

## Taylor HOUSING Commission

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15270 S. Plaza Drive – Taylor, Michigan 48180

Phone: (734) 287-9460

### Notice

### Request for Proposals (RFP)

### For

### Project-Based Voucher Program

Taylor Housing Commission (THC)

15270 S. Plaza Drive – Taylor, Michigan 48180

### Posted

**February 15, 2026**

*The Taylor Housing Commission is seeking project proposals from qualified developers to award Project-Based Vouchers (PBV) in order to increase the available number of affordable general occupancy and permanent supportive housing units in Metro Detroit. Up to fifteen (15) may be awarded with this RFP. THC is targeting Wayne and Monroe Counties and any project to be considered must be located within Wayne and/or Monroe County program area to be eligible to apply. It is expected that successful applicants will have housing development projects that will be ready begin construction within the next eighteen (18) to twenty four (24) months and have a reasonable plan to secure financing for the development that includes typical sources for affordable housing projects. For complete RFP scope/details and submission requirements, please email: [johnc@taylorhousing.org](mailto:johnc@taylorhousing.org) to obtain a complete RFP package.*

### Submissions due

**March 16, 2026, at 10 A.M.**

**(EST)**

## **Purpose**

The Taylor Housing Commission (THC) is seeking to increase the number of affordable housing units in Metropolitan Detroit by leveraging its ability to place Project-Based Vouchers (PBVs) in qualified affordable housing projects. By awarding PBVs to affordable housing projects in this manner, these projects will have the ability to attract the maximum amount of investment from typical affordable housing sources like the federal Low-Income Housing Tax Credit Program (LIHTC) and the Affordable Housing Program (AHP).

## **TARGET**

THC is targeting its program area which covers Metropolitan Detroit. For purposes of this RFP, development projects only in Wayne and Monroe Counties will receive the maximum points for location targeting.

## **PROJECT-BASED VOUCHERS' BACKGROUND**

Project-based vouchers (PBVs) are a component of a public housing agency's (PHA's) Housing Choice Voucher (HCV) program – the program is completely funded by the United States Department of Housing and Urban Development (HUD). PHAs are not allocated additional funding for PBV units; the PHA uses its tenant-based voucher funding to allocate project-based units to a project. Projects are typically selected for PBVs through a competitive process managed by the PHA; although in certain cases projects may be selected non-competitively.

A PHA can use up to 20 percent of its authorized vouchers to project-based units in a specific project if the owner agrees to either rehabilitate or construct the units, or the owner agrees to set aside a portion of the units in an existing development. In certain cases, the PHA may use an additional 10 percent of its authorized voucher units for PBV assistance.

Information as to how the PBV program is managed may be obtained by contacting THC.

## **PBV HISTORY**

The PBV program was enacted in 1998, as part of the statutory merger of the certificate and voucher tenant-based assistance programs under the Quality Housing and Work Responsibility Act of 1998. Significant changes to the program were subsequently enacted in law in 2000, by the Fiscal Year 2001 Appropriations Act, and in 2008, by the Housing and Economic Recovery Act of 2008. The latest statutory changes to the PBV program were enacted recently by the Housing Opportunity Through Modernization Act of 2016 (HOTMA). A detailed account of the HOTMA changes, and further guidance, is provided under PIH Notice 2017-21, published October 30, 2017.

## **Program Requirements**

1. Ineligible housing types and prohibition of assistance for units in subsidized housing will not be considered.
2. Program accessibility requirements must meet section 504 of the Rehabilitation Act of 1973 and implement regulations at 24 CFR part 8.
3. Must comply with design and construction requirements of the Fair Housing Amendments Act of 1988 and implement regulations at 24 CFR 100.205.
4. Shall have broadband infrastructure available to all units developed.
5. Participation in the PBV Program requires compliance with Fair Housing and Equal Opportunity (FHEO) requirements and Federal Labor Standard provisions may be applicable for new and rehabilitation projects.

## **SUBMISSION REQUIREMENTS**

### **Submission Requirements:**

Each responding package should include the following:

1. Cover letter for introductory purposes only.
2. A Signed Questionnaire Form – included as ATTACHMENT A to this RFP.
3. A project “Narrative” that includes how the PBVs leverages other resources.
4. Financial Pro-Forma for the project that demonstrates the project’s viability.
5. Documentation that Developer has sought, or been awarded, Payment in Lieu of Taxes (PILOT) status from the appropriate taxing jurisdiction.
6. Acknowledgement that HUD Form 5369-B was reviewed (in cover letter).
7. Completion and submission of HUD Form 5369-C.

Please note that the Questionnaire Form is the scoring basis of your response package. We have established the maximum number of points awarded for each area of evaluation. It must be completed in its entirety with all of the requested and required attachments. If the response package is incomplete, your submission may be deemed “non-responsive”.

### **Email Submission Requirements:**

THC must receive (1) electronic copy (pdf attachment) of the complete submission package

via e-mail to John Carter, Executive Director ([Jcarter@taylorhousing.org](mailto:Jcarter@taylorhousing.org)), no later than **10:00 AM (EST), Friday, March 16, 2026**.

Please note in the e-mail subject line: **Project-Based Voucher (PBV) RFQ Response**. In the email itself, please include the primary respondent's contact information (name, address, telephone number, additional e-mail addresses). The submission shall include an attachment that includes the required Questionnaire and appropriate attachments that correspond to the items in the Questionnaire Form.

Email responses received later than the date and time specified may be rejected or deemed "non-conforming". THC assumes no responsibility or liability for receipt of responses.

