SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

REQUEST FOR PROPOSALS (RFP)
FOR
PROJECT-BASED VOUCHER PROGRAM

RFP NO. 23040

(September 2023)

Submission Deadline:

November 13, 2023 at 10AM PDT

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

Tel: (702) 477-3146 - Fax: (702) 922-7050 - TDD: (702) 387-1898
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SNRHA’s Narrative of Services

I. Introduction
In order to improve the utilization of voucher funding and increase the number of available affordable housing units in the following counties in the jurisdiction of the Southern Nevada Regional Housing Authority (SNRHA), the SNRHA intends to project base up to 350 of its Annual Contributions Contract (ACC) vouchers for new construction, rehabilitated and existing housing units, to provide affordable housing to low-income residents in Clark County, Nevada.

The Southern Nevada Regional Housing Authority is seeking owners and developers interested in project basing newly constructed, rehabbed and/or existing housing that are of high quality and that provide access to transportation, health services, schools, and other supportive services. The required area for Project-Based Voucher units will be areas within the jurisdiction of the Southern Nevada Regional Housing Authority (SNRHA). The statutory goal of project basing units is to deconcentrate poverty and expand housing and economic opportunities for low-income families. Preference will be given to projects that will provide supportive services and who commit to provide permanent supportive housing in Clark County (up to 50 PBV’s may be awarded in total with this commitment). However, all owners are welcome to apply.

The Southern Nevada Regional Housing Authority does business in accordance with all equal opportunity and federal fair housing laws. The SNRHA does not discriminate against any person or business because of race, color, religion, sex, handicap, familial status, or national origin.

Under this Request for Proposal (RFP) and subject to funding availability, SNRHA will provide up to 350 vouchers for project-based assistance.

Program Information

Under the PBV program, the Southern Nevada Regional Housing Authority enters into a Project-Based Voucher Housing Assistance contract with the owner for specified rental units, for a specified term (up to twenty years) subject to funding availability. Assistance or subsidy can be provided to existing tenants as long as the existing family is income-eligible and the units meet other program requirements, like Housing Quality Standards (HQS) or its successor protocol, National Standards for the Physical inspection of Real Estate (NSPIRE). To fill any vacant project-based units, the Southern Nevada Regional Housing Authority will establish and manage a separate waiting list for PBV developments. The SNRHA’s subsidy standards determine the appropriate unit size for the family composition and all families must come from the SNRHA’s waiting list unless they are eligible low-income in-place tenants.

PBV assistance may also be authorized for newly constructed housing developed pursuant to an Agreement to Enter into a PBV HAP Contract (AHAP) as long as construction has not commenced.

Housing units and/or projects that are NOT eligible for PBV assistance include:

- Shared housing;
- Units on the grounds 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;
Cooperative housing;
Transitional housing;
Owner-occupied housing;
Units occupied by an ineligible family;
Subsidized housing types determined ineligible in accordance with HUD regulations.

Generally, the number of PBV assisted units per project cannot exceed the greater of 25 units in a project or 25 percent (25%) of the total number of dwelling units in a project, except as provided by regulation. Exceptions include units in a building that are specifically made available for qualifying households that are elderly, or that are eligible for supportive services, or where the project is located in a census tract with a poverty rate of 20 percent or less, as determined in the most recent American Community Survey Five-Year Estimates.

Sites selected for PBV assistance must be:

- Consistent with the goal of expanding housing and economic opportunities;
- Deconcentrating poverty
- In full compliance with the applicable laws regarding nondiscrimination and accessibility requirements;
- Meet HQS (or its successor protocol, NSPIRE) site standards; and
- Must meet HUD regulations for site and neighborhood standards.

Activities under the PBV program are subject to HUD environmental regulations and may be subject to review under the National Environmental Policy Act by local authorities.

When newly constructed housing sites are selected for PBV assistance, the SNRHA will enter into an Agreement to Enter into a Housing Assistance Payments Contract (AHAP). The owner must agree to develop the contract units to comply with HQS (or its successor protocol, NSPIRE). SNRHA may elect to establish additional requirements for quality, architecture, or design of PBV housing, over and above the HQS (or its successor protocol, NSPIRE). The owner and the owner’s contractors and subcontractors must comply with all applicable state and federal labor relations laws and regulations, federal equal employment opportunity requirements, and HUD’s implementing regulations.

The SNRHA will enter into a Housing Assistance Payments (HAP) contract with the owner for existing units selected that are approved for PBV assistance. The SNRHA will make housing assistance payments to the owner in accordance with the PBV HAP contract for those contract units leased and occupied by eligible households during the HAP contract term.

SNRHA has no responsibility or liability to the owner or any other person for the family's behavior or suitability for tenancy. The owner is responsible for screening and selection of the family referred by SNRHA to occupy the owner's unit based on their tenancy histories. At least seventy-five percent (75%) of the households approved for tenancy shall be households whose annual income does not exceed thirty percent (30%) of the median income for this area as determined by HUD and as adjusted by family size.

During the course of the tenant’s lease, the owner may not terminate the lease without good cause. “Good cause” does not include a business or economic reason or desire to use the unit for an individual, family, or non-residential rental purpose. Upon expiration of the lease, the owner may: renew the lease; refuse to renew the lease for good cause; refuse to renew the lease without good cause.
The amount of the rent to the owner is determined in accordance with HUD regulations. Except for certain tax credit units, the rent to the owner must not exceed the lowest of:

- An amount determined by SNRHA, not to exceed 110 percent of the applicable fair market rent (FMR) for the unit bedroom size minus any utility allowance;
- The reasonable rent; or
- The rent requested by the owner.

Currently 100% of the Fair Market Rents as published by HUD effective 10/1/2022 are as follows:

<table>
<thead>
<tr>
<th>SNRHA</th>
<th>HUD 2023 Fair Market Rent by Bedroom Size (Effective 10/1/2022)*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0</td>
</tr>
<tr>
<td>Clark County</td>
<td>$1046</td>
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*Fair Market Rents are published by HUD and are subject to change.

In no event will the rent exceed 110 percent of HUD’s published Fair Market Rent less tenant-paid utility allowances. The utility allowance schedule will be provided upon request.

An independent reasonable rent study will be prepared to ensure the rent is reasonable. The total rent to the owner for PBV assisted units consists of the tenant rent (the portion of the rent to the owner paid by the family) and the rental assistance paid by SNRHA in accordance with the contract with the owner. The SNRHA determines the tenant rent in accordance with HUD requirements.

The rules and requirements for the Project-Based Voucher Program are included in SNRHA’s Housing Choice Voucher (HCV) Administrative Plan*, Chapter 17-Project Based Vouchers. Interested parties may request an electronic copy by contacting the SNRHA.

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 HQS (or its successor protocol, NSPIRE)?
   
   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 (or its successor protocol, NSPIRE) 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
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 providing awards of Project Based Vouchers to new construction, rehabbed and existing housing sites. All selected sites must meet the site selection policies as outlined in the SNRHA administrative plan, including the following:

Existing and Rehabilitated Housing
1. Be adequate in size, exposure and contour to accommodate the number and type of units proposed and adequate utilities and streets must be available to service the site (The existence of a private disposal system and private sanitary water supply for the site, approved in accordance with law, may be considered adequate utilities.)

2. Promote greater choice of housing opportunities and avoid undue concentration of assisted persons areas containing a high proportion of low-income persons.

3. 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.

4. Be so located that 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 is not excessive. While it is important that housing for the elderly not be totally isolated from employment opportunities, this requirement need not be adhered to rigidly for such projects.

New Construction
1. 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 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 residences in the area (see exceptions under “Minority Concentration”)

3. 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.

4. 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.

5. 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.

6. 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.

Minority Concentration

The site must not be located in an area of minority concentration, except as permitted herein. 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 herein, “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 herein, 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.

Non-Compliant Applications

If the SNRHA determines that an application is non-compliant with this RFP (i.e., outside of the SNRHA’s jurisdiction) or HUD program regulations, the application will be returned to the applicant with its deficiencies described. The SNRHA will give the applicant ten (10) business days to correct all deficiencies. The application will be considered for the program if the missing information is submitted within this time period.

The SNRHA reserves the right to reject applications at any time for misinformation, errors, or omissions of any kind, regardless of the stage in the process that has been achieved.

Application Content
The applicant must provide the following information in no more than 15 pages (one-sided, single-spaced, 12-point font, one-sided). PBV Application form is attached. See Ranking and Selection Criteria below for details.

