



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** December 5, 2019

Staff Contact: Darren Schulz, Public Works Director

Agenda Title: For Possible Action: Discussion and possible action regarding the review of proposals submitted by Pala Seek LLC and the Carson City Veterans' Village Coalition Group for possible selection for the development of 3410 Butti Way (APN 010-037-04) for affordable/workforce housing and, if applicable, to direct staff to further develop the project proposal with the selected proposer. (Darren Schulz, DSchulz@carson.org; Carol Akers, CAkers@carson.org; and Dan Stucky, DStucky@carson.org)

Staff Summary: On September 5, 2019, the Board of Supervisors directed staff to publish a Request for Proposals (RFP) for the development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing. Since this time, staff has advertised the RFP and received and evaluated two submitted proposals from qualified developers. The two proposers, Pala Seek LLC and the Carson City Veterans' Village Coalition Group, will present their respective proposals to the Board of Supervisors for review and possible selection. If a selection is made, the selected proposer will be authorized to work with City staff to further develop the project proposal, begin the land entitlement process, conduct community outreach, and negotiate a Development Agreement.

Agenda Action: Formal Action / Motion **Time Requested:** 60 minutes

Proposed Motion

I move to select [Pala Seek LLC - OR - the Carson City Veterans' Village Coalition Group] to develop the project and direct staff to work with the selected proposer to further develop the project proposal.

Board's Strategic Goal

Economic Development

Previous Action

January 17, 2019 - The Carson City Board of Supervisors directed staff to initiate due diligence to determine whether to convey a portion of 3410 Butti Way (APN 010-037-04) under the provisions of NRS 244.287 for development of affordable housing and prepare a proposed Request for Proposals to be reviewed by the Board in order to seek proposals from qualified developers through a competitive process.

September 5, 2019- The Carson City Board of Supervisors reviewed and discussed the draft RFP for the development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing and directed staff to publish the RFP in order to seek proposals from qualified developers through a competitive process.

Background/Issues & Analysis

On September 12, 1960, the City acquired approximately 127.7 acres of property along Butti Way from the State of Nevada. Since this time, the property has been developed to house several City Departments and

facilities including the Public Works Department and Corporate Yard, the Parks Department, the Nevada Humane Society and the Water Resource Reclamation Facility. The portion of property being considered for conveyance is approximately 6.31 acres of City property located on the north side of Butti Way at 3410 Butti Way (APN 010-037-04). The remaining approximately 1.5 acres of this parcel is being reserved for a future Fire Station or Emergency Operations Center location. The City does not have a need to retain the 6.31 acres for public use and would like to consider whether it is a feasible location for affordable/workforce housing.

On January 17, 2019, the Board of Supervisors directed staff to initiate due diligence to determine whether to dispose of a portion of 3410 Butti Way (APN 010-037-04) under the provisions of NRS 244.287 or NRS 244.284 for development of affordable housing and prepare a proposed Request for Proposals to be reviewed by the Board in order to seek proposals from qualified developers through a competitive process. Subsequently, staff obtained a title report, appraisal, and Phase 1 Environmental Site Assessment. The Phase 1 Environmental Site Assessment revealed no evidence of recognized environmental conditions in connection with the property. The appraisal valued the property at \$755,000.

On September 5, 2019, the Board of Supervisors reviewed and discussed the draft RFP for the development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing and directed staff to publish the RFP in order to seek proposals from qualified developers through a competitive process. Since this time, staff has advertised the RFP, received and evaluated two submitted proposals from qualified developers. The two proposers, Pala Seek LLC and the Carson City Veterans' Village Coalition Group, will present their respective proposals to the Board of Supervisors for review and possible selection. The proposed format for the Board meeting will consist of a maximum 20-minute presentation, followed by a question and answer session by the Board. After the presentations and Q&As, the Board may discuss and select a successful proposer.

The 20-minute presentation should highlight the written proposal, including addressing the following key areas:

1. Experience with similar projects and technical capacity to deliver a successful project
2. Project approach, including:
 - Project objectives (RFP Section 4.1)
 - Conceptual site plan/conceptual building elevations, i.e. show how your proposed project could be developed on the property while meeting applicable setback requirements and maintaining compatibility with adjacent development (RFP Sections 4.1.6 High Quality Development, 4.1.8 Distinctive Community Character and Input, 4.2.2 Development Standards, 5.2.3 Project Approach).
 - Breakdown of affordable units, including how your proposal will serve a range of household incomes based on affordability standards.
 - Terms of land conveyance and length of affordability term
 - How will the project serve the housing needs of existing Carson City residents?
3. Estimated project schedule and timeline
4. Financial information, including:
 - Financing narrative and pro forma summary
 - Provide information demonstrating how you would obtain financing within your proposed project timelines, including the financing mechanisms that would be used. (RFP Section 5.2.4)

The selected proposer will be authorized to work with City staff to further develop the project proposal, begin the land entitlement process, conduct community outreach, and negotiate a Development Agreement. The Board of Supervisors may also, in its sole discretion, reject any and all proposals, select an alternative proposal, or reissue the RFP.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 244.284 (Lease or conveyance of real property of county to corporation for public benefit) and 244.287 (Conveyance of property to non-profit organization for development of affordable housing)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: General Fund Surplus Sales - 1010090-482080

Is it currently budgeted? No

Explanation of Fiscal Impact: If the property is sold, proceeds from the sale will go into the General Fund. Additionally, conveyance of the City property would increase property tax revenue to the City.

Alternatives

Decline to make a motion or provide alternative direction to staff.

Attachments:

[RFP #19300056.pdf](#)

[Notice for Presentation-CCVVCG.PDF](#)

[Carson City Veterans' Village Coalition Group Proposal.pdf](#)

[Notice for Presentation-PalaSeek.pdf](#)

[PalaSeek LLC Proposal.pdf](#)

Board Action Taken:

Motion: _____ 1) _____
2) _____

Aye/Nay

(Vote Recorded By)



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Eddie Hult, LCD-NV
Carson City Veterans' Village Coalition Group
679 Meadow Ln.
Carson City, NV 89701

Delivered by e-mail to eddie.hult@cplc.org

Reference: RFP 19300056 Development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing

Dear Mr. Afifeh,

You have been identified as a finalist for RFP #19300056 - Development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing.

As a finalist, you are invited to present your proposed project to the **Carson City Board of Supervisors meeting on December 5th** for final review and selection. The format of the agenda item for the Board meeting will consist of a maximum 20-minute presentation (computer and connection to projector screen will be available for PowerPoint presentations), followed by a question and answer session by the Board. After the presentation and Q&A, the Board will discuss and recommend for award to the successful proposer.

The 20-minute presentation should highlight the written proposal, including addressing the following key areas:

- Experience with similar projects and technical capacity to deliver a successful project
- Project approach, including:
 - Project objectives (RFP Section 4.1)
 - Conceptual site plan/conceptual building elevations, i.e. show how your proposed project could be developed on the property while meeting applicable setback requirements and maintaining compatibility with adjacent development (RFP Sections 4.1.6 High Quality Development, 4.1.8 Distinctive Community Character and Input, 4.2.2 Development Standards, 5.2.3 Project Approach).
 - Breakdown of affordable units, including how your proposal will serve a range of household incomes based on affordability standards.
 - Terms of land conveyance and length of affordability term
 - How will the project serve the housing needs of existing Carson City residents?
- Estimated project schedule and timeline

- Financial information, including:
 - Financing narrative and pro forma summary
 - Provide information demonstrating how you would obtain financing within your proposed project timelines, including the financing mechanisms that would be used. (RFP Section 5.2.4)

If you have any questions, please contact me.

Sincerely,



Carol Akers, Purchasing and Contracts Administrator
Carson City Purchasing and Contracts
201 North Carson Street, Suite 2
Carson City, NV 89701
775-283-7362
FAX 775-887-2286
CAkers@carson.org

Carson City RFP # 19300056

**Development of 3410 Butti Way
For Affordable/Workforce Housing**

Carson City Veterans' Village Coalition Group

Consists of:

**Carson City Veteran's Village (a NV Domestic Non-Profit Corp. (82))
and La Causa Development Nevada, LLC (LCD-NV)
679 Meadow Ln, Carson City, NV 89701
CCVV Ph # 775.552.5965**

Supportive & Assisting Role

Nevada Rural Housing Authority

Project Developer (Manager)

**Eddie Hult, LCD-NV
1050 E. William St., Ste. 402, Carson City, NV 89701
Office: 775.238.7280
Cell: 775.846.4791**

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October 24, 2019

Carson City Public Works
c/o: Carol Akers, CC Purchasing and Contracts
201 N. Carson St., Ste. 2
Carson City, NV 89701

Re: RFP# 19300056 - Development of 3410 Butti Way for Affordable/Workforce Housing.

This letter, as signed below by the two coalition parties of the Carson City Veteran's Village proposal, are naming Mr. Eddie Hult, a local long-time developer with local affordable housing experience with C.P.L.C., CPLC Nevada, La Causa Development Nevada (LCD-NV) for this proposed project on Butti Way. We also will have the Nevada Rural Housing Authority (NRHA) in a supportive role for certain actions in development and housing for the project.

The experience of Mr. Hult, his team from LCD-NV, and expertise from the Carson City Veterans' Village (CCVV) groups, should promote an excellent developable project for this site. We are committed to Eddie's purpose as lead Project Manager, and understand that his removal from the project without permission of the City would be grounds for forfeiture of the project from the development group.

As signed below, we are committed to serving a great project for Carson City.



Eddie Hult, Project Manager, LCD-NV



Carl Hopper, Vice-President, CCVV



Carson City Veterans' Village

679 Meadow Lane

Carson City, NV 89701

Phone: [775-552-5965](tel:775-552-5965)

E-Mail: edwardschnabel@gmail.com

September 10, 2019

Mr. Eddie Hult
Development Director
La Causa Development Nevada, LLC
1050 E. William Street
Suite 402
Carson City, NV 89701

Dear Mr. Hult,

Thank you for meeting with some of the Board Members of the Carson City Veterans Village (myself, Natalie Sterling, Terry Sullivan) on September 6, 2019. We touched upon our vision for the Village, along with many other aspects of the project. Most importantly, we affirmed the Board's decision to work with La Causa to bring this vision to reality.

As discussed, our primary mission is to provide transitional housing for at-risk and homeless Veterans as well as a secure area for women Veterans suffering from military sexual trauma. While the Veterans are in the transitional housing, they will receive counseling, education, and job training as may be appropriate. There will be a community center with offices, meeting rooms, and storage for food and other materials.

Based upon the recent Carson City Request for Proposal and the size of land available we recognize and accept that part of the Village will be for low to moderate income citizens living and working in Carson City. However, the project must be designed to maintain some type of separation from the Veteran's area.

We envision that Veterans may take up to two years for the counseling and job training after which they will become fully productive members of society.