### **Anticipated Schedule –**

The schedule below represents the anticipated schedule:

- RFP published and distributed to potential respondents: February 15, 2026
- Deadline for receipt of proposals: March 16, 2026
- Evaluation of Submissions: March 20, 2026
- Selection of Successful Applicant / Bidder Estimated: March 26, 2026
- Letter issued to Successful Applicant(s): March 26, 2026

### **RESERVATION OF RIGHTS**

THC reserves the right to:

1. Reject any or all responses, waive any informalities in the solicitation process, or to terminate the solicitation process at any time, if deemed by THC to be in its best interest.
2. Not to select or make an award to anyone with a history of poor performance on projects performed for THC and/or any other client of the submitting firm at the sole opinion and discretion of THC.
3. Terminate a contract awarded pursuant to this solicitation at any time for its convenience upon delivery of a 30-day written notice.
4. Determine the days, hours and locations that the successful bidder shall provide the items or services called for in this solicitation.
5. Reject and not consider any bid that does not, in the opinion of THC, meet the requirements of this solicitation, including but not necessarily limited to incomplete response and/or alternate (not including "or equal" items) or non-requested items or services.

6. To make an award to the same applicant/bidder (aggregate) for all items; or, to make multiple awards to multiple firms for various scopes of work.
7. THC reserves the right to reject all proposals and to re-solicit new proposals should this solicitation fail to produce an acceptable agreement. THC may also reject any proposals that are incomplete or non-responsive and any proposals that are submitted after the deadline.
8. Further, THC reserves the right to request additional information from any respondent after the submission deadline. THC also reserves the right to reject any and all, or parts of any and all, proposals received in response to this RFP or to cancel or postpone this solicitation process if THC determines that such rejection, cancellation or postponement is in the best interests of THC, to request additional information; and to waive any irregularities in this solicitation or in the proposals received as a result of the solicitation.
9. If applicable, the determination of the criteria and process pursuant to which proposals are evaluated, the decision regarding who shall be selected to act as bond counsel in connection with the transaction and the decision whether or not to designate bond counsel as a result of this RFP shall be at the sole and absolute discretion of THC.
10. The THC may select more than one Developer as a result of this RFP, if it is deemed to be in the best interest of the Taylor Housing Commission.

#### **APPLICANT/BIDDER'S RESPONSIBILITY**

It is the applicant/bidder's responsibility to:

1. Carefully review and comply with all instructions provided herein or provided within any named attachments or addenda.
2. Bear all expenses involved with the preparation and submission of RFP proposals.
3. Be generally familiar with HUD's Project-Based Voucher program.

#### **ADDITIONAL INFORMATION**

More information on the PBV program and on any and all required regulatory agreements and contracts can be found on the HUD website: [www.hud.gov](http://www.hud.gov)

## ATTACHMENT A

### **RFP QUESTIONNAIRE**

Please use the following questions to respond to our RFP. You do not need to write a full narrative in answer to each question but please indicate if you think your firm should receive the maximum point award for that particular question. The total number of points awarded for this questionnaire may not necessarily equal 100 points. All supporting documentation should be attached to this signed questionnaire. Proposals received will be separately and individually evaluated by each member of the THC Evaluation Committee and points will be awarded according to the Evaluation Criteria and Qualifications indicated below. After separate evaluations are complete, a meeting will be held with the THC Evaluation Committee to tabulate all points for each proposal which will create a ranking of potential candidates for selection and/or interviews. THC will proceed in numerical order with interview(s) and negotiation(s) with top tiered firm(s) and will award the best qualified candidate for this RFP on the basis deemed most advantageous to the Taylor Housing Commission's best interest.

#### **PROJECT DESCRIPTION & DEVELOPER EXPERIENCE**

**Financing Leverage:** Describe how the award of PBVs will leverage other resources. [Twenty (20) Points]

**Number of Units Leveraged:** How many total units are in the development? Please add the percentage that will be served by the PBVs. [Ten (10) Points]

**Income/Population Targets:** What are the income targets for the total project? Does the project target any specific population (e.g., Seniors, Homeless, etc.)? [Ten (10) Points]

**Location Target:** Where is the project located? [Ten (10) Points] [Ten (10) Points]

**Readiness to Proceed:** Has the project already received any funding? What is the state of the project's site control? [Twenty (20) Points]

#### **DEVELOPER CAPACITY & BUSINESS LIABILITIES**

**Developer Capacity Review:** In less than one page, please describe your capacity and ability to deliver the development as planned. [Twenty (20) Points]

**Business Liability & Other Activity:** Has your firm or principals of your firm been involved in any of the following activities [Negative Ten (-10) Points]:

- Current financial default of more than sixty (60) days duration
- Mortgage assignment or workout arrangement
- Foreclosure
- Bankruptcy
- Litigation relating to financing or construction of the project, which is pending, or which was adjusted with a finding

of liability against the developer, including mechanic's lien litigation

- Real Estate Tax Delinquencies

**BONUS - Capacity & Readiness:** Does your firm have the capacity or plan to procure Section 3 Subcontractors or employment for this procurement? Please provide an explanation and detailed plan. **[Ten (10) Points]**

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Name of Primary Respondent (Printed)

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Signature

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Date

**NOTE:** UNITED STATES CODE, UNDER TITLE 18, SECTION 1001, STATES THAT A PERSON IS GUILTY OF A FELONY FOR KNOWINGLY AND WILLINGLY MAKING FALSE STATEMENTS TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES