



BALTIMORE METROPOLITAN COUNCIL

Questions and Answers Regarding Baltimore Regional Project-Based Voucher (PBV) Program Request for Proposals #19V301B4

March 6, 2019

Question 1: There are a number of items that are in the CDA form 202, including the number of units, square footage, bedroom mix, proposed voucher rents, and utilities. Do you need to have these separately or will the 202 suffice?

Answer: If you include in your CDA Form 202 information that we request elsewhere in our “Submission requirements and format,” you can simply say at that point in your proposal, “See our CDA Form 202.” We do ask that you complete all information requested in Certification 1.

Question 2: You are requesting a good standing certificate for the owner entity. That entity may not have been formed at the time of the application. Are you saying we need to form that company or partnership for this application?

Answer: No, you do not need to form that company or partnership for this application. A Good Standing Certificate does not need to be submitted for a new ownership entity if it is not yet formed, but should be submitted for any entity that may have an ownership interest in the Development and exists at the time of application.

Question 3: Section 13 says that we should include information on, “Any architectural or design factors that respond to Regional PBV Design criteria.” What are these Design criteria and where are they found?

Answer: Those Design criteria are found on page 15, in the Selection Criteria matrix.

Question 4: Is there anything that must be submitted in connection with Section 14 - Affirmative Fair Housing Marketing Plan?

Answer: If your development “has received or is applying for another subsidy that requires” an Affirmative Fair Housing Marketing Plan, you must submit it with your application. We realize that the Maryland Department of Housing and Community Development (DHCD) asks for this plan only after funding is awarded, but, since this program relates to the participating housing authorities’ duty to affirmatively further fair housing, we believe it is important for a plan to be developed before we make our awards.

Question 5: We have a new construction project in Carroll County designated an opportunity area by the Baltimore Regional Housing Partnership, but Carroll County is not listed as a location of proposed Development on page 8 of the RFP. Can you please provide some guidance?

Answer: Carroll County is not a location listed for a proposed Development for the Baltimore Regional Project-Based Voucher (PBV) Program, and, therefore, a Development in Carroll County would not qualify for an award under this RFP.

Question 6: We will be submitting an application for an existing community that we will be rehabbing and will have a new construction component. Should we submit this application as existing housing, substantial rehabilitation, new construction, or all of these so you can decide how you wish to award vouchers? No residents will be displaced as a result of the renovation/new construction.

Answer: Since you are rehabbing your existing community and constructing new units, we suggest you apply for vouchers for your new construction and/or substantial rehabilitation. We would not want the first lease of our voucher holders to include a move to accommodate rehabilitation.

Question 7: Certification 3 discusses conflicts. We are a Regional PBV Program participant, and we would need to sign the AHAP and HAP as the project owner. We will list it in the Certification, but do you see an issue?

Answer: No, the Baltimore Regional Housing Partnership signs the AHAP and HAP on behalf of public housing authorities contributing vouchers to any particular development (p. 5 of the RFP) and determines the reasonable rent (p. 6), which means you actually would not be performing those functions. In addition, any Regional PBV Program partners who anticipated being part of a development team applying for vouchers under this RFP recused themselves from all development of this RFP and all decision-making under it, in order to remove that conflict of

interest. So we have been careful to structure our program and this RFP to address that potential conflict of interest thoroughly and proactively. Note, if the units in the Development are classified as “PHA-owned” under HUD regulations, BRHP will need to be approved by HUD as the independent entity to perform certain functions that include execution of the AHAP and HAP, rent reasonableness, HQS inspections, and any other HUD required independent entity responsibilities.

Question 8: Item 10 of the Submission Requirements asks for the proposed term of the HAP contract and requested extension periods. But there doesn't seem to be any scoring on this factor. So is this just for informational purposes or does it matter?

Answer: That is just for informational purposes, we will specify the term of the HAP contract in any potential award of vouchers.

Question 9: DHCD’s Community Development Administration (CDA) gives credit for income targeting down to 20 percent of area median income (AMI). Would you be able to commit to referring some residents at 20 percent of AMI to units with Vouchers?

Answer: Yes, we would be able to commit to referring some residents at 20 percent of AMI to Regional PBV units.

Question 10: Would you be able to commit to referring some residents with disabilities to units with Vouchers?

Answer: No, the families we refer may include people with disabilities, but we cannot commit to referring a particular number of people with disabilities.

Question 11: Would you award project-based vouchers that would replace tenant-based vouchers on turnover of the unit?

Answer: No, because we are working to create new units affordable to households at or below 30% of AMI (p. 5 of the RFP), we would not be inclined to award project-based vouchers that would simply replace tenant-based vouchers on turnover of already existing affordable units.

Question 12: Would you be willing to award vouchers to a scattered-site proposal that does not yet have control of the houses?

Answer: No. Item number 8 on page 11 of the RFP notes that we require evidence of site control as part of the original application.

Question 13: Would you consider a proposal where the owner will not have site control until the second week in April?

Answer: No. Item number 8 on page 11 of the RFP notes that we require evidence of site control as part of the original application.

Question 14: Will your process mesh with DHCD's 2019 tax credit round? When do you anticipate making your decisions?

Answer: We anticipate making our decisions by April 15, before DHCD's May 8 deadline.

Question 15: Given that your deadline is well before DHCD's deadline, what if we need to make changes to our proposal after your deadline?

Answer: We do require you to update us regarding any changes to your proposal after submission to us. If those modifications would have changed our award decision, we reserve the right to modify or withdraw our award.

Question 16: How many applications for vouchers have you received, compared to how many vouchers you have awarded?

Answer: Since our program began in 2016, we have received 13 proposals for 136 vouchers and awarded a total of 44 vouchers that are currently moving forward and listed on the [Baltimore Regional Project-Based Voucher Program web page](#).