



**SOUTHERN NEVADA REGIONAL
HOUSING AUTHORITY**

**REQUEST FOR PROPOSALS (RFP)
FOR
PROJECT-BASED VOUCHER PROGRAM
RFP NO. 22033
(July 2022)**

TO RESPOND TO THIS RFP, REFER TO PAGE 4

**Submission Deadline:
August 25, 2022 at 10AM PDT**

**PROCUREMENT & CONTRACTS
340 North 11th Street, Suite 180
Las Vegas, NV 89101**

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SNRHA's Narrative of Services

I. Introduction

The Southern Nevada Regional Housing Authority (SNRHA) is issuing a Request for Proposals (RFP) for Property Owners to apply for a public-private partnership to create affordable housing opportunities. SNRHA's mission is to provide housing opportunities to low-income individuals and families while promoting self-sufficiency and affirmatively furthering fair housing.

SNRHA may provide up to 20% of its budget authority as allocated by the United States Department of Housing and Urban Development (HUD) for use in the Project Based Voucher (PBV) program. The PBV program requires compliance with all equal opportunity requirements under federal law and regulations including the authorities cited at 24 CFR 5.105(a).

Under this Request for Proposal (RFP) and subject to funding availability, SNRHA will provide up to 200 vouchers for project-based assistance.

How a PBV Subsidy Works:

In regards to the PBV program, SNRHA will be responsible for administering the vouchers through a Housing Assistance Payment Contract (HAP). Owners/partners of the property(ies) (Development) will execute a HAP Contract with SNRHA on behalf of each unit. The HAP Contract governs the flow of subsidy to the Development for the assisted units, explains the roles and responsibilities of all parties, term, penalties, and other matters. It is highly recommended that any partner that is interested in the program review the HAP Contract prior to submitting their applications. It is in the best interest of all parties that all are fully aware of program requirements and the roles of all parties prior to becoming involved with the PBV program.

II. Site Selection Standards

SNRHA will select proposals and enter into a HAP contract for those units meeting the following general criteria:

1. Project Based Voucher assistance for housing at the selected site is consistent with the goal of deconcentrating poverty and expanding housing or economic opportunities based upon the following considerations (Specific factors are discussed at 24 CFR 983.57):
 - a. Does the proposed project comply with PBV goals, civil rights requirements and all Housing Quality Standards (HQS)?
 - b. Is the proposed PBV development in a HUD designated Enterprise Zone, Economic Community, or Renewal Community?
 - c. Is the PBV development located in a census tract where concentration of assisted units will be or has decreased as a result of public housing disposition and/or demolition?
 - d. Does the proposed area fall within a census tract that is undergoing significant revitalization?
 - e. Have there been state, local, or federal dollars invested in the area?

- f. Have new market rate units been developed in this area as to positively impact the poverty rate in the area?
 - g. Is the poverty rate in the area where the proposed PBV development will be located greater than 20%? If so, SNRHA may look at the poverty trend over the previous five (5) years.
 - h. Does the area offer meaningful opportunities for educational and economic advancement?
2. The site is suitable from the standpoint of facilitating and furthering full compliance with the applicable provisions of Title VI of the Civil Rights Act of 1964 and any other subsequent act outlining fair housing.
- a. Must meet HUD regulations for site and neighborhood standards as described in 24 CFR 8.4 (b) (5).
 - b. The site meets the HQS site standards in 24 CFR 982.401 (1).
 - c. Be adequate in size, exposure, and contour to accommodate the number and type of units proposed and have adequate utilities and streets available to service the site.
 - d. Promote a greater choice of housing opportunities and avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons.
 - e. Be 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.
 - f. Be located so that travel time and cost via public transportation or private automobile from the neighborhood to places of employment is not excessive.
 - g. Must not be located in an area of minority concentration unless SNRHA determines that sufficient, comparable opportunities exist for housing for minority families in the income range to be served by the proposed project outside areas of minority concentration or that the project is necessary to meet overriding housing needs that cannot be met in that housing market area and must not be located in a racially mixed area if the project will cause a significant increase in the proportion of minority to non-minority residents in the area.

III. Ineligible Housing Units

Housing units and/or projects that are NOT eligible for PBV assistance and will not be eligible for development partnership include:

- Shared housing;
- Units on the ground of a penal, reformatory, medical, mental, or similar public or private institution;
- Nursing homes or facilities providing continuous psychiatric, medical, nursing service, board and

care, or intermediate care (assistance may be approved for a dwelling unit in an assisted living facility that provides home health care service such as nursing and therapy for residents of the housing);

- Units owned or controlled by an educational institution or its affiliate and designed for occupancy by the students of the institution;
- Manufactured homes;
- Transitional housing;
- Owner-occupied housing;
- Units occupied by an ineligible family; or
- Any other subsidized housing types determined ineligible in accordance with HUD regulations.