Our Veterans are owed a debt that this project can only begin to repay. The Carson City Veterans' Village, a 501.(c).(3) corporation, is fully committed to this project. As you can see from the attached biographical summary page, most Board members are Veterans and many have a service-connected disability.

We look forward to working with you and La Causa on this very important project.

Kindest regards,

Ed Schnabel
President, Carson City Veterans' Village

Project Experience (5.2.1)

Our team's project experience stems mostly from local work Eddie Hult, whom the past almost eight (8) years has been working in Utah, New Mexico, and predominantly Northern Nevada, on affordable and low income housing projects. Prior to that, he was a developer for several organizations who built subdivisions, commercial mixed-use, motels, and rehabilitation of multi-family projects. His expertise with these past developers, followed by a 4+ year period as the Real Estate (R.E.) Director with the NRHA, and now with LCD-NV makes him an ideal Project Manager. He has been involved in the development of over 1200 units new construction, rehabilitated over 300 units, and other projects here in Northern Nevada. The following are highlights of these projects:

1. **Dayton Gold Country Estates.** LCD-NV (2018 - in progress), Dayton, NV.
 - ⇒ 33 units completed of 90% (or less) to market affordable single-family homes; promoted by a 1st-time buyers program that deed restricts buyers for 3-5 years of home ownership to gain the 10+ affordable equity that could be earned by homeowner at end of deed restriction for the "Step-Up Program".
 - ⇒ Built by Ryder Homes of Nevada and developed by LCD-NV.
 - ⇒ Eight phases of fluctuating affordability of units planned; 56 units of 45% average low income multi-family units, 32 units of 70% average affordable Senior rental housing, 48 units of workforce 85% affordable-to-market rental apartments, 147 units of 90% affordable single family homes, and 40 units of 95% workforce-to-market group cottage housing planned.
 - ⇒ Land equity funded by parent company, (CPLC), and construction and development loan by Rural LISC, a US Non-Profit lender for Affordable housing (in New York City).

2. **Highland Manor Apartments Acquisition & Rehabilitation.** LCD-NV (2018/19 - completed), Carson City, NV.
 - ⇒ 52 unit apartment complex (built in 1982) in the Indian Hills area purchased by LCD-NV and just completed a major rehabilitation on all units, added LMO (clubhouse) building, new xeriscape low-maintenance landscaping, added playground, barbeques, community planters, and dog park amenities.
 - ⇒ Consisted of 75% interior remodeling of full kitchens, full baths, flooring, all doors & windows, closets and painting; other 25% was for exterior changes and improvements.
 - ⇒ All units have project based Housing and Urban Development (HUD) vouchers for this family project, with 25% units set aside for seniors and senior families. Funded by a Low Income Housing Tax Credit (LIHTC) award, Nevada State (allocated) HOME funds, Charles Schwab-sponsored FHLSB AHP funds, and purchase equity by CPLC (LCD-NV's parent company)
 - ⇒ Units are currently occupied at 93% after construction completion.

3. **Richards Crossing Transitional Housing (Homeless).** NRHA (2015/16 – completed), Carson City, NV.
- ⇒ Co-developers with Friends In Service Helping (FISH, a local organization) and NHRA. Eddie Hult was primary project manager.
 - ⇒ 39 unit institutional two-story complex, built under a LIHTC funding mechanism, with HOME, AHP, and local Community Development Block Grants (CDBG) funding for placement of homeless individuals needing help in Carson City area. Also supplied each unit's soft fixtures (plates, towels, rugs, beds & furniture, etc.) by local donations spearheaded by FISH's Lori Bagwell and Mayor Bob Crowell.
 - ⇒ Private specialized management company, certified in these living situations, acts as current operator for the owner (NRHA). Making this a state-of-the-art facility are special amenities such as added security and an 1,800 square foot training center specializing in multiple trades, such as furniture and appliance remodeling and printing press work.
4. **Southwood Apartments Rehabilitation.** NRHA (2015/16 – completed), Yerington, NV.
- ⇒ 28 unit project after acquisition of existing side building (4 units), rehabilitated in moderated terms to 80% interior and 20% exterior.
 - ⇒ Original buildings built in 1977, the project focused on kitchens, baths, flooring, exterior windows, and doors/entries replacement. New clubhouse was added as a amenity for this senior campus project.
 - ⇒ Funded by a 15-yr LIHTC, AHP and HOME funds program operated under LIHTC low-income housing (average 46%) affordability.
 - ⇒ Developed by Eddie Hult, as NRHA's R.E. Director.

Larios Arms Senior Apartments. NRHA (2014/2015 – completed), Winnemucca, NV.

- ⇒ Second phase of 60 units of senior multi-family apartments in a three-story style building (including elevators). Located on a 2.1-acre site donated by the City of Winnemucca. This project made for a great campus-like feel with these two operations next to each other and were well received by the local Humboldt County area.
- ⇒ New construction of framed w/brick exteriors building that accent beautifully with next-door senior center. Amenity includes, computer room, library, large meeting room, kitchenette, and outside community planters and bocce ball court.
- ⇒ Funded by City of Winnemucca funds, CBDG, LIHTC, HOME and other private donations to get this area's first true senior-supported affordable housing, with 18 HUD vouchers as part of the affordability supplement.

Technical Capacity (5.2.2)

Our coalition group of the Carson City Veterans Village (CCVV) and La Causa Development NV (LCD-NV) bring together an effective mix of development expertise, housing knowledge, political influence, and common-sense drive. In helping our coalition team, a supportive role by the Nevada Rural Housing Authority (NRHA) allows this team to possess the capability to fully plan, develop, construct, provide proper tools for worthy tenant occupancy, and operating plans for an affordable housing project that will integrate different levels of affordability for a constructive project.

See Organizational Chart (Exhibit “B”) and Resumes of Key Personnel (Exhibit “C”)

Project Approach (5.2.3)

Goal: Construct a Veteran’s Village in Carson City that will serve both our community and the surrounding rural areas with veteran-preference housing, as well as other social services needing housing that requires low-income or affordable housing options.

Purpose: Provide a community of transitional housing at affordable levels, with onsite services designed to provide stability and help address some of the underlying causes of homelessness and other Veteran and indigent need-related issues.

Mission: Create a combination of housing stability and onsite services will lead to more successful housing outcomes while assisting Veterans and other needy persons to fully integrating within our community(s).

Units: Build 56 units, with at least 12 units specifically for male Veterans and 6 units specifically for female Veterans in a secured area; the CCVV group anticipates that the tenancy demographic of at least 50% in the older, senior citizen age group.

Amenities: Project will include a community building, with office space for tenant professional services, as well as common areas for training and meetings. There will be open space within the project for areas such as walking trails; a dog park, barbeque and/or field plan (bocce ball or horseshoes) amenities.

Planned Development Concept

A draft plan was presented to Lee Plemiel, Carson City Planning Director, of the above units, amenities and general concept that he discussed in a positive manner. Mr. Plemiel informed the coalition of this planned RFP for property that could possibly be used for an affordable project, while helping our Veteran’s needs, per the original

mission. The coalition believes in this outstanding concept that can achieve our vision while helping to meet Carson City's goals for affordable housing.

The building specifications are planned for 60 units, including studio, one and two-bedroom efficiency units (192-440 sq. ft.) set two together in duplex or triplex (for the studio units) fashion. These will be single story with density approximately at 10 units per acre. These will be deliberately placed to create the best density while keeping the units best use for our older citizens that are planned to take up a majority of the tenancy.

Land Planning & Development. We will work diligently with Public Works, Carson City, Carson City Planning and Community Development to understand the development, local site, and system requirements for the general property. First, we will ensure that proper planning will be laid out for site needs such as drainage, underground, utility, lighting, traffic plan and other aesthetic items that will result in a well-designed project. Second, the team will create a product that satisfies several items on the wish list for the project's advocates, such as housing for veterans, the homelessness, and other indigent populations. We believe that such a development will be largely be marketed to the senior individuals who are struggling in our local economy and need some specific, targeted housing needs. Lastly, we will provide some amenities such as a clubhouse, open space for walking trails, a dog park and plenty of space between units for individuals to have room to enjoy outside of their housing quarters.

Affordability. Our team's goal is to provide a variety of affordable housing solutions such as Veteran and project-based vouchers (with help from NHRA in securing approximately 25% of unit vouchers). Also, private local funding grants to assist not only in construction, but other rental grants. This will create opportunity for a portion of the tenants at under 30% and 60% of area median income (AMI). Other local funds will help with setting up furnished units that will assist in affordability issues for these types of tenants. The project should allow for some 80% AMI incomes, as these rents are part of ordinary operating income and expense pro forma. There are 9% LIHTC tax credit opportunities through the Nevada Housing Division (NHD) that we have the experience to solicit funds and other Nevada Housing Coalition actions for funding affordable housing projects.

Term of Affordability & Land Conveyance. As with most affordable and grant funded projects, we expect Carson City to place a deed restriction upon release of the land asset and other entitlement considerations. This will keep the project in affordability as long as possible, but also convey the project property to our local non-profit group consortium so that we can secure long-term financing instruments to best keep the pricing of final costs, thus net rents, down to optimal figures. We are in favor of a developer's agreement between our party and Carson City, which would denote any

default during a long-term affordability and ownership periods. These criteria, properly set up and agreed upon, will give the developer and project owner much more flexibility in setting up financing, funding and overall operating management for a long-term project.

Land Use: As previously written, the planned land use will be near 10 units per acre, but keeping with single-story designed buildings to make easier access for seniors and ADA compliant tenants, which we believe will be over 50%, if not 60-65%, of our overall tenancy in this project. We will probably request a parking variance once we are in design and complete our full-tenancy plan, as senior, homeless and other indigent populations will not have the need for standard multi-family housing parking requirements (as proven by one of our teams past projects at Richards Crossing).

Development Standards: We will plan for the architecture and lands planning to take into account the local landscape, land attributes and functions, and all land use and zoning requirements. We will direct our architect and engineers to look to create energy efficient and sustainability in their designs, as well as planning outreach to include community involvement in the basics of the project design. Our horizontal and vertical building will include high quality design, materials and construction per Carson City municipal code.

Our standards will honor requests by this RFP and Carson City Community Development in such areas as traffic studies, utility & storm drain analysis, etc. Our local engineer, who understands the municipal and construction standards codes in this city, plays a key role in site development to integrate with the architect and developer's concept plan and design a well thought-out project. We will be using Northern Nevada-based contractors that should also help in our design, permitting and placement of sound project standards in their materials and workmanship.

Units: As efficiency units, we plan to equip at least 40% of these units with the basic furniture and living items to make these "furnished" units to help with those homeless, transitional and other individuals who could not afford furnishing themselves. The units will be built with general basic needs taken care of: bedroom(s) or studio room, one full bathroom, one kitchen (with range-stove, refrigerator, dishwasher, sink & disposal, and small washer-dryer combo units), and a living room area size appropriately for one or two individuals. These will be built with wood framed, slab-on-grade, and pitched (shared) roof housing units with single entrances/exits in each unit. For general security, the property will be fully fenced, that would double as backyard fencing to the units as proposed.

