



RFP HED.2021.2

HOME Multifamily Development

Pre-Submittal Conference
June 30, 2021





Meeting Information

- Meeting is being recorded
- Please mute microphone
- Unmute to ask question at any time
- Or questions via chat function
- Call in 904-900-2303 / 844-621-3956
- Slides and recording will be posted online at <https://discover.pbcgov.org/hes>



Statement of Purpose

To solicit proposals from developers to create affordable Multifamily Housing (including SRO and Group Homes) for households with incomes no greater than 80% AMI.



Funding Available

Federal HOME Program funds of \$1,000,000 for loans for new construction or rehabilitation, with or without acquisition.



Location Requirements

The Palm Beach County HOME Program jurisdiction excludes the municipalities of:

- Boca Raton
- Boynton Beach
- Delray Beach
- Jupiter
- Ocean Ridge
- Palm Beach Gardens
- Wellington
- West Palm Beach



Location Requirements

Projects located in these municipalities must provide a 100% match from the municipality.

- Municipal Grant
- Municipal Loan
- FMV of property donated by municipality
- Waiver of municipal fees



Eligible Projects

Eligible projects include Multifamily Housing, SROs, and Group Homes that are leased to tenants. Ineligible are emergency shelters, transitional housing, and condominium units.



Eligible Projects

Multifamily Housing is defined as housing characterized by four (4) or more attached units per residential structure under common ownership and offered for rent through a leasehold agreement.



Eligible Projects

Single Room Occupancy (SRO) is defined as housing consisting of separate and identifiable single room dwelling units that are the primary residence of their occupants and that contain private sanitary and/or food preparation facilities.



Eligible Projects

Group Home is defined as a housing unit occupied by two (2) or more single persons consisting of common space and/or facilities for group use by the occupants of the unit, and separate private space for each single person (including shared bedrooms) that does not include private sanitary or food preparation facilities.



Eligible Projects

Development types:

- **New Construction**
- **Rehabilitation**
- **Redevelopment**



HOME-Assisted Housing Units

Project must assign a number of “fixed” HOME units guided by maximum per unit HOME subsidies.

For Multifamily Housing:

- **Up to \$65k / unit for 1 & 2 BR units**
- **Up to \$75k / unit for 3+ BR units**

For SRO housing:

- **Up to \$50k / unit**



HOME-Assisted Housing Units

HUD considers Group Homes to be a single unit. Maximum project HOME subsidies for Group Homes:

- \$213,717 for 2BR home
- \$276,482 for 3 BR home
- \$303,489 for 4+ BR home



Maximum Per Unit HOME Subsidy

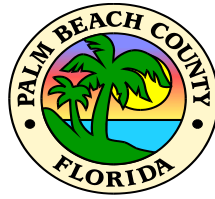
Unit Size	Multifamily Housing	SRO	Group Homes
1 Bedroom	\$65,000	\$50,000	N/A
2 Bedroom	\$65,000	N/A	\$213,717
3 Bedroom	\$75,000	N/A	\$276,482
4+ Bedroom	\$75,000	N/A	\$303,489



Eligible Beneficiaries

All HOME-Assisted units must be occupied by Very Low Income (<50% AMI) or Low Income (<80%AMI).

At least 20% of the HOME-assisted units in Multifamily Housing and SROs must be set aside for Very Low Income.



HOME Income Limits (2021)

Persons in Household	Very Low Income 50% AMI	Low Income 80% AMI
1	\$30,000	\$47,950
2	\$34,250	\$54,800
3	\$38,550	\$61,650
4	\$42,800	\$68,500
5	\$46,250	\$74,000
6	\$59,650	\$79,500
7	\$53,100	\$84,950
8	\$56,500	\$90,450



Period of Affordability

HOME-assisted units must remain affordable for no less than 30 years.



Affordable Rents

For Multifamily Housing affordable rents cannot exceed HOME Rents:

- **Low Income (<80%AMI) = High HOME Rent**
- **Very Low (<50%AMI) = Low HOME Rent**

Maximum allowable rent is applicable HOME rent less an allowance for tenant-paid utilities.