IV. Eligibility requirements

SNRHA is only providing awards of Project Based Vouchers to new construction sites at this time. A proposed site must meet the following site and neighborhood standards:

1. The site must be adequate in size, exposure, and contour to accommodate the number and type of units proposed, and adequate utilities (water, sewer, gas, and electricity) and streets must be available to service the site.
2. The site must not be located in an area of minority concentration, except as permitted under paragraph 3 of this section, and must not be located in a racially mixed area if the project will cause a significant increase in the proportion of minority to non-minority residents in the area.
3. A project may be located in an area of minority concentration only if:
 - a. Sufficient, comparable opportunities exist for housing for minority families in the income range to be served by the proposed project outside areas of minority concentration (see paragraph (3)(c), (d), and (e) of this section for further guidance on this criterion); or
 - b. The project is necessary to meet overriding housing needs that cannot be met in that housing market area (see paragraph (3)(f) of this section for further guidance on this criterion).
 - c. As used in paragraph (3)(a) of this section, “sufficient” does not require that in every locality there be an equal number of assisted units within and outside of areas of minority concentration. Rather, application of this standard should produce a reasonable distribution of assisted units each year, that, over a period of several years, will approach an appropriate balance of housing choices within and outside areas of minority concentration. An appropriate balance in any jurisdiction must be determined in light of local conditions affecting the range of housing choices available for low-income minority families and in relation to the racial mix of the locality's population.
 - d. Units may be considered “comparable opportunities,” as used in paragraph (3)(a) of this section, if they have the same household type (elderly, disabled, family, large family) and

- tenure type (owner/renter); require approximately the same tenant contribution towards rent; serve the same income group; are located in the same housing market; and are in standard condition.
- e. An evaluation of the application involves assessing the overall impact of HUD-assisted housing on the availability of housing choices for low-income minority families in and outside areas of minority concentration, and must consider the extent to which the following factors are present, along with other factors relevant to housing choice:
- i. A significant number of assisted housing units are available outside areas of minority concentration.
 - ii. There is significant integration of assisted housing projects constructed or rehabilitated in the past 10 years, relative to the racial mix of the eligible population.
 - iii. There are racially integrated neighborhoods in the locality.
 - iv. Programs are operated by the locality to assist minority families that wish to find housing outside areas of minority concentration.
 - v. Minority families have benefited from local activities (e.g., acquisition and write-down of sites, tax relief programs for homeowners, acquisitions of units for use as assisted housing units) undertaken to expand choice for minority families outside of areas of minority concentration.
 - vi. A significant proportion of minority households have been successful in finding units in non-minority areas under the tenant-based assistance programs.
 - vii. Comparable housing opportunities have been made available outside areas of minority concentration through other programs.
- f. Application of the “overriding housing needs” criterion, for example, permits approval of sites that are an integral part of an overall local strategy for the preservation or restoration of the immediate neighborhood and of sites in a neighborhood experiencing significant private investment that is demonstrably improving the economic character of the area (a “revitalizing area”). An “overriding housing need,” however, may not serve as the basis for determining that a site is acceptable, if the only reason the need cannot otherwise be feasibly met is that discrimination on the basis of race, color, religion, sex, national origin, age, familial status, or disability renders sites outside areas of minority concentration unavailable or if the use of this standard in recent years has had the effect of circumventing the obligation to provide housing choice.
4. The site must promote greater choice of housing opportunities and avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons.
 5. The neighborhood must not be one that is seriously detrimental to family life or in which substandard dwellings or other undesirable conditions predominate, unless there is actively in progress a concerted program to remedy the undesirable conditions.
 6. The housing must be accessible to social, recreational, educational, commercial, and health

facilities and services and other municipal facilities and services that are at least equivalent to those typically found in neighborhoods consisting largely of unassisted, standard housing of similar market rents.

7. For new construction, housing designed for elderly persons must consider, travel time, and cost via public transportation or private automobile from the neighborhood to places of employment providing a range of jobs for lower-income workers, and must not be excessive.



