



District of Columbia Housing Authority

1133 North Capitol Street, NE, Washington, DC 20002-7599

202-535-1000

Adrienne Todman, Executive Director

Addendum

Addendum No. 3

Issued: December 8, 2014

Request for Proposal No. : 0003-2015 Property Management Services

All respondents shall acknowledge receipt of this addendum, sign below and return it with your bid. **Failure to acknowledge receipt of this addendum may be cause for rejection of your bid.** Respondents are informed that the above named solicitation is modified as follows:

- I. The District of Columbia Housing Authority has received questions in response to the subject solicitation and is outlined in "**Exhibit A Questions/Concerns**" of this addendum.
- II. The District of Columbia Housing Authority hereby has attached the "**Balance Sheets and Income Statements for FY'2011, FY'2012, and FY'2013 Exhibit B**" of this addendum.
- III. The subject Solicitation closing date is changed from:
Wednesday, December 10, 2014 @11:00 am to **Monday, December 15, 2014 @ 11:00 AM.**

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

End of Addendum No. 3

Cheryl Moore
Interim Contracting Officer

Acknowledgement of Receipt:

Respondent: _____

Name: _____ Title: _____

**Property Management Services
0003-2015**

Questions/Concerns

1. "Is it possible to receive Income Statements for Horizon, Claridge and Regency?"

Angela R. Ferguson
NMI Property Management

DCHA RESPONSE: please see ("Exhibit B") Addendum #3.

2. "Need to have a three or two year financial report of the properties (or Income Statement / Balance Sheet). Can you email them to us ?"

Tsebelu Kuma
Project Manager
New Market Investors LLC

DCHA RESPONSE: please see ("Exhibit B") Addendum #3.

EXHIBIT "B"

**BALANCE SHEET
and
INCOME STATEMENTS FOR
FY'2011
FY'2012
FY'2013**

Balance Sheet and Income Statement 2011

Line No.	Account Description	Sibley Family 1290	Sibley Senior 1291	Claridge Towers 1600	Horizon House 1620	Regency 1690	Hopkins 3300	Potomac 4430
ASSETS:								
CURRENT ASSETS								
	Cash							
100	Total cash	198,780	761,855	860,075	365,196	431,952	718,054	1,082,744
120	Total receivables, net of allowances	63,202	6,987	20,384	382,063	5,052	9,206	143,162
142	Prepaid expenses and other assets	75	-	-	168	-	9,754	20,115
150	TOTAL CURRENT ASSETS	262,057	768,842	880,459	751,216	437,004	737,014	1,246,021
160	Total capital assets, net of accum depreciation	10,658,398	644,369	21,787,781	9,463,519	6,960,377	2,122,592	9,091,471
180	TOTAL NONCURRENT ASSETS	10,664,379	663,004	21,815,162	9,468,099	6,972,213	2,135,889	9,120,321
190	TOTAL ASSETS	10,926,436	1,431,846	22,695,621	10,219,315	7,409,217	2,872,903	10,366,342
LIABILITIES								
310	TOTAL CURRENT LIABILITIES	476,524	270,926	984,728	761,533	398,061	1,268,994	1,709,924
350	TOTAL NON-CURRENT LIABILITIES	4,912,469	549,261	7,497,571	3,231,755	3,550,388	590,972	1,035,818
300	TOTAL LIABILITIES	5,388,993	820,187	8,482,299	3,993,288	3,948,449	1,859,966	2,745,742
EQUITY								
508.1	Invested in capital assets, net of related debt	5,476,984	67,073	13,879,691	6,054,713	3,211,420	1,514,471	8,031,775
511.1	Restricted Net Assets	-	-	-	-	-	24,121	32,396
512.1	Unrestricted Net Assets	60,459	544,586	333,631	171,314	249,348	(525,655)	(443,571)
513	TOTAL EQUITY	5,537,443	611,659	14,213,322	6,226,027	3,460,768	1,012,937	7,620,600
600	TOTAL LIABILITIES and EQUITY/NET ASSETS	10,926,436	1,431,846	22,695,621	10,219,315	7,409,217	2,872,903	10,366,342

