



# CITY OF ROCHESTER & MONROE COUNTY 2024 AFFORDABLE RENTAL HOUSING DEVELOPMENT & HOME-ARP REQUEST FOR PROPOSALS

Issue Date: May 3, 2024  
Proposals Due: 12:00 PM, June 28, 2024



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## *Pre-Proposal Conference*

*Monday, May 13, 2024 at 3:00pm via Zoom*

<https://www.cityofrochester.gov/HousingRFP/>

<https://www.monroecounty.gov/planning-community>

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City of Rochester – Department of Neighborhood and Business Development  
Monroe County - Planning and Development, Community Development  
**2024 Affordable Housing Development & HOME-ARP RFP**  
May 3, 2024

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**Attachments**

- Attachment A - City of Rochester Housing Policy
- Attachment B - Sustainability and Green Building Design Guidelines
- Attachment C - Proposal Application
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- Attachment E - Mayor’s Vision, Mission, and Values
- Attachment F - Excerpts from Monroe County Transition Report
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**Additional Information**

Rochester 2034 Comprehensive Plan - <https://www.cityofrochester.gov/Rochester2034/>

City of Rochester 2020-2024 Plan - <https://www.cityofrochester.gov/ConsolidatedPlan2020/>

Citywide Housing Market Study 2018 - <https://www.cityofrochester.gov/housingmarketstudy2018/>

Developer Guidance Handbook - <http://www.cityofrochester.gov/developmentguidance/>

Rochester Housing Quality Task Force Report and Recommendations - <https://www.cityofrochester.gov/HQTF/>

Office of Energy and Sustainability Plans and Guides - <https://cityofrochester.gov/OES/>

Monroe County 2020-2024 Strategic Plan - <https://www.monroecounty.gov/planning-community>

*\*HOME-ARP links below hosted by HUD Website:*

City of Rochester – [HOME-ARP Funding Allocation Plan](#)

Monroe County – [Monroe County HOME ARP Allocation Plan](#)

HOME-ARP [Program Fact Sheet – Rental Housing](#)

Requirements for the Use of Funds in HOME-ARP Program – [HUD Notice CPD-21-10](#)

# **Affordable Rental Housing Development & HOME-ARP RFP**

The City of Rochester and Monroe County, New York are seeking proposals from developers, non-profits, and housing service providers (Developers) to increase the supply of high-quality, safe, and affordable rental housing opportunities within the geographical limits of the city of Rochester and suburban Monroe County, where applicable. Developers may respond to this RFP to competitively apply for gap financing, a Payment-in-Lieu-of-Taxes (PILOT) agreement, purchase of City-owned real estate, and/or an official City letter of support for assistance from New York State Homes and Community Renewal (NYS HCR), New York State Housing Finance Agency (HFA), or other agencies and funding sources. Projects will be ranked and then scored with “like” projects in, in terms of funding structure (9% versus 4% LIHTC). **This year, Developers may additionally respond to this RFP to apply to the City of Rochester and Monroe County for HOME-ARP funding.** The primary goal of the City’s and County’s HOME-ARP program is to increase the supply of housing for households experiencing homelessness or other eligible Qualified Populations (QP), as defined by HUD HOME-ARP Notice CPD-21-10. This includes a number of populations experiencing housing instability, described further in **Part 6 - HOME-ARP**. Developers may apply for HOME funding, HOME-ARP funding, or a combination of the two.

## **PART 1. BACKGROUND INFORMATION**

The City of Rochester’s Housing Policy (*Attachment A*), adopted in 2008, calls for the City to engage stakeholders and foster public/private partnerships that improve neighborhoods, create healthy real estate markets, stabilize and enhance the tax base, and provide a broad array of housing options to address the needs of diverse households. The City of Rochester and Monroe County are entitlement communities in the U.S. Department of Housing and Urban Development (HUD) Home Investment Partnership Program (HOME) and Community Development Block Grant (CDBG). HOME funds assist low-income persons/households in Rochester and Monroe County by providing much needed affordable housing to various income levels under 80% Median Family Income (MFI). For the purposes of this RFP, a project is generally considered “affordable” if the majority of units are affordable to persons/households earning at or below 80% of MFI and/or the project is subject to a regulatory agreement with NYS HCR or HFA, or HUD. The City is particularly focused on proposals targeting the creation of a range of housing options that are affordable for Extremely Low Income (< 30% MFI) persons/households. The City and County utilize funds from these HUD grants and other sources to provide Developers increased financial capacity to cover necessary project costs and seeks to achieve a reasonable return of capital on the available “gap” financing to allow for future investment in affordable housing.

Monroe County intends to continue its mission, which was identified in the Needs Assessment of Monroe County’s 2020-2024 Strategic Plan in promoting community development, in addition to Monroe County’s Analysis of Impediments to Fair Housing Choice. The primary program goals and objectives during the 2023-2024 program year include developing affordable and accessible rental opportunities for all low- to moderate-income residents. There is a priority focus on the development of housing opportunities in towns and villages that do not currently provide affordable units that have been financed, in part, through the County’s CDBG and/or HOME Program.

This year Developers may additionally apply for HOME-American Rescue Plan (HOME-ARP) funding through this RFP. The American Rescue Plan Act (ARPA) provided the City of Rochester and Monroe County \$8.98 million and \$4.3 million in HOME-ARP funding, respectively. This funding is a one-time allocation and differs from regular HOME allocations due to the populations targeted and the variety of eligible projects and activities. In addition, projects developed with HOME-ARP funding must serve the Qualified Populations (QP), as defined by the US Department of Housing and Urban Development (HUD). To learn more, please refer to Part 6 of this RFP, or the HOME-ARP documents linked at the beginning of this RFP.

Proposals are requested for multi-family projects, independent/local rental projects, and other projects that support City and/or County priorities, where applicable. Please see Part 9 of this RFP for more information on City and/or County priorities, and please be advised that this is a competitive process. Developers can apply for HOME, HOME-ARP, or both funding sources, and should specify for which they are applying in Attachment C. Funding awards, agreements and program compliance will be made by City and County solely and/or jointly.

For those Developers that are applying to NYS HCR for 9% Low-Income Housing Tax Credit Projects and requesting a support letter, if your project has not yet received an award from HCR, you should respond to this RFP. If you have received an award, it is not necessary to respond. For those Developers that are applying to HFA for bond financing, if you have not yet submitted a full application to HFA, you should respond to this RFP. If you have submitted a full application to HFA, please submit your full HFA application to [Lindsay.Nabozny@CityofRochester.gov](mailto:Lindsay.Nabozny@CityofRochester.gov) by **May 17, 2024**, and Housing staff will advise as to whether you should provide additional information in response to this RFP. Please reach out to Lindsay Nabozny if you have any questions as to whether or not you should respond to this RFP.