The unit mix will be approximately twenty-three percent (14 units) will be two bedroom units, fifty-seven percent (36) one-bedroom units, and twenty percent (12) studios for

the younger or less dependent tenants. At least three (3) units of 1 bedroom and 2 units of 2-bedroom will be ADA entrance and living compliant.

Tenancy Plan: Our local “Tenancy Team” of both CCVV and local social services, with some assistance by NRHA, will provide the expertise to put a final tenancy plan together, . The “2019 Point in Time Report (PIT)”, a study of homelessness in rural counties of Nevada, provides the basis for this plan. We have learned from this report that many of the homeless and veteran needs are local, yet “hidden” and how we can address their needs. NRHA has been providing vouchers, affordable projects and local political help in getting lower income residents proper places to live and sustainable living programs and incentives to help these people move forward.

This team will focus on working with a specialized property management group (similar to, if not the same as, the management team at Richards Crossing in Carson City) to help locate local tenants with preference to Carson City residents with and outreach to other surrounding areas. Our goal, through a Tenant Selection Plan (TSP) would be to not only bring in qualified tenants, but also to help these potential residents in our project to be responsible tenants, as well as good stewards to the property and the project’s goals.

Although we prefer to have a Veteran theme to our marketing and as a placement-preference, we understand that our tenants will comprise an across the board demographic of homeless and other special needs tenant populations. Per the PIT report, and other future “Needs Assessment Reports”, our Tenancy Team will work with Carson City Social Services and other local organizations (such as Advocates to End Domestic Violence, FISH, WAVE, the Veterans Resource Center, etc.) to help locate and place individuals and small families into our project’s housing. Using techniques such as interviewing tenant candidates, our goal is to gain a good understanding of their life’s issues and securing the proper tenants, so our housing can fit their needs.

The team will work during the development process to finalize identification of these future tenants and work with getting them prepared for living within this type of a project. Our team will then work hard in transitioning to the long-term property manager’s takeover for day-to-day operations and rental qualifications. CCVV, as the lead partner in our project, will continue as an operating board to help lead the operator through quarterly board meetings, ratifications, and actions to ensure that the project is continuing to meet sustainable practices and communication to tenants and related agencies to keep the project moving forward in a constructive manner.

Project Timelines: As further noted in Exhibit “G”, our detailed project timeline (schedule) page, we anticipate, with proper developer and land agreements in place in a timely manner, to be able to have rentable units by September 2022. This is a fairly aggressive timeline depending on City reviews, approvals, permits, or efforts for

creative outside financing, and our tenant package of vouchers, placements and other rental subsidies put into force for the project. Per the timeline you will see we will have several planning, development and financing actions going at the same time as to keep the timeframe of this project as short as viable in putting together a positive project.

Operation Plan: Our team will plan to turn over day-to-day operations to a specialty property management organization (such as the group that NRHA hired under contract for Richards Crossing in Carson City) once development has commenced and our team is out of the spotlight of the project. The CCVV goal is to permanently own the project, with support from NRHA (in vouchers, tenancy placement and review and possibly financing support). The developer LCD-NV would end any oversight once development has completed and the permanent loan is in place and closed.

The operation's board would create a committee to oversee the operations in a general quarterly review program. We envision that the property management would be contracted by CCVV (the lead in this development coalition and then transitioned into owner of project) and be directed to work with this oversight committee to answer to operations, budget and other issues review in a quarterly or other prescribed timeline. The length of this would be negotiable and CCVV would be the leader in setting the operation requirements, oversight of major cost requirements, project reserve funding, legal and other civic issues.

Team Eligibility: Our team consists of two organizations in our coalition, with NRHA helping in a supportive (assisting and cheerleading) role.

First, CCVV is a current Nevada Domestic Non-Profit corporation (designation in non-profit status "82") and was collectively formed to help promote a board of individuals comprised of veterans and local social service advocates to start plans to help veterans and other similar programs within our community. Their short biographical entries are veteran-centric resumes that should help show their personal goals and commitments in putting CCVV together.

Second, the NRHA, a state chartered entity since the early 1970s with three major divisions, helps lower and fixed income individuals and families in our rural region, including Carson City. Their Housing and Voucher Division has helped numerous people get housing subsidies in order to afford living in this area. Their Housing Finance Program called Home at Last is instrumental, especially in the last 6 years, in getting home buyers opportunities to move from rental housing to permanent housing. The Real Estate Division added, both in new construction and rehabilitations, over 500 affordable units in low income housing within the state. The coalition will rely on NRHA's expertise in voucher placement, housing and tenancy evaluation and possible financing research assistance. Bill Brewer, the NHRA Executive Director and past

USDA manager, is a supportive advocate to this coalition and he also is the director of the newly formed Nevada Housing Coalition.

Third, the project development leader of the coalition, Eddie Hult, and his employer, Chicanos Por La Causa (CPLC, a large non-profit developer in the Southwest region) and one of its subsidiaries, LCD-NV, whom Mr. Hult serves as Director of Real Estate for both, are committed to this project to serve as designated Project Manager. Mr. Hult, originally the RE Director for NRHA, until moving to CPLC upon NRHA's transition out of the new construction business, has built over 1500 units of housing in rural Nevada for several employers and has both an accounting background as well as development / project management experience in providing housing to Nevada. He is a leader in affordable housing for the past 7 years, building, developing and advocating in every rural county in Nevada to help with their affordable and workforce housing needs. He will be the best fit for building an affordable project in Carson City, as he proved as the lead developer for NRHA on the Richard's Crossing project a few years ago.

Financial Information (5.2.4)

Financing will consist of a stack of permanent items through direct conventional loans, affordability lenders loans and grants, and some local lending loans and grants. Using the experience that NRHA and LCD-NV have in affordable housing project lending and grants opportunities, we feel strongly on marketing the project toward competing sources of funds to construct (i.e. bridge loan) and then transition to permanent funding.

General Project Perm Financing: NRHA has agreed to assist with some financial guidance in their experience and connections, although would not be a part to any application to an outside lender. With this, our coalition feels very confident in securing good interim (construction) and permanent lending in a forty (40) year loan to keep the property affordable for as long as possible.

We may seek out HUD and/or USDA financing as Bill Brewer and Eddie Hult both have extension background in using these financing vehicles. A USDA 538 loan could be a "go to" for a project such as this that requires permanent loan support, especially for individuals that qualify generally (on all averages) under 70% AMI. We would also look to the CHODO for special preference to HOME, AHP and possible local CDBG funds to help subsidize (lower) the rents on the units to guarantee the differing levels of affordability that Carson City's RFP for this project is requesting (see our pro forma attached in Exhibit E). All these loans take time to apply for and obtain agency review in cyclically set program dates. We may find some are attainable and some are not, but we have the expertise to understand those requirements and how they would fit in our timelines.

Construction Costs & Financing: We plan to seek out specific Architects who have designed for affordable housing projects in the Southwest and Nevada as well as a local

Civil Engineer & Survey organization who understand Nevada topography, soils and design standards. We will advertise locally for the general contractor and key factors in our selection process will be their experience in Nevada and affordable housing, especially efficiency housing in duplex and triplex styles. We feel that we can find those groups to be locally competitive and we can keep costs reasonable to fit the project and help keep the rents affordable.

We will first work to find a local financing organization to get us our interim bridge (construction) loan that is to be taken out by another long-term vehicle. We have direct project lending experience with Wells Fargo, Greater Nevada Credit Union, Heritage and First Independent banks (and will seek others that may be interested) toward bridge financing our development of the project. Our internal group would bear our pre-development costs until interim financing can be put into place and takeout pre-development costs expended (such as architect, engineering, title fees, study & assessment costs, etc.).

Our Exhibit D (attached) details our construction costs, but the following table is a brief estimation of total and per unit costs for 60 units (as planned):

	Total \$\$\$	Per Unit (60)	Per Sq. Ft (17,540)
Hard Costs (HC):			
Horizontal Const.	\$ 1,306,000	\$ 21,767	\$ 74.46
Vertical Const.	2,120,000	35,333	120.87
Contractor O/H & Profit (12%)	410,500	6,842	23.40
Overhead & H.C. Contingency	401,000	6,683	22.86
Total Hard Costs =	\$ 4,237,500	\$ 70,625	\$ 241.59
Soft Costs:			
City Permits & Entitlements	\$ 621,500	\$ 10,358	\$ 35.43
Architectural & Engineering	163,000	2,717	9.29
Planning Studies & Documents	17,000	283	0.97
Const Loan, Fees, Title, & Legal	182,000	3,033	10.55
Other Soft Costs & Contingency	133,000	2,217	7.58
Developer Fees (9% of Proj)	426,000	7,100	24.29
Total Soft Costs =	\$ 1,542,500	\$ 25,708	\$ 87.94
Total Estimated Project Costs =	\$ 5,780,000	\$ 93,333	\$ 329.53

The costs that are summarized above are conservative (on the high side) with no discounting for any net abatements or building discounts that may be set-aside by City and other local cost vendors, except the planning for the land to be donated toward this project. Normal contractors receive between 10-15% profit and overhead for their work

and we have set this at 12%. Also, typical developer fees are between 10–13% and we have set this at 9% (purposely low to help the project). We believe we have all the correct categories and our current experience with local projects should give this cost projection above a good basis to rely on.

Operations & Costs: Our group will help set up tenancy, operating, and management review guidelines, including the CCVV appointed board oversight, to the project once occupied, permanent loan in place and final turnover of the project from development to operating. There is a 10 year operating pro forma attached (Exhibit “E”) that should show fair asset growth and stability during that term, as we plan toward a longer affordability term such as a 40-year loan and possible 50-year deed restriction by the city on the land. The rent and expense figures have been taken from experience low income housing projects such as Highland Manor (Douglas County) and Dayton GCE low income housing project now being built. The pro forma starts out tight and could be softened with more added grants or back-end loans (such as CDBG, HOME funds, AHP (FHLB) grants, etc.

As previously noted, the CCVV will provide a committee board for oversight to the operations, budgets and other major issues that come with operating an affordable housing project. This includes selection of a specialized property management group will be contracted to serve as the day-to-day operator.

Our team has the expertise to understand that affordable, subsidized and voucher saving projects have differing costs than general multifamily apartment or small housing rental projects normally have. Lending and HUD (voucher) compliance not only puts an operating strain on these projects, but also adds cost in required audit and review programs. Therefore, our team will have those differential changes as part of our operating pro forma and applied these costs appropriately.

Note that all detailed costs schedules and operating pro forma details are included in Exhibits D, E & F (attached) and should be congruent and tally with each other. Also, as part of this a Sources and Uses of Debt plan will secure financing for this project and show how we plan to make use of funding and financing to cover the project’s cost needs.

