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# *Eufaula Housing Authority*

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## REQUEST FOR PROPOSALS Master Development Services

### **1.0 ADVERTISEMENT**

The EUFAULA HOUSING AUTHORITY (EHA) hereby requests proposals from qualified firms to partner with the Authority to rehabilitate or demolish public housing units using a variety of funding sources and financial arrangements under the U.S. Department of Housing and Urban Development Rental Assistance Demonstration (RAD) program, Low Income Housing Tax Credits or other public housing mixed finance methods.

Requests for Proposals (RFPs) may be obtained from TOM WACHS Executive Director, EUFAULA HOUSING AUTHORITY, PO Box 36, Eufaula, Alabama, 36072 phone (334) 687-2451 or e-mail [twachs@eufaulahousing.com](mailto:twachs@eufaulahousing.com).

Proposals will be received by TOM WACHS at the above address until May 23, 2019 by 4pm CST.

### **2.0 SCOPE OF SERVICES**

The EUFAULA HOUSING AUTHORITY has submitted to HUD an application for a portfolio conversion of 377 public housing unit under the Rental Assistance Demonstration program. Upon issuance of a Commitment for Housing Assistance Payments (CHAP) EHA plans to proceed to convert its entire portfolio of public housing units to project based vouchers (PBV).

The EUFAULA HOUSING AUTHORITY plans to partner with a qualified firm to convert, rehabilitate, relocate and build new, and/or demolish 377 public housing units using a variety of funding sources and financial arrangements under the U.S. Department of Housing and Urban Development (HUD) Rental Assistance Demonstration (RAD) program. A profile of the properties to be converted is attached.

EHA plans to contract with one firm (which may include a team of multiple third party partners) to **handle all facets** of the RAD conversion, new housing development, construction, compliance management, financing arrangements, and conversion or demolition of the old public housing units. For this project EHA plans to enter into a “full service” agreement where the selected firm will handle everything from start to finish for the rehabilitation, new construction, acquisition, or demolition and replacement of 377 public housing units under HUD’s RAD program. This may be a multi-year/multi-phase project. “Full Services” to be provided include, *but are not limited to*:

- Prepare all RAD implementation documents; provide implementation assistance and guide EHA in obtaining HUD approval for transaction closing and RAD HAP.
- Review RAD PCNA or PCA and recommend financial structures to address physical needs.
- Review PHASE I and PHASE II's and recommend corrective actions.
- Prepare funding requests including, but not limited to: energy grants, tax credits, HOME funds, CDBG funds, Federal Home Loan Bank, HUD or Rural Development (RD) insured loans or tax-exempt bonds, conventional loans, state housing development funds
- Obtain required approvals and letters of support from units of local government.
- Obtain required construction, demolition and other permits.
- Partner with a qualified general contractor and oversee RAD construction.
- Identify strategic partners, including, but not limited to lawyers, accountants, engineers, HUD consultants, and engage same for the benefit of completing the tasks associated with the RAD conversion and/or implementation.
- Identify and secure building sites.
- Conduct any required market studies or environmental assessments.
- Provide architectural and engineering designs.
- Provide all legal services.
- Complete all due diligence tasks through third party vendors
- Construct new units; provide warranties for minimum of one year.
- Prepare relocation plans in full compliance with Uniform Relocation Act (note section 104(d) may apply depending upon funding sources).
- Demolish old public housing units.
- Develop property marketing, management, and maintenance plans
- Facilitate strategic planning with staff, board of directors and community stakeholders.
- Provide third party tax credit compliance as needed through asset management and compliance consulting services

**To be considered, firms must be willing and able to defer payment of fees in excess of the \$100,000 per project limit set by HUD.**

Once selected the successful developer shall provide a sample agreement to use in finalizing the developer's agreement between the two parties. As a minimum the developer agreement should contain provisions for:

- Developer to provide "full services"; from project conception to completion.
- Developer to prepare, update or revise RAD applications
- Developer to apply for funding in 2020/2021, and if not successful, re-apply as soon as possible.
- EHA to be provided a co-developer fee.
- If tax credits are used, EHA is to have ownership of the tax credit homes (and related debts and costs) at the end of the tax credit compliance time period.

- Arrangements for EHA to manage and maintain the units with the understating there will be a tax credit compliance management component. The tax credit or other funding program may require the Developer to be responsible for operations for a specified compliance period; however, EHA must be involved in the process.
- EHA will expect the developer to offer compliance and asset management during tax credit compliance period to meet investor demands
- Developer to build energy efficient, green, universal designed homes; units must be usable by both handicap and non-handicap persons.
- Construct single family detached homes, duplex, or low rise, for families and “elderly” communities or other appropriately design housing to meet the housing authority and community needs.
- New dwelling units to have, as a minimum, central heating and air conditioning, washers, dryers, dishwashers, and other amenities that will enhance their marketability.

### **3.0 PROPOSAL SUBMISSION REQUIREMENTS**

As a minimum, proposals must contain:

- Information about the firm(s) proposed to provide the services.
- Experience of the firm(s) developing affordable rental and homeownership housing for low to moderate-income families and for obtaining funds for renovating existing low-income housing.
- Experience and success of the firm(s) in obtaining grants and other financing for low-income new housing development and renovation of existing low-income housing.
- Experience with HUD’s RAD program.
- Experience with other HUD housing programs.
- Qualifications and the role of the key team members and/or firms proposed for the team.
- PHA may choose to utilize public housing funding and tenant-based/project-based voucher funding in PHA developed sites. Developer should be familiar with these processes and address their experience in the response.
- Proposed fee arrangement and payment schedule.
- References
- Any other material firms may wish to submit to help demonstrate their ability to successfully develop affordable rental and homeownership housing in a timely and cost-effective manner.

#### 4.0 CONTRACT AWARD

EHA will evaluate submitted proposals per the following criteria:

<b>Criteria</b>	<b>Maximum Points</b>
Description/experience of the proposed firm(s)	15
Qualifications/experience of the proposed team members	15
Experience with HUD's RAD program and public housing	15
Experience/success of the proposed firm(s) and team members in obtaining grants and other funding sources for new low-income housing developments and renovation of existing low-income housing.	15
Sec 3 Business Entity	5
Woman or Minority Business Owner	5
Fee arrangement and payment schedule	10
References	5
Familiarity with market	15

EHA will evaluate the proposals and select the top firms and the selected firms may be invited to make presentations to EHA. Based upon the proposal content and possible presentations, EHA will award the contract in the best interest of the Authority.

EHA reserves the right to reject any and all proposals and to award the contract in the best interest of the Authority.

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TOM WACHS, Executive Director

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Date

**EUFULA HOUSING AUTHORITY  
PROPERTY PROFILES**

Property		Bedroom Size						Total	Year Built
#	Name	0BR	1BR	2BR	3BR	4BR	5BR		
AL118-000001	Chattahoochee Courts	4	34	79	76	22	2	217	
AL118-000002	Western Heights	6	19	48	76	11	0	160	
	TOTALS	10	53	127	152	33	2	377	