**RFP INFORMATION AT A GLANCE
PROJECT-BASED VOUCHER PROGRAM**

<p>SNRHA CONTACT PERSON(S) ONLY:</p> <p>Note: Contact with any other SNRHA staff other than Johnny B. Shaw and Linda Price within this document is prohibited and will result in your Proposal being rejected. Additionally, Proposers shall not communicate with SNRHA's Residents and Board of Commissioners regarding this RFP.</p>	<p>Johnny B. Shaw, Jr., MBA, Procurement Manager Telephone: (702) 477-3146 TDD: (702) 387-1898 Email: jshaw@snvrha.org or not available, contact</p> <p>Linda Price Telephone: (702) 477-3144 Email: lsimpson@snvrha.org</p>
<p>HOW TO OBTAIN THE SOLICITATION DOCUMENTS ON THE APPLICABLE INTERNET SITES:</p>	<p>1. DOWNLOAD AND RESPOND TO THIS SOLICITATION: NGEM website: https://nevada.ionwave.net/Login.aspx Registered Users: Log in and insert Solicitation No. RFP P22033 Non-Registered Users: You must register your company before downloading and responding to this RFP, which is free of charge. Click on "New Vendor" to register. Problems accessing or registering your company, call 866-526-9266, 9AM Eastern – 4PM Pacific, M-F</p> <p>2. DOWNLOADS ONLY: SNRHA website: www.snvrha.org click on Procurement and "Current Bid Invitations" and proceed to the appropriate solicitation number. Problems downloading the Solicitation, notify our IT Department at (702) 477-3160, M-F, 8AM-5PM PST</p>
<p>PRE-PROPOSAL CONFERENCE:</p>	<p>See Questions & Answers (Q&A) Information below in lieu of Pre-Proposal Conference</p>
<p>Q&A DEADLINE IN LIEU OF PRE-PROPOSAL CONFERENCE:</p>	<p>August 11, 2022 10AM (PDT) All questions and answers shall be submitted in writing via https://nevada.ionwave.net/Login.aspx</p>
<p>SOLICITATION SUBMITTAL RETURN & DEADLINE:</p>	<p>Southern Nevada Regional Housing Authority Procurement & Contracts 340 N. 11th Street, Suite 180 Las Vegas, NV 89101</p> <p>August 25, 2022 10AM (PDT)</p> <p>Your proposed costs must be entered at the applicable website, https://nevada.ionwave.net/Login.aspx by the deadline date and time. Additionally, your three (3), sealed, hard-copy, proposals must be received in-hand and time-stamped by the SNRHA Procurement & Contracts Office no later than 10:00 AM (PDT) on the above-stated deadline date.</p>
<p>ANTICIPATED APPROVAL BY SNRHA BOARD OF COMMISSIONERS, if necessary</p>	<p>September 15, 2022</p>

1.0 SNRHA'S RESERVATION OF RIGHTS AND PROTEST PROCEDURES:

1.1 SNRHA's Reservation of Rights:

- 1.1.1** The SNRHA reserves the right to reject any or all proposals, to waive any informality in the Solicitation process, or to terminate the Solicitation process at any time, if deemed by the SNRHA to be in its best interests.
- 1.1.2** The SNRHA reserves the right not to award a contract pursuant to this Solicitation or award a contract to more than one Contractor if it deems it is necessary to do so.
- 1.1.3** The SNRHA reserves the right to terminate a contract awarded pursuant to this Solicitation, at any time for its convenience upon 10 days written notice to the successful proposer(s).
- 1.1.4** The SNRHA reserves the right to determine the days, hours and locations that the successful proposer(s) shall provide the services called for in this Solicitation.
- 1.1.5** The SNRHA reserves the right to retain all proposals submitted and not permit withdrawal for a period of 60 days subsequent to the deadline for receiving proposals without the written consent of the SNRHA Procurement Manager (PM).
- 1.1.6** The SNRHA reserves the right to negotiate the fees proposed by the proposer entity.
- 1.1.7** The SNRHA reserves the right to reject and not consider any proposal that does not meet the requirements of this Solicitation, including but not necessarily limited to incomplete proposals and/or proposals offering alternate or non-requested services.
- 1.1.8** The SNRHA shall have no obligation to compensate any proposer for any costs incurred in responding to this Solicitation.
- 1.1.9** The SNRHA reserves the right to accept only one Solicitation per company carrying the same Tax Identification Number.
- 1.1.10** SNRHA reserves the right and requires all contractors to comply with the American Disability Act (ADA) on all contracts which are as follows:
 - 1.1.10.1** Proposer agrees to comply with the federal statutes relating to non-discrimination. These include, but aren't limited to Section 504 of the Rehabilitation Act of 1973 as amended (29USC section 794) which prohibits discrimination on the basis of handicap and the Americans with Disabilities Act of 1990.
 - 1.1.10.2** The Proposer agrees to abide by the requirements of the following as applicable; The Rehabilitation Act of 1973 as amended, the Vietnam

Veterans Readjustment Assistance Act of 1974; the Requirements of the ADA of 1990. The Proposer agrees not to discriminate in its employment practices and will render services under this agreement and any contract entered into as a result of this agreement, without regard to veteran status or disabilities. Any failure to comply with these statutory obligations when applicable shall be grounds for termination of this agreement and any contract entered into as a result of this agreement.

1.1.11 The SNRHA reserves the right to reject and not consider any bid of which communication between a Proposer and a member of the SNRHA staff, its Residents or Board of Commissioners (BOC) is violated. Communication regarding this Solicitation is prohibited from the time the Solicitation is advertised until it is recommended for award of a contract. Questions pertaining to this Solicitation shall be addressed only to the “Designated Contact(s) as specified on the previous page of this document. Failure to comply with this requirement shall result in the Proposal being considered nonresponsive.

