PIMA COUNTY
COMMUNITY DEVELOPMENT

Pima County Community Development and Neighborhood Conservation Department

Public Notice Number: CDNC-11-9-18-PBV

Pima County Project Based Voucher Program

AMMENDED NOTICE OF REQUEST FOR LETTERS OF INTEREST

AMMENDED NOTICE DATE: November 20, 2018

Pre-submittal Meeting: Monday December 3, 2018

Public Notice: This notice has been amended to conform with the U.S. Department of Housing and Urban Development (HUD) pre-submittal process. Pima County is announcing policy changes to the Pima County Housing Choice Voucher Program and will convert up to 50 of Pima County's available Tenant-Based Vouchers (TBV's) to Project-Based Vouchers (PBV's) as a strategy to create new affordable housing units in unincorporated Pima County and Pima County target areas.

The Community Development and Neighborhood Conservation Department (CDNC) is issuing this public notice to announce the County's intent to initiate a competitive selection process to recommend an award of Pima County PBV's to eligible properties in Pima County.

To be eligible, proposed properties/developments must be located in un-incorporated Pima County, Town of Marana, Town of Sahuarita or Town of Oro Valley. Preference will be given to Pima County Target Areas (except City of South Tucson) identified in the County's 2015-2019 Consolidated Plan (see website link in Referenced Resources in appendix A).

Prohibited housing types and minimum criteria are attached in Appendix A. Federal Site and Housing Standards are listed in Appendix B. County PBV policy and draft application checklist are attached in Appendix C.

In order to qualify for the competitive selection, the project owner/developer must first submit a Letter of Interest (LOI) on or before December 28, 2018. The LOI must contain the following information:

1. Developer/Owner Name; location of headquarters; experience developing and operating affordable housing developments including a list (and location) of current affordable housing developments and units serving low-income households.
2. Location of the proposed development for the PBV award; if the site is not owned by the applicant or a partnership of the applicant, please provide a fully executed purchase option agreement with the ownership entity.
3. Project Description: Existing, Renovation or New Construction; number and type of housing units, number of PBV's to be requested; construction year, unit and project amenities, targeted populations (i.e. Elderly, Families w/children, formerly homeless) and supportive services provided or to be provided.
4. If new construction or renovation is proposed – please include a preliminary development schedule, along with funding sources identified for the construction/renovation and whether or not these sources are pending or committed.

5. Existing housing developments – should include annual income/expense reports and vacancy rates for the past three years.

Proposed LOI and Application review timeline:

- **A pre-submittal meeting will be held at 1:30pm on Monday December 3, 2018, at the Pima County Housing Center, 801 W. Congress St, Tucson AZ 85745.**
- **LOI submittal deadline – no later than 4pm on December 28, 2018**
- **Pima County CDNC staff will evaluate the LOI for minimum threshold criteria and the capacity of the organization to successfully complete the project (if new construction/renovation) and to successfully operate and maintain the affordable housing development and proposed PBV units.**
- **County staff will notify eligible projects of their eligibility status within 10 working days of LOI submittal deadline.**
- **Projects determined eligible will be invited to submit an application for Pima County PBV's on or about January 15th, 2019, at which time applications will be made available and an application meeting will be scheduled and noticed.**
- **The tentative application deadline will be February 28, 2019.**
- **Conditional award recommendations will be announced tentatively on March 25, 2019.**

You may download a copy of this Notice and the referenced Appendices (A, B & C), at the following website address/link:

http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903

LOI Submittal Instructions:

Please deliver or mail one hard copy and one electronic copy to the Pima County Housing Center, at 801 W. Congress Street, Tucson AZ 85745, by or before 4pm on December 28, 2018. Electronic copies can be sent via E-mail to: marcos.ysmael@pima.gov.

For more information, direct questions to Marcos Ysmael at (520) 724-2462 or by email at marcos.ysmael@pima.gov.

Published Notice:

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Attachments