

**PUBLIC NOTICE
REQUEST FOR PROPOSALS (RFP)
AND
AVAILABILITY OF FUNDS**

Notice is hereby given that the **COUNTY OF UNION** will receive and open proposals on **Thursday, March 27, 2025 at 11:30 AM** in the Union County Administration Building, 10 Elizabethtown Plaza, Department of Economic Development, Community Services/Bureau of Housing Conference Room, 3rd Floor, Elizabeth, New Jersey 07207 for:

HOME INVESTMENT PARTNERSHIPS PROGRAM – UC-HOME RFP

Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

This Notice solicits proposals from providers of housing for the purpose of providing affordable housing for the residents of Union County. The County of Union intends to invest HOME funds into projects that further expand the availability of affordable housing through rental new construction, rental rehabilitation, tenant-based rental assistance (TBRA) or homebuyer new construction, rehabilitation, and downpayment assistance for low income households.

The HOME Program is designed to form partnerships with non-profit organizations and private developers committed to affordable housing, and may be mixed-income and/or mixed use. The County of Union reserves the right to review the amount and form of any investments(s) with any number of partners in order to achieve its affordable housing goals.

This Notice announces that approximately **\$2,200,000.00** may be available from the HOME Program, of which approximately **\$330,000.00** will be available for activities provided by Community Housing Development Organizations (CHDO). HOME Program funding is governed by the federal National Affordable Housing Act; further information is available in the Application Package. The County of Union reserves the right to amend, modify, or waive conditions of this Request for Proposals (RFP) and/or reject any or all proposals submitted.

The RFP may be obtained either by downloading it from the County of Union's website <http://ucnj.org/vendor-opportunities/rfqs-and-rfps/current> or via U.S. Postal Service upon written request. Fax your request for an RFP package to: (908) 352-3980 or write to: HOME Investment Partnerships Program, Division of Community Services/Bureau of Housing, Union County Administration Building, 10 Elizabethtown Plaza, 3rd floor, Elizabeth, New Jersey 07207 beginning on Thursday, February 20, 2025. The RFP may also be obtained upon request by calling the Bureau of Housing at (908) 527-4258. All questions regarding the RFP must be submitted in writing by no later than 5:00 p.m. on March 20, 2025 to Nicholas Micheludis in the Division of Community Services/Bureau of Housing at nmicheludis@ucnj.org. Proposers should be aware that the County of Union may issue addenda to the RFP package. The County of Union is only obligated to inform proposers of such addenda if they have obtained a package directly from the County of Union or have downloaded it from the County of Union's website. It is the sole responsibility of the proposer to be

knowledgeable of any and all addenda related to this RFP. Therefore, interested parties should check the website throughout the RFP process for any updates.

Interested applicants are *strongly encouraged* to attend the Technical Assistance meetings. **The Technical Assistance meetings will be held for all interested proposers via Zoom from 1:00 PM to 2:00 PM on the following dates: Tuesday, March 4, 2025, Thursday, March 6, 2025, Wednesday March 12, 2025, and Wednesday, March 19, 2025, via the links provided below:**

March 4, 2025 Session:

<https://ucnj-org.zoom.us/j/81191306651>

Meeting ID: 811 9130 6651
Passcode: 771113

March 6, 2025 Session:

<https://ucnj-org.zoom.us/j/81588708899>

Meeting ID: 815 8870 8899
Passcode: 783617

March 12, 2025 Session

<https://ucnj-org.zoom.us/j/83106220053>

Meeting ID: 831 0622 0053
Passcode: 240674

March 19, 2025 Session

<https://ucnj-org.zoom.us/j/86435253742>

Meeting ID: 864 3525 3742
Passcode: 389596

To RSVP for a Technical Assistance meeting, please contact Nicholas Micheludis at nmicheludis@ucnj.org by 3:00 PM the day before your preferred meeting date.

Proposers are reminded to review their submissions for any information they consider to be confidential. The County of Union is not responsible for the release of any information contained in the proposal package which may be subject to confidentiality.

Proposal delivery is strongly encouraged to be made via commercial mail carrier (USPS, FedEx, UPS) so that tracking information is confirmed. The County of Union is not responsible for late delivery by the U.S. Postal Service or any other carrier. No late proposals will be accepted. No proposals submitted via fax or email will be accepted.

If a proposal will include relocation of individuals, the proposer is *strongly encouraged to* submit a one-page summary of its relocation plan. The proposer must send General Information Notices (GIN) to all of their tenants including businesses and non-profits, via certified mail return receipt requested prior to submitting its application on or before March 27, 2025. The GIN notices may also be hand delivered with notarized signature of receipt on or before March 27, 2025. When the proposal is submitted to the County of Union, the proposer will need to include a minimum of ten (10) General Information Notices, with certified mail proof of delivery and receipt. Regulations: Home Final Rule: 24 CFR 92; HOME Program Recordkeeping regulations: 24 CFR 92.508; HOME Program Relocation regulations: 24 CFR 92.353.

All information requested in the RFP must be provided or the proposal may be disqualified. **All proposals MUST BE SEALED AND CLEARLY LABELED Attention: "PROPOSAL FOR HOME INVESTMENT PARTNERSHIPS PROGRAM: UC-HOME RFP"**. Proposals must be submitted in the form required by the specifications including **one (1) original paper hard copy, along**

with six (6) paper hard copies and one (1) electronic copy of the Application Package, in Word and Excel application format, with the required scanned attachments on a USB drive. Proposals must be received by 11:30 AM on March 27, 2025.

Packages may be received prior to the due date and should be addressed to:

**Joseph J. Altavilla, Jr., Esq.
County of Union
Office of the County Counsel
10 Elizabethtown Plaza, 5th Floor
Elizabeth, NJ 07207**

**Attention: PROPOSAL FOR HOME INVESTMENT PARTNERSHIPS PROGRAM:
UC-HOME RFP**

The Board of County Commissioners reserves the right to reject any and all proposals, to waive any informality in the RFP process, and to accept any proposals which, in their judgment, are most advantageous, price and other factors considered, and will best serve the interest of the County of Union.

Proposers are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27, and N.J.A.C. 17:44-2.2.

If English is not your first language and you need an interpreter, or you need to have documents translated from English to your native language, please contact Nicholas Micheludis at (908) 527-4258 or via email at nmicheludis@ucnj.org. Furthermore, the County of Union requests notice in advance for any residents with disabilities so reasonable accommodations can be made.