**PART 2. TIMELINE**

The timetable for the Proposal review and selection process is as follows:

Activity	Time	Date <sup>1</sup>
RFP Issued	Noon	Friday, May 3, 2024
Deadline for Pre-Proposal Meeting Questions	5:00 PM	Friday, May 10, 2024
Virtual Pre-Proposal Information Meeting: visit <a href="https://www.cityofrochester.gov/HousingRFP/">https://www.cityofrochester.gov/HousingRFP/</a> <a href="https://www.monroecounty.gov/planning-community">https://www.monroecounty.gov/planning-community</a> for Zoom link to attend meeting	3:00 PM	Monday, May 13, 2024
Responses to Pre-Proposal Meeting Questions and Meeting Recording Posted Online	9:00 AM	Thursday, May 16, 2024
Proposals Due	Noon	Friday, June 28, 2024
Review Committee Meetings	Misc.	July 2024
Support Letters Distributed	Misc.	August 2024

<sup>1</sup> The dates shown above may be subject to change per the City of Rochester’s and Monroe County’s sole discretion and upon written notification as set forth herein.

### **PART 3. COMMUNICATIONS**

All communications by parties who have indicated an intent to submit or have submitted a proposal in response to this RFP (“Respondents”), including any questions or requests for clarifications, requests for status updates about the proposal selection process and any other inquiries whatsoever concerning this RFP shall be sent, in writing, to the following City staff person (“City Contact”) and County staff person (“County Contact”):

**Lindsay Nabozny, Senior Community Housing Planner - [Lindsay.Nabozny@CityofRochester.Gov](mailto:Lindsay.Nabozny@CityofRochester.Gov)**  
**John F. Lightfoot Sr, Community Liaison – [JohnFLightfootSr@MonroeCounty.Gov](mailto:JohnFLightfootSr@MonroeCounty.Gov)**

No contact is permitted with any other City or County staff member with regard to this RFP during the RFP process unless specifically authorized in writing. Prohibited contact may be grounds for disqualification.

To ensure that all Respondents have a clear understanding of the scope and requirements of this RFP, the City and County will respond to all timely questions submitted via e-mail to the City Contact and/or County Contact by the question deadline stated above. Questions and the corresponding answers will be posted on the City’s and County’s web page for this RFP. The City’s and County’s failure to timely respond or provide responses to any questions shall not delay or invalidate the City’s or County’s right to make a decision to award an agreement pursuant to this RFP.

The City and County will make every reasonable effort to keep Respondents informed about the RFP process. Notifications about Timeline date changes, amendments to the RFP and other information about the RFP will be sent by e-mail to Respondents who have provided an e-mail address to the City Contact and County Contact and will be posted on the City’s and County’s website for this RFP. The City’s and County’s failure to provide such information shall not delay or invalidate the City’s or County’s right to make a decision to award an agreement pursuant to this RFP.

### **PART 4. PRE-PROPOSAL CONFERENCE**

In order to provide the City and County with an opportunity to discuss the RFP and Respondents with an opportunity to ask questions and clarify the RFP, a virtual pre-proposal conference will be held Monday, May 13, 2024 at 3:00pm via Zoom. There is no requirement to attend the pre-proposal conference and no obligation by the City or County to provide information from the conference to parties who fail to attend.

Additionally, we recommend that Respondents reach out to City Housing and Zoning staff year-round, and particularly early on in the pre-development stage, to help guide planning and development decisions and to align the proposed development with current City programs, policies, expectations and initiatives. Visit the City’s RFP website or contact Lindsay Nabozny at [lindsay.nabozny@cityofrochester.gov](mailto:lindsay.nabozny@cityofrochester.gov) for further clarification on the pre-proposal meeting time and Zoom link to attend.

## **PART 5. CITY AND COUNTY RESOURCES FOR AFFORDABLE RENTAL HOUSING DEVELOPMENT**

The City and County defines “Affordable Housing” as those projects in which the majority of units are affordable to persons/households earning at or below 80% of MFI and are typically subject to a regulatory agreement. The City and County has the following resources available to support the development of affordable rental housing:

**5.1 Gap Financing** - The City and County has limited HOME funds available for construction/permanent gap financing. The City and County funds are structured as follows:

- Interest only payments for the City: 2% of principal. During the construction period, loan payments are must-pay and are due annually. After conversion to permanent financing, loan payments are cash-flow dependent, and are due annually.
- Interest only payments for County: 1% of principal. Annual Interest payments are due annually.
- 30-year term. If a different funder is likely to request a 40-year term, please state that in your proposal.
- Subordinate debt, typically behind any conventional, Federal, or State funds.
- The City and County prioritize its HOME investments for support of rental units affordable to households at or below 50% MFI for HOME assisted units.
- The City and County will release up to 90% of the funds during construction; 10% will be held back for retainage, and receipt of necessary documentation for project close-out.
- Typically HOME funds will not exceed 2-5% of total development cost.
- National Environmental Policy Act (NEPA) review will be required for any projects that receive HOME funds. Please note that the City and County utilizes the HEROS system and all NEPAs will be required to be provided within that online database.
- The County requires that municipal projects **comply with the State Environmental Quality Review Act** acting as the lead agency and lists Monroe County as an involved agency.
- Closing fee of 1% of the loan amount (does not apply to County HOME projects).
- Document preparation fee of 0.5% of the loan amount (does not apply to County HOME projects).

**5.2 Property Tax Exemption** - Respondents may request a Payment In Lieu of Taxes (PILOT) agreement from the City of Rochester or a support letter from the City for Rochester for a property tax exemption through the County of Monroe Industrial Development Agency (COMIDA). If the project is eligible for an Article 11 tax incentive, the Developer can work directly with the City of Rochester or host municipality. Eligible projects include new construction or rehabilitation of affordable housing carried out by a Housing Development Fund Company (HDFC). Affordable housing projects are typically eligible for a Shelter Rent PILOT agreement through the City in which the annual PILOT payment is equivalent to 10% of shelter rent (Shelter Rent = Gross Rent – Vacancy – Utilities Paid By Property Owner).

**5.3 City-Owned Real Estate** - We encourage development teams to work with the City’s Real Estate Division and the Rochester Land Bank Corporation to locate parcels for Affordable Housing development projects. Information on the Real Estate Division and the Land Bank can be found at <https://www.cityofrochester.gov/realestate/>. Proposals including acquisition or purchase of City-owned

land should indicate the work completed prior to the proposal (if applicable), and the desired transfer and/or ownership structure.

