

North Carolina Housing Finance Agency
Request for Proposal #: 2026-10
Davis-Bacon Compliance Monitoring Services
Questions and Answers
October 28, 2026

Answers to these questions may alter terms of the RFP.

Clarification: The Agency is not a party to the construction labor contracts. Those contracts will be between the project developer (who is unrelated to the Agency) and the General Contractor, and between the General Contractor and its subcontractors. The selected vendor will monitor these parties' compliance with Davis-Bacon and Fair Labor Standards Act requirements on the Agency's behalf as part of the Agency's compliance requirements with HUD's CDBG-DR program.

RFP Reference	Vendor Question	NCHFA Answer
1.1, Page 4	Does NCHFA anticipate adding other RPP-DR projects, including those financed with 4% credits and bonds, or other Davis-Bacon covered projects to this contract during the term? If so, should unit pricing anticipate that?	Yes, NCHFA anticipates awarding approximately five (5) additional RPP-DR projects financed with 4% tax credits and tax-exempt bonds. The contract will be amended to include Davis-Bacon monitoring services for these additional projects once awarded. Vendors should take this into account when proposing unit pricing.
2.6 e, Page 6	Which components count toward the 20-page limit? Are the cover letter, title page, execution pages, Attachments A, C and D, resumes, and sample reports excluded? Are there font or margin requirements?	The 20-page limit applies to section 5.0 (Specifications and Scope of Work). The cover letter, title page, execution pages, Attachments A, C, and D and resumes are excluded from the 20-page maximum. There are no specific font or margin requirements for proposal submission, however, proposals should be presented in a manner that is clear and legible.
2.6 (Page 6), 3.4.2 (Pages 8 to 9), 4.4 and 4.6 (Page 10)	If a vendor proposes subconsultants, must each subconsultant complete any of the required forms or attachments, and does NCHFA require references from subconsultants or only from the prime vendor? Will the experience of individual team members and named subconsultants performing Davis-Bacon or other federal labor standards compliance monitoring be considered in the evaluation, independent of vendor-specific experience?	NCHFA only requires the prime vendor to complete the required forms and attachments. Per section 4.6, No work shall be subcontracted without prior written consent of NCHFA. In the event that the Vendor desires to subcontract some part of the work specified herein, the Vendor shall furnish with their proposal the names, qualifications, and experience of their proposed subcontractors for the Agency's approval. The Vendor shall, however,

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		<p>remain solely and fully liable and responsible for the work done by any subcontractor(s) approved by the Agency and shall ensure compliance with all the requirements and specifications of the contract.</p> <p>The experience and qualifications of both individual vendor team members and any named subconsultants being proposed for Agency approval that will perform Davis-Bacon or other federal labor standards compliance monitoring will be considered in the evaluation.</p> <p>The Agency is not a party to the construction labor contracts. Those contracts will be between the project developer (who is unrelated to the Agency) and the General Contractor, and between the General Contractor and its subcontractors. The selected vendor will monitor these parties' compliance with Davis-Bacon and Fair Labor Standards Act requirements on the Agency's behalf.</p>
3.3, Page 7	Does NCHFA plan oral presentations, demonstrations or interviews with shortlisted vendors before final selection? If so, when?	No, NCHFA does not anticipate oral presentations, demonstrations or interviews vendors but reserves the right to request at its discretion.
4.1, Page 9 and Attachment A, Page 14	What pricing structure does NCHFA prefer: a lump sum, a fixed monthly fee, hourly rates, unit prices or a combination? Should Attachment A cover the three-year initial term only, or also the two optional renewal years, and how will NCHFA compare total cost across proposals?	NCHFA has structured Attachment A using a pricing format that it believes will be practical and easy to evaluate based on the anticipated scope of services. However, NCHFA recognizes that vendors may have different approaches to pricing Davis-Bacon compliance services. Accordingly, vendors may propose a lump-sum fee, fixed monthly fee, hourly rates, unit pricing, or a combination of these approaches, as appropriate for the services being offered. If a vendor believes additional pricing categories, assumptions, fees, or cost elements are necessary to provide a complete and accurate proposal, the vendor may add those items to Attachment A and clearly identify and explain them.