- Cover letter on company letterhead containing a description of the project and the number of PBV units requested signed by the project owner
- Completed and signed SNRHA PBV Application

Note: If units will be Project-Based with in-house families, including the estimated annual income of existing residents and the number of persons in the household. The current income limits for in-place families are:

<table>
<thead>
<tr>
<th>50% Low-Income Limit FY 2022*</th>
<th>1 Person</th>
<th>2 Persons</th>
<th>3 Persons</th>
<th>4 Persons</th>
<th>5 Persons</th>
<th>6 Persons</th>
<th>7 Persons</th>
<th>8 Persons</th>
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<tr>
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<td>$28650</td>
<td>$32750</td>
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<td>$44200</td>
<td>$47450</td>
<td>$50750</td>
<td>$54000</td>
</tr>
</tbody>
</table>

*Note: Income limits are published by HUD and are subject to change;

### Additional Documentation to Submit with SNRHA PBV Application

The applicant must provide the following information in no more than 50 pages (one-sided, single-spaced, 12-point font, one-sided)

A. Tenant Selection Plan
B. Property Management Agreement, if applicable
C. Financial statement (Proforma/Income and Expense Statement) for property’s most recent operating year if rehabbed or existing housing
D. Certification of Payments to Influence Federal Transactions (HUD Form 50071), see attached
E. Applicant/Recipient Disclosure Update Report (HUD Form 2880), see attached
F. Certification of Participation in the Low-Income Housing Tax Credit Program, if applicable
G. If new construction:
   a. Preliminary Construction Drawings/Construction Estimate
   b. Evidence of financing/lender interest and the proposed terms of financing if new construction

### Application Review

The SNRHA will review all applications. Before selecting units, the SNRHA will determine that each application is responsive to and in compliance with SNRHA ’s written selection criteria and procedures, and in conformity with HUD program regulations and requirements, including the following items:
- Evidence of site control/ownership
- Certification that the owner and other project principles are not on the U.S. General Services Administration list of parties excluded from Federal procurement and non-procurement programs.
- Proposed initial gross rents must be within 110% of the HUD published Fair Market Rent for the size of the unit or any approved exception rents approved by HUD.
- Property meets eligibility requirements under §983.52 (Eligible Housing Type), and §983.57 (Site selection standards).
- Property will be constructed in accordance with §983.55 (Prohibition of excess public assistance), if applicable.
- If new construction or rehabilitation, no construction has begun.
- Determine whether any work items are necessary to meet the accessibility requirements of Section 504 of the Rehabilitation Act of 1973 and the Fair Housing Amendments Act of 1988 will be completed.
- Not more than 25 units or 25 percent of units (whichever is greater) per building are eligible for PBV assistance, except units in a building that are specifically made available for qualifying households:
  - That are elderly (age 62 or older);
  - Where the owner will provide supportive services

In these cases, 100 percent of the units in such buildings are eligible for PBV assistance.

Where the project is located in a census tract with a poverty rate of 20 percent or less, as determined in the most recent American Community Survey Five-Year estimates, the project cap is the greater of 25 units or 40% of the units in the project.

If a project does not meet the requirements indicated above, it will be designated non-compliant. A notice mailed to the applicant will identify the disqualifying factor.

Proposals that meet the requirements will be evaluated and ranked by the SNRHA panel. A ranking list will be prepared according to the points awarded to each proposal. The SNRHA may, at its discretion, select one or more of the proposals submitted, or none of the proposals submitted.

The SNRHA reserves the right to reject any or all proposals, waive any informalities in the RFP process, or terminate the RFP process at any time if deemed by the SNRHA to be in its best interest. The SNRHA reserves the right to reject and not consider any proposal that does not meet the requirements of this RFP, including but not necessarily limited to incomplete proposals and/or proposals offering alternate or non-requested services. The SNRHA shall have no obligation to compensate any applicant for any costs incurred in responding to this RFP.

**Other Requirements**

1. Before executing an Agreement with any selected owner for newly constructed or existing housing, the owner and SNRHA must:
   a) Establish rents in accordance with §983.301 and §983.302.
   b) Obtain environmental clearance in accordance with §983.58, if applicable
   c) Obtain a subsidy layering review, if applicable
d) Submit a certification to the HUD field office stating that the unit or units were selected in accordance with SNRHA’s approved unit selection policy.