1.1.12 The SNRHA shall reserve the right to at any time during the RFP or contract process to prohibit any further participation by a proposer or reject any proposal submitted that does not conform to any of the requirements detailed herein. By accessing the Nevada Government eMarketplace (NGEM) website at <https://nevada.ionwave.net/Login.aspx> (no www) and downloading and responding to this Solicitation, each prospective proposer is thereby agreeing to abide by all terms and conditions listed within this document and within the noted Internet site, and further agrees that he/she will inform the SNRHA PM in writing within 5 days of the discovery of any item listed herein or of any item that is issued thereafter by the SNRHA that he/she feels needs to be addressed. Failure to abide by this time frame shall relieve the SNRHA, but not the prospective proposer, of any responsibility pertaining to such issue.

1.2 SNRHA’s Protest Procedures: Any prospective or actual proposer, offeror, or contractor in connection with the solicitation of a proposal or award of a contract, shall have the right to protest.

1.2.1 To be eligible to file a protest with the SNRHA pertaining to an award of contract, including small purchase, competitive proposal, or sealed bid the company or individual filing the protest must have been involved in the bid process in some manner (i.e. registered and received the solicitation documents) when the alleged situation occurred. The SNRHA has no obligation to consider a protest filed by any party that does not meet these criteria.

1.2.2 A Proposer who submits an unsuccessful bid may not seek any type of judicial intervention until the Executive Director as the Contracting Officer (CO) or his designate(s) have made a determination on the protest and awards the contracts.

- 1.2.3** Neither the BOC, CO nor its authorized representative is liable for any costs, expenses, attorney's fees, loss of income or other damages sustained by a Proposer who submits a bid, whether or not the person files the protest pursuant to this section.
- 1.2.4** The CO shall review the written protest and supportive data, within ten (10) days after receipt of the written protest, issue a written opinion and decision. This document shall state the reasons for the action taken as well as inform the alleged aggrieved protestant of the right of further administrative review. A copy of this written opinion and decision shall be placed on file.
- 1.2.5** A Protest shall be in writing, and must include the following:
- 1.2.5.1** A bond;
 - 1.2.5.2** The name, address and phone number(s) of the protestor;
 - 1.2.5.3** The solicitation/contract number and project title;
 - 1.2.5.4** A detailed statement of the basis for the protest;
 - 1.2.5.5** Supporting evidence or documents to substantiate any arguments;
 - 1.2.5.6** The form of relief or remedy requested;
 - 1.2.5.7** All protests shall be submitted to the CO or his/her designee;
 - 1.2.5.8** The written protest of an award of contract must be received within ten (10) calendar days after bid result notification of the contract award has been sent to the protestor, or the protest will not be considered;
 - 1.2.5.9** All written protest received by the SNRHA must be signed and date/time stamped upon receipt of the written protest;
 - 1.2.5.10** Bond Requirement for Protest;
 - 1.2.5.11** A bond or surety is required to be submitted with the protest documents (noted above);
 - 1.2.5.12** A protest submitted without the bond or security shall not be considered;
- 1.3** **SNRHA's Bond/Security:** A bond with good and solvent surety authorized to do business in this State of Nevada, or submit other security, defined as a cashier's check, money order or certified check, endorsed to the SNRHA. The bond or surety must be in an amount equal to 25% of the total value of the bid; and
- 1.3.1** A bond posted or other security must be submitted with the protest. SNRHA shall hold the bond or other security until a determination is made on the protest.
- 1.4** **SNRHA's Receipt of Protest:**
- 1.4.1** Upon timely receipt of the protest, the CO or designee shall review the protest and issue a written decision on the matter within a reasonable time. If the protest is denied, the written decision shall be a final decision, unless an appeal hearing is requested;

- 1.4.2 SNRHA Legal Counsel may be obtained at the approval of the Executive Director (ED)/CO or the designate; Cost and Legal fees arriving from SNRHA's Legal Counsel shall be assessed against the protest Bond, if protest is denied.
- 1.4.3 Prior to submitting a response to a protest, the CO must ensure compliance with HUD and other applicable regulations;
- 1.4.4 SNRHA Counsel at the discretion of the CO shall prepare any all subsequent responses; and
- 1.4.5 If a decision to deny the appeal/protest is unclear SNRHA may consult with legal counsel.

1.5 SNRHA's Response to Protest:

- 1.5.1 The Contracting office shall review the written protest and supportive data, if any. He/she shall, within 10 days after receipt of the written protest, issue a written opinion and decision. This document shall state the reasons for the action taken as well as inform the alleged aggrieved protestant of the right of further administrative review. The CO shall fully document the protest decision in writing in the contract file.

1.6 SNRHA's Denials of Protest:

- 1.6.1 The CO shall notify the protestor in writing of the SNRHA's decision and state the basis for the denial. The notification shall apprise the protestor of any appeal rights in accordance with the SNRHA's protest procedures.
- 1.6.2 **Note:** When the protest is denied, the SNRHA may make a claim against the bond or other security in an equal amount to the expenses incurred due to the unsuccessful protest. Any money remaining after the claim has been satisfied must be returned to the company/individual who posted the bond or submitted the security. A request for Appeal Hearing ceases this action until a final determination is made.

