



City of Albuquerque
Request for Proposals (RFP)
RFP Number: RFP-DFCS-CD-ARHDP-18-01

**Affordable Rental Housing Development
Project**

Offered by:
Department of Family and Community Services

Contact:
Rick Giron II, Community Services Project Manager
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Phone: (505) 768-2698

Submittal Due Date:
November 7, 2018
Stamped "Received" Prior to,
4:00pm, Local Time

Request for Proposals
Affordable Rental Housing Development Project

MANDATORY PRE-PROPOSAL CONFERENCE

Date: September 28, 2018
Time: 10:00 am Local Time
Place: Department of Family and Community
Services AAA Conference Room
700 4th Street, SW
Albuquerque, New Mexico, 87102

SUBMITTAL DUE DATE

Date: November 7, 2018
Time: 4:00 p.m. Local Time
Place: City Clerk
City Of Albuquerque
600 2nd NW, 7th Floor, Room 720
Albuquerque, New Mexico 87102

RETURN RESPONSES

Hand Deliver to: City Clerk
City Of Albuquerque
600 2nd NW, 7th Floor, Room 720
Albuquerque, New Mexico 87102

Mail To: City Clerk
PO Box 1293
Albuquerque, New Mexico 87103

Contact: Rick Giron II, Community Services Project
Manager
Department of Family and Community Services
(505) 768-2698
E-mail: rickgiron@cabq.gov

All proposals should be provided to the City Clerk in a Sealed Box marked:

**Department of Family and Community Services
Affordable Rental Housing Development Project
RFP-DFCS-CD-ARHDP-18-01
Developer Submittal**



REQUEST FOR PROPOSALS **LEGAL NOTICE**

CITY OF ALBUQUERQUE

The Department of Family and Community Services Invites Proposals for an

AFFORDABLE RENTAL HOUSING DEVELOPMENT PROJECT

The City of Albuquerque's Department of Family and Community Services (DFCS) is inviting non-profit developers to submit proposals for the development Affordable Rental Housing in Albuquerque.

I. LOCATION:

Based on the available sources of funding, the development of such an Affordable Housing project must be located within the Albuquerque city limits and conform to areas and criteria stipulated in the City's 2018-2022 Consolidated Plan and 2018 Annual Action Plan submitted to the U.S. Department of Housing and Urban Development (HUD).

The City of Albuquerque desires to provide gap funding towards the new construction and/or rehabilitation to develop new units of multi-family, rental housing for persons at or below 80% of the Area Median Income.

II. DEVELOPMENT:

DFCS will allocate up to **\$4,400,000** of HOME Investment Partnerships Program funding from HUD and up to **\$2,000,000** of local Workforce Housing Trust Funds (WFHTF), towards the construction and/or rehabilitation of a mixed-income, multi-family rental housing development. The development shall leverage the City's contribution in accordance with the City's Workforce Housing Ordinance, funding no more than 20% of the Total Development Cost of any one project, and provide that a minimum of 51% of all units are affordable to households at/or below 80% AMI. Proposed affordable housing development projects need to demonstrate the capacity to obtain additional project financing from available sources such as the Low Income Housing Tax Credit (LIHTC) Program, other HUD Programs, bank loans, etc. The development should be pedestrian friendly and designed to create a

sense of community through a site plan including building arrangement, amenities, onsite service coordination, and open space appropriate to the needs of populations to be served.

III. ELIGIBLE RESPONSE ENTITIES

Nonprofit organizations along with their development team, such as for-profit corporations, limited liability companies, and partnerships which have demonstrated capability in providing the services for which they are applying are eligible to respond as Applicants to this RFP. Lead applicant organizations must be duly registered and in good standing with the State of New Mexico Public Regulation Commission, and must have not-for-profit status under 501(c)(3) or equivalent non-profit status provided under the U.S. Internal Revenue Service Code. In addition, the non-profit must be Certified or Re-certified by DFCS as a Community Housing Development Organization (CHDO) or an Affordable Housing Development Organization (AHDO), prior to award of contract.

IV. SCOPES:

- A. Using both primary and secondary assessment tools and data, demonstrate how the proposed project's unit-mix, overall design, amenities, etc., respond to the needs of the income-eligible populations.
- B. Demonstrate the capacity of the Development Team to obtain all necessary project financing.
- C. Demonstrate the capacity of the Development Team to implement the Project and maintain the Project over the term of the applicable Affordability Period.
- D. Demonstrate how the proposed project fits with the overall programing priorities of the Department's 2018-2022 Consolidated Plan and 2018 Action Plan.

V. SELECTION PROCESS:

Developer selection will involve a two-stage process:

- First Stage: Qualification as CHDO or AHDO, Project Submissions and Developer Selection
- Second Stage: Contract Negotiations with selected Developer

VI. SELECTION CRITERIA:

The City's Ad Hoc Committee (AHC) will review and score all project proposals that are received by the deadline and that also meet the threshold criteria. The project with the highest overall score will receive a recommendation of funding award. If there is more than one high scoring project, the AHC may choose to award funding to multiple projects, based on available funding. It is the desire of the City to fully leverage its available funding and therefore, no one project shall receive the entire amount available under this RFP. Any funding not allocated under this RFP may be rolled over into future RFPs. The review and scoring of the project proposals is based on the following:

- Project's ability to meet the affordable housing needs of low-income residents in Albuquerque in accordance with the City's 2018-2022 Consolidated Plan and 2018 Action Plan, based on the information provided in the *DFCS Project Application*;

- Project's ability to meet the all Threshold Requirements listed in Part 1 of the *Ranking Matrix for Rental Development and Land Acquisition Applications*;
- Financial Feasibility of the Project, based on the information provided on the *DFCS Multi-Family Underwriting Template*;
- Highest Overall Project Score, as assessed by City staff in Part 2 *DFCS Project Ranking Matrix*;

VII. PROPOSAL SUBMISSION:

A Mandatory Pre-Proposal conference will be held on Friday, September 28, 2018, 10:00 am local time, at City DFCS AAA Offices, 700 4th Street, SW Albuquerque, New Mexico, 87102.

Sealed proposals for the redevelopment of the property will be received in the office of the City Clerk of the City of Albuquerque, 600 2nd NW, 7th Floor, Room 720, Albuquerque, New Mexico, 87102 until **4:00 pm local time on Wednesday, November 7, 2018.**

The RFP containing all information and instructions to Developers, copies of planning documents relevant to this Request for Proposals, and the forms required to be filled out and submitted as part of the proposal will be available on or before September 24, 2018 on the City of Albuquerque, Department of Family and Community Website <http://www.cabq.gov/family/>.

DFCS RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS AND TO END THE SELECTION PROCESS AT ITS DISCRETION.

CONTACT PERSON: Rick Giron II, Community Services Project Manager (505) 768-2968;
rickgiron@cabq.gov