2. The local HUD field office or their designee will conduct the subsidy layering and environmental reviews, if applicable

3. In the event SNRHA is selected for the award of PBV’s, a HUD-approved independent entity will review the PHA’s PBV selection process, establish the PBV contract rents, inspect the units and establish the initial and any renewal terms of the Hap-C in accordance with PIH Notice 2017-21.
# RFP INFORMATION AT A GLANCE
## PROJECT-BASED VOUCHER PROGRAM

<table>
<thead>
<tr>
<th>SNRHA CONTACT PERSON(S) ONLY: Johnny B. Shaw, Jr., MBA, Procurement Manager Telephone: (702) 477-3146 TDD: (702) 387-1898 Email: <a href="mailto:jshaw@snvrha.org">jshaw@snvrha.org</a> or not available, contact Linda Price Telephone: (702) 477-3144 Email: <a href="mailto:lpsimpson@snvrha.org">lpsimpson@snvrha.org</a></th>
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<tr>
<td>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.</td>
</tr>
<tr>
<td>HOW TO OBTAIN THE SOLICITATION DOCUMENTS ON THE APPLICABLE INTERNET SITES: 1. DOWNLOAD AND RESPOND TO THIS SOLICITATION: NGEM website: <a href="https://nevada.ionwave.net/Login.aspx">https://nevada.ionwave.net/Login.aspx</a> Registered Users: Log in and insert Solicitation No. RFP P23040 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 2. DOWNLOADS ONLY: SNRHA website: <a href="http://www.snvrha.org">www.snvrha.org</a> 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</td>
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<tr>
<td>PRE-PROPOSAL CONFERENCE: See Questions &amp; Answers (Q&amp;A) Information below in lieu of Pre-Proposal Conference</td>
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<td>Q&amp;A DEADLINE IN LIEU OF PRE-PROPOSAL CONFERENCE: October 30, 2023 10AM (PDT) All questions and answers shall be submitted in writing via <a href="https://nevada.ionwave.net/Login.aspx">https://nevada.ionwave.net/Login.aspx</a></td>
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<tr>
<td>SOLICITATION SUBMITTAL RETURN &amp; DEADLINE: Southern Nevada Regional Housing Authority Procurement &amp; Contracts 340 N. 11th Street, Suite 180 Las Vegas, NV 89101 <strong>November 13, 2023 10AM (PDT)</strong> Your proposed costs must be entered at the applicable website, <a href="https://nevada.ionwave.net/Login.aspx">https://nevada.ionwave.net/Login.aspx</a> 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 &amp; Contracts Office no later than 10:00 AM (PDT) on the above-stated deadline date.</td>
</tr>
<tr>
<td>ANTICIPATED APPROVAL BY SNRHA BOARD OF COMMISSIONERS, if necessary December 2023</td>
</tr>
</tbody>
</table>
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 statues 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.