1.7 SNRHA's Protest – Appeal Hearing:

- 1.7.1 If the company or individual protesting does not agree with the written opinion and decision issued by the CO, the protestor may request an Appeal Hearing.

1.8 SNRHA's Appeal Hearing Procedures:

- 1.8.1 The request for an appeal hearing must be delivered in writing (signed and date/time stamped) to the CO within five (5) calendar days of receipt of the written opinion and decision. Failure to request an appeal hearing within five (5) calendar days of receipt of the written opinion and decision or comply with the instructions below shall

relieve the SNRHA of any responsibility to consider the request. The following procedures must be adhered to:

- 1.8.1.1** The request for an appeal hearing must contain the specific reasons for the appeal and all supporting data for those reasons.
- 1.8.1.2** After review of the request is submitted, it shall be within the administrative powers of the CO or ED to grant or deny any request for administrative appeal.
- 1.8.1.3** After a complete review of the alleged aggrieved protestant's written request and supporting data, if the ED decides that the request does not merit further consideration, he/she shall render his/her decision in writing to the alleged aggrieved protestant. A decision rendered under this paragraph shall be made within 10 days after the receipt of the alleged aggrieved protestant's request for an administrative hearing. This decision shall be final without further administrative recourse.
- 1.8.1.4** After a complete review of the protest and findings, if the CO or ED decides that the request merits further consideration, he/she shall forward the protestant's written request, along with a cover letter explaining why it merits further consideration and with a recap of all proposals submitted and a copy of the original written protest, to the SNRHA Legal Counsel for consideration. The SNRHA Legal Counsel shall issue a decision to the protestor, in writing, within 10 days of his/her receipt of such documents.
- 1.8.1.5** Such written decision delivered to the Protester shall exhaust the SNRHA's internal protest and administrative appeal process available.



2.0 GENERAL:

2.1 SNRHA History: SNRHA was formed in July 2010 as a result of a merger between the Las Vegas Housing Authority, Clark County Housing Authority and North Las Vegas Housing Authority as a means to streamline housing services within Clark County. SNRHA assists approximately 15,265 families of which 2,051 families are in conventional public housing and about 11,879 in various Housing Choice Voucher programs and the balance of families which is 1,335 are in non-Federally assisted or affordable housing. Additionally, SNRHA has Rental Assistance Demonstration (RAD) properties that consist of public housing that has been converted to affordable housing which consist of one mobile home Park and seven housing developments.

2.2 Employee locations: Executive Office, Finance, Information Technology to include a Call Center, Procurement, Modernization and Development, HCV Department, and Family Self-Sufficiency Departments are located in the SNRHA’s (North Campus) Administrative Office located at 340 11th Street, Las Vegas, NV 89101.

Housing Programs staff of approximately 60 employees is located at 380 Maryland Pkwy, Las Vegas NV 89101 which is across the parking lot from the north administration building.

The South Administrative Office houses the Chief Operating Officer, Admissions, Affordable Housing, Public Housing Operations, Human Resources, and Scattered Sites Management office, located at 5390 E. Flamingo Road, Las Vegas, NV 89122. A warehouse is located behind the south administration office at 5390 E. Flamingo Road.

Housing management staff is located in 30 outlying offices, and the maintenance staff work from 30 different maintenance shops within the Clark County area.

2.3 Property Maintenance: SNRHA maintenance staff has responsibility for routine maintenance and operation (including all repairs and routine replacements) for about 3,705 dwellings. In addition, we contract all modernization/renovation of public housing and affordable housing developments

2.4 SNRHA Properties: The following list of properties are owned and operated within Clark County, Nevada.by SNRHA.

NO.	PROPERTY/ADDRESS	PROGRAM	UNITS	TYPE
1	Aida Brents Gardens, 2120 Vegas Dr., LV, NV 89106	(PH)	24	Senior
2	Archie Grant Park, 1720 Searles Ave., LV, NV 89101	(RAD)	125	Senior
3	Arthur D. Sartini Plaza Annex, 5200 Alpine St., LV, NV 89107	(PH)	39	Senior
4	Arthur D. Sartini Plaza, 900 Brush St., LV, NV 89107	(PH)	220	Senior
5	Bassler/McCarran/Statz, Bassler, McCarran & Statz Sts, NLV, NV 89030	(AH)	20	Family
6	Biegger Estates, 5701 Missouri Avenue, LV, NV 89122	(RAD)	119	Family
7	Brown Homes, Flamingo & Perry Streets, LV, NV 89122	(AH)	124	Family
8	Dorothy Kidd Park, 3903 Stewart Ave., LV, NV 89110	(AH)	107	Senior
9	Ernie Cragin Terrace, Valley & 28 th St., LV, NV 89101	(PH)	40	Family