Estimated Project Schedule (5.2.5)

(see Exhibit “G” for detailed Estimated project timeline)

Our estimate for this project is just over two years from assignment of RFP by Carson City to our Coalition Group. From the November 2019 date of Carson City’s final selection, we would work diligently to start the projects pre-development needs through to closure of construction in the following brief summarized timeline:

Nov. 2019 – April 2020 Pre-Development Start-up (agreements, architect & engr bids)

April 2020 – Oct. 2020 Arch. & Engr. design & submittal; identify Project Financing

Sept. 2020 – Jan. 2021 City Plan review, revisions and C.C. Supervisor approvals

Jan. 2021 - April 2021 Contractors (Horiz & Vertical) searches, bids and contracts;
tenant vouchers and other subsidized funding plans in place

May 2021 – Dec 2021 Horizontal on-site Construction to completion

Dec 2021 -- Sept. 2022 Vertical Permits and Construction to completion

Sept. 2022 - Dec 2022 80% Occupancy; Const. Loan financing to Permanent

Note: this time line is fairly aggressive in that lending, city reviews and approvals, tenant occupancy, etc. may cause timelines to increase without the control of the developer. Generally, the architecture, engineering, and construction have built in conservative timelines to help create some cushion on the projects full estimated completion dates as estimated.

Planned Project & Unit Concepts

Attached in Exhibits H & I are two hand sketches (drawings) of our pre-concept plan, that we envision our project to start with moving to due diligence with our (to be named and hired) architect and engineering teams. We will solicit using a Certified Needs Assessment (C.N.A.) to our Carson City region to better understand the mix and probable clientele that awaits this project. Our planning expertise will use community outreach, local design variables, and a sound project concept to create units in duplex and triplex styles for best use of land and to help create as much open space as possible for amenities, tenant enjoyment and required parking. The access road aligns to a current road entrance to the south (near CC Public Works) and also will allow for detention requirements in the lower sections of the land to help mitigate drainage costs.

The unit mixes are estimated from prior affordable building projects that NRHA and LCD-NV have worked with, but our team will use the best-developed information from social services, point-in-time reports and a needs assessment evaluation that this team will use to engage with. These planned units are efficiency units, but still have the inside fixtures, appliances and in some cases furnishings to help our community's individuals and small families looking for help in securing a proper domicile. Mr. Hult has used these units in prior workforce housing projects (planned for future workforce units at his Dayton project, and were constructed in Ely at the Robinson Mine Housing workforce subdivision and park).

Other (Misc.) Items (5.2.6)

Community Outreach Plan: Our current plan is a basic outline to the eventual full plan. Stated below is what our coalition plans to accomplish in working with our local communities to fully understand the needs of all levels of affordable housing so that we can supply the best mix and tenancy plan in our development of this project.

Situation: Nevada's rural homelessness is high and it can impact the overall quality of life throughout our community, however, it remains a "hidden" problem. Also, Carson City's current occupancy rate for rental housing is less than 1% and that creates larger problems to keep current inventory affordable (with market demands), thus creating a larger problem to solve.

Goals: To create affordable permanent and transitional housing, including job-training opportunities. Concentration toward the rural homeless and low fixed-income populations with preference on under-served populations such as women, veterans, and people with disabilities. Initiate constructive dialogue in our local rural communities (that include Carson City) about the talents these people can bring to the community. Work to understand how the community can do a better job within these populations for identification, housing placement, and possible job training.

Target Audience: Rural Nevada Continuum of Care and Social Service agencies, low wage employers, employment agencies, public media and social media awareness projects.

Message: According to the 2019 Point in Time Report, rural Nevada had 383 homeless individuals. Respondents with this population indicated an 80% unemployment rate. Carson City, and the surrounding rural counties, would benefit from a collaborative effort to make housing and job opportunities more readily available to these populations.

Incentives for Engagement: Bring public awareness on the breadth of this issue with community outreach; bring employment training and other opportunities for our area to relevant agencies. Bring attention to low occupancy rates in Carson City and surrounding communities and show how this affects indigent, affordable and workforce housing programs and unit availability.

Methods & Tools: Social media, press conferences, coalition meetings with local social service and planning groups.

Spokesperson(s): NRHA, CCVV, Nevada Housing Coalition, Chicanos Por La Causa, Carson Social Services.

Evaluation Measure(s): Feature story with local media; push for 4x press coverage. Engage or find a political champion.

Proposed Tenant Selection Plan: The following overview outlines the Housing & Urban Development (HUD) Handbook (4350.3) requirements that will be met by the project.

1. Income Limits. The TSP will specify the income limits that apply to the project. The actual limits will not be directly specified in the Plan. (4350.3, para 4-4.C.2)
2. Site Specific Requirements. The project is focused on providing Affordable Housing and training opportunities for the homeless population. Some of the project will be set aside for homeless Veterans and specifically women Veterans. (4350.3, para 4-4.(C)(1)(a))
3. Citizenship/Immigration Status Requirements. The TSP will follow HUD's restrictions on housing assistance to non-citizens and the procedures for verifying citizenship and immigration status. The TSP will outline the procedures for a temporary deferral of termination of assistance in cases where applicants cannot prove or the management company cannot verify an applicant's eligibility. (4350.3, para 4-4.C.2)
4. Social Security Number Requirements. The TSP will describe HUD's requirements for provisioning of Social Security Numbers (SSN's). (4350.3, para 4-4. (C)(1)(c))
5. Application and Selection Procedures.
 - a. Taking Applications. The TSP will clearly outline how applications and pre-applications will be accepted by applicants fitting income & other criteria.
 - i. Unless a waiting list is closed, applications should be accepted from anyone wishing to submit one.
 - ii. The TSP will state that every applicant will be interviewed and will list the topics discussed during the interview. (4350.3, para 4-24 lists the topics).
 - b. Preferences.
 - i. The TSP will define each preference category adopted for use at the project, along with any rating, ranking, or combination of preferences.
 - ii. The TSP will describe acceptable sources of information to verify preference qualification.

- iii. It will also define any State or local preferences requiring HUD approval.
6. Income Targeting. For any Section 8 properties, the Plan will include a description of HUD's 30% income targeting.
 - a. It will include how and when applicants will be "skipped over" in favor of ELI households.
 - b. It will define how a "skipped over" applicant will be treated.
 7. Applicant Screening Criteria. In accordance with 4350.3 para 4-4 (C)(3)(d):
 - a. The Plan will describe the site's standards used to screen for information on drug-related or criminal activity (including sex offender registration) and use of EIV Existing Tenant Search.
 - b. Any owner-selected screening criteria will also be included. (i.e. home visits, veteran status)
 - c. The Plan will specify how the criteria will be used to evaluate applicants for approval or rejection. For example, if former landlords are contacted, it will specify how many instances of non-payment or other lease violations will be grounds for rejection and how far back in time it will be examined.
 8. Reasons for Rejecting Applicants. The TSP will describe the circumstances under which the project manager may reject an applicant for occupancy or assistance. If extenuating circumstances are considered prior to formal rejection, this policy will be detailed. Applicants may be rejected for the following reasons:
 - a. The household is not eligible for occupancy at the project.
 - b. SSN's are not provided for all household members, except those who do not claim eligible immigration status or are otherwise exempt.
 - c. Any household member over the age of 18 years that refuses to sign required consent forms.
 - d. The household has characteristics that are not appropriate for a certain type of unit or not of an appropriate size for available units. These will be retained on a waiting list.
 - e. The household contains members who did not declare citizenship status or sign a statement regarding non-citizen status.
 - f. Applicant does not meet project screening criteria.
 9. Occupancy Standards. The TSP will outline the occupancy standards for the project. Procedures for placing applicants on a waiting list will be explained.
 10. Unit Transfer Policies. The Plan will outline policies for tenant transfers in the following areas:
 - a. Changes in household size or composition.
 - b. Need for different subsidy covered by another unit.
 - c. Medical reasons certified by a health care professional.

d. Need for an accessible unit (4350.3 para 4-4 (C)(5).

11. Nondiscrimination Policies. The Plan will state a commitment to nondiscrimination (4350.3 para 4-4 (C)(6).

12. Waiting List Policies. The TSP will outline when waiting lists will be opened or closed. It will specify the use of marketing or advertising and how these will be announced. (4350.3 para 4-4 (C)(7).

13. Student Eligibility. The Plan will include the requirements for determining eligibility for students enrolled at an institution of higher education. (4350.3, Chg. 4, para 4-4 (C)(8).

14. Violence Against Women Act Protections (VAWA). The TSP and any Project Rules will include policies and procedures covering the VAWA protections (4350.3 para 4-4 (C)(9). including:

- a. Providing Section 8 tenants their rights and obligations under VAWA.
- b. Providing tenants the option to complete a Certification of Domestic Violence, Dating Violence, or Stalking.
- c. Project management will not require any individual documentation or physical proof of status to receive protection under VAWA. Management, at their discretion, may provide assistance based solely on an individuals statement or other evidence.
- d. Tenants must sign the VAWA lease addendum (HUD-91067).

Additional Services or Amenities Planned: Due to the low count of units per density of about 10 efficiency units an acre, our project will show a good amount of open space for requirements such as drainage channel and detention/retention. Also part of this plan will be open space for the clubhouse, additional parking, a proposed dog (animal) park and also proposed garden areas.