**5.4 Support Letter** – Development teams can request support letters from the City and/or County for applications for assistance to NYS HCR, NYS HFA, or other funding sources. The City’s and/or County’s support of a project, financially or otherwise, is contingent upon the project not deviating from the project that was originally scored, ranked, and supported. If the project team wishes to make changes to the project, in any manner (number of units to be developed, design, unit-mix, affordability, loan and/or financing structure, etc.) subsequent to proposal submission to the City and/or County and/or after receipt of a support letter from the City of Rochester and/or County of Monroe, the City’s Division of Housing and/or Monroe County Community Development must be notified in advance and shall be allowed to participate in the visioning of any alterations. Support letters are valid for project proposals unchanged until completion of the City’s and/or County’s next RFP process. Development teams that seek support letters without requesting gap financing, property tax exemption, or City-owned real estate must respond to this RFP.

The City and/or County reserves the right to withdraw or alter support, financial or otherwise, if changes to the project were not reviewed and approved by the appropriate parties, including Housing, Zoning, and other City and/or County staff, in advance of making changes.

## **PART 6. HOME-ARP**

The City and County follows HUD regulation to define the Qualified Populations (QP), or eligible populations for HOME-ARP funded projects. Applicants providing permanent housing for one or more of the QPs may seek HOME-ARP funding to support the acquisition, rehabilitation, or new construction of those units, and may combine the HOME-ARP funding with any of the resources listed in Part 5.

**6.1 Qualified Population (QP)** – HOME-ARP funded activities aim to reduce the frequency, severity, and duration of homelessness in Rochester and Monroe County and provide additional safe living environments for individuals, couples, and families experiencing homelessness and other QPs:

- **Homeless**, as defined in 24 CFR 91.5 Homeless (a), (b), or (c);
- **At risk of Homelessness**, as defined in 24 CFR 91.5 At risk of homelessness;
- **Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking**, as defined by HUD Notice CPD-21-10; or
- **Other Populations**, where providing supportive services or assistance under 212(a) of NAHA (42 USC 12742(a)) would prevent the family’s homelessness or would serve those with the greatest risk of housing instability. Includes households earning no greater than 50% AMI and exhibiting characteristics associated with instability and an increased risk of homelessness, such as high to severe rental housing cost burden (paying more than 30%-50% of gross household income toward housing costs).

**6.2 Eligible Activities** – \$3,143,710 of the City’s and \$1,501,504 of the County’s HOME-ARP funding has been set aside for the acquisition, construction, and/or rehabilitation of affordable rental housing.



Acquisition of vacant land or demolition may be undertaken only with respect to a HOME-ARP project for which construction is expected to start within 12 months of commitment. Please see below and refer to the [HOME-ARP Program Fact Sheet](#) for more information.

- **Eligible Costs** – HOME-ARP funds can pay up to 100 percent of the eligible costs associated with the HOME-ARP rental units:
  1. Development hard costs including the actual cost of constructing and rehabilitating housing to meet applicable property standards;
  2. Site improvements;
  3. Refinancing of existing debt secured by a HOME-ARP rental project rehabilitated with HOME-ARP funds;
  4. Acquisition costs;
  5. Related soft costs;
  6. Relocation costs; and
  7. Operating cost assistance through a capitalized operating reserve.
- **Eligible Beneficiaries** – HOME-ARP funds must primarily benefit individuals and families that meet one of the definitions of qualifying populations. Not less than 70 percent of the total number of rental units assisted with HOME-ARP funds must be restricted to occupancy by households that are qualifying households at the time of the household’s initial occupancy. Not more than 30 percent of the total number of rental units funded with HOME-ARP funds may be restricted for occupancy by low-income households (at or below 80% AMI). A household that met the definition of one or more qualifying populations at initial occupancy remains a qualifying household throughout their period of occupancy irrespective of changes in income or whether they continue to meet a qualifying population definition.
- Please refer to the documents linked at the beginning of the RFP for additional information, including property standards, compliance periods, and rent lease details.

**6.3 Gap Financing** – The City and County have HOME-ARP funds available for construction/permanent gap financing, with terms similar to the HOME program. There are some deviations from the HOME program, including no per-unit cap on HOME-ARP awards/funding, and flexible terms depending on each project’s needs.

## **PART 7. PROPOSAL COMPONENTS & PRIORITIES**

The City of Rochester is dedicated to improving neighborhoods, fostering healthy real estate markets, and providing a broad array of housing options to address the needs of a diverse populace. The City’s Housing Policy discusses particular policies and goals to promote these ideals, and Developers should use this policy as a guide when developing housing.

Additionally, the City is prioritizing the following:

- Proposals that adhere to and expand upon the ideas, concepts, and strategies included in the [Housing Quality Task Force Report and Recommendations](#) (2022), City of Rochester [Five Year Consolidated Plan \(2020-2024\)](#) including the [Analysis of Impediments to Fair Housing Choice \(2020\)](#), [Rochester 2034 Comprehensive Plan](#) (2019), [Citywide Housing Market Study](#) (2018) and the [Report of the Commission on Racial and Structural Equity](#) (2021);
- Project that promote the Mayor’s [mission](#) of “promoting increased quality of life through investments that create vibrant neighborhoods and employment opportunities” (Attachment E);

- Housing inclusive of a wide range of affordability levels, especially those proposals that include rental units affordable to households earning at or below 30% of MFI (categorized as Extremely Low Income) that are not set-aside for special needs populations and homeownership proposals that include homes affordable to households earning at or below 60% MFI;
- Supportive housing, or developments in which at least 30% of the units are set aside for special needs populations (see below). The proposal must include a plan for providing services to the special needs populations, including identification of partnerships or Memorandums of Understanding (MOUs) with local service agencies, and identified source(s) of funding for the ongoing operations of these units;
- Unique building designs that enhance and respect the character of the neighborhood;
- Utilization of innovative and new technology for a sustainable development, green construction standards and energy efficiency.
- Proposals that include an innovative, robust workforce development plan that results in:
  - Capacity building for local organizations, including; neighborhood associations, or local housing or economic development non-profits (e.g. a substantive partnership with a neighborhood association, or the establishment of a community benefits agreement); and/or,
  - Recruitment, training, and job opportunities for residents of the project’s neighborhood (e.g. OSHA training for local residents that allow them to secure jobs working on-site), in addition to proposals that provide opportunities for Minority and Women Owned Business Enterprises (M/WBE), and Minority, Women, City Resident, and Section 3-qualified workforce participation.

The County is also prioritizing the following for proposals that adhere to: [2020-2024 Strategic Plan for Housing & Community Development in Suburban Monroe County](#); [Analysis of Impediments to Fair Housing Choice in Monroe County \(2020\)](#); [Monroe County Transition Report \(2020\)](#); [the Commission on Racial and Structural Equity](#); and prioritizing projects that provide Broadband Access to residents; with access to transportation; and good school districts.