NO.	PROPERTY/ADDRESS	PROGRAM	UNITS	TYPE
10	Espinoza Terrace, 171 Van Wagener St., HN, NV 89015	(RAD)	100	Senior
11	Eva Garcia Mendoza, 1950 N Walnut Ave., LV, NV 89115	(AH)	128	Family
12	Hampton Court, 1030 Center St., HN, NV 89015	(PH)	100	Family
13	Harry Levy Gardens, 2525 W. Washington Ave., LV, NV 89106	(PH)	150	Senior
14	Housing Programs Office, 380 N. Maryland Parkway, LV, NV 89101	(AH)	Office	Building
15	Howard Cannon Center, 340 N. 11 th St., LV, NV 89101	(AH)	Office	Building
16	Hullum Homes, 4980 E. Owens Ave., LV, NV 89115	(PH)	59	Family
17	James Down Towers, 5000 W. Alta Ave., LV, NV 89107	(PH)	200	Senior
18	Janice Brooks Bay, 5201 Walnut Ave., LV, NV 89110	(AH)	100	Family
19	Jones Gardens, 1750 Marion Dr., LV, NV 89115	(PH)	90	Family
20	Landsman Gardens, 750 Major Avenue, HN, NV 89015	(RAD)	100	Family
21	Lubertha Johnson, 3900 Perry St., LV, NV 89122	(RAD)	112	Senior
22	Marble Manor Annex, MLK & Wyatt, LV, NV 89106	(PH)	20	Family
23	Marble Manor, Washington & H Streets, LV, NV 89106	(PH)	235	Family
24	Marion D. Bennett Plaza, 1818 Balzar Ave., LV, NV 89106	(RAD)	65	Senior
25	Otto Merida Desert Villas, 3901 E. Charleston Blvd, LV, NV 89110	(PH +LIHTC)	60	Family
26	Robert Gordon I-VII, 420 N. 10 th St., LV, NV 89101	(AH)	206	Senior
27	Robert Gordon Plaza VIII, 322 N. 10 th St., LV, NV 89101	(AH)	43	Senior
28	Rose Gardens, 1632 Yale Ave., NLV, NV 89030	(RAD)	120	Senior
29	Rulon Earl Mobile Manor #1, 3909 E. Stewart Ave., LV, NV 89110	(AH)	71	Senior
30	Rulon Earl Mobile Manor #2, 3903 E. Stewart Ave., LV, NV 89110	(AH)	51	Senior
31	Scattered Site Homes	AH:185; PH:386	571	Family
32	Schaffer Heights, 2901 Schaffer Circle, LV, NV 89121	(PH)	75	Senior
33	Sherman Gardens Annex, 909 Doolittle St., LV, NV 89106	(PH)	154	Family
34	Sherman Gardens, 1701 N. "J" St., LV, NV 89106	(PH)	80	Family
35	Simmons Manor, 5385 Austin John Ct., LV, NV 89122	(PH)	61	Family
36	Vera Johnson A, 1200 Harris Avenue, LV, NV 89101	(RAD)	76	Family
37	Vera Johnson B, 503 N Lamb Blvd., LV, NV 89110	(RAD)	112	Family
38	Villa Capri, 1801 N "J" St., LV, NV 89106	(PH)	60	Family
39	W. F. Cottrell Admin Building 5380 E. Flamingo Road 89122	(AH)	Office	Building

AH=Affordable Housing Program or housing that is not federally subsidized
LIHTC=Low Income Home Tax Credit
PH=Public Housing or Federally subsidized housing
RAD= Rental Assistance Demonstration Program Conversion
Scattered Site Homes=Single-family homes located throughout Clark County, NV