**Schedule of
EXHIBITS**

Exhibit A - Project Exp pictures

Exhibit B - Organizational Chart

Exhibit C - Resumes of Key Personnel

Exhibit D - Financial Pro forma (Development)

Exhibit E - Financial Pro forma (Operations)

Exhibit F - Sources & Uses (Debt Structure)

Exhibit G - Detailed Project Schedule

Exhibit H – Project Concept Plan

Exhibit I - Concept Efficiency Units (3) Floor plans

EXHIBIT “ A “

Project Pictures

**Dayton Gold Country Estates - Dayton
New Single Family Home Construction (current)**



**Dayton GCE Single Family (cont.) – Dayton
Affordable Housing – 85-90% AMI**



**Highland Manor – Douglas County (Indian Hills area)
Rehab of 182 Building / New Clubhouse (LMO) Bldg. (2015-16)**



Highland Manor (cont.) – No. Douglas County

Rehab & New Construction



**Richards Crossing (Homeless) – Carson City
New Construction 2015-2016**



Richard's Crossing (cont.) – Carson City

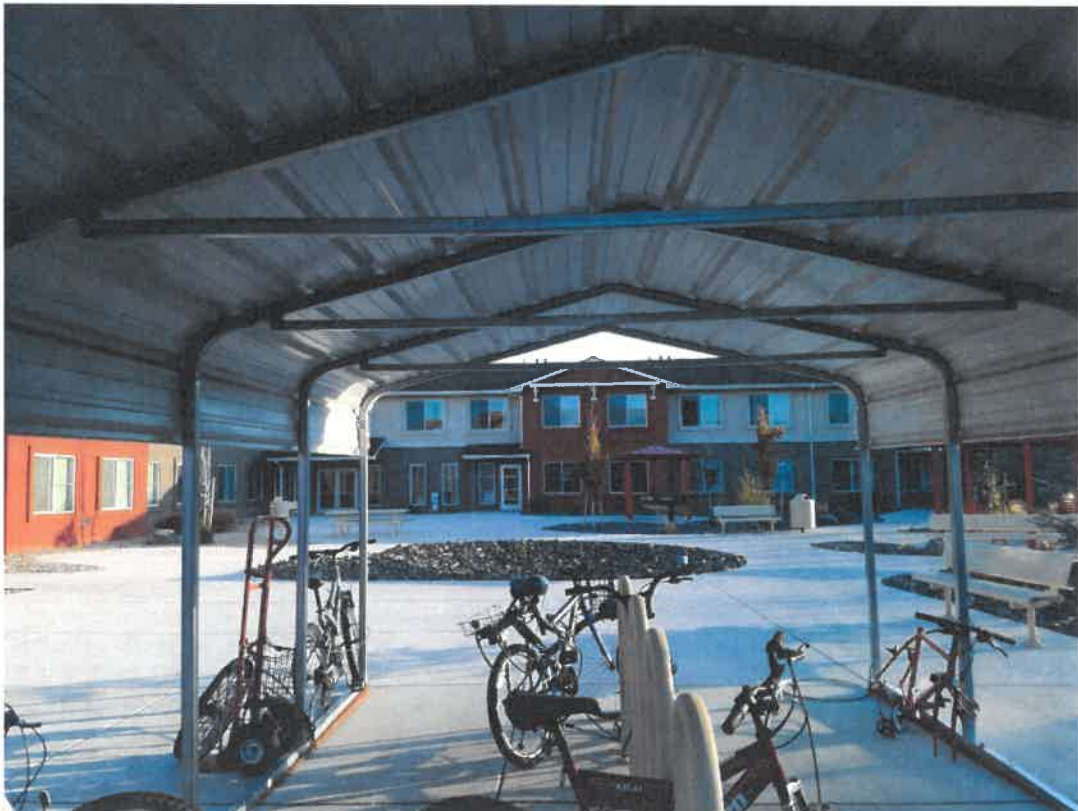


EXHIBIT "B"

Carson City Veteran's Village Project – Organizational Chart

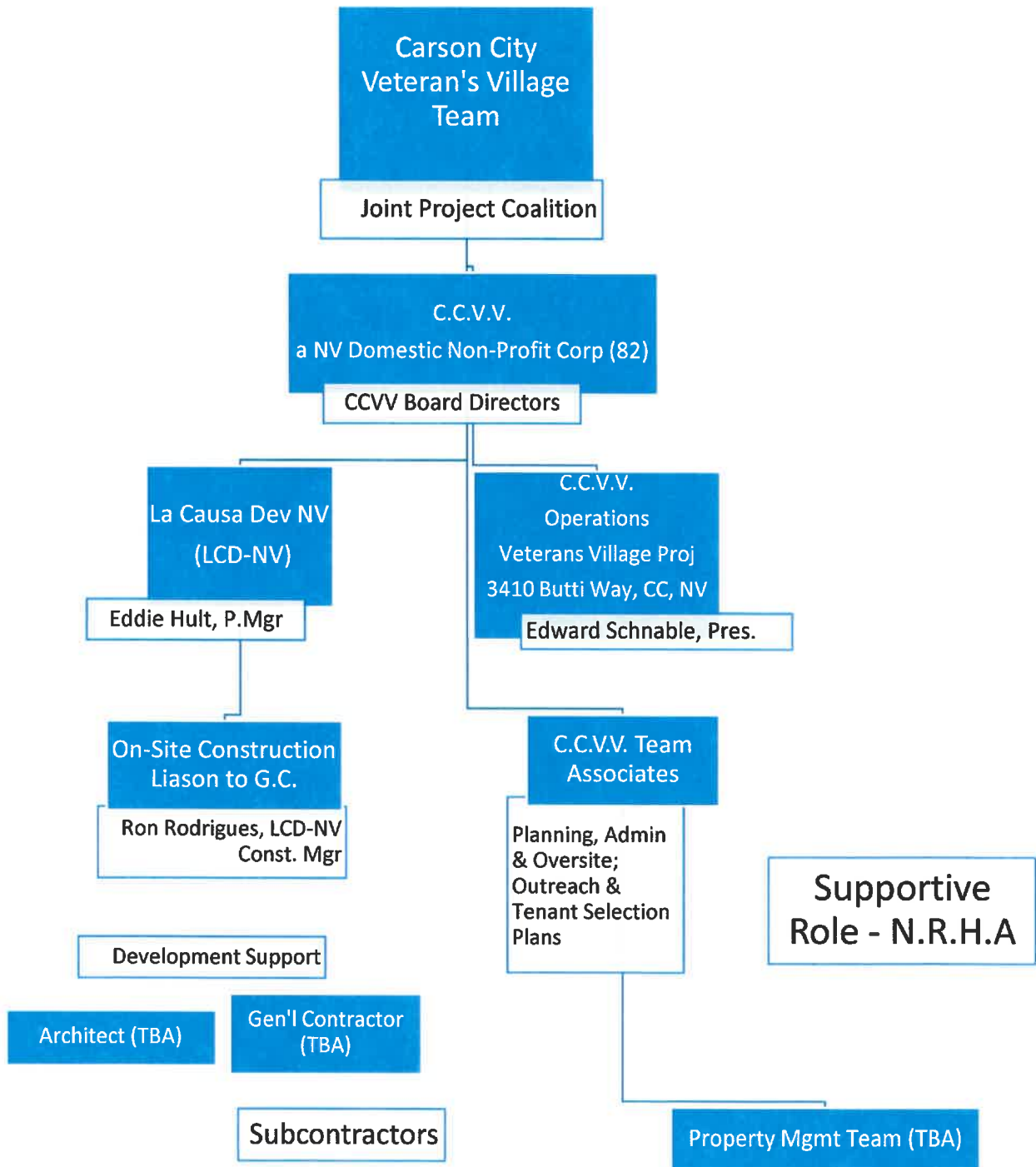


EXHIBIT “ C “
RESUMES of Key Personnel

The following Resumes and short Biographies are attached for the following Key Personnel:

Eddie Hult, Director of Development, LCD-NV	“Project Manager”
Ron Rodrigues, Construction Mgr., LCD-NV	“Const. Manager”
Bill Brewer, Executive Director, NRHA	“Housing Entitlement Mgr”
Ed Schnabel, President, CCVV	“Project Director”
Carl Hopper, V-Pres., CCVV	“Project Coordinator”
Mark Donberger, CCVV Board Mbr.	“Project Treasurer”
Richard Eberly, CCVV Board Mbr.	“Veterans Representative”
Natalie Sterling, CCVV Board Mbr.	“Tenants Team Leader”
Terence Sullivan, CCVV Board Mbr.	“Veteran Tenants Liaison”

Eddie R. Hult

926 Lakeview Dr., Dayton, NV 89403

Cell 775.846.4791 Home: 775.246.0526 email: ehult5150@aol.com

Management Experience

- C.P.L.C. Nevada / La Causa Dev. NV, **Director of Real Estate**, 2016-2019; NRHA transferred their operations division to CPLC Nevada (including 3 other employees); Senior position in charge of several projects including low income LIHTC, 85%AMI workforce, mixed use communities, homeless and transitional housing and other institutional-type housing projects. Current projects are both single family and multi-family affordable housing in northern Nevada and rehabilitation of senior housing in Las Vegas area. Experience in affordable housing financing and development
- Nevada Rural Housing Authority, **Dir. Of Real Estate Operations**, 2012-2016; Senior mgmt position oversee all real estate operations, including new construction, acquisitions, rehabilitation and neighborhood revitalization; directed construction programs for senior, veteran, workforce, and other affordable projects through both gov't & private equity, grant, and subsidized funding tools. Experienced in planning, land development, concept design, and compilation of proformas.
- CMII, dba: CreoMundi Int'l, **Corp. Controller, Project Mgr.**, 2011-12; Relocation of Canadian operation to US corporate in Reno, directing corporate start-up & equity funding, including investor due diligence acquisition of assets. Contract position completed Oct. 2012.
- TEC 1, Inc dba: TEC Engineering Consultants, **CFO/COO (and Director)**, 2003-2011. Residential, Commercial & Private Agency Engineering & Project Consulting. Oversaw four offices in NV, CA and ID until downsizing due to building economy bust in 2008. Direct Exec. & Financial Manager for all Land Development, Operations, Acctg, HR, Admin, & Contracts.
- LANDMARK HOMES / PARAGON Construction, **Finance Director & G.M.** 2001-2003. Residential Home Builder & General Contracting Engineer (& Heavy Construction of land & commercial areas). Managed Project Development of horizontal & vertical projects; jointly acted as Finance Director for Home builder subsidiary and operations of Paragon Const.
- SUMMERWOOD HOMES, **Gen'l Manager / Controller** (& Lic. Real Estate Agent) 1998-2001 Land Development & Home Building Mgr of over 320 production homes in Northern NV Lead manager, supervising all aspects of Real Estate, Construction, Marketing & Sales, and Admin., including land acquisition and representation to local, county, and building agencies.
- JOHN LAWRENCE NV, **Controller & Sr. Project Manager** 1992-1998. Land Developer of Palmer-designed Golf Course & 800+unit Community; subsidiary of JLGL Dev., Edinburg, Scotland, including development of Commercial & Industrial Park, design and construction of Airpark Estates; international project & corporate Accounting exp. for retail-golf and land
- CUBIX Corporation, **Asst. Controller** 1987-1992 – Mfg. of Computer Hardware Equipment; Originally hired as Accounting Manager and promoted to Asst. Controller by 1990; managed team of eleven, including HR, payroll, credit, payables, cost & finc'l acctg, & land acquisition

Education

M.B.A. Business, University of Phoenix, Reno, Nevada (2004)

Licensed Real Estate Agent, State of Nevada (1998-2007) – currently inactive

B.S. Business, Accounting Degree, University of Idaho, Moscow, Idaho (1986)

Professional Experience

- 28 years of experience in land development and housing construction, with an emphasis of subdivision development, water rights, and land entitlements in Nevada in positions of Project & Land Development Manager, Director of Operations and Real Estate & Corporate Director and COO.
- 19 years as Controller, Director of Finance, or CFO of Land Development and/or Construction operations in northern Nevada for several private housing and mixed use developers and two general engineering contractors
- Extensive knowledge of for profit land development and construction financing, development partnerships, and agency coordination.

