

**REQUEST FOR PROPOSALS
FOR THE
PROJECT –BASED HOUSING CHOICE
VOUCHER PROGRAM
AND
NOTICE OF FUND AVAILABILITY**

FOR UNITS FOR NON-ELDERLY PERSONS WITH DISABILITIES

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**PUBLIC NOTICE TO OWNERS/DEVELOPERS/MANAGERS OF
RENTAL PROPERTY**

The Housing Authority of Baltimore City (HABC) is seeking proposals from experienced developers, owners and managers of rental housing who are willing to lease units to non-elderly persons with disabilities from HABC’s Project-Based Section 8 wait list.

Applicants must either (1) participate in the project based housing choice voucher program, or (2) have equivalent rent subsidies through the federal Section 811 program and be willing and able to use those subsidies for tenants from HABC’s waiting list. The units may need rehabilitation, be new construction or be “existing,” as defined below.

As set forth below, all proposals must include a minimum number of units reserved for non-elderly persons with disabilities (NEDs). NED units are for persons with disabilities who are under the age of 62 who are eligible for a 1 bedroom unit, unless they need a 2 bedroom unit for disability related reasons, and who are on an HABC waiting list.

Threshold Requirements – All Proposals

All proposals must meet the following threshold requirements:

- **Experience.** Proposals must provide evidence acceptable to HABC of the owner’s experience with similar projects.
- **Schedule.** Proposals must include an acceptable schedule for completing construction or rehabilitation (new construction or substantial rehab units only) and placing the units in service.
- **Financial Commitments.** Proposals must include evidence of financial commitments sufficient to pay for all necessary costs to make the units compliant with HUD Housing Quality Standards (HQS).
- **Neighborhood Standards.** Units must be located in a stable or revitalizing neighborhood that will meet HABC’s site and neighborhood standards.
- **Minimum Number of Units.** Projects must identify specific project-based address[es] of *at least six [6]* dwelling units.
- **Project Based Vouchers.** Project based vouchers are available only for units reserved for NEDs. These units must be set aside for NEDs for a minimum of 5 years. As much as practicable, NED units should be integrated throughout the project to avoid any undue concentration.

- **Same Census Tract.** Each proposal submitted in response to this RFP must be for units that are in the same census tract. If a proposal contains units in multiple census tracts, it will not be considered.

Proposals for New Construction/Substantial Rehab Units

New construction or rehabilitation projects are those in which the hard cost of the construction or rehabilitation is at least \$1,000 per unit. The cost of the construction or rehabilitation may be financed by local lending institutions, by the owner, or by any other source available to the owner. Please note that projects that are applying for federal low-income housing tax credits (LIHTC) must also meet the requirements of Baltimore Housing’s current Notice of Funding Availability (NOFA), which has stricter funding conditions.

Projects consisting of 9 or more project-based units are subject to Davis-Bacon wage rates. New construction or rehabilitation projects must comply with Section 504 of the Rehabilitation Act of 1973.

Available Funding

Where the proposal demonstrates necessary costs that cannot be financed by other means, HABC may agree to provide financing, not to exceed \$750,000 per project. These funds are available to projects using or seeking Project Based Section 8 subsidies and/or projects that have secured federal Section 811 rental subsidies that are equivalent to the Project Based units.

Funds are available in an amount of up to \$30,000 for NED units. HABC capital financing may be provided on the following sliding scale depending upon the length of the commitment to the program. Please note that for projects that will be applying or have applied for LIHTC, the funding is only available for units in excess of the minimum number of NED units required by the City’s NOFA for LIHTC support.

5-Year Commitment	10-Year Commitment	15-Year Commitment
\$10,000 per NEDs Unit	\$20,000 per NEDs Unit	\$30,000 per NEDs Unit

All new construction and substantial rehabilitation projects should include sustainable develop, design construction practices, energy efficiency measures and pollution prevention practices.

Proposals for Existing Units

Existing units must cost less than \$1,000 per unit (including the per unit pro rated share of the common areas) to bring the unit into compliance with HQS.

Available Funding

HABC is offering the following incentive fees to owners of existing units who agree to project base existing units for NEDs or who have secured federal Section 811 rental subsidies that are equivalent to the Project Based units. The incentive fees are payable at initial lease execution and are as follows:

5 year Commitment	10 Year Commitment	15 Year Commitment
\$1,000/unit	\$2,500/unit	\$4,000/unit

Further Information

HABC reserves the right in its sole discretion to: (1) reject any or all proposals; (2) accept any proposal which substantially complies with the requirements of this RFP and is in the best interests of HABC; or (3) waive any or all of the requirements or limitations herein.

Only applications submitted in response to this advertisement will be considered. Any proposals submitted that do not meet the requirements of this Notice will be rejected immediately. PLEASE SUBMIT THREE [3] COPIES OF PROPOSALS.

Owners, developers or managers wishing to submit a proposal must obtain an application form from:

Housing Authority of Baltimore City
 C/o HABC Planning & Development Division
 417 E. Fayette Street, Suite #302
 Baltimore, MD 21202
 Contact: Alexis Johns
 b.alexis.johns@habc.org
 Telephone: 410.396.5846
 Office Hours 8:30AM – 4:30PM

Information regarding program requirements and application forms for Project-Based Section 8 and associated financing, and proposal packets may be requested by mail, e-mail, or in person. Information and assistance are also available at the above office. Applications will be accepted on a rolling basis at any time prior to the deadline of: **December 30, 2010 NO LATER THAN 4:30PM**

