

REQUEST FOR PROPOSAL VETERAN'S HOUSING



ISSUE DATE: APRIL 23, 2018

DUE DATE: MAY 15, 2018

THIS DOCUMENT CAN BE PROVIDED IN A FORMAT ACCESSIBLE TO PERSONS WITH DISABILITIES AND/OR PERSONS WITH LIMITED ENGLISH PROFICIENCY UPON REQUEST.

The City of Boise prohibits discrimination on the basis of race, color, national origin, religion, gender, familial status, disability, age, sexual orientation and gender identity/expression.



I. INVITATION

The City of Boise (City) seeks proposals for the construction of permanent supportive housing, through public-private partnerships, for veterans experiencing homelessness within the City. Qualified housing developer(s) are invited to respond to this Request for Proposal (RFP) by May 15, 2018. The City of Boise will support one (1) application for submission to Idaho Housing and Finance Association's Tax Credit Application for the Veteran's Housing Set-Aside.

See <https://www.idahohousing.com/multifamily-financing/> for more information.

II. DESCRIPTION

The City of Boise may provide the following to a qualified developer(s) for this specific project:

- \$250,000 of General Funds
- Up to \$500,000 of HOME Investment Partnership Funds
- Conditional *Letter of Support* to Idaho Housing and Finance Association's Tax Credit Application for the Veteran's Housing Set-Aside.
 - *Receipt of funds is contingent upon selection by Idaho Housing and Finance Association's 2018 Tax Credit Application for Special Housing Set-Aside specifically for Veteran's experiencing homelessness.*
 - *General Funds are contingent upon final approval by Mayor and Council.*

III. CITY OF BOISE FUNDS

The City will make funds available as gap financing to support reasonable construction of affordable rental housing to the successful developer(s) for a project located within the City limits, contingent upon eligibility and other criteria. As a policy, the City desires to provide financial support for a qualifying development to increase the availability of affordable multifamily units without over-subsidizing (enriching) the development or increasing the risk associated with overleveraging the development (excessive debt restricted rents cannot support).

The City reserves the right to 1) modify the RFP if resources are increased or decreased, and 2) determine award and financing terms based on the financial evaluation of the selected project in tandem with program requirements and availability of funds. Federal HOME funds will be allocated as a loan and local General Funds will be awarded as a grant. Loan and grant terms will vary and are dependent upon project cash flow, effectiveness of meeting community needs, and at the City's discretion.

A. HOME Investment Partnerships Program Funds

The U.S. Department of Housing and Urban Development allocates HOME Investment Partnerships Program (HOME) funds by formula to eligible state and local governments. The City of Boise has been a recipient of HOME funds since 1996 and has HOME funds available to support the selected qualifying project. Construction must begin within 12 months of being awarded Tax Credits; construction of the project must be completed within 24 months of award; and the project must be fully leased within nine (9) months of construction completion.

The City will require, at minimum, a formal application for the use of HOME and General Funds if the selected qualifying project is also selected by Idaho Housing and Finance Association for the Tax Credit Set-Aside.

IV. UNDERWRITING

The City will evaluate proposals using the following criteria:

- A project narrative summary (no more than two pages), including location, unit size(s), amenities, proximity to transportation and services, Green Building code, environmental information, etc. (20 points)
- Conceptual drawing of project (5 points)
- Preliminary estimate of construction cost (15 points)
- Funding request from the City (5 points)
- Anticipated financial requests and/or secured commitments from other funders (5 points)
- Anticipated financial requests and/or secured commitments from other entities that may provide support services to the population such as the Veteran's Administration (2 points)
- Summary of developer(s) qualifications for completed projects with VASH Vouchers, Section 8 Vouchers, and/or other HUD voucher programs (10 points)
- Summary of developer(s) completed projects, developed and/or owned within the City of Boise (5 points)
- Summary of developer(s) completed projects, developed and/or owned outside of Idaho accompanied by references and/or state compliance reviews 2014-2017 (5 points)
- BONUS: Summary of innovative design, including but not limited to alternative building types (3 points)

V. COMPLIANCE WITH FEDERAL REGULATIONS

This project will utilize federal funds; as such, compliance with the following will be required, at minimum:

- Davis Bacon and Related Acts
- Section 3 of the HUD Act of 1968
- Minority Business Enterprise/Women's Business Enterprise
- Fair Housing and Equal Opportunity
- Americans with Disability Act
- Violence Against Women Act
- Uniform Relocation Act
- HOME Program Investment Partnerships
- Lead-Based Paint
- Part 58 Environmental Reviews

VI. SUBMISSION

The City will accept proposals (in PDF format) through the end of day (11:59 PM, MDT) on May 15, 2018. Proposals must be submitted electronically to loans@cityofboise.org. The email subject line should include: *Proposal RFP Veteran's Housing*.

VII. EVALUATION AND SELECTION PROCESS

The City reserves the right to determine which proposals have met the requirements of this RFP. In addition, the City may reject, in whole or in part, any and all proposals, waive minor irregularities in proposals, allow for correction of minor irregularities, and negotiate with all responsible parties; efforts in any matter deemed necessary to serve the best interest of the City.

The City reserves the right to reject any and all proposals when such rejection is in the best interest of the City, to reject any proposal by a developer that has previously failed to perform properly or complete on-time contracts of a similar nature, and to reject the proposal of a developer who is not, in the sole opinion of the City, able to perform to the sole satisfaction of the City.

The City also reserves the right to waive any informalities and technicalities in the preliminary award of City funds. The City reserves the right, however, to award the funds in accordance with its best interest, and will not be required to accept the lowest construction cost proposed.

All documents in the City's possession are public records subject to inspection and copying under the Idaho Public Records Act, Idaho Code § 74-101 through §74-126.

Questions or inquiries regarding this RFP should be sent to the following email address: loans@cityofboise.org no later than the end of day (11:59 PM, MDT) on April 27, 2018. The email subject line should include: *Questions RFP Veteran's Housing*. All questions and answers will be posted to the City of Boise's Housing and Community Development website (<https://hcd.cityofboise.org>) no later than the end of day (11:59 PM, MDT) on May 1, 2018.

VIII. SUMMARY OF KEY DATES

RFP POSTED	APRIL 23, 2018
DEADLINE TO SUBMIT WRITTEN QUESTIONS	APRIL 27, 2018 (11:59 PM MDT)
QUESTIONS/RESPONSES POSTED TO WEBSITE	MAY 1, 2018 (11:59 PM MDT)
DEADLINE TO SUBMIT PROPOSAL	MAY 15, 2018 (11:59 PM MDT)
NOTIFICATION OF SELECTED PROPOSAL	MAY 25, 2018