	1400	1420	1000	1620	1690	3300	4430
REVENUE							
70500 Total tenant revenue	265,059	427,300	786,952	204,018	427,749	427,983	978,134
70600 HUD PHA operating grants	-	-	-	-	-	-	-
70610 Capital grants	-	-	-	-	-	-	-
71500 Other revenue	284,234	6,095	16,410	4,567	9,617	40,018	100,572
71600 Gain or loss on the sale of fixed assets	-	-	-	-	-	-	-
700 TOTAL REVENUE	549,293	433,395	803,362	208,585	437,366	468,001	1,076,706
EXPENSES							
91000 Total operating - administrative	657,265	1,227,208	1,590,522	863,160	729,093	1,768,186	2,650,265
92000 Asset management fee	-	-	-	-	-	-	-
92500 Total tenant services	3,946	11,923	13,768	1,155	8,441	7,583	21,892
93000 Total utilities	1,201,193	290,336	670,081	275,609	372,021	575,963	1,118,447
94000 Total maintenance and operations	213,224	421,980	508,614	186,185	282,072	688,113	1,656,878
95000 Total protective services	-	110,483	110,483	110,483	110,483	-	-
96100 Total insurance premium	8,023	2,004	2,004	11,722	2,004	20,081	38,160
96000 Total other general expenses	11,071	2,189	18,407	10,746	15,521	210,057	33,472
96700 Total interest expense & amort cost	212,178	57,227	385,915	156,381	161,031	31,442	54,790
969 TOTAL OPERATING EXPENSES	2,306,900	2,123,350	3,299,794	1,615,441	1,680,666	3,301,425	5,573,904
970 EXCESS OPERATING REVENUE over OPERATING EXPENSES	(1,757,607)	(1,689,955)	(2,496,432)	(1,406,856)	(1,243,300)	(2,833,424)	(4,495,198)
97100 Extraordinary maintenance	-	-	-	-	-	-	-
97200 Casualty losses - non-capitalized	-	-	-	-	-	-	-
97400 Depreciation expense	1,028,539	8,217	804,961	455,610	528,264	60,784	1,298,829
900 TOTAL EXPENSES	3,335,439	2,131,567	4,104,755	2,071,051	2,208,930	3,362,209	6,872,733

Balance Sheet and Income Statement 2012

Line No.	Account Description	1290	SIBLEY SENIOR 1291	CLARIDGE TOWERS 1600	HORIZON HOUSE 1620	REGENCY 1690	HOPKINS 3300	POTOMAC GARDENS 4430
	ASSETS:							
100	Total cash	643,120	565,438	846,921	405,479	474,055	515,020	1,044,936
120	Total receivables, net of allowances	32,959	160,974	444,714	125,747	68,177	11,392	54,109
142	Prepaid expenses and other assets	-	-	-	-	-	9,032	18,601
150	TOTAL CURRENT ASSETS	676,079	726,412	1,291,635	531,226	542,232	535,444	1,117,646
160	Total capital assets, net of accum depreciation	9,578,325	587,984	20,857,615	9,793,502	6,339,690	2,001,136	7,771,439
180	TOTAL NONCURRENT ASSETS	9,578,325	587,984	20,857,615	9,793,502	6,339,690	2,001,136	7,771,439
190	TOTAL ASSETS	10,254,404	1,314,396	22,149,250	10,324,728	6,881,922	2,536,580	8,889,085
	LIABILITIES							
310	TOTAL CURRENT LIABILITIES	856,560	132,206	687,683	547,698	349,468	71,594	160,034
350	TOTAL NON-CURRENT LIABILITIES	4,610,051	499,123	7,026,976	3,030,226	3,321,873	549,898	960,048
300	TOTAL LIABILITIES	5,466,611	631,329	7,714,659	3,577,924	3,671,341	621,492	1,120,082
	EQUITY							
508.1	Invested in capital assets, net of related debt	4,645,324	45,452	13,343,581	6,551,982	2,770,187	1,424,224	6,766,127
511.1	Restricted Net Assets	-	-	-	17,495	-	-	17,896
512.1	Unrestricted Net Assets	142,469	637,615	1,091,010	177,32	440,394	490,864	984,980
513	TOTAL EQUITY	4,787,793	683,067	14,434,591	6,746,804	3,210,581	1,915,088	7,769,003
600	TOTAL LIABILITIES and EQUITY/NET ASSETS	10,254,404	1,314,396	22,149,250	10,324,728	6,881,922	2,536,580	8,889,085

