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MassHousing/EOHLC Public Housing RFP FAQs

December 2025

Topic: Timeline / General

- 1. Is there a timeline for completion of Scope of work? / Is there an expected deadline for deliverables produced during this engagement?**

Respondents should provide a timeline that's reasonable to complete the work. As discussed in the RFP, we are expecting the work to be completed within one year. At the discretion of the agency, the contract can be extended by one year.

- 2. What is the expected frequency of regular meetings with the team, and will the meeting be in-person or virtual?**

Respondents should propose meeting frequency to meet the operational needs of the project. Meetings will primarily be virtual.

- 3. What will the governance between MH/HLC/LHAs and design consultants working with selected vendor look like?**

MassHousing is the client, in partnership with EOHLC. Local Housing Authorities and design consultants may be consulted by the selected vendor as needed, with prior approval from EOHLC and MassHousing.

- 4. Who makes up the DER phasing Plan team?**

MassHousing and EOHLC staff will serve on the team.

- 5. Definition of state-aided housing developments:**

Public Housing financially assisted by the Commonwealth, as opposed to HUD or any Federal agency. These developments are funded under Ch 121B – "Housing built pursuant to c. 167 of the Acts of 1987, c. 689 of the Acts of 1974, c. 705 of the Acts of 1966, c. 667 of the Acts of 1954, or c. 200 of the Acts of 1948 and which continues to receive EOHLC state-aided public housing operating subsidy."

6. Does “undertaking” in the Statement of Purpose mean physically implementing a scope of work at a property?

Yes. This RFP is asking for a consultant or consultant team to create at least two phasing plans that outline financing and implementation of key decarbonization measures for each of the five chosen properties.

7. State-aided public housing portfolio information:

Statistics on the state assisted portfolio include approximately:

- 43,000 units across 231 local housing authorities
- 1,370 developments
- 6,700 buildings
- 75,000 residents
- 57-year average unit age

Topic: Price / Finance

1. What financing and subsidy sources are supporting the projects?

Current financing and subsidy sources include:

Property level operating revenue and operating subsidy under the GAA (General Appropriations Act), Capital Bond Fund for preservation, and Housing Bond bill.

Potential capital sources include all existing affordable housing and decarbonization subsidies and financing products that are available to state-aided public housing properties.

2. What is included in potential operating cost reductions?

Potential operating cost reductions include but are not limited to utility expenses, utility allowances, maintenance expenses, insurance expenses, and required reserve contributions.

3. How should task 3(b) be priced if the contract requires a not-to-exceed amount but cost for additional work is not known until contract is awarded?

Task 3(b) consists of determining whether additional studies or analysis is needed, not to perform the additional work.

Topic: Building

1. Please provide information about the selected properties.

Key statistics about the 5 individual properties include:

- Building type: low-rise family apartment buildings (5 - 35 buildings per property)
- Range of square feet per building is between 135,000 and 230,000
- 140 to 260 units at each property
- Most properties receive both gas and electric utilities
- Buildings were constructed between 1945 to 1970
- A variety of energy efficiency improvements may have been made at any of the buildings.

2. Do the feasibility studies include energy audits?

Energy Modeling was included in the studies.

3. Do the feasibility studies include capital needs assessments?

The studies took capital needs into account when developing recommendations.

4. Do the existing feasibility studies address “indoor living conditions” and “climate resilience”?

No.

5. Has any energy retrofit work been implemented on any of the 5 properties?

Yes.

6. Have the decarbonization measures been identified for the 5 individual properties?

Yes.

7. Embodied carbon evaluations are limited to structural elements and can be addressed in a tear down/new construction context. Since we are looking at existing buildings, can you provide more information or an example of how you expect a consultant to address the following - "While accounting for embodied carbon is not a requirement of this RFP, the selected consultant will be expected to consider opportunities for preservation and reuse of existing materials in order to limit new embodied carbon emissions."

We do not expect the selected consultant to perform an embodied carbon evaluation. Rather, as noted in the RFP, we expect the selected consultant to develop phasing plans that preserve and reuse existing materials to the extent prudent.

- 8. If selected, will building drawings, property needs assessment and capital expenditure plans be available?**

Yes.

- 9. Is there an expectation/prohibition of completing site inspections? i.e. ASHRAE L1/2**

There is no expectation to complete site inspections. The primary work is to propose financing and implementation phasing plans based on existing data.

- 10. Should each phasing plan include post implementation monitoring and verification to confirm building performance?**

This is not required, though respondents are welcome to include this information in their proposal and phasing plans.

- 11. Task 4b says to submit at least two phasing plans for all properties. Can you elaborate on why two phasing plans are required and what differences you would expect to see between the two plans?**

We are requesting at least two phasing plans for each property so that we can assess the impact and tradeoffs of different scope phasing and available financial resources. We expect the two plans to typically include one Zero Over Time phasing plan and a phasing plan that incorporates maximum possible decarbonization scope at one time.

Topic: Contractors/Vendors/ Consultants

- 1. Are OPM services needed?**

No.

- 2. Is it beneficial to be a PRF74 contractor?**

No.

- 3. Can multiple organizations apply together as a joint venture?**

Yes. Please identify lead organization in the joint venture.

- 4. Are potential subcontractors allowed to join multiple proposal teams?**

Yes

- 5. How much information is needed for vendors/consultants/supplier: Do you want information from across our entire company or specifically to our consulting practice? Do you want this information from our subcontractors, too?**

See RFP section C. Culture and Values. Provide information applicable to your response to this RFP. Additionally, all subcontractors or joint venture partners responding to this RFP are required to submit this information.

- 6. Who will the selected vendor present their final report to?**

MassHousing and EOHLC staff.

- 7. Can an organization apply if they've done other related work for MassHousing or EOHLC?**

Anyone is welcome to apply to this and any future public RFP.