houstonlandbank

October 26, 2026

RE: Request for Qualifications: Builder & Developers
The following questions were submitted during Q&A submission period.

1. **Question:** Could you provide the "Sample Pro Forma on HLB-Supplied Template"?
   Answer: The HLB Proforma can be downloaded here.

2. **Question:** Do the required corporate tax returns and financial statements count toward the 40-page limit, or can they be attached separately?
   Answer: They can be attached separately.

3. **Question:** My company has not yet completed ground-up homes as an entity. If we apply as a partnership or joint venture in which the managing partner responsible for construction operations is an experienced builder that meets the Startup Builder requirements, would that qualify under the provision for new entities or partnerships?
   Answer: The application should detail the experience of the company and the associates in the category applied to. As a newly entity, the experience of the principles in the company that will carry out the work should be submitted for review.

4. **Question:** Our intended construction partner is an experienced Texas builder based outside the Houston area. Is there any requirement that the construction partner have prior Houston-area build experience?
   Answer: Builders are not required to have experience building in Houston. Past performance on similar construction or development projects in other areas will suffice.

5. **Question:** In a partnership application, whose financial statements, tax returns, and bonding letter should be submitted — the nonprofit's, the construction partner's, or both?
   Answer: Both.

6. **Question:** Would 3D concrete printing (3DCP) be considered an alternative building method under the Non-Traditional Builder category? Could a partnership apply under both Startup Builder and Non-Traditional Builder?
   Answer: Yes, 3D printing would be considered under Non-Traditional category. You are allowed to apply for both, Start Up and Non- Traditional.

7. **Question:** The construction standards list Hardi products, cedar, pine, brick, or stone as acceptable exterior siding. Would a 3D-printed concrete exterior wall with a sealed or coated finish be acceptable, or would an approved siding material need to be applied over it?
   Answer: Yes, that would be acceptable if you're proposing a non-traditional construction type.

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8. **Question:** As a nonprofit, we plan to support buyers with homebuyer education and down payment assistance navigation. Is that work considered under "experience working with qualified low- and moderate-income home buyers" even when the nonprofit has not yet completed a home sale through the program?
   Answer: Yes, be sure to include examples of how you've worked with the buyers in that capacity in the past or present.

9. **Question:** Is there a range of fair market values HLB expects for the lots planned for release in January 2027, so we can build an accurate sample pro forma?
   Answer: At this time, the price range for the lots planned for release has not been determined. For the purposes of building a sample pro forma, feel free to use $5,000 as the estimated lot acquisition cost.

10. **Question:** Can a firm qualify based on documented construction management and rehabilitation oversight experience, or must the applicant demonstrate completed projects performed as the prime construction contractor? What evidence is required to establish comparable experience?
    Answer: The firm will need to provide relevant qualifications, including but not limited to evidence of having built the required minimum projects as the prime contractor, based on the category the firm is applying for.

11. **Question:** May an applicant qualify through a joint venture or partnership in which an experienced builder manages construction operations and the other provides construction management and quality-control services? How will the partners' experience, financial capacity, insurance, and bonding be evaluated, and which requirements must the applying entity satisfy independently?
    Answer: The application should detail the experience of the joint partnership and the associates in the category applied to. The joint venture or partnership must meet all requirements in totality.

12. **Question:** If my company participates solely as a construction management and inspection consultant to an applicant, must we separately qualify through this RFQ? What qualifications and supporting documentation should the applicant include?
    Answer: You do not need to separately qualify, but the applicant should list your company as an anticipated subcontractor/partner. The applicant will need to provide relevant qualifications, including but not limited to evidence of having built the required minimum projects as the prime contractor, based on the category the applicant is applying for.

13. **Question:** What types of properties or projects are anticipated for the Rehab/Reconstruction category during the qualification period? Does this category include existing single-family or multifamily properties, and are there separate requirements governing those opportunities?
    Answer: This has not been determined at this time.

14. **Question:** The initial pass/fail checklist references bank statements, audited reports, or accountant-reviewed statements, while the detailed financial section requests tax returns and other financial records. Please confirm the mandatory documents for each applicant type and whether any listed documents may substitute for others.
Answer: The Financial documents that are required are Letter of support from at least one financial institution you have secured or plan to secure construction financing or minimum of three bank statements within a years' time from application submission. In addition to the last three years of tax returns for corporations. If applying as a Startup Builder, sole proprietorship or managing member partner, last two years of personal tax return statements including an income statement, cash flow statement and balance Sheet will be accepted if the corporate financials are unavailable. The selection committee recommends an audit or reviewed accounting statement.