Relevant Skills

- | | | |
|----------------------------------|-----------------------------|------------------------|
| √ Financial & Project Analysis | √ General & Sub-Contractor | √ Land Use Planning |
| √ Corporate & Strategic Planning | √ Financial Stmt's & Review | √ Budget Development |
| √ Project Proforma Marketing | √ Corp. Board Experience | √ Agency Coordination |
| √ Housing & Market Analysis | √ Community Development | √ SIPs/Energy Eff Bldg |

Summarized Professional Experience

Accounting Mgr. & Controller in Transportation & Electronics industry before being lured into the exciting world of Land Development & Construction. Have since carried dual roles in most positions as Controller, Finance Director, or CFO as well as in the construction industry as Project Manager, Operations Director and even COO in a wide variety of organizations: Golf Course/Airpark semi-custom Housing (210 units), Single Family tract homes (610), Horizontal & Underground Subcontractor (8 housing subdivisions & 3 commercial sites), Civil Engineering, Water Rights & Land Development Director (over 60 clients and over 90 of their projects); 208 units of multifamily new construction or rehabilitation completed with NRHA, and new project construction and rehab under construction of over 400 units (52 rehabilitation) w/ CPLC NV / La Causa Development NV.

Management of corporate divisions all the way to construction and accounting employee (individuals) is a strong suit to my leadership and management strengths and capabilities. Hard work, dedication, dependability and short-turn output, including project concepts, proformas, development needs, community involvement and other project marketing related tasks has helped prior employers to become a strong minded development organization. His corporate and philanthropic board experience allows his expertise to be well respected and his long-term knowledge and presence as a Nevada developer helps the multi-use building needs in making prudent development judgments and decisions for the overall missions and directives of his projects

Education

M.B.A, Business Admin, University of Phoenix, Reno, NV - 2004

B.S., Administration – Accounting, University of Idaho, Moscow, ID 1986

Professional Certifications

Certified Management Accountant (CMA) – 1987, Nevada (inactive since 1998)

Nevada State Real Estate Agent (RSAR) – 1998 (inactive since 2003)

Ronald Rodriguez

P.O. Box 2498 Dayton, NV 89403 | 775-781-2690 | rsquarednv@gmail.com

OBJECTIVE

I strive to be involved in the development of cutting edge building methods and technologies for the residential housing market.

EDUCATION

- Major: ASS Civil Engineering - Mohawk Valley College, Utica NY
- I have attended several college classes over the years to improve my knowledge of building codes, drafting skills, and computer skills, including Excel and CAD.
- Building Performance Institute Certification Instructor and Proctor

ABILITIES

- Licensed NV Contractor; Licensed NV Realtor
- Building Performance Institute Certified: Instructor, Proctor, Building Analyst, Envelope Specialist, Mobile Home Specialist, Multi Family Analyst, High Rise Analyst
- I have a wide range of construction knowledge obtained over the past 40 years. I am familiar with codes and requirements for the major systems in the building components. As a contractor, I have built many homes, several restaurants and have developed lots.
- Building Performance Institute Certification Instructor and Proctor
- As a certified instructor and proctor for the prominent, nationwide Building Science Certification Company, I traveled nationwide training students for Department of Energy weatherization requirements. (2007-2013)

LEADERSHIP

- I am a current board member of The Gallery HOA in Dayton, NV.

EXPERIENCE

CONSTRUCTION MANAGER | LA CAUSA DEV. NEVADA \ 2017 - CURRENT

- DEVELOPER OVERSIGHT OF TWO PROJECTS (DAYTON GCE & HIGHLAND MANOR)
- ALL PERMITTING, SCHEDULING, & WORKING WITH OUR HORIZONTAL & VERTICAL CONTRACTORS

GENERAL CONTRACTOR | HERMOSA DESIGN & CONTRUCTION | 1982 - 2007

- Designed and built custom homes for clients, and custom and semi-custom spec homes to market and sell.
- Built and remodeled several nationwide restaurants throughout the western US.

DUCT AND AIR LEAKAGE TESTING AND CONSULTING | R-SQUARED ENTERPRISES | 2007-CURRENT

- I perform residential and commercial IECC required testing to comply with county building codes.

Bill Brewer Executive Director Nevada Rural Housing Authority

With extensive experience developing and implementing single- and multi-family housing programs, fostering public-private partnerships, and overseeing loan making and servicing, Bill Brewer's unique and extensive experience has prepared him well for his current role as the Nevada Rural Housing Authority Executive Director.

As leader of the senior management team, Bill implements the vision of its governing Board for the organization. Just as important, Bill's work on behalf of Nevada fulfills his commitment to public service and community building.

Bill's first job in the housing business was 35 years ago when he worked for the Farmers Home Administration (FmHA). In 1994, he became the first Housing Program Director for the new Nevada State Office of FmHA, which subsequently became the state office of the United States Department of Agriculture (USDA) Rural Development. During his tenure as USDA Program Director, Bill was responsible for the investment of more than \$1 billion in rural Nevada, assisting hundreds of families with their dream of homeownership and providing decent, safe, and affordable rental housing to seniors and families throughout the Silver State.

Bill's efforts were recognized with the County Supervisor of the Year for Nevada and the State Director's "Going the Extra Mile" Awards, among others. He was also appointed to the Nevada Housing Division Advisory Committee and the Community Development Block Grant Advisory Committee. In 2017, the Silver State Fair Housing Council presented Bill the Heart Award, which recognizes individuals and groups in the community whose activities promote the goals of fair housing.

Nevada Rural Housing Authority has accomplished some significant milestones as well during Bill's tenure.

- The construction and leasing of Richards Crossing, a 39-unit permanent supportive housing project that assists homeless veterans and households transitioning to self-sufficiency in Carson City.
- The rehabilitation of 80 units of affordable housing and a related storefront in Tonopah, NV
- Growth in the Home At Last (HAL) program, which helped 1,213 families purchase their first home in 2017, up from the 759 homebuyers HAL helped in 2014.
- Administration of the Housing Choice Voucher program, which maintained NRHA's longtime designation as a HUD high performer and successfully helped 120 families become self-sufficient and move off the program over the past two years.

Bill's work ethic and dedication extend to his private life as well. He is a long-time member of the Nevada Area Council of the Boy Scouts of America and served on its Board of Directors for 10 years. In 2005, he was awarded the Boy Scouts Silver Beaver Award for distinguished service. In 2009, President Barak Obama awarded Bill the prestigious President's Volunteer Service Award. Bill is very passionate about the rural way of life that he would gladly be a farmer if the housing / development industry ever put him out to pasture. The many Nevada farmers and rural residents who have benefited from Bill's lifelong commitment to rural quality of life are grateful that he chose his current line of work.

Carson City Veterans' Village Board Members - Biographical Summaries

President - Edward Schnabel

Ed graduated from Pepperdine University with a degree in Business Administration, and was blessed to have the opportunity to put these skills to work. First, as a successful general contractor running his own business, and later as the general manager of multimillion-dollar municipal and irrigation systems. But, his experiences in Vietnam as an enlisted soldier in the U.S. Army shaped a unique perspective on issues that our Veterans face each day. Although a member of several great organizations such as the Vietnam Veterans of America, Veterans of Foreign Wars, and the American Legion, he's most proud to be the Board President for the Carson City Veterans' Village.

Vice President - Carl Hopper

Carl joined the Oregon Army National Guard in 1968 and possesses both a BA in Business Administration and MA in Aeronautical Science. Serving with distinction in assignments in Washington, DC and Europe, he finally came home to complete his career with the Nevada Army National Guard in 2001, just before the September 11th attacks. A member of Carson City Elks, American Legion, and Disabled American Veterans, Carl is acutely aware of the challenges facing Veteran's today. He's put his many talents to work as the Vice President of the Carson City Veterans' Village.

Board Member - Mark Donberger

Mark joined the Air Force at 17 years of age, serving on Active Duty for ten years. Following military service, he earned his Bachelors of Business Administration at George Washington University and his Master of Business Administration from the University of Maryland University College. He received the opportunity to apply for a National Service Officer position with Disabled American Veterans, after receiving his VA disability rating. Joining DAV's fulltime staff, he became treasurer for the Department of Maryland, along with being treasurer for his Chapter. Soon after his move to Reno, he was appointed treasurer for his local DAV Chapter in Carson City and was elected Second Junior Vice Commander for the Department of Nevada. He has been assisting Veterans with their disability claims for the last six years, and looks forward to serving fellow Veterans in the future. Mark has a long and varied career, and it is an honor to serve on the Board for the development of the Carson City Veteran's Village project.

Board Member - Richard Eberly

Richard Eberly grew up in Michigan and joined the U.S. Army in 1989. He completed his Basic Training at Ft. Leonard Wood, MO and Military Occupational Training at Ft. Lee, VA. He served in Ft. Campbell, KY and Ft. Bragg, NC supporting operations during the first Gulf War, Somalia, and Korea. He left the service in 1996 and eventually settled in Nevada. He currently works as the Veterans Representative Employment Specialist for the State of Nevada, Department of Employment, Training and Rehabilitation where his previous experience gives him a caring and empathetic approach to Veterans' issues.

Board Member - Natalie Sterling

A Site Director for the Northern Nevada Veterans Resource Center, Natalie worked passionately for homeless Veterans as a clinician, grant supervisor, and housing coordinator. Her participation in the Veterans Village project directly aligns with her belief in a housing-first approach, empirically demonstrated to promote participant self-sustainability by solving the immediate crisis of homelessness, directly followed by efforts to improve personal well-being. Having built strong community partnerships with agencies specializing in the care of the homeless population, Natalie is adept at identifying resources that positively impact Veteran homelessness, such as mental health and substance use disorder treatment, employment and pension services, educational opportunities, and health care services. Truly, serving those who have served represents a heartfelt endeavor to give back to those who have willingly given so much.

Board Member - Terence Sullivan

Terry grew up inspired by the military members of his friends and family, so it was no surprise that after graduating from the University of Nevada, Reno that he joined the U.S. Navy to pursue Naval Aviation. After completing 8 years of Active Duty, he returned home to Nevada and joined the Nevada Army National Guard. After a long and distinguished career, he completed 36 years of service as the United States Property & Fiscal Officer for California where he was responsible for all Federal funds, contracts, real estate, and equipment for the California Army and Air National Guard. As retirement beckoned, this didn't diminish his desire to continue to serve our country. Settling back in his hometown of Carson City, he found a new calling as a Board member for the development of the Carson City Veterans' Village. Personally witnessing the many sacrifices made by our Veterans, he's unwilling to stay on the sidelines while they struggle with homelessness, lack of job opportunities and mental illness.