Line No.	Account Description	1290	1291	1600	1620	1690	3300	4430
REVENUE								
70500	Total tenant revenue	251,036	424,388	841,608	180,935	417,993	434,810	1,007,780
70600	Total HUD PHA operating grants	200,361	-	295,285	127,366	119,556	30,340	52,869
70610	Capital grants	208,009	-	306,556	132,228	124,119	31,498	54,887
71500	Other revenue	31,722	7,461	16,315	3,117	7,745	243,793	92,816
71600	Gain or loss on the sale of fixed assets	-	-	-	-	-	-	-
700	TOTAL REVENUE	691,128	431,849	1,459,764	443,646	669,413	740,441	1,208,352
EXPENSES								
<u>Administrative</u>								
91000	Total operating - administrative	202,010	344,576	472,804	183,178	245,133	277,770	473,020
92000	Asset management fee	-	-	-	-	-	-	-
92500	Total tenant services	22,389	67,285	98,347	33,379	46,978	48,559	109,665
93000	Total utilities	1,108,689	353,525	388,155	261,227	281,384	480,069	979,381
94000	Total maintenance and operations	277,775	531,093	656,427	217,037	323,246	615,316	1,254,596
95000	Total protective services	3,800	290,400	349,554	242,887	252,864	-	-
96100	Total insurance premium	14,248	36,597	61,398	24,191	28,256	40,493	89,344
96000	Total other general expenses	1,189	10,174	16,288	4,765	7,274	12,311	18,774
96700	Total interest expense & amort cost	283,315	40,073	435,559	187,906	215,290	30,340	52,869
969	TOTAL OPERATING EXPENSES	1,913,415	1,673,723	2,478,532	1,153,570	1,400,425	1,504,858	2,977,649
970	EXCESS OPERATING REVENUE over OP. EXP.	(1,222,287)	(1,241,874)	(1,018,768)	(709,924)	(731,012)	(764,417)	(1,769,297)
97400	Depreciation expense	1,073,895	33,549	1,024,044	658,794	635,759	116,828	1,364,701
900	TOTAL EXPENSES	2,987,310	1,707,272	3,502,576	1,812,364	2,036,184	1,621,686	4,342,350

Line No.	Account Description	1290	1291	1600	1620	1690	3300	4430
10010	Operating transfers in							
10020	Operating transfers out	208,010		306,556	149,723	124,117	31,498	72,783
10093	Transfers between programs and projects in	(208,009)		(306,556)	(132,228)	(124,119)	(31,498)	(54,887)
10094	Transfers between programs and projects out	1,844,303	1,037,439	1,993,919	1,447,994	1,027,445	917,343	2,095,280
10100	TOTAL OTHER FINANCING SOURCES (USES)	1,844,304	1,037,439	1,993,919	1,465,489	1,027,443	917,343	2,113,176
10000	EXCESS of REVENUE over EXPENSES	(451,878)	(237,984)	(48,893)	96,771	(339,328)	36,098	(1,020,822)
11030	Beginning equity	5,237,443	595,618	14,213,322	6,226,027	3,460,768	1,012,937	7,620,600
11040	Prior period adj, equity trf, and correction of errors							
1104a	Prior period adjustments							
1104b	Correction of Errors	(297,772)	325,028	270,162	(55,898)	89,141	866,053	1,169,225
1104c1	Equity Transfer-ARRA							
1104c2	Equity Transfer-CFP				479,904			
1104c	Equity Transfer-OTHER		405					
11040	Total PPY, Equity Trf, & Correction of Errors	(297,772)	325,433	270,162	424,006	89,141	866,053	1,169,225

Balance Sheet and Income Statement 2013

Fund ID	Property Name	Sibley Family	Sibley Senior	Claridge Towers	Horizon House	Regency	Hopkins	Potomac
		Sibley Townhouses, Lincoln Road, Sursum Corda						
		1290	1291	1600	1620	1690	3300	4430
		Total	Total	Total	Total	Total	Total	Total
100	Total cash	1,310,520	415,712	621,569	244,674	303,476	374,850	715,576
120	Total receivables, net of allowances	74,049	293,116	375,487	8,587	125,596	66,459	10,216
142	Prepaid expenses and other assets	15,600	-	17,533	5,368	8,178	9,956	20,468
150	Total Current Assets	1,400,169	708,828	1,014,589	258,629	437,250	451,265	746,260
160	Total capital assets, net of accum depreciation	8,343,241	658,605	19,669,358	8,635,998	5,565,439	1,868,157	6,336,028
180	Total Noncurrent Assets	8,343,241	658,605	19,669,358	8,635,998	5,565,439	1,868,157	6,336,028
190	Total Assets	9,743,410	1,367,433	20,683,947	8,894,627	6,002,689	2,319,422	7,082,288
	Liabilities							
310	Total Current Liabilities	(934,737)	(276,838)	(707,620)	(446,541)	(368,766)	(72,884)	(265,254)
350	Total Noncurrent Liabilities	(4,373,307)	(374,889)	(6,519,556)	(2,832,436)	(3,104,493)	(512,396)	(893,808)
300	Total Liabilities	(5,308,044)	(651,727)	(7,227,176)	(3,278,977)	(3,473,259)	(585,280)	(1,159,062)
	Equity							
508.1	Invested in capital assets, net of related debt	(3,633,020)	(229,741)	(12,629,073)	(5,578,807)	(2,197,246)	(1,323,616)	(5,387,124)
511.1	Restricted Net Assets	(3,466)	(4,323)	(17,988)	(8,334)	(7,577)	-	(27,822)
512.1	Unrestricted Net Assets	(798,884)	(481,639)	(809,712)	(28,508)	(324,608)	(410,525)	(508,273)
513	Total Equity/Net Assets	(4,435,370)	(715,703)	(13,456,773)	(5,615,649)	(2,529,431)	(1,734,141)	(5,923,219)
600	Total Liabilities and Equity/Net Assets	(9,743,414)	(1,367,430)	(20,683,949)	(8,894,626)	(6,002,690)	(2,319,421)	(7,082,281)