3.0 SOLICITATION SUBMISSION INSTRUCTIONS & PROCEDURES

3.1 Submittal Instructions

- 3.1.1 Submission Conditions:** DO NOT FOLD OR MAKE ANY ADDITIONAL MARKS, NOTATIONS OR REQUIREMENTS ON THE DOCUMENTS TO BE SUBMITTED! Proposers are not allowed to change any requirements or forms contained within this RFP Document, either by making or entering onto these documents; and if any such additional marks, notations or requirements are entered on any of the documents that are submitted to the SNRHA by the Proposer, such may invalidate that proposal. If, after accepting such a proposal, the SNRHA decides that any such entry has not changed the intent of the proposal that the SNRHA intended to receive, the SNRHA may accept the proposal and the proposal shall be considered by the SNRHA as if those additional marks, notations or requirements were not entered on such. By accessing the NGEM Internet system (<https://nevada.ionwave.net/Login.aspx>), registering and downloading these documents, each proposer that does so is agreeing to Proposer all notices that the SNRHA delivers to him/her as instructed, and by submitting a proposal, the Proposer agree to abide by all terms and conditions published herein and by addendum pertaining to this RFP.
- 3.1.2 Submission Responsibilities:** It shall be the responsibility of each Proposer to be aware of and to abide by all dates, times, conditions, requirements and specifications set forth within all applicable documents issued by the SNRHA, including the RFP document, the documents listed within the following sections, and any addenda and required attachments submitted by the proposer. By virtue of completing, signing and submitting the completed documents, the proposer is stating his/her agreement to comply with the all conditions and requirements set forth within those documents. Written notice from the proposer not authorized in writing by the SNRHA PM to exclude any of the SNRHA requirements contained within the documents may cause that proposer to not be considered for award.
- 3.1.3 Submission Date: August 25, 2022, at 10AM**
Both hardcopy Proposal and electronic Proposal (uploaded to NGEM) must be received by August 25, 2022, at 10AM. Proposals received after the published deadline, will not be accepted. **NO EXCEPTIONS.** Furthermore, failure to comply with both submission steps will result in a non-responsive proposal and no award consideration.
- 3.1.4 Proposal Submission:** All Project-Based Voucher Applications must be submitted by physical hardcopy (Section 3.2) and submitted electronically (Section 3.3.).
- 3.1.5 Question & Answer (Q&A) Period in Lieu of a Pre-Proposal Conference/or Pre-Proposal Conference:** The SNRHA hereby exercises its right NOT to schedule a Pre-Proposal Conference, however, a Question and Answer Period has been provided. All questions must be only submitted in writing via the NGEM Internet system (<https://nevada.ionwave.net/Login.aspx>), so that all questions are answered simultaneously to all parties registered in conjunction with this RFP. The Q & A Period is scheduled from **July 28, 2022 to August 11, 2022 (PDT)**. No questions will be answered after this deadline, **no exceptions.**

3.1.6 Proposer's Responsibilities – Contact with the SNRHA: It is the responsibility of the Proposer to address all communication and correspondence pertaining to this RFP process to the SNRHA PM only. Proposers must not make inquiry or communicate with any other SNRHA staff member or official (including members of the Board of Commissioners) pertaining to this RFP. Failure to abide by this requirement will cause SNRHA to reject the proposal submittal.

3.1.7 Recap of Attachments: It is the responsibility of each proposer to verify that he/she has downloaded the following attachments pertaining to this RFP:

3.1.7.1 **Attachment A:** Form of Proposal; (Return under Tab 1)

3.2 Physical Hardcopy Submission: All hardcopy proposals must be submitted and time-stamped received in the SNRHA Procurement & Contracts Office by no later than the submittal deadline stated herein (or within any ensuing addendum). A total of 3 Applications: 1 original signature copy (marked "ORIGINAL") and 2 exact copies (marked "COPY"). Each of the 3 Application submittals shall be placed unfolded in a sealed package and addressed to:

Southern Nevada Regional Housing Department

Attention: Johnny B. Shaw, Jr., MBA

Procurement Department

340 N. 11th Street, Suite 180

Las Vegas, NV 89101

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The package exterior must clearly denote the above noted RFP number and name of Solicitation and must have the Proposer's name and return address. Applications submitted after the published deadline will not be accepted. **No Exceptions.**

3.2.1 Proposal Submittal Binding Method: It is preferred and recommended that the Proposer bind the proposal submittals in such a manner that the SNRHA can, if needed, remove the pages from the cover (i.e. 3-ring binder) to make copies then return the proposal submittal to its original condition.

3.2.2 If No Information Submitted: If no information is to be placed under any of the tabs (especially the "Optional" tabs), please place a statement such as, "NO INFORMATION IS BEING PLACED UNDER THIS TAB" or "THIS TAB LEFT INTENTIONALLY BLANK". DO NOT eliminate any of the tabs.

4.0 PROPOSAL EVALUATION:

4.1 Evaluation: The SNRHA PM will evaluate and award points pertaining to Evaluation Factor No. 1, 5, and 6. The appointed evaluation committee, independent of the SNRHA PM or any other person at the SNRHA, shall evaluate the responsive proposals submitted and award points pertaining to Evaluation Factors No. 2, 3 and 4. Upon final completion of the proposal evaluation process, the evaluation committee will forward the completed evaluations to the SNRHA PM.

4.2 Evaluation Process:

4.2.1 Process: The Southern Nevada Regional Housing Authority (SNRHA) will employ the following process to determine which proposal will be selected.

- a. SNRHA staff will review each proposal to ensure that it is complete. Incomplete submissions will be returned and will not be processed further. Complete proposals will be scored.
- b. All complete proposals will be scored by a scoring committee convened by SNRHA. All proposals will be ranked according to their score. The highest scored proposal(s) will be recommended and submitted to HUD for review.
- c. SNRHA reserves the right to reject any or all bids and proposals, to waive informalities or irregularities in the proposals received, and to reject non-conforming, non-responsive, conditional or qualified proposals, and to accept the bid/proposal, in whole or in part, which, in SNRHA's judgment, best serves the interest of SNRHA and its clients.