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		NCHFA will consider cost reasonableness, not just lowest cost, and what the overall best value is to the Agency including, but not limited to, expertise, approach and price.
5.1, Page 11	For each of the five projects, please provide the general contractor, construction contract value, estimated number of subcontractors, current status (bid, contract executed or under construction), and anticipated construction start and completion dates. If construction has started on any project, does NCHFA expect review of certified payrolls submitted before the vendor's start date?	All projects are required to undergo a HUD environmental review. Until NCHFA receives the Authorization to Use Grant Funds (AUGF), no choice limiting activities may occur. Because these reviews are still in progress, no construction contracts have been executed, and construction has not commenced on any project. NCHFA is not a party to construction contracts; these agreements are executed directly between the developer and the selected general contractor once the environmental review is complete and the AUGF is issued. As construction has not begun and no contracts are in place, there are no certified payrolls to review, and therefore no expectation for the vendor to review payrolls submitted prior to the vendor's start date.
5.1, Page 11	Has NCHFA previously conducted Davis-Bacon or other prevailing wage reviews? If so, when and who conducted the reviews?	NCHFA has administered programs requiring federal labor standards compliance. At one time those reviews were completed in-house.
5.2.1 II and IV, Page 11	Does "within 7 days of contract award" refer to award of this monitoring contract or award of each project's construction contract? Does NCHFA have a preference for virtual or in-person preconstruction meetings?	Preconstruction meetings must occur within 30 days of NCHFA entering into a contract with a vendor. NCHFA does not have a preference for virtual or in-person preconstruction meetings.
5.2.2 I, Page 11	Section 5.2.2 I asks the vendor to obtain a SAM.gov wage determination dated within 90 days of the opening bid date. Federal rules tie the applicable wage determination to the bid documents and the bid opening date. For any of the five projects where bids have already opened, should the vendor confirm the wage determination included in the bid documents and construction contract rather than obtain a new one?	Section 5.2.2.I is not applicable and was included in this RFP in error. Construction contracts for these projects are procured directly by the project developer, not by NCHFA. The vendor shall confirm and rely on the wage determination incorporated into the construction contract, as that reflects the wage determination that was in effect at the time the developer awarded the contract. The vendor should note how

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		the applicable wage determination was established in the project file.
5.2.3, Page 12	What technologies or software platforms does NCHFA currently use to collect and store certified payrolls?	NCHFA does not currently use a dedicated software platform for the collection or storage of certified payrolls. NCHFA is open to evaluating and potentially adopting the platform or technology solution proposed by the selected vendor for collecting, reviewing, and storing certified payrolls.
5.2.3, Page 12	Will NCHFA's agreements with the developers require general contractors and subcontractors to submit certified payrolls to the selected vendor and to cooperate with on-site interviews?	Yes.
5.2.2 III (Page 11), 5.2.4 I and IV (Page 12), Attachment A (Page 14)	To keep pricing comparable across proposals, what frequency of on-site interviews should vendors assume for each project, per week or per month? Does NCHFA have an estimate of the number of SF-1444 requests expected across the five projects? Should travel be priced as a pre-approved pass-through at actual cost, and do state per diem rates apply?	<p>Davis-Bacon requires worker interviews but does not prescribe a specific frequency. NCHFA anticipates that at least two site visits per project will be needed to obtain a representative sample of worker interviews. In any event, the frequency and timing of onsite interviews should be sufficient to capture a representative cross-section of workers across the various trades. The final number of site visits will be mutually determined by NCHFA and the selected vendor. NCHFA expects vendors to recommend the appropriate milestones for those visits based on their professional expertise (for example, early in construction and again after drywall installation).</p> <p>NCHFA does not have an estimate of the number of SF-1444 requests that may be required across the five projects. SF-1444 submissions will be completed as needed when additional job classifications or wage rates are not included in the applicable wage determination.</p> <p>Actual travel costs may be reimbursed provided they are reasonable, necessary and pre-approved by NCHFA.</p>
5.2.5 I, Page 12	Does NCHFA have a required format for the monthly report? Should it be structured to	NCHFA does not currently have a required format for the monthly report. The format