15. **Question:** Must all listed insurance coverage and bonding documentation be in place when submitting qualifications, or may applicants provide evidence of their ability to obtain coverage before a lot award? Please clarify whether requirements differ for rehabilitation applicants, joint ventures, and supporting consultants.
Answer: Insurance coverage should be in place at the time of submission. Applicants should provide a statement addressed to the Houston Land Bank from a certified bonding company authorized to do business in the State of Texas.

16. **Question:** Where the program guidelines, construction specifications, tier matrix, or approved Finding Home plans contain differing requirements, which document controls? Please also clarify the accessibility standards applicable to rehabilitation projects and how applicants should address duplicated or potentially conflicting electrical provisions.
Answer: Program guidelines, construction specifications, tier matrix can be found in the RFQ packet.

17. **Question:** Please identify where applicants can obtain the current HLB-supplied pro forma template and confirm the required format for Rehab/Reconstruction applicants. Should their submission model a proposed rehabilitation project, document completed projects and sales prices, or include both?
Answer: The HLB Proforma can be downloaded here. Rehab applicants should provide examples of completed fully rehabilitated homes and corresponding sales prices.

18. **Question:** The RFQ states that a new entity may qualify through a managing partner with the required experience. Would a joint venture between a newer LLC and an experienced builder qualify under the Startup Builder category?
Answer: If the joint venture meets all the requirements in totality under the Startup Builder category, they would qualify.

19. **Question:** Must the managing partner hold an ownership interest in the responding entity, or may that experience be provided through a written partnership or joint venture agreement?
    Answer: Partnerships and Joint Ventures may apply to all applicable categories.

20. **Question:** In that arrangement, should the required documents (Secretary of State good standing, financial statements, insurance and bonding) be submitted for the newer LLC, the experienced partner, or both?
    Answer: Both.

21. **Question:** Are HUB or MWDBE certifications that are in process at the time of submission considered for additional points, or must they be finalized by the response deadline?
    Answer: They must be finalized by the response deadline.

22. **Question:** Are Land Bank lots required to be developed as for-sale homes for income-qualified buyers, or may approved builders develop affordable rental housing, such as a fourplex serving veterans?
    Answer: Builders are required to build affordable homes for sale to low-to-moderate income homebuyers within 120% AMI.

23. **Question:** What documentation must an experienced managing partner of a newly formed LLC provide to satisfy Startup Builder requirements?
    Answer: All acceptable documentation for each category is included in the requirements section of the RFQ.

24. **Question:** May a contracted general contractor's experience satisfy these requirements, or must the contractor become a managing partner responsible for construction operations?
    Answer: The choice of entity to which a builder wishes to apply as it up to their discretion. However, the applying entity must fully meet all the requirements on the builder category in totality.

25. **Question:** If the LLC has fewer than three months of bank statements, may an owner's financial records or a construction lender's commitment supplement the submission?
    Answer: The owners last two years of personal tax return statements including an income statement, cash flow statement and balance sheet would be acceptable if the LLC financials are unavailable. You will need to also provide a letter of support from at least one financial institution you have secured or plan to secure construction financing.

26. **Question:** Which insurance and bonding documents are required with the application, and which may be submitted after selection?
    Answer: Certificate of Liability Insurance should be submitted at the time of submission. Also, respondents must provide a statement addressed to the Houston Land Bank from a certified bonding company authorized to do business in the State of Texas.

27. **Question:** Are adjoining lots or larger parcels available or anticipated for attached brownstone-style row homes with individual ownership? Would this qualify under the Traditional Program, and what design, lot-division, or ownership requirements apply?
Answer: At this time, the lot types have not yet been determined for the upcoming lot sale. HLB welcomes all single-family housing types permitted under the City of Houston, provided that each project complies with the Traditional Home Program requirements and applicable regulations. For complete information on program eligibility, construction quality standards, and builder obligations, applicants should refer to the program guidelines which can be found in the RFQ Packet.

28. **Question:** What current sales-price limits, construction deadlines, and minimum financing requirements should be reflected in the required pro forma?
Answer: The sale price limit can be found on the Program Guidelines and tier matrix which can be found in the RFQ Packet. The construction competition should be within 7 months of the closing date.

