



REQUEST FOR PROPOSALS
LEGAL NOTICE

CITY OF ALBUQUERQUE

The Department of Family and Community Services Invites Proposals for an

AFFORDABLE HOUSING DEVELOPMENT for MULTI-FAMILY
RENTAL AND HOMEOWNERSHIP PROJECTS (RFP-DFCS-CD-AHD-20-
03-RENTAL/OWNERSHIP)

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

I. LOCATION:

The property is located in the Near North Valley, along the North Corridor Metropolitan Redevelopment Area. The property is 5.0013 acres tucked into a long-established predominately single-family residential area. The “Brown Property” is located at 3525 4th Street NW. The property is bordered on the north by Fitzgerald Road; on the south by Fairfield Place, Northfield Court, and 6th Street; on the east 4th Street; and on the west 7th Street. The property is an “L” shaped lot. Based on the available sources of funding, the development of the Affordable Housing project must conform to criteria stipulated in the City’s 2018-2022 Consolidated Plan and 2020 Annual Action Plan submitted to the U.S. Department of Housing and Urban Development (HUD) and the City’s Workforce Housing Opportunity Act and Affordable Housing Opportunity Ordinance.

The City of Albuquerque desires to provide gap funding toward the new construction to develop new units of multi-family, rental housing for persons at or below 80% of the Area Median Income (AMI), as well as single family homeownership. The project must also include a commercial component.

II. DEVELOPMENT:

DFCS will allocate up to **\$3,500,000.00** of Workforce Housing Trust Fund (WHTF) funds toward the construction of the mixed-income, multi-family rental housing, single-family home ownership and commercial development. Proposed affordable housing development projects need to demonstrate the capacity to obtain additional project financing from other federal or state programs, private bank loans, etc. All developments should be pedestrian friendly and designed to create a sense of community through a site plan including building arrangement, amenities, and open space appropriate to the needs of populations to be served.

III. ELIGIBLE RESPONSE ENTITIES

Nonprofit organizations or governmental entities, 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 either be a governmental entity or 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, non-profits must submit documentation to be 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, respond to the needs of the income-eligible populations, and provide a HUD-935.2B- Affirmative Fair Housing Marketing Plan indicating how the developer plans to market to groups least likely to apply, such as: minority populations, elderly, persons with disabilities, families with children, etc.
- 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 2020 Action Plan.

V. SELECTION PROCESS:

Developer selection will involve the following process:

- Qualification of applicants as CHDO, AHDO or governmental entity;

- Review of Project Proposals by Ad Hoc committee for recommendation of award;
- Review and approval of Ad Hoc recommendation by DFCS Director;
- Funding allocation for Development Agreement subject to City Council approval;
- Final approval of Council-approved Development Agreement subject to CAO approval.

VI. SELECTION CRITERIA:

The City's Ad Hoc committee will review and score all project proposals that are received by the deadline and meet the threshold criteria. The project with the highest overall score will receive a recommendation of funding award. 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 2020 Action Plan, based on information provided in the *DFCS Project Application*;
- Project's ability to meet the all Threshold Requirements listed in Part 1 of the *Brown Property Ranking Matrix for Rental and Home Ownership Development 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 Ad Hoc committee in Part 2 *DFCS Brown Property Project Ranking Matrix*;

VII. PROPOSAL SUBMISSION:

Sealed proposals for the Affordable Housing project will be received in the office of the City's Department of Family and Community Services, 400 Marquette NW, 5th Floor, Room 504, Albuquerque, New Mexico, 87102 from **9:00 am to 4:00 pm local time on Wednesday, October 21, 2020**. Due to COVID-19, anyone entering a City facility must first undergo a limited health screening. Therefore, the screening and entrance are located at 1 Civic Plaza NW (immediately south of Old City Hall).

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 20, 2020 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.

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