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	<p>support NCHFA's quarterly Davis-Bacon monitoring report to NC Commerce, and who besides NCHFA receives it? Does NCHFA expect standing meetings with the vendor team, and if so, weekly, biweekly or monthly?</p>	<p>and structure will be developed and agreed upon with the selected vendor following award of the contract. NCHFA is awaiting further guidance from NC Department of Commerce, however, NCHFA anticipates the following data elements (at a minimum) will be required for quarterly Davis-Bacon Reporting:</p> <p><u>Quarterly Labor Enforcement Report (for HUD-4710)</u></p> <ul style="list-style-type: none"> • Number of prime contracts subject to DBRA and/or CWHSSA • Dollar amount of prime contracts subject to DBRA and/or CWHSSA • Data on complaints, investigations, violations • Amount of back wages due and paid • Number of employees paid wage restitution • Amount of liquidated damages <p><u>DBRA Wage Determination Details</u></p> <ul style="list-style-type: none"> • Wage decision and lock-in information • Wage determination attachment(s) <p><u>Ad Hoc DBRA Violations Report</u></p> <ul style="list-style-type: none"> • Contact information of contractor/subcontractor • Project site information • Worker information • Dates of violation • Number of days/hours impacted • Amount and date of restitution • Remediation plan • Supporting documents (copies of paystubs, emails, any other relevant documents) • Any additional enforcement actions needed <p>NCHFA will work with the selected vendor to ensure the monthly reporting format</p>

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		<p>aligns with these requirements. The vendor is expected to submit reports to NCHFA. NCHFA, as the sub-recipient, is responsible for reporting to the Department of Commerce, who is the prime grant recipient of the CDBG-DR funds.</p> <p>NCHFA expects to meet with the vendor team weekly during the early stages of the project. After implementation and stabilization, meetings will be held on an as needed basis.</p>
5.2.6, Page 12	Section 5.2.6, Time is of the Essence, has a heading but no text. Is content missing from this section, and if so, could NCHFA provide it?	This section is deleted.
Attachment B, (r)(2), Pages 17 to 18	Would NCHFA consider limiting the Security Failure indemnity to failures caused by the vendor, its employees or subcontractors, or capping it at the limits of the vendor's cyber liability insurance? Does NCHFA require cyber liability coverage, and at what limit?	<p>NCHFA is willing to modify the indemnification to:</p> <p>Vendor shall indemnify, defend, and hold harmless NCHFA and its officers, agents, and employees from and against all losses, liabilities, penalties, fines, judgments, settlements, costs, and expenses arising out of or relating to any Security Failure to the extent caused by or attributable to the acts or omissions of Vendor or its employees, agents, subcontractors, or other persons acting on Vendor's behalf, including any failure to comply with the security, confidentiality, or data protection obligations of this Agreement, whether or not such acts or omissions constitute negligence.</p> <p>NCHFA does not currently require vendors to have cyber insurance.</p>
Attachment B, Page 21	Page 21, which follows the confidentiality agreement, is blank. Is a signature page missing, and must the confidentiality agreement be signed and returned with the proposal?	The blank page has been removed, and the revised RFP is posted to NCHFA's website. The confidentiality agreement should be signed and returned with the proposal.
Attachment D, Page 23	If a vendor or subconsultant does not have audited financial statements, what alternate	NCHFA does not require vendors or subconsultants to submit audited financial statements with their proposals. As

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	documentation will NCHFA accept to demonstrate financial condition?	outlined in Attachment D: Certification of Financial Condition, vendors are only required to certify their financial condition and list the date of their last unqualified audit opinion for the latest audit of its financial statements. If a vendor does not have an audit, they must provide an explanation in the designated section of Attachment D regarding the absence of an audit within the past 18 months.

Sample Pricing Structure:

Deliverable	Pricing Basis	Assumed Volume
Preconstruction Meetings	Per Meeting	Approximately 10 properties
Review of Wage Determination from SAM.gov	Per Property	Approximately 10 properties
Obtain HUD Form-4720 Project Wage Rate Sheet from Department of Labor	Per Property	Approximately 10 properties
Completion of Standard Form-1444 (Request for Authorization of Additional Classification and Rate)	Per Property	Approximately 10 properties
Review of Weekly Certified Payroll Reports (WH-347)	Per weekly payroll submissions, per projects (hourly rate)	Approximately 10 properties at 65 weeks (depends on length of construction) *NCHFA has used 65 as a reasonable baseline for estimating cost of time reviewing weekly certified payrolls knowing the number of payroll reports reviewed with vary week to week.
On-site Interviews	Per Trip	X trips per property
Reporting	Fixed Fee	
Closeout, restitution, complaints, compliance issues, other	Hourly by role	

Other – Vendor to define		
Other – Vendor to define		
Note: Travel expenses must be pre-approved in writing by the Agency		

Volumes are estimates for evaluation purposes only. NCHFA does not guarantee any minimum or maximum number of projects and actual volumes depend on awards and construction schedules.