29. **Question:** May a firm participate in both the Builder/Developer Program and HLB's Grant Management Services RFP for EPA Brownfields? What conflict-of-interest disclosures or restrictions would apply?
Answer: Yes. Those are two stand-alone programs, and the firm would be contracted separately for each.

30. **Question:** Could you please provide links to the current program guidelines, application checklists, and submission deadlines? Please also identify the appropriate contact for follow-up questions.
Answer: Please refer to the RFQ packet, as all of that information is included there.

31. **Question:** If I apply through a newly formed LLC, can my construction experience and completed projects under another LLC count toward qualifying as an Established Builder? Can that experience receive credit in the application scoring, and what documentation is required? If not, can it be used to qualify as a Startup Builder?
Answer: The application should detail the experience of the company and the associates in the category applied to. As a newly entity, the experience of the principles in the company that will carry out the work should be submitted for review.

32. **Question:** Can a hard money lender's approval or commitment letter satisfy the financial-capacity requirement, or are bank statements also mandatory? For a new LLC with limited banking history, can we submit the managing partner's or previous LLC's statements, financial statements, or investor commitments? Is there a minimum cash balance or liquidity requirement?
Answer: As a New LLC, provide all documents that would showcase financial capacity. Each submission is reviewed on its own merits after a wholistic review of financial capacity.

33. **Question:** If we obtain financing for the full construction cost, why is a bond also required? What type and amount of bond are required? Is a letter confirming bonding capacity sufficient when applying, and when must the actual bond be issued?
    Answer: Respondents should provide a statement addressed to the Houston Land Bank from a certified bonding company authorized to do business in the State of Texas.

34. **Question:** What types of insurance and minimum coverage limits are required? Must coverage be active when applying, or can we provide confirmation that it will be obtained before acquiring a lot or starting construction?
    Answer: Certificate of Liability Insurance should be submitted at the time of submission. The minimum coverage limits can be found in the RFQ Packet. Also, respondents must provide a statement addressed to the Houston Land Bank from a certified bonding company authorized to do business in the State of Texas.

35. **Question:** My understanding was that building plans would already be available. Does HLB provide approved, permit-ready plans, or must builders supply their own? Who is responsible for the costs of plans, required changes, site-specific engineering, and permits?
    Answer: Some lots may require builders to use plans from the Finding Home Catalog, while others may allow builders to submit their own custom plans. Builders are responsible for all costs associated with pre-construction but the purpose of the Land + Plan (Finding Home Catalog) is to reduce predevelopment costs by reducing builder design costs.

36. **Question:** How do approved builders select lots? Will we receive a map and list showing available addresses, lot sizes, prices, utilities, and flood-zone information before selecting? How are competing requests for the same lot handled?
    Answer: During the lot sale, builders will select from a list of available lots on the HLB lot sale webpage. The webpage will include key details for each lot, such as lot size, HCAD account number, and pricing. Submissions are evaluated using a scoring rubric that considers factors including the proposed sales price, floor plan, and lot bid price. The builder with the highest score will be awarded the lot.

37. **Question:** Does HLB provide or connect approved builders with acquisition or construction financing? Must financing be committed when applying, or only before acquiring a lot?
    Answer: HLB does not provide construction financing; however, we can connect you with our lending partners who offer it. Financing must be committed at the time of lot acquisition.

38. **Question:** How are lot prices determined? What deposits, closing costs, fees, or other upfront payments must builders make? Is deferred payment for land available?

Answer: Lot prices vary based on construction readiness, site conditions, lot size, location, and other factors. Deferred payment is not available.

39. Question: What are the deadlines to start and complete construction? What home-price limits, buyer-income requirements, affordability restrictions, or resale restrictions apply?
Answer: Construction should commence within 60 days of the lot closing. Construction completion should be Five (5) months after the Construction Commencement Date. The sale price limit and restrictions can be found on the Program Guidelines which can be found in the RFQ Packet.

40. Question: Can an approved builder begin with just 1-4 lots? Which neighborhoods and approximately how many lots are expected to be available in January 2027?
Answer: Builders are welcome to submit for any number of lots up to the maximum allowed for their approved category. The number of lots and lot areas for upcoming lot sales have not yet been determined.