The City and County are specifically prioritizing the following for HOME-ARP funding:

- Proposals and teams that demonstrate a thorough understanding of the QPs/populations served, with a strong track record of developing and managing housing for homeless households and other QPs.
- Projects that leverage other sources of Local, State, and Federal funding that prioritizes the development of supportive housing, provides rental assistance/operating subsidy, or supports in-house or on-site wrap-around services to residents, including the QPs.
- Any applicants seeking HOME-ARP funding must commit to taking referrals *only* from the local Coordinated Entry Prioritization List, or from a to-be-determined HOME-ARP referral list.

All development teams should incorporate the elements below into their housing proposals:

#### Neighborhood Revitalization

- The identification, support of, and coordination with existing neighborhood enhancement and revitalization initiatives, which includes: the City of Rochester Five Year Consolidated Plan 2020-2024 including the Analysis of Impediments to Fair Housing Choice (AI), the Rochester 2034 Comprehensive Plan, the Citywide Housing Market Study (2018), specific neighborhood plans for the intended area, anti-

poverty initiatives, regional development council plans, project or location specific housing market studies, and other City supported documents.

- The Rochester 2034 Comprehensive Plan was adopted in November 2019 and includes guidance for development under a section called “The Placemaking Plan” on pages 25-120. The Placemaking Plan provides design considerations and planning elements that are location-specific (see the Placemaking Plan Map on page 76 of Rochester 2034), as well as those that are city-wide in nature.
- The City’s Project and Plans Website (<https://www.cityofrochester.gov/projectsandplans/>) connects the public to information about all the exciting projects in which the City has invested. Projects include development projects, street projects, and environmental sustainability projects. The Plans and Studies tab displays citywide and neighborhood planning. Plans typically analyze economic, environmental, mobility, and social trends and how those trends translate into land use design and changes and a vision for the future of an area.
- The identification, support of, and coordination with existing business and expansion of retail development objectives, especially those that will enhance, or revitalize, [commercial corridors](#).
- A location that is near other significant development or planned investment, and/or part of a larger development or planning effort, including the rehabilitation and improvement of nearby single-family homes.
- Early and periodic engagement of the community, including evidence of coordination with and support received by the community. Please include a list/chart of the outreach completed to date (who, dates/times, type of organization/representative, type of support – if applicable, etc.), the coordination efforts undertaken, and include any letters of support received. Demonstrated support from neighborhood groups, resident associations, or other entities from the proposed project’s geographic community is most important.
- Projects that are compatible with the market potential in the neighborhood.
- Description of how the project adheres to specific components of approved neighborhood plans.

#### Design and Project Characteristics

- The creation of economically, socially, and demographically diverse neighborhoods and developments is of particular importance. Developers should propose the development of homes or rental units affordable to a wide range of households.
- Attention paid to creation of affordable homes or rental units for Extremely Low Income (< 30% MFI) and Very Low Income (30-50% MFI) persons/households, not limited to households that qualify for supportive housing funding assistance and/or services.
- A design attractive to and accommodating of diverse and mixed-income households including visitability, accessibility, and or universal design, attractiveness to larger households, and/or ability to age in place; also creative, context-sensitive architecture and site design that promotes healthy lifestyles and prioritizes the pedestrian experience at the first floor level.
- Building designs should be unique and should avoid large, unadorned façade expanses and inauthentic/arbitrary changes in materials or colors. High-quality, durable materials and architectural treatments should be employed to enhance the physical character of the neighborhood, respect historically significant architecture, and meet the needs of the community.

- Exterior architectural features should be consistent with or enhance neighborhood character. Considerations may include porches, rooflines, building height, etc.
- Demonstrated sensitivity to unique neighborhood character and architecture and includes amenities such as community space and other conveniences.
- When applicable, supportive housing developments, including a viable support services plan that identifies the local provider(s) and source of operating subsidy/income. Special needs populations include, but are not limited to:
  - a. Persons with HIV/AIDS
  - b. Persons with Alcohol/Substance Abuse Disorders
  - c. Homeless Persons and Families (HUD Definition)
  - d. Persons with Physical, Developmental, or Psychiatric Disabilities
  - e. Persons who have been Victims of Domestic Violence
  - f. Frail / Elderly
  - g. Other populations may be considered if need is documented
- Utilization of innovative and new technology to increase overall building sustainability. The proposal should meet green building design and performance standards (zero emissions building, passive house, etc.) or make efforts to maximize energy efficiency and beneficial electrification throughout the project. Please see *Attachment B* for more information.
- Support for and promotion of resident health and well-being through strategies such as health-supportive site selection (project proximity to jobs, health services, grocery stores, multimodal transportation, parks, community spaces, etc.), incorporating healthy/active design principles, or offering on-site health and wellness programming or facilities for residents.
- Project zoning compliance.
- Visitability guideline compliance.
- Thoughtful consideration of environmental issues relating to urban in-fill soil and development. Proposal demonstrates adherence to New York State Department of Environmental Conservation (DEC) Part 360 regulations. New residential construction projects on residential vacant parcels should include appropriate due diligence assessments including but not limited to Phase I and Phase II Environmental Site Assessments, geotechnical investigations, and characterization of soil and waste fill materials. The development of a comprehensive environmental management plan specifically tailored to the proposed project is also recommended to provide guidance on the management, on-site reuse and off-site disposal excavated construction materials. All new residential construction projects on residential vacant parcels need to consider the budget and schedule impacts of these urban fill management requirements. Proposals that have performed more environmental due diligence and mitigation will be awarded a higher number of points during the evaluation process.

#### Development Team Experience

- The Developer must demonstrate ability to undertake and/ or identify completed similar projects, as well as a sustainable property management strategy, and financial capability.
- If the Developer has worked with the City or County previously, past performance including the application process, the closing process, the construction process, and the property maintenance of the finished project will be taken into consideration.

### Fair Housing Goals

- All Affordable Housing submissions must include an Affirmative Marketing plan and support and advance fair housing choices in the City of Rochester or Monroe County. Please refer to the [Analysis of Impediments to Fair Housing Choice 2020 and/or Analysis of Impediments to Fair Housing Choice in Monroe County \(2020\)](#) for more information.

