provisional entity into a representative, sustainable and effective organization over the course of the two year project.

Q. 53 Are there publically available social mobilization documents on Zoranje and LDA 1.5 housing plan in Haut Damier? Internet searches have not turned up these types of resources.

A. 53 There are no publically available documents for the DLA 1.5 site, which is funded by USAID. USAID is not aware of any publically available documents for the Zoranje site, which is managed by the Government of Haiti and the IDB.

Q.54 The requirement of 4 key personnel positions and inclusion of CVs, bio data sheets, and LOCs appears very cumbersome for an RFA of this size/scope, particularly given the three-week turn around time required for recruitment. For example, a recent solicitation from USAID/FFP for Haiti required only 1 key personnel for an \$80 million, 4 year award and provided applicants with over three months to recruit. Can USAID please confirm this requirement?

A.54 USAID confirms that inclusion of CVs for all four key personnel is required.

Q.55 I am writing to you to inquire on the eligibility of PIOs. The language is broad, but unclear as to whether an inter-governmental organization, can apply. Please let me know at your earliest convenience.

A.55 No.

Q.56 I was wondering if it is not too late to express interest in this Community Development Program for Caracol-EKAM Housing Project.

A.56 All eligible organizations may submit their applications by June 17, 2013.

Q.57 We would like to apply to the Community Development Program for Caracol-EKAM Housing project. In order to do that it is very important for us to know the following:

- a) if the definitive Certificates of title have been given to the beneficiaries
- b) if the Certificates will be given as soon as they inhabit the houses.
- c) if the Certificats will be given at the end of the 24 month time period of the award
- d) neither of those

The answer to this question is the key to the strategy be utilized for this proposal.

A.57 As noted in the proposal, beneficiary households will receive title to their home at the end of five years, provided that they have successfully met all contract requirements, including timely rental payments. The Government of Haiti plans to maintain the ownership of the land on which the homes sit, but make it available to each home owner in perpetuity, as a specially designated social housing site.

Q.58 While the “Fund” is meant to promote collective decision making, with the agreement of the community, could it be used to benefit individual households, small groups, local entrepreneurs, etc.?

A.58 Yes.

Q.59 Could the on-site project office be accommodated within the construction management offices used now by Thor and Ceepco? These are the only buildings on the site in addition to the housing units allocated for beneficiary families. And what would the conditions of the on-site project office (i.e electricity, internet, air conditioning, etc.)?

A.59 As noted above, it is the responsibility of the applicant to propose the type, size, amenities, etc. of the office they feel is necessary to ensure that the work objectives described in the RFA are met. Any arrangement made with other entities for provisioning of this office space and equipment is the responsibility of the applicant.

Q.60 The RFA refers to a “potentially time-consuming and logistically complex undertaking” for the handover of homes and to “logistical and communications efforts that will be required to facilitate the move-in” of families. Could you clarify what is meant by logistical efforts and the expected amount of logistical support given to households moving on the site?

A.60 By “logistical efforts” USAID is referring to the planning, coordination and execution of the move-in and orientation of 750 households at the Caracol-EKAM site. As noted above, the grantee will be expected to take the lead on managing the entire move-in process. Applicants should propose the amount of support given to households that is appropriate and necessary in order to ensure an orderly move-in.

Q.61 Can USAID please provide a breakdown on how the rent collected from each household will be allocated? For example, how much of the HTG \$750,000 collected monthly will be allocated to site maintenance?

A.61 USAID and the Government of Haiti calculated this initial rental estimate based on EPPLS’ typical fee structure, with adjustments made for the specific context at the Caracol-EKAM site and for the profiles of the pre-selected beneficiaries. On other social housing sites, all rental fees that are collected by EPPLS become part of its national budget, and site maintenance is subsequently reallocated for specific sites out of this central account, as needed.

Q.62 In addition to information on site layout and individual plot size, can USAID provide details about public spaces and common amenities such as water points and sanitation facilities, schools, etc. included in the site? Has this infrastructure been built and if not, are there plans and expected completion dates for their construction?

A.62 See attached for the layout of the site and individual plots. Homes at Caracol-EKAM will come equipped with running water and flush sanitation. See question above regarding additional plans for infrastructure by other organizations on the site.

Q.63 When does USAID expect the payment schedule for rental fees to begin? Is it valid to assume payment is due the first full month after the HH obtains the key to the house?

A.63 Yes.

Q.64 Will EPPLS have access to a budget to establish an office or should these expenses be accounted for in the project budget?

A.64 Applicants should assume that EPPLS will not have an independent office at the site at the time of its opening. As such, any expenses (other than personnel) should be accounted for in the project budget. USAID leaves it to applicants to determine the type and extent of support that EPPLS will need.

Q.65 Must an applicant have actual experience in Port-au-Prince to be considered competitive in application evaluation process?

A.65 The evaluation criteria are listed in the RFA.

Q.66 Are there Haitian NGOs available to network with applicants in the planning phase of the Housing Program.

A.66 USAID leaves it to applicants to identify and connect with any potential partners, including local organizations.

Site Layout – Overview

One Community Square with 20 houses

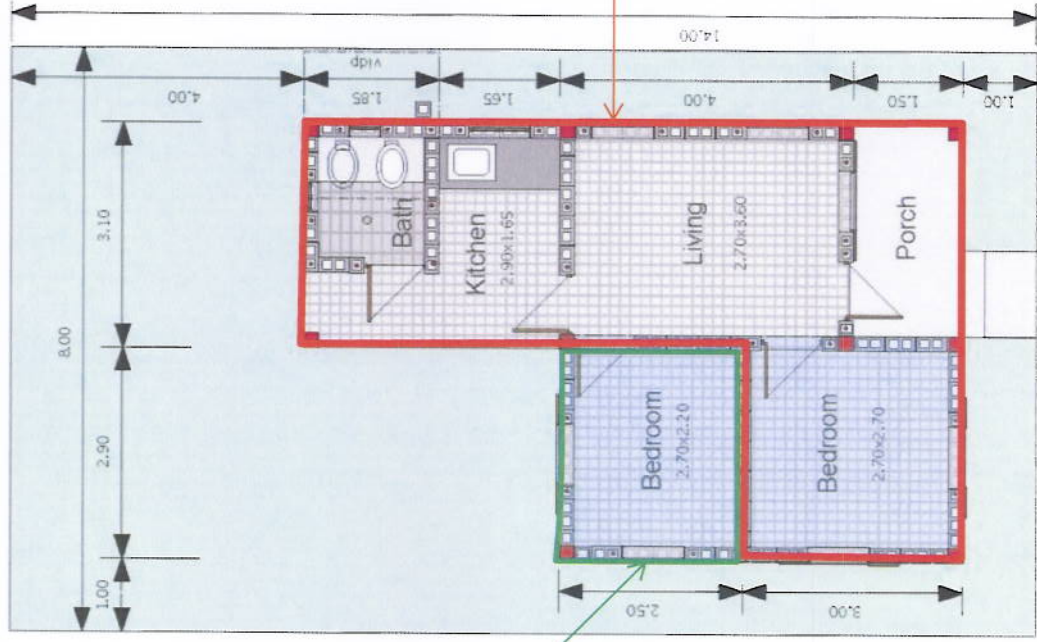
Highlighted area is extent of current home construction (750 units)



Site Layout – Sectional Aerial View



Layout of 1-Bedroom with Owner-Financed Addition



Addition that can be financed
by the owner

1-Bedroom Model