2021 HOME Rents

Number of Bedrooms	Low HOME Rent (50% AMI)	High HOME Rent (80% AMI)
Efficiency	\$768	\$979
1	\$823	\$1,050
2	\$988	\$1,262
3	\$1,141	\$1,450
4	\$1,273	\$1,598
5	\$1,405	\$1,744
6	\$1,536	\$1,891



Affordable Rents

For SRO projects:

- If units contain both bathroom and kitchen, rent cannot exceed High and Low HOME Rents for Efficiency.
- If units do not contain both bathroom and kitchen, rent cannot exceed 75% of the HUD FMR for a Zero-Bedroom/Efficiency.
- Rent includes cost of utilities but not food or supportive services.



Affordable Rents

For Group Homes:

- Rent cannot exceed the HUD FMR for the applicable housing unit size, and is divided equally among Group Home residents.
- Rent includes the cost of utilities but not food or supportive services.
- Example - 4BR Group Home with 6 residents and live in manager. HUD 4BR FMR is \$2,160. Max affordable rent is \$360 per resident.



Eligible Costs

Project development costs directly attributable to HOME-Assisted units:

- Acquisition
- A&E Services
- Construction
- Development permits / fees
- Developer Fee

Determination of cost eligibility and reasonableness is at County's sole discretion.



HOME Loan Terms

- **Permanent financing secured by mortgage and note**
- **Interest rate, term, and structure negotiable**
- **Cash-flow loans at County's sole discretion**
- **\$2k annual monitoring fee**



Schedule / Deadlines

December 31, 2022

Execute Agreement

September 30, 2024

100% HOME Expended

September 30, 2025

100% Lease Up



Federal Requirements

HOME funds carry Federal requirements:

- 2 CFR Part 200 (Super Circular)
- 24 CFR Part 92 (HOME Program Regulations)
- 24 CFR Part 58 (HUD Environmental Regulations)
- Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA)
- Davis-Bacon and Related Acts (Labor Standards)
- Fair Housing Act (Non-discrimination in Housing)
- ADA/Section 504 (Accessibility Requirements)

All federal requirements codified in HOME agreement.



Proposal Requirements

Submittal requirements in RFP Section II.A.

- Certifications and disclosures
- Detailed project description
- Market analysis
- Respondent past experience
- Evidence of site control
- Development and operating / sales pro forma
- Documentation of non-HOME funding sources
- Documentation of municipal matching funds
- Detailed Project Schedule

Submissions failing to include all requirements will be deemed non-responsive / not be considered for funding.



Review / Selection Process

Deadline to submit RFP is Monday, August 2, 2021 at 4:00pm at HED Offices

- Original proposal, 9 copies, and pdf on USB
- Notice of proposals received
- Responsiveness review by DHED staff
- Notification of review results
- Responsive proposals to Selection Committee



Review / Selection Process (cont.)

Public meeting of Selection Committee on August 13th (tentative) at 9:00am to discuss/score responsive proposals per RFP criteria:

30 points – Quality of Proposed Project

25 Points – Qualifications and Experience

20 Points – Financial Viability

15 Points – Project Schedule

5 Points – Geographic Preference

5 Points – Targeted Populations Preference



Review / Selection Process (cont.)

- **Selection Committee may recommend funding award to one or more proposals**
- **Notification of Selection Committee funding recommendation**
- **Protest period (file within 3 days from notification)**
 1. **HED Director**
 2. **Special Master (\$1,500)**
- **BCC meeting to approve funding award tentatively scheduled for September 14th.**



PBC Lobbyist Registration Ordinance

- **“Cone of Silence” means a prohibition on any non-written communication regarding this RFP between any Respondent or Respondent's representative and any County Commissioner or Commissioner's staff.**
- **The Cone of Silence is in effect upon the submittal deadline.**
- **The Cone of Silence terminates when the BCC approves a funding award, or otherwise ends the RFP process.**
- **Violation punishable with \$250 fine, and makes a contract entered into pursuant to the RFP voidable.**



Questions?

**This presentation will be
posted on the HED website.**

Discover.pbcgov.org/hes



Contact

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