<table>
<thead>
<tr>
<th>NO.</th>
<th>PROPERTY/ADDRESS</th>
<th>PROGRAM</th>
<th>UNITS</th>
<th>TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Aida Brents Gardens, 2120 Vegas Dr., LV, NV 89106</td>
<td>(PH)</td>
<td>24</td>
<td>Senior</td>
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<tr>
<td>2</td>
<td>Archie Grant Park, 1720 Searles Ave., LV, NV 89101</td>
<td>(RAD)</td>
<td>125</td>
<td>Senior</td>
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<tr>
<td>3</td>
<td>Arthur D. Sartini Plaza Annex, 5200 Alpine St., LV, NV 89107</td>
<td>(PH)</td>
<td>39</td>
<td>Senior</td>
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<tr>
<td>4</td>
<td>Arthur D. Sartini Plaza, 900 Brush St., LV, NV 89107</td>
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<td>220</td>
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<td>5</td>
<td>Bassler/McCarran/Statz, Bassler, McCarran &amp; Statz Sts, NLV, NV 89030</td>
<td>(AH)</td>
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<td>6</td>
<td>Bieger Estates, 5701 Missouri Avenue, LV, NV 89122</td>
<td>(RAD)</td>
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<tr>
<td>7</td>
<td>Brown Homes, Flamingo &amp; Perry Streets, LV, NV 89122</td>
<td>(AH)</td>
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<tr>
<td>8</td>
<td>Dorothy Kidd Park, 3903 Stewart Ave., LV, NV 89110</td>
<td>(AH)</td>
<td>107</td>
<td>Senior</td>
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<tr>
<td>9</td>
<td>Ernie Cragin Terrace, Valley &amp; 28th St., LV, NV 89101</td>
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<tr>
<td>NO.</td>
<td>PROPERTY/ADDRESS</td>
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<td>UNITS</td>
<td>TYPE</td>
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<tr>
<td>10</td>
<td>Espinoza Terrace, 171 Van Wagener St., HN, NV 89015</td>
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<tr>
<td>11</td>
<td>Eva Garcia Mendoza, 1950 N Walnut Ave., LV, NV 89115</td>
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<td>Hampton Court, 1030 Center St., HN, NV 89015</td>
<td>(PH)</td>
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<td>13</td>
<td>Harry Levy Gardens, 2525 W. Washington Ave., LV, NV 89106</td>
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<tr>
<td>14</td>
<td>Housing Programs Office, 380 N. Maryland Parkway, LV, NV 89101</td>
<td>(AH)</td>
<td>Office Building</td>
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<tr>
<td>15</td>
<td>Howard Cannon Center, 340 N. 11th St., LV, NV 89101</td>
<td>(AH)</td>
<td>Office Building</td>
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<td>16</td>
<td>Hullum Homes, 4980 E. Owens Ave., LV, NV 89115</td>
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<tr>
<td>17</td>
<td>James Down Towers, 5000 W. Alta Ave., LV, NV 89107</td>
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<tr>
<td>18</td>
<td>Janice Brooks Bay, 5201 Walnut Ave., LV, NV 89110</td>
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<td>19</td>
<td>Jones Gardens, 1750 Marion Dr., LV, NV 89115</td>
<td>(PH)</td>
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<td>20</td>
<td>Landsman Gardens, 750 Major Avenue, HN, NV 89015</td>
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<tr>
<td>21</td>
<td>Lubertha Johnson, 3900 Perry St., LV, NV 89122</td>
<td>(RAD)</td>
<td>112</td>
<td>Senior</td>
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<tr>
<td>22</td>
<td>Marble Manor Annex, MLK &amp; Wyatt, LV, NV 89106</td>
<td>(PH)</td>
<td>20</td>
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<tr>
<td>23</td>
<td>Marble Manor, Washington &amp; H Streets, LV, NV 89106</td>
<td>(PH)</td>
<td>235</td>
<td>Family</td>
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<tr>
<td>24</td>
<td>Marion D. Bennett Plaza, 1818 Balzar Ave., LV, NV 89106</td>
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<td>Senior</td>
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<tr>
<td>25</td>
<td>Otto Merida Desert Villas, 3901 E. Charleston Blvd, LV, NV 89110</td>
<td>(PH +LIHTC)</td>
<td>60</td>
<td>Family</td>
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<tr>
<td>26</td>
<td>Robert Gordon I-VII, 420 N. 10th St., LV, NV 89101</td>
<td>(AH)</td>
<td>206</td>
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<tr>
<td>27</td>
<td>Robert Gordon Plaza VIII, 322 N. 10th St., LV, NV 89101</td>
<td>(AH)</td>
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<td>Senior</td>
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<tr>
<td>28</td>
<td>Rose Gardens, 1632 Yale Ave., NLV, NV 89030</td>
<td>(RAD)</td>
<td>120</td>
<td>Senior</td>
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<tr>
<td>29</td>
<td>Rulon Earl Mobile Manor #1, 3909 E. Stewart Ave., LV, NV 89110</td>
<td>(AH)</td>
<td>71</td>
<td>Senior</td>
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<tr>
<td>30</td>
<td>Rulon Earl Mobile Manor #2, 3903 E. Stewart Ave., LV, NV 89110</td>
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<td>31</td>
<td>Scattered Site Homes</td>
<td>AH:185; PH:386</td>
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<td>Family</td>
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<td>32</td>
<td>Schaffer Heights, 2901 Schaffer Circle, LV, NV 89121</td>
<td>(PH)</td>
<td>75</td>
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<td>33</td>
<td>Sherman Gardens Annex, 909 Doolittle St., LV, NV 89106</td>
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<td>Family</td>
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<tr>
<td>34</td>
<td>Sherman Gardens, 1701 N. &quot;J&quot; St., LV, NV 89106</td>
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<td>Family</td>
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<td>35</td>
<td>Simmons Manor, 5385 Austin John Ct., LV, NV 89122</td>
<td>(PH)</td>
<td>61</td>
<td>Family</td>
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<tr>
<td>36</td>
<td>Vera Johnson A, 1200 Harris Avenue, LV, NV 89101</td>
<td>(RAD)</td>
<td>76</td>
<td>Family</td>
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<tr>
<td>37</td>
<td>Vera Johnson B, 503 N Lamb Blvd., LV, NV 89110</td>
<td>(RAD)</td>
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<td>Family</td>
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<tr>
<td>38</td>
<td>Villa Capri, 1801 N &quot;J&quot; St., LV, NV 89106</td>
<td>(PH)</td>
<td>60</td>
<td>Family</td>
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<tr>
<td>39</td>
<td>W. F. Cottrell Admin Building 5380 E. Flamingo Road 89122</td>
<td>(AH)</td>
<td>Office Building</td>
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</tr>
</tbody>
</table>

