

Corporation for Affordable Homes of McHenry County
REQUEST FOR QUALIFICATIONS
NEIGHBORHOOD STABILIZATION PROGRAM (NSP) ARCHITECT

SUBMISSIONS BEGIN: March 2, 2010

Background

The Corporation for Affordable Homes of McHenry County (CAHMCO) is the sub-recipient of Neighborhood Stabilization Program (NSP) funds which were allocated by the United States Department of Housing and Urban Development (HUD) to McHenry County and the State of Illinois, authorized by the Housing and Economic Recovery Act of 2008 (HERA) as an adjunct to the Community Development Block Grant (CDBG) Program. NSP funds are intended to address the problems of abandoned and foreclosed homes and other residential properties, while providing affordable rental and homeownership opportunities to households in areas of greatest need that earn at or below 120 percent of the Area Median Income (AMI).

CAHMCO is pursuing opportunities for new construction on vacant lots and substantial renovation of existing homes and issues this Request for Qualifications to identify a qualified Architect for the project.

NSP Requirements

The regulations governing NSP were published in the Federal Register on October 6, 2008 (Volume 73, No. 194) and Federal Register Bridge Notice on June 19, 2009 (Vol. 74, No. 117) and can be viewed at www.hud.gov/nsp. Respondents are strongly encouraged to read these regulations prior to submitting their response to this RFQ.

Rehabilitation Standards

HERA provides that any NSP-assisted redevelopment activity shall be to the extent necessary to comply with applicable laws, codes, and other requirements relating to housing safety, quality, and habitability. HERA defines rehabilitation to include improvements to increase the energy efficiency or conservation of properties, and HUD is encouraging the use of NSP funds to incorporate energy efficiency improvements in NSP-assisted homes to provide for long-term affordability and increased sustainability.

Rehabilitation activities must adhere to HUD Housing Quality Standards (“HQS” found at 24 CFR, Subtitle B, Chapter IX, Part 982, Subpart I). In addition, rehabilitation work must also adhere to all aspects of the municipal code in effect for each specific property redeveloped in this program.

Income Limits

HERA also stipulates that all NSP funds must assist families making no more than 120% of the area median income (AMI). In addition, 25% of the NSP funds must be targeted to families whose income is at or below 50% AMI.

Certain rental and for-sale units when made available through the disposition process will be designated to be occupied only by families whose income is at or below 50% AMI at the time of occupancy. Generally, buildings having two or more units will be used to meet this overarching goal.

Other Requirements

All NSP construction activities will be subject to the Davis-Bacon Act. All contractors working on buildings with 8 or more units will be required to pay subcontractors Davis-Bacon wages and maintain records that demonstrate their compliance with this requirement. In addition, NSP construction activities are encouraged to follow Minority-Owned Business Enterprise (MBE) and Women-Owned Business enterprise (WBE) local hiring and HUD Section 3 requirements.

Evaluation Criteria

The services to be provided will include technical design assistance and structural design work associated with the new construction of housing on vacant lots, the rehabilitation of homes to be converted from single-family residence to multi-unit dwellings, and/or homes to be designed and constructed following demolition of existing residence.

The following criteria will be considered in reviewing submittals. Responses that do not include all of the applicable requirements will not be evaluated. Your response must include the following information:

	The firm's legal name, address, telephone number and State License number
	The principal(s) of the firm and their experience and qualifications, and the experience and qualifications of the staff to be assigned to the project
	Three references
	Provide three examples of similar projects that the firm has completed
	The proposed work plan and schedule for activities to be performed, including estimated hours per task
	The billable hourly rate of pay for each team member who would be assigned to this project
	Indicate the Responders expected timeframe for response/completion of each request

Submittal

RFQ responses must be signed and submitted via hard copy. Documents must be in a clear legible 12 point font and 8.5x11 inch format. Incomplete submittals will not be considered. Responses submitted electronically will not be considered. Respondents must adhere to the Submittal Requirements. Failure to comply with the instructions of this RFQ will be cause for rejection of submittals. Respondents will not be deemed qualified as NSP Architects if they have an unsatisfactory prior performance record with McHenry County, Illinois, the Illinois Housing

Development Authority or any federal agencies. Further, Respondents that are not in good financial standing with the State of Illinois at the time of submittal will not be considered.

Qualification Process

The Selection Committee comprised of CAHMCO staff and independent professionals will review qualifications in accordance with the evaluation criteria set forth herein and CAHMCO program objectives and policies. CAHMCO will notify Respondents who do not meet the minimum requirements as outlined in this RFQ.

Responses to the Request for Qualifications will be processed on a rolling basis. Architects may submit responses to become qualified under the CAHMCO NSP program starting March 2, 2010 and thereafter until such time as CAHMCO in its sole discretion closes the RFQ process. Please state "NSP ARCHITECT RFQ" on the outside of the response package.

Questions and responses should be directed to:
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