### Minority and Women Owned Business Enterprises (M/WBE) & Workforce Goals

- All submissions must include a detailed proposed plan for adherence to the City's M/WBE, Minority and Women Workforce participation, and (if applicable) Section 3 requirements for employment opportunities.
- The City's M/WBE Requirements are:
  - Minority-Owned Businesses (MBE) – 20%
  - Women-Owned Businesses (WBE) – 10%
- The County's M/WBE Requirements are:
  - Minority-Owned Businesses (MBE) – 12%
  - Women-Owned Businesses (WBE) – 3%
- The City's Workforce Participation Goals, based on hours worked, are as follows:
  - City Residents – 25% of current or new hires working on the project
  - Minorities – 20% of current or new hires working on the project
  - Women – 6.9% of current or new hires working on the project
  - Section 3 Qualified – for affordable housing projects, at least 25% of work hours performed by new hires or Section 3 eligible workers and 5% or more work hours performed by Targeted Section 3 workers. For more details on Section 3 requirements, please contact Lindsay Nabozny ([lindsay.nabozny@cityofrochester.gov](mailto:lindsay.nabozny@cityofrochester.gov)).
- The County's Workforce Participation Goals, based on hours worked, are as follows:
  - Section 3 Qualified – for affordable housing projects, at least 25% of work hours performed by new hires or Section 3 eligible workers and 5% or more work hours performed by Targeted Section 3 workers. For more details on Section 3 requirements, contact John F. Lightfoot ([johnflightfootsr@monroecounty.gov](mailto:johnflightfootsr@monroecounty.gov))
- Reporting for City M/WBE and Workforce participation occurs monthly. Development teams are expected to hire a third party M/WBE and Workforce Consultant to collect and report M/WBE and Workforce data. Development teams additionally must show capacity for recruiting and educating contractors, subcontractors, and other project participants on the City's reporting requirements. The City's MWBE and Workforce reporting will be entered into the City's electronic portal for this purpose. Additional information and training on registration and use of the portal and system will be provided once the project has been awarded full funding necessary to be undertaken.
- Please note that the City of Rochester and Monroe County requires race/ethnicity data for MBE's for HUD reporting purposes.
- Please note that the City and County requires demographic information for households residing in projects receiving City and/or County benefits. When projects receive Federal funds, the City and County must report demographic information to HUD, respectively.

- Projects that receive Federal funds such as HOME funding will be subject to HUD Civil Rights guidelines. In June 2022 HUD released new guidance, for more information visit [Office of Fair Housing and Equal Opportunity \(FHEO\) Guidance \(hud.gov\)](#) and [Multifamily Title VI Guidance Implementation Sheet4522\\_FINAL.pdf \(hud.gov\)](#)

#### Buy American Preference (BAP)

- Under the *Buy America, Build America* Act (BABA), most projects that receive HUD funding and have a total development cost greater than \$250,000 will be subject to the *Buy America Preference* (BAP). The BAP requires that all iron, steel, manufactured products, and construction materials used in projects funded with Federal financial assistance must be manufactured in the United States. Please see Exhibit F to this RFP and visit [HUD's BABA website](#) for more information.

**PART 8. DEVELOPMENT PROPOSAL EVALUATION CRITERIA**

Please be advised that this is a competitive process. Projects will be rated according to the following criteria:

<b>Neighborhood Revitalization</b>	
<u>Alignment with other development and investment:</u> The project is located near other major development/planned investment or is part of a larger planning effort or supports enhancement or revitalization of commercial corridors. Where appropriate, providing broadband access to residents.	10
<u>Community Support:</u> The project has received support by the community/neighborhood it will affect and the proposal includes support letters. The project supports the City’s Housing Policy, Consolidated Plan, Rochester 2034 Placemaking Plan, 2022 Housing Quality Task Force recommendations, and other planning initiatives. Where appropriate, supports the County’s Consolidated Plan.	10
<b>Design and Project Characteristics</b>	
<u>Mixed-Income:</u> The project is designed to accommodate diverse, mixed-income households while remaining primarily affordable to households at or below 80% MFI. The project creates units for Extremely Low Income (<30% MFI) persons/households that are not set aside for special needs populations.	10
<u>Project Readiness:</u> There is evidence of site control. Necessary environmental investigations have been completed and any concerns have been mitigated, or there is an acceptable remediation plan that includes the appropriate allocation of funds for environmental testing and remediation. Proposal includes a draft NEPA (see Exhibit D, Item 8). The project meets zoning regulations or includes a feasible plan/timeline to go through necessary zoning approvals. Proposed sources of funding have been secured or a timeline for securing funds is included. Where appropriate, municipalities is the lead agency and lists Monroe County as an involved agency.	10
<u>Project Design:</u> The project design is unique and is sensitive to neighborhood character. The proposed project includes clear documentation of its strategies to support and promote resident health and well-being, features amenities such as community space and other conveniences, and incorporates accessibility/universal design/visitability standards. Proposed building materials are high quality.	10
<u>Sustainability and Energy Efficiency:</u> The proposal utilizes innovation and new technology to increase overall building sustainability, meets green building design standards, and/or has made efforts to maximize energy efficiency.	10
<u>Supportive Housing:</u> Development team proposes to serve special needs populations, and the proposal includes a support services plan and funding for the ongoing financial support of these households.	10
<u>Financial Feasibility:</u> Soundness of project budget and pro-forma assumptions and projections, cost effectiveness, favorable credit pricing and loan terms, and adherence to City loan terms.	10
<u>Market Study:</u> Project unit mix is supported by Market Study.	5
<b>Development Team Experience</b>	
<u>Experience:</u> The Developer must demonstrate ability or has completed similar projects, has a sustainable property management strategy, and financial capability. If the Developer has worked with the City of Rochester in the past, past performance will be taken into consideration.	10
<b>M/WBE &amp; Workforce and Fair Housing Goals</b>	
Quality of proposed M/WBE and Workforce plan and Affirmative Marketing plan	5
<b>Total Possible Score</b>	
<b>100</b>	

**PART 9. PROPOSAL PREPARATION AND SUBMISSION PROCESS**

Proposals must be received by the City of Rochester and Monroe County no later than 12:00 PM on Friday, June 28, 2024. Submit proposals on a USB, jump drive, or via Dropbox (<https://www.dropbox.com/>) or other file sharing website. Please only submit your proposal one time, using one method. A USB or jump drive may be submitted to:

City of Rochester - Department of Neighborhood and Business Development  
Bureau of Business and Housing Development  
Attn: Lindsay Nabozny, Senior Community Housing Planner  
30 Church Street - Room 005A  
Rochester, New York 14614

Proposals submitted via file sharing site should be sent to Lindsay Nabozny, Senior Community Housing Planner, at [Lindsay.Nabozny@CityofRochester.Gov](mailto:Lindsay.Nabozny@CityofRochester.Gov).

This RFP is designed to facilitate the evaluation and selection of Developers' proposals best able to achieve the City's and County's objectives. The proposal submitted shall contain a table of contents. All pages shall be numbered and major sections and all attachments shall be referenced in the table of contents. In order to enable the City and County to effectively review the information contained in the proposals, proposals shall reference the numbered and lettered sections of the RFP. The response to each section shall be provided separately, and clearly titled by name and addressed in detail or provide an explanation for why the Respondent is not submitting related project information for a specific section or requirement of the RFP.

