

REQUEST FOR PROPOSALS

PROJECT-BASED VOUCHER PROGRAM (PBV)

PROJECT #: 240801

The Housing Authority of the City of Charleston (“CHA”) is issuing this Request for Proposals (“RFP”) seeking proposals from property owners who are interested in securing PBV rental subsidies for existing 1- and 2-bedroom affordable housing units on the Charleston Peninsula. Preference will be given to projects serving moderate to low-income households aged 55 (fifty-five) and older. Subject to funding availability, CHA may award up to a maximum of 30 (thirty) PBVs, and projects may request up to a 20 (twenty) year Housing Assistance Payments (HAP) PBV Contract with CHA.

The PBV Program regulations are outlined in the Code of Federal Regulations, Title 24, Part 983. A copy of these regulations is available via the following website at www.ecfr.gov, and Chapter 17 of the CHA’s Housing Choice Voucher (HCV) Administrative Plan. Only those proposals consistent with the CHA and statutory goals of deconcentrating poverty and expanding housing and economic opportunities may apply (24 CFR 983.57(b)(1)). Proposals submitted in response to this solicitation must conform to all the requirements and specifications outlined within this RFP and any designated attachments or addenda in their entirety.

The Submission Deadline is July 17, 2024, at 11:00 a.m. Late proposals will not be accepted. Direct proposal inquiries to Ms. Priscilla Waring via email at pwarings@chacity.org.

The proposal documents may be obtained from the A&E digital plan room at <https://www.aeplanroom.com/jobs/public>

Proposals will be evaluated on the following criteria: Owner Experience (30%); Property Management Experience & Knowledge of low- to moderate-income housing programs (30%); Proposers PBV Plan (15%); Project & Property Information (15%); Other Required Certifications & Documentation (5%); Section 3 Business and/or Section 3 Plan (5%).

Section 3 Residents; Section 3 Business Concerns; Small, Minority, and Women-Owned Businesses are encouraged to respond. This project is federally assisted and will obligate the awardee not to discriminate in employment practices and otherwise to adhere to applicable federal requirements, including but not limited to the following: Equal Employment Opportunity Act of 1972; Section 3 of the Housing & Urban Development Act of 1968. The Housing Authority reserves the right to waive irregularities and to reject all proposals.

Arthur S. Milligan, Jr.
President & Chief Executive Officer