

**NEVADA RURAL HOUSING AUTHORITY  
REQUEST FOR PROPOSALS**

**PROJECT BASED VOUCHER PROGRAM**

**I. SPECIAL CONDITIONS**

**A. REQUIREMENTS**

1. The Nevada Rural Housing Authority (NRHA) will receive proposals from owners of existing/new construction rental units for consideration in assigning Project-Based Voucher (PBV) rental assistance. NRHA will provide up to 50 total PBVs in the Rural Counties, through its Section 8 Rental Assistance Program. The maximum amount of PBV to any project will be limited to the greater of 25 units or 25% of the total project units. These units must be rented to elderly, disabled, under-served special needs populations, veteran households, or to meet other specific priorities that may be set forth in the Agency plan.
2. The deadline for receipt of proposals is 10:30 AM local time, Monday, April 22, 2024. Owner proposals will be accepted on a first-come first-served basis. Proposals received after the established deadline may be considered non-responsive and rejected. Proposals should be electronically delivered to:

Lourdes Perez - Director of Rental Assistance  
775-886-7919  
lperez@nvrural.org

Mailed proposals shall be sent to Ms. Perez' attention the address below.

Lourdes Perez  
Director of Rental Assistance  
Nevada Rural Housing Authority  
3695 Desatoya Drive  
Carson City, NV 89701

The outside of the envelope shall indicate the following in the lower left-hand corner:

PROJECT BASED VOUCHER RFP  
DEADLINE: 10:30 AM, Monday, April 22, 2024

3. Any questions regarding the RFP should be directed to Lourdes Perez, Director of Rental Assistance. Questions may be sent via e-mail at lperez@nvrural.org
4. The applicant shall submit one digital or hard copy. If applicant submits a hard copy via US mail, it must have original signatures.

5. Requirements for the proposal to be considered:
- a. Proposed existing/new construction units must be located in the Rural Counties.
  - b. The existing/proposed property must meet local building codes and the Housing Quality Standards (HQS) as established by the U.S. Department of Housing and Urban Development. Additionally, the units must be in compliance with Section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR part 8. Approved proposals are also subject to completing an environmental review under 24 CFR 983.50 prior to execution of the Housing Assistance Payments Contract.
  - c. The applicant must provide a cover letter with their proposal that, at a minimum, includes a description of the property, with bullets outlining:
    - The development's name, location and unit type.
    - Total number of units at the site and bedroom distribution.
    - Total number of units requested for PBV assistance.
    - Accessibility features for handicapped individuals.
    - Amenities in the units.
    - Utilities available to the units and specification of utility service to be included in the rent and services to be paid by the tenant.
    - Management and maintenance services.
  - d. The applicant must provide either evidence of site control or ownership to qualify as owner of the units. This evidence should be submitted as EXHIBIT A of the proposal.

**B. ELIGIBILITY CRITERIA**

In order to be eligible for consideration, each property owner must submit written evidence as EXHIBIT B of its proposal demonstrating that it fulfills the following criteria:

1. Experience as an owner in the tenant-based voucher program and owner compliance with the owner's obligations under the tenant-based program;

2. Extent to which the project furthers NRHA goal of de-concentrating poverty and expanding housing and economic opportunities;
  - a. NRHA will attempt to support the Rural Counties in their efforts to improve specified neighborhoods by deconcentrating poverty and expanding housing and economic opportunity. Where such neighborhoods have been identified for other public funding improvement goals, such requests will receive a high priority.
    1. For this solicitation, NRHA will award bonus points to projects within Pershing County and Elko County, Nevada.
  - b. NRHA will encourage non-profit groups, faith-based organizations and minority organizations, where possible, to become new providers of affordable housing for low-income persons or to expand the supply of housing for low-income persons, and such requests will receive a high priority.
  - c. NHRA will encourage proposals that are reasonably near to public transportation and provide shopping opportunities for the low-income families living at the site.
  - d. NHRA will consider each site in light of the specific requirements in 24 CRF 983.57 to determine if it is consistent with the requirements.
3. If applicable, extent to which services for special populations is provided on site or in the immediate area for occupants of the property; and
4. Extent to which units are occupied by families that are eligible to participate in the PBV program.
5. Extent to which the proposed site complies with the following neighborhood standards:
  - a. Is adequate in size, exposure, and contour to accommodate the number and type of units proposed;
  - b. Has adequate utilities and streets available to service the site;
  - c. Promotes a greater choice of housing opportunities and avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons;
  - d. Is accessible to social, recreational, educational, commercial, and health facilities and services and other municipal facilities and services equivalent to those found in neighborhoods consisting largely of unassisted similar units; and
  - e. Is located so that travel time and cost via public transportation or private automobile from the neighborhood to places of employment is not excessive.