Fund ID	1290	1291	1600	1620	1690	3300	4430
Descrip. Line No.	Total	Total	Total	Total	Total	Total	Total
Revenue							
70500 Total tenant revenue	(244,944)	(475,631)	(949,412)	(293,957)	(558,482)	(259,596)	(1,071,217)
70600 Total HUD PHA operating grants	(191,916)	-	(282,839)	(121,998)	(114,517)	(29,061)	(50,641)
70610 Capital grants	(216,498)	-	(319,069)	(137,624)	(129,185)	(32,783)	(57,127)
71500 Other revenue	(5,753)	(8,727)	(16,094)	(5,097)	(7,360)	(58,059)	(51,282)
71600 Gain or loss on the sale of fixed assets	(24,949)	-	-	-	-	-	-
70000 Total Revenue	(684,060)	(484,358)	(1,567,414)	(778,421)	(813,381)	(379,499)	(1,230,567)
Expenses							
91000 Total operating - administrative	151,644	274,735	435,976	168,733	203,891	240,642	912,433
92000 Asset management fee	-	-	-	-	-	-	-
92500 Total tenant services	20,044	56,814	87,007	29,148	41,404	46,257	133,804
93000 Total utilities	(160,158)	325,225	503,345	292,894	288,887	477,906	737,628
94000 Total maintenance	306,491	810,319	853,618	909,889	553,583	551,383	1,352,567
95000 Total protective services	-	243,034	325,227	168,697	198,831	-	-
96100 Total insurance premiums	18,664	41,284	65,267	25,165	29,597	39,749	83,627
96000 Total other general expenses	3,017	12,043	135,316	219,817	8,382	35,817	92,960
96700 Total interest expense & amort cost	225,722	17,409	341,420	147,083	154,157	29,061	50,641
96900 Total Operating Expenses	565,424	1,780,863	2,747,176	1,961,426	1,478,732	1,420,815	3,363,660
97000 (Excess)/Deficit of Operating Revenue (Over)/Under Op Exp	(118,636)	1,296,505	1,179,762	1,183,005	665,351	1,041,316	2,133,093
97200 Casualty losses - non-capitalized	1,640	-	-	-	-	-	-
97400 Depreciation expense	1,099,141	47,917	1,113,844	830,633	674,620	116,914	1,386,399
90000 Total Expenses	1,666,205	1,828,780	3,861,020	2,792,059	2,153,352	1,537,729	4,790,059

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Fund ID	1290	1291	1600	1620	1690	3300	4430
Descrip.Line No.	Total	Total	Total	Total	Total	Total	Total
10010	(216,499)	-	(319,068)	(137,625)	(129,185)	(106,634)	(57,127)
10020	216,498	-	319,069	137,624	129,185	32,783	57,127
10100	(629,723)	(1,231,927)	(1,315,790)	(570,427)	(658,819)	(977,284)	(1,673,708)
10000	(Excess)/Deficiency of Total Revenue (Over)/Under Total Expenses	112,495	977,816	1,443,211	681,152	180,946	1,845,784
1101	Capital Outlays - enterprise funds	-	-	-	-	-	-
1102	Debt principal payments- enterprise funds	-	-	-	-	-	-
11020	Req'd annual debt payments (prin only)	-	-	-	-	-	-
11030a	Beg. Investment in Capital Assets	225,504	477,766	186,061	202,935	32,783	57,127
11030b	Beg. Restricted Net Assets	(6,151,944)	(14,125,487)	(6,729,626)	(3,633,763)	(1,455,723)	(9,154,709)
11030c	Beg. Unrestricted Net Assets	-	-	-	-	-	-
11030	Total Beginning Net Assets	1,364,152	(309,102)	(17,177)	423,180	(459,364)	1,385,706
1104a	Prior period adjustments	(4,787,792)	(739,198)	(14,434,589)	(6,746,803)	(1,915,087)	(7,769,003)
1104b	Correction of Errors	-	-	-	-	-	-
1104c1	Equity Transfer-ARRA	-	-	-	-	-	-
1104c2	Equity Transfer-CFP	-	-	-	-	-	-
1104c3	Equity Transfer-OTHER	-	(89,000)	-	-	-	-
11040	Total Prior Period Adjs, equity Transfers and Correction of Errors	-	(89,000)	(312,057)	-	-	-