Each proposal shall be signed by an individual authorized to enter into and execute contracts on the Respondent's behalf. Unless otherwise specified in its proposal, Respondent represents that it is capable of meeting or exceeding all requirements specified in this RFP.

Submission of a proposal shall be deemed authorization for the City and County to contact Respondent's references, if applicable. Evaluation of proposals will be conducted by the City and County based on information provided in the Respondent's proposal(s) and on such other available information that the City and County determines to be relevant. The evaluation of proposals may include an on-site assessment, meetings with authorized personnel, and/or may involve the use of a third-party consultant.

Proposals will be reviewed by representatives of the City of Rochester and Monroe County, where applicable. Respondents shall provide sufficient information in their written proposals to enable the City and County review team to make a recommendation to the Mayor and County Executive, where applicable. The City and County reserves the right to invite any or all Respondents to an interview to discuss their proposal. Any expenses resulting from such an interview will be the sole responsibility of the Respondent. The City and County are under no obligation to select any of the Respondents' submitted proposals, or to select any or all of the project types described herein. The City and County may amend or withdraw the RFP at any time, within its sole



discretion. The City and County shall have no liability for any costs incurred in preparing a proposal or responding to the City's or County's requests with respect to the proposal.

**PART 10. PROPOSAL FORMAT**

All proposals should be submitted as digital files via USB, jump drive, or file sharing website (see Part 9: Proposal Preparation and Submission Process). Please only submit the proposal one time, using one method. All components described in *Attachment D* must be included in the submittal, and each must be submitted and identified as separate electronic files, with file names that also include the section name and number as listed in *Attachment D*. Additionally, for a proposal to be considered for review, the application form provided as *Attachment C* must be included in the submission as a separate file. Failure to provide proposal submissions in the required electronic format may exclude a proposal from consideration for this RFP.

**PART 11. RIGHTS RESERVED BY THE CITY AND COUNTY**

The City and County reserves the right, at its sole discretion, to amend or withdraw this RFP including any timeframes noted herein, upon notification of all Respondents as set forth above, and in such case, the City and County shall have no liability for any costs incurred by any Respondent.

The City and County may request additional information from any Respondent to assist the City and County in making its evaluation.

The proposal and all materials submitted with the proposal shall become property of the City and County and will be subject to NYS Freedom of Information Law. If any proprietary information is submitted with the proposal, it must be clearly identified as such and a request to keep such information confidential must be prominently included in the submission.

The City's and County's support of a project, financially or otherwise, is contingent upon the project not deviating from the proposed project that was originally scored, ranked, and supported. The City and County reserves the right to withdraw or alter support, financial or otherwise, if changes to the project were not reviewed and approved by the appropriate parties, in advance. The City's and County's continued support is not guaranteed, and the City and County may withdraw or modify support, financial or otherwise, even if proposed changes are submitted, reviewed, and approved. If the project team wishes to make changes to the project, in any manner (design, unit-mix, affordability, special populations to be served, loan and/or financing structure, etc.), subsequent to submitting a proposal to the City and County and/or after receipt of a support letter from the City of Rochester or Monroe County, the City's Division of Housing or County's Community Development division must be notified in advance of the reasons for such changes, and shall be notified of and allowed to participate in the visioning of any alterations, and confirm the City's and County's continued support for the project.

**City of Rochester**  
**Housing Policy**  
Adopted March 18, 2008

The City of Rochester will engage stakeholders and foster public/private partnerships to improve neighborhoods, create healthy real estate markets, stabilize and enhance the tax base, and provide a broad array of housing options to address the needs of diverse households.

To accomplish the goals of this Housing Policy, the City shall:

1. Promote rehabilitation, redevelopment and new construction of housing through:
  - A. Maintenance, rehabilitation and/or historic preservation to enhance the well-built and diverse housing stock, which offers a variety of different products than are available throughout much of the region.
  - B. Redevelopment of residential, non-residential and mixed use structures to address market demand for currently underrepresented housing types in the existing housing inventory and/or provide for the preservation of historic structures.
  - C. Assembly of appropriate vacant land through management of the inventory of foreclosed properties, demolition of obsolete portions of the existing housing stock to reduce vacancy, and the strategic acquisition of land to create development opportunities and open space assets that enhance existing residential areas.
  - D. Development of new housing and/or the development of new housing types that address market demand. Efforts will include an emphasis on capitalizing on such unique assets as the Genesee River, Lake Ontario, and the Erie Canal; significant historical, architectural and landscape features; and economic, educational and cultural institutions.
  - E. Enhancement of existing and creation of new public and private financial products that support rehabilitation, redevelopment and new construction
  - F. Encouragement of environmentally sensitive rehabilitation, redevelopment, demolition and new construction methods.
  - G. Encouragement of housing development that supports neighborhood commercial corridors.

2. Promote homeownership through:
  - A. Helping homeowners retain their homes through the use of a variety of programs that prevent foreclosure and predatory lending.
  - B. Cultivating new homeowners through marketing, pre-and post-purchase counseling and training programs, encouraging the development of quality financial products, and developing housing types that create an inventory of housing options to address market demand.
3. Support efforts to strengthen the rental market through:
  - A. Support for owners of rental property to be successful business owners while being accountable for providing quality local management and maintaining housing quality standards.
  - B. Support for the coordination of tenant services that reduce unwanted transiency, encourage accountability, and result in longer-term tenancies.
4. Promote housing choice through:
  - A. Support for fair housing programs that offer housing opportunities to members of protected classes, low- and moderate-income households, people with disabilities, and a full range of age groups.
  - B. Working toward the de-concentration of poverty in City neighborhoods through efforts that attract more middle- and upper-income households and expand housing choices for lower-income households.
  - C. Ongoing efforts with other jurisdictions to ensure that fair shares of housing opportunities are available throughout the region for households with restricted choices.
  - D. Development of permanent supportive housing that meets the needs of populations requiring supportive services, and encouraging the fair share of such housing outside the City.
5. Support the implementation of neighborhood and asset-based planning through interdepartmental collaboration, and:
  - A. Ensuring that citizen-based planning is at the core of efforts to establish a neighborhood vision and plan, advise the City, and provide feedback on development projects.
  - B. Cost-effective use of federal and state grants in order to make dramatic improvements by identifying neighborhoods for the implementation of plans to improve housing market vitality, reduce code violations, decrease transiency, and increase assessed valuations.
  - C. Conducting data-based research and ongoing measurement and monitoring of outcomes to drive decisions on public investments.
  - D. Using market-based strategies as the foundation for all planning efforts.

