



**REQUEST FOR PROPOSALS AND NOTICE OF FUNDING
AVAILABILITY**

**FOR THE CREATION OF UNITS COMPLIANT WITH
THE UNIFORM FEDERAL ACCESSIBILITY STANDARDS**

AND FOR

**PROJECT-BASED HOUSING CHOICE
VOUCHERS
AND
CERTAIN FUNDS THAT SUPPORT SUCH UNITS**

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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 create units that are compliant with the Uniform Federal Accessibility Standards (“UFAS”) and (1) participate in the project based housing choice voucher program, or (2) have equivalent rent subsidies through the federal Section 811 or other programs. These units must be newly constructed or require rehabilitation.

The project based housing choice voucher program pays a portion of the tenant’s rent and is attached to the unit itself. HABC rent payments under the program do not depend on the individual tenant holding a voucher, but rather on the tenant being income qualified. For more information on the project based housing choice voucher program, please see HABC’s Project Based Voucher Program Manual at http://static.baltimorehousing.org/pdf/pbv_manual.pdf.

As set forth below, all proposals must include a minimum number of UFAS units that will be reserved for persons with physical disabilities. UFAS units must be reserved for persons with disabilities who are on an HABC waiting list.

Definitions

Accessible – Accessible when used with reference to a building, physical structure or a portion of a building or structure, including a dwelling unit, shall mean capable of being approached, entered, exited, and used by individual with disabilities including persons who use wheelchairs. A building, structure, or portion of a building or structure that is designed, constructed, altered, or adapted and complies with UFAS, and, where applicable the Americans with Disabilities Act Standards for Accessible Design (“ADA Standards”), and the Fair Housing Act Guidelines, meets the minimum standards for compliance and is accessible.

Accessible features – Means specific features added to units for use by a person with a disability. Accessible features include, but are not limited to grab bars, hand rails, lever handles on faucets, raised toilet seats, and benches for a shower or bathtub.

Accessible Route - Refers to a continuous unobstructed path that connects all accessible elements and spaces in a building or facility and complies with UFAS requirements or the ADA standards. Interior accessible routes may include corridors, floors, ramps, elevators, lifts, and clear floor space at fixtures. Exterior accessible routes may include parking access aisles, curb ramps, crosswalks at vehicular ways, walks, ramps and lifts.

Bailey UFAS Units – Means fully compliant UFAS units created in response to this RFP that are in excess of any UFAS units that may be required by other funding sources. Certain government funding carries a requirement to create UFAS units. Generally, this funding requires 5% of the total unit count to be UFAS compliant. Bailey UFAS Units are those created in excess of these other funding requirements. Bailey UFAS Units also include any UFAS units that are created due to the funding sources provided by this RFP. Bailey UFAS Units must have at least two bedrooms.

Non-Bailey UFAS Units – Means all UFAS units in a project that are not Bailey UFAS Units.

Program Requirements – All Proposals

All proposals must meet the following program requirements:

- **Units Must Be Fully UFAS Compliant.** To ensure compliance, all units will be inspected and certified by HABC or its designated architect upon completion. HABC will also require at least one review of construction plans during the design process by its designated architect.
- **New Construction or Rehabilitation.** All units supported by any funding available through this RFP and NOFA must be new construction or rehabilitation. 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.
- **Neighborhood Standards.** Units must be located in a stable or revitalizing neighborhood that will meet HABC’s site and neighborhood standards. Each proposal submitted in response to this RFP must be for units in the same census tract. If a proposal contains units in multiple census tracts, it will not be considered.

- **Minimum Number of Units.** Projects must identify specific project-based address[es] of at least four (4) Bailey UFAS Units in addition to any Non-Bailey UFAS Units that the developer will create. As noted above, the Bailey UFAS Units must have a minimum of two bedrooms, but units with three or more bedrooms are preferred.
- **Rental Subsidies.** All Bailey UFAS Units must be supported by project based housing choice or equivalent federal rental subsidies. These units must be reserved for a minimum of forty years for residents referred from HABC's public housing waiting list who need UFAS units. The UFAS units must be integrated throughout the project so as to avoid any undue concentration.
- **Bailey UFAS Units Must Be Long Term Affordable.** For the purposes of this RFP, long term affordable means that the units shall remain affordable for a minimum of forty (40) years. The units must be the equivalent of public housing and, the households residing in them must receive any and all rights, privileges and benefits that are provided to HABC's public housing residents or applicants. Housing is affordable if the households pay no more than forty per cent (40%) of their monthly adjusted income in rent as participants in the project based housing choice program and no more than thirty per cent (30%) of their monthly adjusted income as participants in the public housing program. No minimum income shall be required to participate in these housing programs.

Available Funding

1. Capital Funds

Financing is available for demonstrated costs in an amount of up to \$30,000 per Bailey UFAS Unit. The maximum amount available for any project is \$750,000. Financing will be structured as a loan with very flexible terms and may be forgiven at the end of the required term for the Bailey UFAS Units. Funds are only available to the extent that costs are not otherwise financeable.

Funds are not available for Non-Bailey UFAS Units.

2. Project Based Housing Choice Vouchers

Project based housing choice vouchers are available to support all Bailey UFAS Units created in response to this proposal. If no other federal rent subsidy is available, units must be supported by Project based housing choice vouchers. Project Based housing choice vouchers are only available for Bailey UFAS Units created in response to this proposal. As noted above, all Bailey UFAS Units receiving support under this RFP/NOFA must be occupied by residents drawn from HABC's public housing waiting lists.

3. Construction Practices

All new construction and substantial rehabilitation projects should include sustainable development practices, design construction practices, energy efficiency measures and

pollution prevention practices. UFAS units must meet very precise criteria, which can be found at <http://www.access-board.gov/ufas/ufas-html/ufas.htm>.

Threshold Review Requirements

All applications must meet the threshold review requirements. In addition, applications must meet all applicable Federal, State of Maryland, and City of Baltimore program regulations and requirements.

1. **Developer/Owner Experience and Good Standing.** Proposals must provide evidence acceptable to HABC of the owner's experience with similar projects. Developers and owners must also:
 - a. Not be debarred from any federal, state or local program;
 - b. Be current on all federal, state and local taxes;
 - c. If requested, demonstrate adequate financial capacity to complete and operate the project; and
 - d. Be in corporate good standing in the State of Maryland and City of Baltimore as applicable.
2. **Schedule.** Proposals must include an acceptable schedule for completing construction or substantial rehabilitation and placing the units in service.
3. **Financial Feasibility and Commitments.** Applicants must be able to demonstrate that the project is economically feasible and based on both established principles and supported market assumptions. Proposals must include letters of intent or other evidence of financial commitments sufficient to pay for all necessary costs to create UFAS units in accordance with HUD Housing Quality Standards (HQS).
4. **Acquisition Price.** Applications for projects that involve acquisition must include an appraisal (dated within six months of the application date) or other strong evidence that any purchase price does not exceed the market value of the property.
5. **Scope of Work.** The planned scope of work must meet the project's construction or rehabilitation needs.

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/NOFA and is in the best interests of HABC; or (3) waive any or all of the requirements or limitations herein. Only complete 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 housing choice vouchers 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 **October 31, 2010 NO LATER THAN 4:30PM**