La Causa Dev NV



Estimated Cost worksheet: 3410 Butti Rd

(estimated 60 efficiency units)

Oct-19

COST SUMMARY	Units	Per Unit	Total Phase
	60 units		60 units
Direct land Costs		\$ -	\$ -
Acquisition & Entitlements Fees		\$ 10,358	\$ 621,500
Architecture & Engineering		\$ 2,717	\$ 163,000
Planning Studies & Documents		\$ 283	\$ 17,000
Project & Perm Debt Financing		\$ 3,033	\$ 182,000
Other Soft Costs		\$ 2,217	\$ 133,000
Construction (Horizontal)		\$ 21,767	\$ 1,306,000
Construction (Vertical)		\$ 35,333	\$ 2,120,000
Contractor Fees & Profit	12.00%	\$ 6,842	\$ 410,500
Construction Contingency	10.00%	\$ 6,683	\$ 401,000
Developer Fees	10.00%	\$ 7,100	\$ 426,000
TOTAL PROJECT (Estimated) =		\$ 96,333	\$ 5,780,000

Land Costs

Parcel Cost (donated by CC)	-	\$ -	\$ -
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Acquisition & Entitlements Fees

			\$ 621,500
Water Rights	60.00	\$ 1,000	\$ 60,000
Property Taxes (during Const)	2.00	\$ 5,000 ***	\$ 10,000
Tentative & Final Map Fees	1.00	\$ 7,500	\$ 7,500
Will Serves	60.00	\$ 8,000	\$ 480,000
Building Permits	28.00	\$ 2,000	\$ 56,000
Horizontal Permits/Fees	1.00	\$ 8,000	\$ 8,000

Engineering & Architecture

			\$ 163,000
Architect - Design & Coord	1.00	\$ 100,000	\$ 100,000
Architect - Const/Proj Coord	8.00	\$ 2,000	\$ 16,000
Engr: Planning & Coord	1.00	\$ 6,000	\$ 6,000
Engr: Survey work / ALTA	1.00	\$ 16,000	\$ 17,000
Engr: Property Design	1.00	\$ 7,000	\$ 7,000
Engr: Mapping & Coord	1.00	\$ 5,000	\$ 5,000
Engr: Inspection/Testing	1.00	\$ 7,500	\$ 7,500
Engr: Other Misc	1.00	\$ 4,500	\$ 4,500

Planning Studies & Documents

			\$ 17,000
TrafficStdy/Phs1/Geotech	2.00	\$ 4,000	\$ 8,000

C.N.Assessment	1.00	\$	6,000	\$	6,000
Bank DueDiligence/ DocFees	1.000	\$	3,000	\$	3,000
Project Construction & PERM DEBT Financing				\$	182,000
Const. Loan Orig Fee (\$3.5M)	0.01	\$	3,500,000	\$	35,000
Const. Interest (10 months)	0.050	\$	1,600,000	\$	80,000
Perm Debt Loan Fee (\$4.7M)	0.010	\$	4,700,000	\$	47,000
Other Misc. Loan Costs	1.000	\$	4,000	\$	4,000
Legal & Accounting Fees	2.00	\$	8,000	\$	16,000
Other SOFT COSTS				\$	133,000
Operating Reserve	60.00	\$	750	\$	45,000
Marketing / Leaseup	60.00	\$	300	\$	18,000
FF&E - Clubhouse / Amenity	2.00	\$	10,000	\$	20,000
FF&E - Furnished Units (24)	24.00	\$	2,083	\$	50,000
Soft Cost Contingency (5%)	0.05	\$	-	\$	-
CONSTRUCTION - Hard Costs					
Horizontal (Sitework):				\$	1,306,000
Mass Grade / ClearGrub	276000	\$	0.18	\$	51,000
Material Import Fill	12000	\$	9.00	\$	108,000
Lot Compaction	276000	\$	0.25	\$	69,000
Utilities & Materials	276000	\$	1.25	\$	345,000
Curb, Gutter & Sidewalk	3400	\$	30.00	\$	102,000
Interior Roadways Paving	42200	\$	5.25	\$	221,500
Pavement Striping & Other	1	\$	18,000	\$	18,000
Storm Drainage & Retention	1	\$	40,000	\$	40,000
Driveways/Parking Slips	100	\$	600	\$	60,000
Project Signage	2	\$	5,500	\$	11,000
Property Fencing	2000	\$	24.00	\$	48,000
Property Landscaping	75000	\$	3.10	\$	232,500
Vertical (Buildings)				\$	2,120,000
Building Pads/Foundations	19350	\$	4.81	\$	93,000
Building Construction (Units)	17540	\$	96.00	\$	1,683,600
Bldg Const. (Clubhouse)	1800	\$	98.00	\$	176,400
Utilities (Master Metering)	60	\$	700.00	\$	42,000
Flatwork	60	\$	900.00	\$	54,000
Final Grade	28	\$	1,300.00	\$	36,000
Property Cleanup & Other	61	\$	572.13	\$	35,000
CONSTRUCTION - Overhead & Contingency					
Contractors Overhead & Profit	12%	\$	3,426,000	\$	410,500
Other Indirect Overhead:				\$	401,000
Project & Const. Insurance	1.00%	\$	3,426,000	\$	34,500
Project Bonding	0.7%	\$	3,426,000	\$	23,900
Required Contingency (10%)	10%	\$	3,426,000	\$	342,599.96
Other Project Costs					
Developers Fee to Team	9%	\$	4,732,000	\$	425,999.99
				\$	5,780,000

EXHIBIT "F"

C.C.V.V. Coalition Group

Schedule of Sources & Uses of Funds

for project: 3410 Butti Way (CC) Affordable Housing

	Source of Funds	Notes
SOURCES:		
Proposed Grants:		
CDBG	\$ 240,000	request \$4,000 per unit up to \$5,000 per unit
AHP - FHLB	\$ 300,000	
Forgivable Loans:		
HOME Funds	\$ 600,000	Forgiveable after 30 yr affordability period (up to \$10k per unit)
PERMANENT LOAN < to be named >	\$ 4,640,000	Takeout of Const. Loan
	\$ 5,780,000	
Expenditures		
USES:		
Pre-Development (est.'d)	\$ 172,000	Studies/Arch/Engr/Other
Construction Costs:		
Future Soft Costs	\$ 1,126,000	Entitlement Fees est 600k
Hard Costs	\$ 3,426,000	
Const. Overhead	\$ 401,000	Const. & Perm Loan costs
All Lending Financing	\$ 166,000	
Lease-up & Reserve	\$ 63,000	
Developer Fees	\$ 426,000	
	\$ 5,780,000	

EXHIBIT “ G “

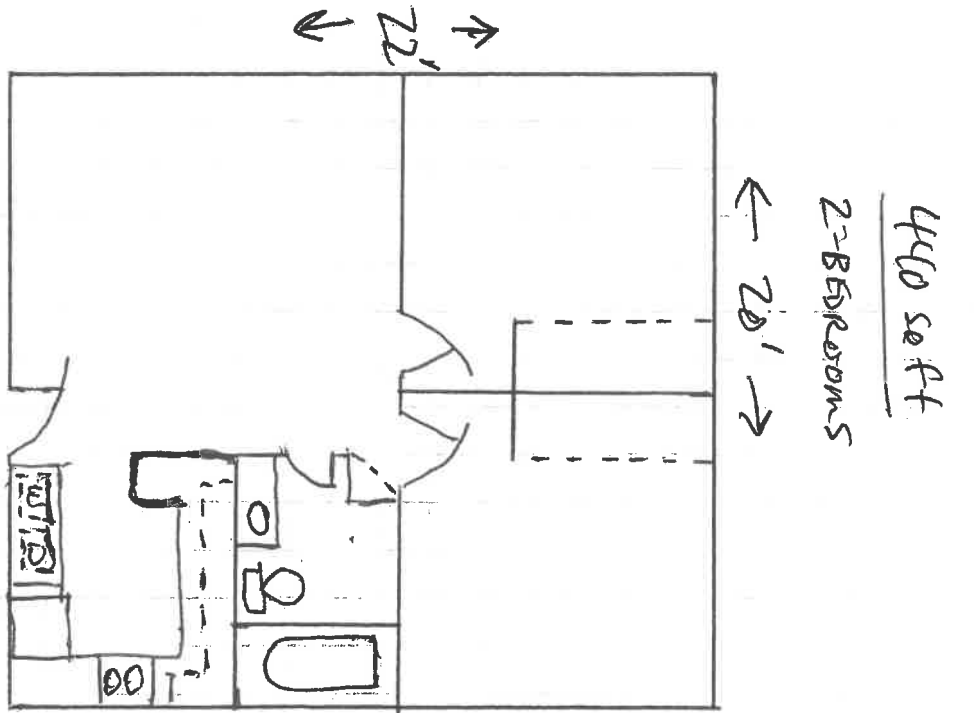
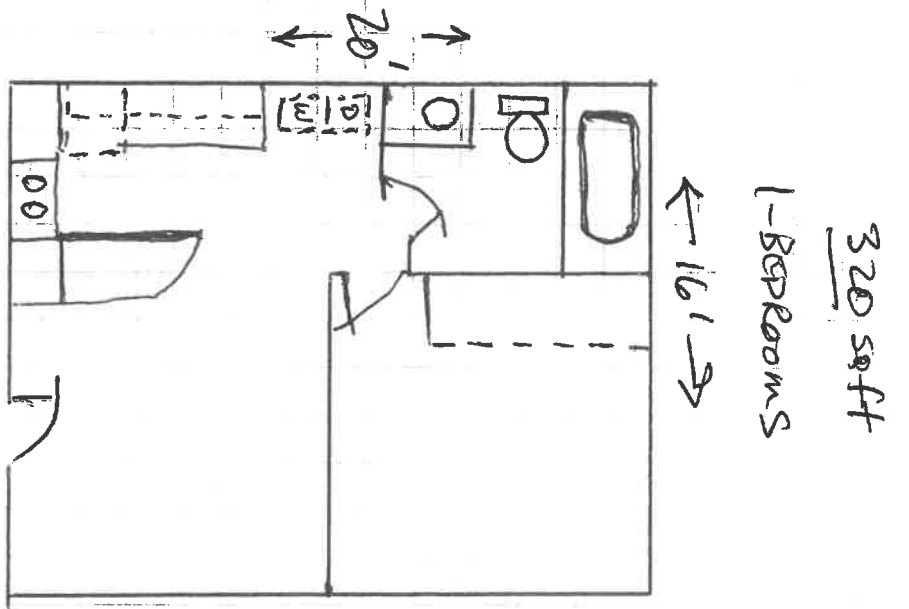
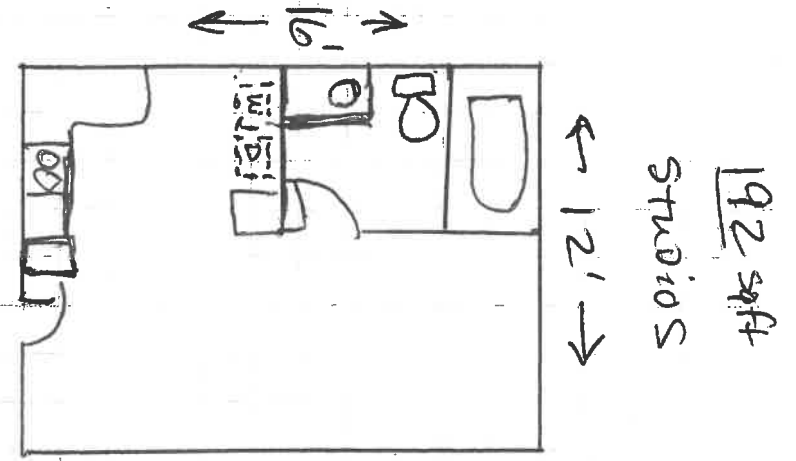
Project Estimated TIMELINE (Schedule)