## *Attachment B: Sustainability and Green Building Design Guidelines*

### **Sustainability, Green Building Design, and Energy Efficiency**

The City of Rochester strongly encourages innovation and use of new technology to increase overall building sustainability. Describe how the proposal meets green building design and performance standards (zero emissions building, passive house, etc.) or has made efforts to maximize energy efficiency and beneficial electrification throughout the building/development. Emphasize how sustainability measures will result in energy savings, environmental benefits (reduced carbon emissions, avoidance of fossil fuels, and increased reliance on renewables), lower operating costs, and improved health and comfort of occupants. Sustainability measures may include but are not limited to the following:

- Building envelope specifications to maximize insulation, air tightness and minimize heat/energy loss (strongly recommended);
- Installation of clean heating and cooling technologies such as Air-source or Ground-source heat pumps, heat pump water heaters and heat pump clothes dryers (strongly recommended);
- Installation energy efficient electric appliances throughout the building/development (strongly recommended);
- HVAC with energy recovery, ventilation and humidity controls;
- Installing or site preparation for use of renewables including solar photovoltaics (PV) (on-site or off-site arrays to cover all or part of projected loads). Describe how other renewables are incorporated in to the project;
- Use of green building materials including recycled or low VOC components;
- Response to storm water retention, extreme weather events (storm surges, heat waves). Examples may include use of permeable pavement, green roofs or other green infrastructure, low-water use landscaping, or tree plantings;
- Education and opportunities for tenants to practice behaviors that support sustainability. Examples may include providing access for recycling and food waste composting, best practices for reducing waste, minimizing energy and water use;
- Installation of on-site EV charging stations, electric car-share, bicycle storage, or alternative low/zero-emission transportation options;
- Building energy monitoring and tracking including benchmarking, smart building monitoring and controls; and
- Other building design and operational factors that minimize energy usage and improve building sustainability.

**City of Rochester & Monroe County Affordable Housing Development Request for Proposals (RFP)**

**Project Information**

Project Name: \_\_\_\_\_ Total Development Cost: \_\_\_\_\_

Project Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_

City Quadrant or Town/Village: \_\_\_\_\_

Neighborhood: \_\_\_\_\_

Number of Units: \_\_\_\_\_

Number of Supportive Units: \_\_\_\_\_

If the project includes supportive units, who is the service provider? \_\_\_\_\_

**Proposed Unit Mix**

Unit Size	AMI					Total
	0-30%	31-50%	51-60%	61-90%	Other: _____%	
Studio						
1BR						
2BR						
3BR						
4BR+						
<b>Total</b>						

**Requested City of Rochester and/or Monroe County Support**

Sale of Land: 

Yes	No
-----	----

HOME Loan: 

Yes	No
-----	----

PILOT: 

Yes	No
-----	----

Requested HOME Loan Amount: \_\_\_\_\_

Support Letter: 

Yes	No
-----	----

Requested Terms: \_\_\_\_\_

HOME-ARP 

Yes	No
-----	----

Requested HOME-ARP Amount: \_\_\_\_\_

**Applicant Information (Owner Entity)**

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Taxpayer ID# and UEI: \_\_\_\_\_

Title: \_\_\_\_\_ Organization Type: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Development Consultant: \_\_\_\_\_

*Submission Date:* \_\_\_\_\_

**PROPOSAL CONTENT**

Applicants must submit a proposal containing all of the items listed, provided in checklist form below, to be considered for City and/or County support and resources. Each numbered item should have its own tab.

<p><b>1</b></p>	<p><b>Project Narrative</b></p> <p>The project narrative section should touch on all pertinent components of the development. Description of the property or properties, entire development project and location(s), current uses of properties and zoning, and how/why the property was selected.</p> <ul style="list-style-type: none"><li>- Include a statement explaining how the project meets local housing needs (including the needs of Extremely Low Income, Very Low Income and Low Income persons/households) and priorities as documented in the 2022 Rochester Housing Quality Task Force Report and Recommendations, City of Rochester Five Year Consolidated Plan 2020-2024, Rochester 2034 Comprehensive Plan, Rochester Citywide Housing Market Study (2018), Housing Policy, Monroe County’s 2020-2024 Strategic Plan and Update to Analysis of Impediments this RFP, and the public benefits of the project.</li><li>- Include a proposed project timetable, a description of the community engagement to date (and moving forward), and any community or neighborhood support letters. The proposed timeline should allow for a minimum of 5-6 months from primary funding award to project closing to allow for completion of necessary City processes.</li><li>- Please note whether you have met with City of Rochester staff for a Developer Roundtable meeting and when, whether Site Plan Review has begun and its status, and any other meetings with City staff or processes that have begun to advance the project.</li><li>- Describe the type and level of sustainability features that will be incorporated into the project.</li></ul>
<p><b>2</b></p>	<p><b>Evidence of Site Control</b></p> <ul style="list-style-type: none"><li>- For all privately owned proposed development sites describe the existing structures(s) and identify each as vacant or occupied. If any structures are occupied, identify whether relocation of occupants will be necessary and/or describe the related occupancy protection plan necessary to undertake the project. Should any buildings require demolition as part of the project, the plan for demolition should be included and confirmation that it will be undertaken in accordance with all federal, state and local requirements.</li><li>- For City-owned parcels, identify parcels requested. If the project has already been in discussion with the City of Rochester’s Department Real Estate, include licensing agreements or other documentation.</li></ul>
<p><b>3</b></p>	<p><b>Site Map</b></p> <p>Map of the site, as well as a map of the surrounding neighborhood, including; amenities, services, and leveraged investments (planned or completed).</p>

