



TO: ALL PLANHOLDERS OF RECORD.

RE: Request for Proposals (26-AHFC-002) – Property Management Services

FROM: Andrew Morton, Administrative Services Manager, Procurement DS
AM

PAGE(S): Four (4), including this cover sheet.

DATE: March 13, 2026

Transmitted herewith is Addendum No. 1. If the Addendum is **not** received in full, please contact the Procurement Office via email at submittals@ahfc.us . If all pages of the Addendum are received, please sign this sheet and email it to AHFC's Procurement Office at submittals@ahfc.us or you may fax it to (907) 330-8217.

Company's Name

Company's Representative

Date

ADDENDUM NO. 1



ADDENDUM NO. 1
March 13, 2026

Request for Proposals (26-AHFC-002) – Property Management Services

This document forms a part of and modifies the RFP as noted below. Offerors should acknowledge their receipt of this Addendum to the street address or email address listed below. Failure to do so may subject Offerors to disqualification.

FOR: Alaska Housing Finance Corporation
Front Desk
4300 Boniface Parkway
Anchorage, Alaska 99504
Attention: Procurement Department
Email: submittals@ahfc.us

The following corrections, clarifications and/or deletions to the RFP are hereby made a part of said documents.

This addendum consists of three (3) pages.

ADDENDUM NO. 1

QUESTIONS RECEIVED BY AHFC FOR CLARIFICATION:

QUESTION 1:	Are you able to provide the original construction dates or the approximate age of the buildings included in this scope? Are you able to provide the building addresses?
ANSWER:	1248 E 9 th Avenue was constructed in 2013
	Alpine Terrace is estimated to be constructed in 1984 Building addresses are provided in response to Question 6.
QUESTION 2:	Would it be possible to receive a detailed breakdown of the units, specifically the number of bedrooms and bathrooms per unit for each property? How many vacancies are there at this time?
ANSWER	1248 E 9 th Avenue – 2 one bedroom, one bathroom units and two efficiencies; in unit W/D hookups (One Bedroom -\$750.00; Efficiencies \$650.00) utilities not included in rent. FULL
	Alpine Terrace – 48 two bedroom, one bathroom units, in unit laundry with included appliances; each unit has boiler and water heater; \$1465.00 utilities not included. Cypher lock common entry points to common stairways, 6 units to each stairway. 18 vacant, 7 ready to rent

	units.
QUESTION 3:	Could you provide the current schedule of rents for these properties?
ANSWER:	See Answer for Question 2.
QUESTION 4:	Are there any known or specifically scheduled capital improvements required for these buildings that we should factor into our management plan?
ANSWER:	No major Capital Improvements planned/needed. AHFC will share any physical needs assessments with successful agency.
QUESTION 5:	Regarding the management fee proposal, is AHFC preferring a structure based on a percentage of collected rents or a fixed monthly flat fee per unit?
ANSWER	AHFC has no preferred structure for the management fee proposal.
QUESTION 6:	Please identify by name, and address, the two multifamily properties
ANSWER:	1248 E 9 th Avenue, Anchorage, AK Alpine Terrace – 8601 Peck Avenue, Anchorage, AK
QUESTION 7:	Please provide a summary (or copy of LURA) of the affordability set-asides and preferences for these two properties
ANSWER:	Nondiscrimination against section 8 voucher holders should be included in the property management agreement. No LURA or additional set asides exist as this is not a tax credit property.
QUESTION 8:	What is Placed in Service (PIS) date(s) of the properties?
ANSWER	Alpine Terrace was conveyed to the Alaska State Housing Authority (ASHA) in July 1990 by the Department of Housing and Urban Development (HUD). 1248 E 9 th Avenue was constructed in 2013 and was placed in service thereafter.
QUESTION 9:	What is the current vacancy rate, if any?
ANSWER:	1248 E 9 th experiences low vacancy rates; Alpine Terrace experiences medium vacancy rates.

QUESTION 10:	Can you provide a brief summary of current operational concerns, or issues, if any?
ANSWER:	No real concerns for E. 9 th Marketing could be stronger Alpine that could reduce the vacancy rates overall.
QUESTION 11:	Generally, in what physical condition are the properties with respect to capital investment?
ANSWER	Properties are in overall good condition. Alpine has sprinkler system, envelope is in good repair, parking lot and side walks are in fair condition. E. 9 th is in good operational condition very little recurring maintenance issues.
QUESTION 12:	Can a site visit by a local North Star representative be arranged?
ANSWER	Yes

END OF ADDENDUM NO. 1