4.2.2 Score: SNRHA will rate and rank proposals using the following criteria:

- a. Owner experience and capability to build or rehabilitate housing as identified in the RFP.
- b. Extent to which the project furthers the PHA goal of deconcentrating poverty and expanding housing and economic opportunities.
- c. Experience as an owner in the tenant-based and project-based voucher program and owner compliance with the owner's obligations under the tenant-based program.
- d. If applicable, the extent to which services for special populations are provided on site or in the immediate area for occupants of the property.
- e. The PHA may also include assessing based on the extent to which units are occupied by families that are eligible to participate in the PBV program.

4.2.3 Evaluation Committee: SNRHA anticipates that it will select a minimum of a three-person committee to evaluate each of the responsive proposals submitted in response to this RFP. PLEASE NOTE: No Proposer shall be informed at any time during or after the RFP process as to the identity of any evaluation committee member. If, by chance, a proposer does become aware of identity of such

person(s), he/she SHALL NOT make any attempt to contact or discuss with such person anything related to this RFP. As detailed within the above Section 3.1.6., the SNRHA PM is the only person at the SNRHA that the Proposers shall contact pertaining to this RFP. Failure to abide by this requirement may (and most likely will) cause such Proposer(s) to be eliminated from consideration for award.

4.2.3.1 **Restrictions:** All persons having familial (including in-laws) and/or employment relationships (current) with principals and/or employees of a Proposer's entity will be excluded from participation on the SNRHA Evaluation Committee. Similarly, all persons having ownership interest in and/or contract with a Proposer's entity will be excluded from participation on the SNRHA Evaluation Committee.

4.2.4 **Evaluation Factors:** The following factors will be utilized by the evaluation committee appointed by the SNRHA to evaluate each proposal received:

NO.	MAX POINT VALUE	PROPOSAL EVALUATION FACTORS
1	25 points (Objective)	Experience and capability to build or rehabilitate housing, as well as manage and maintain said housing
2	25 points (Subjective)	Experience in management/development of affordable housing or working with Housing Choice Vouchers
3	10 points (Subjective)	Experience with supportive services providers and/or providing services directly to special populations
4	10 points (Subjective)	Accessibility to transportation, medical services, employment, grocery stores, banks etc.
5	25 points (Subjective)	SNRHA Development Goals and Equity Extent to which the project conforms with affordable housing goals of LHA
6	5 points (Subjective)	De-concentrating Poverty / Expanding Housing and Economic Opportunities Extent to which the project furthers the goal of de-concentrating poverty and/or expanding housing and economic opportunities
	100 Points	Total Points (Other than Preference Points)

4.2.5 **Preference Evaluation Factors:** The following factors will be utilized by the staff member assigned by the HA to evaluate each proposal submittal received:

NO.	MAX POINT VALUE	CRITERION DESCRIPTION
5		PROPOSER DIVERSITY (Max of 10 Points)
5a	10 points	Preference given for projects focused on housing homeless and veterans
	10 points	Preference Points (Additional)
	110 Points	Women or Minority-Owned Business.
		Joint venture with a woman, minority or HA resident-owned business.
		Practice and history of employing minority and/or women in Management and/or Professional position.

4.2.6 Minimum Evaluation Results: To be considered to receive an award a Proposer must receive a total calculated average of at least 70 points (of the 100 total possible points detailed within Section 4.2.4 herein).

4.2.7 Determination of Top-Ranked Proposer: The points awarded by the evaluation committee shall be combined with the points awarded by the SNRHA PM to determine the final rankings, which shall be forwarded by the SNRHA PM to the SNRHA ED for approval. Board of Commissioners Meetings are held every third Thursday of each month.

4.2.8 Award Recommendation: Based on the Evaluation Factors, SNRHA will award PBV's to firm(s) that receive the highest-ranking scores from ATTACHMENT H - APPLICATION FORM

4.3 Award:

4.3.1 Notice of Results of Evaluation: If an award is completed, all proposers will receive by e-mail a Notice of Results of Evaluation. Such notice shall inform all proposers of:

4.3.1.1 Which Proposer received the award;

4.3.1.2 Where each Proposer placed in the process as a result of the evaluation of the proposals received (i.e. total points awarded to each proposer);

4.3.1.3 The PBV Strategies received from each Proposer;

4.3.1.4 Each Proposer's right to a debriefing and to protest.

4.3.2 Ethics in Public Contracting: Ethical standards apply not only to SNRHA's employees and Contracting Officers but to others with a vested interest in SNRHA's contracts such as members of the Board of Commissioners, other officials and agents of the Authority, and contractors with whom the SNRHA does business. Please refer to Handbook No. 7460.8 Rev 2, Chapter 4, which explains the specific ethical requirements for SNRHA contracting 24 CFR 85.36 (b)(3). (Also, complete "Disclosure of Conflict of Interest Form, Attachment B, and place under Tab 2 of your submittal)

4.3.3 Contract Period: N/A

4.3.4 Contract Service Standards: All work performed pursuant to this RFP must conform and comply with all applicable local, state and federal laws.

4.4 Project Based Voucher Application: Application submitted to SNRHA for this RFP solicitation.



5.0 ATTACHMENTS:

5.1 Attachment H: Project-Based Voucher Application Form