A PHA-owned unit may be assisted under the PBV program. NRHA may submit a proposal for project-based housing that is owned or controlled by NHRA. If the proposal for NHRA-owned housing is selected, NHRA will use Reno Housing Authority to review the PHA selection, to determine initial contract rent, and perform HQS inspections for the PBV program.

**C. EVALUATION CRITERIA**

Evaluation criteria shall be as follows:

EVALUATION CRITERIA	Points
Experience as an owner in the tenant-based voucher program and owner compliance with the owner’s obligations under the tenant-based program.	0-20
Extent to which the project furthers NRHA goal of de-concentrating poverty and expanding housing and economic opportunities.	0-20
Bonus points for proposals that serve very low-income populations in Pershing County or Elko County	10
Extent to which services for special populations is provided on site or in the immediate area for occupants of the property.	0-15
Extent to which units are occupied by families that are eligible to participate in the PBV program	0 – 15
Extent to which units meet HUD’s Neighborhood Standards	0 – 20
Evidence of Site Control	Yes or No
Cover Letter/Project Description	Yes or No
<b>TOTAL</b>	<b>100</b>

Complete applications will be evaluated and scored. Applications scoring a minimum of 50 points will be awarded available PBV on a first-come first-served basis until the PBV offered in this solicitation is exhausted. This may occur prior to the application deadline and proposers are encouraged to submit their response at their earliest convenience.

## **II. GENERAL CONDITIONS**

1. Nevada Rural Housing Authority reserves the right to reject any or all proposals and to waive any informalities in the proposal process. Withdrawal of proposals prior and subsequent to the opening shall be permitted only in accordance with the Nevada Rural Housing Authority's Procurement Policy.
2. Nevada Rural Housing Authority reserves the right to make an award based solely on the proposals or to negotiate further with one or more applicants. Nevada Rural Housing Authority's decision is final; there is no appeal process.
3. Nevada Rural Housing Authority reserves the right to terminate the contract for unsatisfactory performance in compliance with the terms of the Housing Assistance Payment (HAP) contract.
4. Contract renewals after the initial period may occur at the sole option of NRHA. All HAP contract renewals are contingent upon the future availability of the appropriated HUD funds for the Housing Choice Voucher program.
5. NRHA will determine household eligibility for participation in the project-based assistance program in accordance with HUD requirements and NHRA's Administrative Plan. All assisted units must be leased to eligible households. Leasing units to ineligible tenants is a violation of the HAP Contract and will result in the loss of rental subsidy.
6. Gross rents will be determined in accordance with NHRA's Administrative Plan. NRHA's current payment standards are posted on its website. NRHA will complete a rent comparability study prior to approving HAP rents and inspect units for compliance with HUD's Housing Quality Standards (HQS). For NRHA-owned units, Reno Housing Authority will prepare the rent comparability study and perform HQS inspections on the units.
7. The selected firm shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).
8. The selected firm shall comply with Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by the Department of Labor regulations (29 CFR Part 5).
9. The selected firm shall provide access to any books, documents, papers and records that are directly pertinent to contract services for the purpose of making audit, examination, excerpts and transcriptions at no charge. Such access shall be made to the U. S. Department of Housing and Urban Development officials, Comptroller

General of the United States, Executive Director, or any of their duly authorized representatives.

10. The selected owner(s) shall retain all required records for three (3) years following the date of expiration and all other pending matters are closed and shall provide access to the Nevada Rural Housing Authority at no charge during that period.
11. The selected owner(s) shall protect, defend, indemnify, and save harmless Nevada Rural Housing Authority against any or all claims that may result or arise from the performance of this contract.
12. In accordance with federal regulations, Nevada Rural Housing Authority requires a drug-free work place. The selected firm shall require all employees sign copies of the notice to honor and abide by the requirements of the Drug Free Work Place Act.
13. The selected owner(s) shall be required to abide by all Federal, State and/or local regulations with regard to equal employment opportunity.
14. Selected owner(s) must certify that the owner and other project principles are not on the US General Services Administration list of parties excluded from Federal procurement and non-procurement programs.
15. In order to comply with the law and provisions of the Immigration and Reform and Control Act of 1986, the selected firm must verify that all its employees are United States citizens or aliens authorized to work in the United States.
16. No member, officer or employee of the Nevada Rural Housing Authority during his/her tenure or one year thereafter, shall have any interest, direct or indirect, in any contract that may be issued as a result of this request for bids.
17. The Contract shall not be assigned in whole or in part, or subcontracted by the selected owner(s), without prior written approval of Nevada Rural Housing Authority.
18. Within 10 business days of selection, NRHA will post the name of the owner(s) selected for the PBV program on its website: <https://nvrural.org>
19. NRHA will also publish award information within 21 days in the same newspapers and trade journals used to solicit proposals.