4	<p><b>Project Plans and Specs</b> Preliminary plans for development or redevelopment.</p>
5	<p><b>Elevations, Site Plan, and any Project Renderings</b> Elevations and/or renderings should, where possible, utilize a proposed color scheme that demonstrates the look and style of the finished project</p>
6	<p><b>Sources and Uses/Pro Forma</b> Detailed proposed Sources and Uses of funding for the entire project for all project types, a minimum 30 year operating pro forma for rental housing projects (or for such term as is consistent for the request for City and/or County funding), and statement about the status of funding sources / timeline for securing funding. Detailed description of all funding sources, including repayment structure and lien position.</p>
7	<p><b>Evidence of Financing/Letters of Interest or Commitment Letters</b> Include statement of interest in the property by owner or major tenant, and/or letters of interest or commitment letters from all construction, bridge, and permanent funding sources. The terms of all funding sources must be clearly indicated.</p>
8	<p><b>Environmental Site Assessment</b> Copies of reports of all environmental investigations completed to date (i.e. Phase I Environmental Site Assessment), and recommendations for remediating or addressing any identified areas of concern. The City reserves the right not to review application if a Phase I has not been completed, or if a Phase II is required or recommended and has not been completed. <i><u>*All development teams proposing scattered site developments will be required to submit Phase II reports and an EMP.</u></i> Due to Federal Funding Requirements, National Environmental Policy Act (NEPA) review will be required for all HUD-funded projects. Developers should include a draft NEPA in the proposal or a timeline for the draft to be available for review in HEROS. Please visit <a href="#">HUD's Environmental Review webpage</a> for more information. Please note that the NEPA will not be finalized or published by the City until all Zoning, Board, and Site Plan approvals have been completed, the majority of funds have been awarded, and the project has an approved timeline for construction closing.</p>
9	<p><b>Project ownership structure</b> Include a statement about the proposed project ownership structure.</p> <ul style="list-style-type: none"> <li>- If project owner is an existing company, accountant-prepared, financial statements for the past three fiscal years, including balance sheets, income statements and cash flow statements for each year. (If accountant prepared financial statements are not available, Federal income tax returns for the past three years are acceptable).</li> <li>- Current personal financial statement for each individual owning 20% or more of the project, including detail of all existing real estate holdings (corporate and/or personally owned) {Global real estate detail must include: property description/major tenant(s), percentage owned, property value, current outstanding debt balance, and annual net cash flow after debt service.}</li> <li>- Copy of the most recent year's Federal Tax return for each individual owning 20% or more of the project.</li> </ul>

<p><b>10</b></p>	<p><b>Development Team</b>  Summarize relevant experience of the development team (page limit: 3 pages), specifying names of staff who will work on the project.</p> <ul style="list-style-type: none"> <li>- Detail of all development projects undertaken and/or completed within the last 3 years and the current status of each project.</li> <li>- Three references provided by current or past lender(s), customer(s), and/or accountant.</li> </ul>
<p><b>11</b></p>	<p><b>Market Study</b>  Market study should include current information.</p>
<p><b>12</b></p>	<p><b>Affirmative Marketing (affordable housing projects), Section 3 (affordable housing projects that may receive HOME or other Federal funds), MBE/WBE Plans and Minority/Women Workforce Proposed Plans (all projects)</b></p>
<p><b>13</b></p>	<p><b>Support Services Plan (if applicable), including service provider(s). If proposing use of HOME-ARP funds, use this section to describe plans for housing and providing services to the QPs.</b>  If services providers have not participated in a prior supportive housing project in the city of Rochester, please provide relevant experience and sufficient capacity for the proposed project.</p>





## VISION: BUILDING BRIDGES TO ROCHESTER'S FUTURE

### MISSION

The Evans Administration promotes positive systemic and structural change by:

- **providing** transparent and collaborative leadership,
- **offering** equitable access to essential municipal services,
- **enabling** productive intergovernmental, private, and non-profit partnerships,
- **and promoting** increased quality of life through investments that create vibrant neighborhoods and employment opportunities,

**making Rochester a hope-filled city with an exciting future.**

### VALUES

**Strategic:** The Evans Administration will be intentional, creative and bold, yet realistic given the city's fiscal, physical, and people resources.

**Renewable and Flexible:** The Evans Administration will allow for and accommodate future modifications and likely change.

**Concern for Public Employees:** The Evans Administration will develop, support, empower and care for our employees and create a city-wide team of highly engaged professional public servants.

**The Larger Context:** The Evans Administration will consider the larger external environment, including the county and the greater Rochester region.

**Collaborative:** The Evans Administration will promote and encourage collaborative partnerships *within* city government and other public, private and non-profit entities where egos and turf are checked at the door.

**Citizen Priority:** The Evans Administration will place a primary focus on being citizen-centered by engaging, enabling, and involving citizens as partners.

**Mission Focus:** The Evans Administration will focus on our *primary* role of providing high-quality planning, zoning, code enforcement, public safety, clean water, physical infrastructure (lights, roads, parks, forestry, etc.), and other critical municipal government services.

**Trust and Transparency:** The Evans Administration will ensure that the people of Rochester will trust that their *shared interests* and not personal or special interests are primary.



Malik D. Evans, Mayor



City of Rochester, NY  
Rochester City Council



**ADAM J. BELLO**  
**COUNTY EXECUTIVE**

## Excerpts from Monroe County Transition Report:

### **Economic & Community Development**

#### **Community Development**

Increasing Affordable and Workforce Housing Opportunities

Recommendations:

17| Overall, the County must increase collaboration and partnerships with non-profit organizations that have a proven track record in community development and creating housing opportunities. This would ensure that County priorities and strategies are aligned with the work being done by the affordable and workforce housing development community. This would continue to ensure that federal HOME funds are awarded in alignment with community Priorities.

### **Human Services**

#### **Need for More Quality, Affordable Housing throughout Monroe County**

Recommendations:

43| Support efforts and advocate to the State to award more affordable housing projects in our area.

**Buy America Preference (BAP)  
Under the  
Build America, Buy America Act (BABA)**

In general, the BAP requires that all iron, steel, manufactured products, and construction materials used in infrastructure projects (construction, alteration, maintenance or repair of infrastructure – need not be main purpose of project) funded with Federal financial assistance, must be manufactured in the United States. Note: Pre and post emergencies response expenditures do not apply.

**HUD’S PHASED IMPLEMENTATION SCHEDULE**

<b>BAP will apply to...</b>	<b>Iron and Steel</b>	<b>Construction Materials – Specifically Listed</b>	<b>Construction Materials – Not Listed</b>	<b>Manufactured Products</b>
<b>CDBG Formula Grants</b>	All funds obligated by HUD (HUD executed grant agreements) on or after November 15, 2022	As of the date HUD obligates FY 2024 appropriations	As of the date HUD obligates FY 2025 appropriations	As of the date HUD obligates FY 2025 appropriations
<b>HOME funded projects</b>	New assistance obligated by HUD on or after August 23, 2024	New assistance obligated by HUD on or after August 23, 2024	New assistance obligated by HUD on or after August 23, 2024	New assistance obligated by HUD on or after August 23, 2024

**Specifically Listed Construction Materials:** i – non-ferrous metals; ii – plastic and polymer-based products (including polyvinylchloride, composite bldg. materials, polymers used in fiber optic materials; iii – glass (including optic glass; iv – fiber optic cable (including drop cable); v – optical fiber; vi – lumber; vii – engineered wood; viii - drywall

**WAIVERS**

Waivers require the head of a Federal agency to publicize the explanation/determination for waiver for a 15 day public comment period.

- 1- When applying the domestic content procurement preference would be inconsistent with public interest
- 2- When products aren’t produced in the US in sufficient or reasonably available quantities or satisfactory quality
- 3- Where inclusion of these material would increase the cost of the overall project by more than 25%