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: November 13, 2023, at 10AM
Both hardcopy Proposal and electronic Proposal (uploaded to NGEM) must be received by September 21, 2023, 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 September 18, 2023 to October 30, 2023 (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  
RFP NO. P23040- Project-Based Voucher Program  

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. Length of contract commitment

b. Extent and quality of supportive services provided at the project

c. Extent to which the project furthers the PHA goal of deconcentrating poverty and expanding housing and economic opportunities.

d. 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.

e. Availability of housing units to be placed under contract expeditiously.

f. Extent to which project is new construction and owner provides firm commitment letter to use PBV (if awarded) for permanent supportive housing in Clark County, NV

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:

<table>
<thead>
<tr>
<th>NO.</th>
<th>MAX POINT VALUE</th>
<th>PROPOSAL EVALUATION FACTORS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>15 points</td>
<td>Twenty years commitment 15</td>
</tr>
<tr>
<td></td>
<td>(Objective)</td>
<td>10 to 15-year contract term 10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 to 9-year contract term 5</td>
</tr>
<tr>
<td>2</td>
<td>30 points</td>
<td>The project owner offers robust supportive services at the site for resident 30</td>
</tr>
<tr>
<td></td>
<td>(Subjective)</td>
<td>The project owner does not offer supportive services at the site 0</td>
</tr>
<tr>
<td>3</td>
<td>10 points</td>
<td>The site is in a low poverty census tract or within 1 mile of amenities including transit, public parks, grocery stores, public schools, places of significant employment offering a range of jobs and a significant health facility 10</td>
</tr>
<tr>
<td></td>
<td>(Subjective)</td>
<td>The site is within 5 miles of amenities including transit, public parks, grocery stores, public schools, places of significant employment offering a range of jobs and a significant health facility and the project owner offers supportive services at the site 5</td>
</tr>
<tr>
<td>4</td>
<td>20 points</td>
<td>Applicant has 20 to 30 or more years of experience in managing and maintaining affordable rental housing 20</td>
</tr>
<tr>
<td></td>
<td>(Subjective)</td>
<td>Applicant has 10 to 19 years’ experience in managing and maintaining affordable rental housing 10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Applicant has less than 4 years or no experience in managing and maintaining affordable rental housing 0</td>
</tr>
<tr>
<td>5</td>
<td>15 points</td>
<td>Project units will be available (meet HQS or its successor protocol, NSPIRE and in-place income requirements) to be placed under contract and leased within 6 months of award 10</td>
</tr>
<tr>
<td></td>
<td>(Subjective)</td>
<td>Project units will be available (meet HQS or its successor protocol, NSPIRE and income requirements) to be placed under contract and leased within 12 months of award 5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Project units will be available beyond 12 months of award 0</td>
</tr>
</tbody>
</table>
4.2.5 **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).

4.2.6 **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.

4.2.7 **Award Recommendation:** Based on the Evaluation Factors, SNRHA will award PBV’s to firm(s) that receive the highest-ranking scores from ATTACHMENT A - 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 HAP #52530 Contract Part 1 – New Construction/Rehab
5.2 HAP #52530 Contract Part 2 – New Construction/Rehab
5.3 SNRHA Scoring Sheet
5.4 Project-Based Voucher Application Form
5.5 HUD Form 50071
5.6 HUD Form 2880
5.7 HAP #52530 Contract Part 1 – Existing Housing
5.8 HAP #52530 Contract Part 2 – Existing Housing
5.9 AHAP #52531 Part 1
5.10 AHAP #52531 Part 2