Completion Mth/YR

November 2019	Carson City Board of Supervisors Final Selection
December 2019	CCVV, LCD-NV & NRHA – written and signed Cooperative Agrmt
February 2020	Carson City Developers & Land Sale Agrmts written & signed by County
March 2020	Selection by CCVV Group on Engineer & Architect (and contracts)
April 2020	Secure Pre-Development funds for startup of project
August 2020	Finalize Engineering & Architectural plans; submit to Carson City; Included will be at least 3 community & planning dept. reviews
October 2020	Project Financing Plan commitments identified
November 2020	All reviews, re-designs and approvals from Community Dev. dept.
January 2021	All final approvals by Carson City Depts and Supervisors
February 2021	General Contractor (Horizontal) Bid out
March 2021	Gen'l Contractor Bid awarded and contract signed
April 2021	CCVV & NRHA have Vouchers & other tenant rent funding in place
May 2021	On-Site project development started
July 2021	Tenant Team to start tenant interviews and reservations
October 2021	Housing units plan accepted by CC Comm.Dev.; vertical bids out
November 2021	Vertical bids accepted and contracted
December 2021	Project On-site completed and accepted by Carson City; vertical permits applied
February 2022	Unit permits granted; project's Vertical started
September 2022	Project Vertical completed & CofO; tenants start move-in
November 2022	Plan to have 80% occupancy to project
December 2022	Close out Bridge financing to Permanent Loan financing vehicle
January 2023	GREAT BIG GRAND-OPENING CELEBRATION at Site

EXHIBIT "I"

PROPOSED EFFICIENCY UNITS (3) FLOORPLANS





CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

Omar Afifeh, PE
PalaSeek LLP
876 Ridgecrest Drive
Carson City, NV 89705

Delivered by e-mail to omarafifeh@universalconstructionllc.com

Reference: RFP 19300056 Development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing

Dear Mr. Afifeh,

You have been identified as a finalist for RFP #19300056 - Development of 3410 Butti Way (APN 010-037-04) for Affordable/Workforce Housing.

As a finalist, you are invited to present your proposed project to the **Carson City Board of Supervisors meeting on December 5th** for final review and selection. The format of the agenda item for the Board meeting will consist of a maximum 20-minute presentation (computer and connection to projector screen will be available for PowerPoint presentations), followed by a question and answer session by the Board. After the presentation and Q&A, the Board will discuss and recommend for award to the successful proposer.

The 20-minute presentation should highlight the written proposal, including addressing the following key areas:

- Experience with similar projects and technical capacity to deliver a successful project
- Project approach, including:
 - Project objectives (RFP Section 4.1)
 - Conceptual site plan/conceptual building elevations, i.e. show how your proposed project could be developed on the property while meeting applicable setback requirements and maintaining compatibility with adjacent development (RFP Sections 4.1.6 High Quality Development, 4.1.8 Distinctive Community Character and Input, 4.2.2 Development Standards, 5.2.3 Project Approach).
 - Breakdown of affordable units, including how your proposal will serve a range of household incomes based on affordability standards.
 - Terms of land conveyance and length of affordability term
 - How will the project serve the housing needs of existing Carson City residents?
- Estimated project schedule and timeline

- Financial information, including:
 - Financing narrative and pro forma summary
 - Provide information demonstrating how you would obtain financing within your proposed project timelines, including the financing mechanisms that would be used. (RFP Section 5.2.4)

If you have any questions, please contact me.

Sincerely,



Carol Akers, Purchasing and Contracts Administrator
Carson City Purchasing and Contracts
201 North Carson Street, Suite 2
Carson City, NV 89701
775-283-7362
FAX 775-887-2286
CAkers@carson.org

PalaSeek LLP
876 Ridgecrest Drive
Carson City, NV 89705

Proposal for RFP# 19300056

**Development of 3410 Butti Way (APN 010-037-04)
for Affordable/Workforce Housing**

Contact Person: Omar Afifeh, PE
(702)752-1413

omarafifeh@universalconstructionllc.com

October 24, 2019

Carson City Purchasing and Contracts
201 N. Carson Street, Suite 2, Carson City, Nevada 89701

Proposal is only 20 Pages per RFP but extra pages are for Cover Letter, Index and Resumes.

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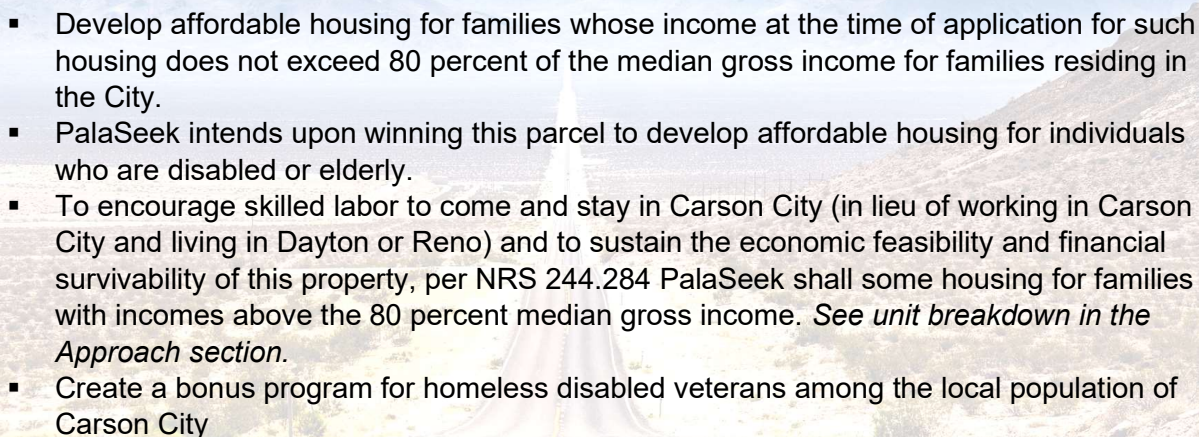
Abstract

October 23, 2019

Carson City Board of Supervisors
201 N. Carson Street, Suite 2
Carson City, Nevada 89701

Dear Carson City Board of Supervisors,

PalaSeek LLP, here in after “PalaSeek”, a local Carson City Nevada for-profit partnership of knowledgeable, financially sound and experienced partners and affiliates in the field of affordable housing; is pleased to provide you this proposal in response to your RFP regarding the property located on 3410 Butti Way, Carson City, Nevada 89701 APN 010-037-04. Upon winning this process, PalaSeek intends to utilize this parcel per NRS 244.287 to develop a *160 Unit Mixed Income Affordable Workforce Housing* Project for the residents of Carson City for at least the next **51 years** as follows:

- 
- Develop affordable housing for families whose income at the time of application for such housing does not exceed 80 percent of the median gross income for families residing in the City.
 - PalaSeek intends upon winning this parcel to develop affordable housing for individuals who are disabled or elderly.
 - To encourage skilled labor to come and stay in Carson City (in lieu of working in Carson City and living in Dayton or Reno) and to sustain the economic feasibility and financial survivability of this property, per NRS 244.284 PalaSeek shall some housing for families with incomes above the 80 percent median gross income. *See unit breakdown in the Approach section.*
 - Create a bonus program for homeless disabled veterans among the local population of Carson City

PalaSeek has elected that Omar Afifeh, PE will serve as the project manager for the duration of this project and Omar Afifeh will not be removed from the project without permission of the City or the consultant.

We hope to demonstrate through this application that we are the best entity to utilize this land to help house our highly vulnerable population outlined above in our great city and *help our local small businesses throughout the life cycle of this property in construction, maintenance and management.*

Sincerely!

Omar Afifeh PE
Managing Partners | PalaSeek LLP
(702)752-1413
876 Ridgcrest Drive
Carson City, NV 89705

1.0 History and Compensation

1.2 PalaSeek’s Background:

PalaSeek’s partners have jointly and successfully developed and delivered an astonishingly similar projects to this one! PalaSeek’s partners have over 50 years of combined experience in the field of Affordable and Workforce Housing with a phenomenal track record, extremely knowledgeable, financially sound and experienced Management in providing affordable housing that meets the current and future needs of lower-income residents. **Omar Afifeh one of PalaSeek’s partners identified this parcel way back for the city and inform the board of supervisors about its potential to help resolve our affordable housing issue. Moreover; Omar held separate meetings with the planning department to issue an address for the parcel and explored the challenges such as the wetland area and potential flood zone issues and shape of the parcel so we are very familiar with the property and in our heads we have always envisaged this property serving as affordable . workforce housing development.**

In addition, PalaSeek’s partners have been very vibrant and active members in pushing and pursuing more Affordable Housing Bills in the state Senate and on the federal level. We have been working with Senator Catherine Cortez Masto and state senator Julia Ratti to push for more affordable workforce housing bills and we were successful just last fall in passing 3 of these bills.

1.2 Carson City Compensation for this Parcel:

PalaSeek has conducted a thorough financial feasibility and market studies on this project while taking into consideration that the value of this parcel is \$755,000. In order to provide our local residents from the applicable population with the most competitive (in relation to Reno and Dayton) and lowest rent possible we discovered and thus request, that Carson City sells PalaSeek this property for a symbolic lump sum of Ten Thousand Dollars \$10,000.00 to cover the title transfer and if there are any taxes imposed PalaSeek will be willing to pay in full to comply with all Statutes within NRS 244.284 and 244.287.

In return, PalaSeek will provide the **financial and contractual guarantees** to achieve the following objectives:

- Provide a mix of affordable to lower-income households at various levels including families with income under 80% of the average median income in Carson City and at the time of application and some allotment for income above 80% of the average median income to attract skilled labor. The total number of units will be 160.
- Provide reserved units for and/or generally available to special needs households, which may include seniors, veterans, disabled adults, homeless or at-risk households.

2.0 General Approach

2.1 Affordability:

Upon winning this parcel, PalaSeek will erect 160 units serving a range of household incomes per levels defined using the Department of Housing and Urban Development (HUD) income limits (see chart below for Carson City County). 128 of which with rent affordable for for families with income below 80% of the median average income of Carson City families at the time of the application. *Such rent will be within the guidelines established by HUD and based on the most recent census data available for this region.* 16 more units will be dedicated to low income residents with special needs including homeless veterans, elderly and individuals with disabilities and the remaining 16 units for families with income above 80% of the median average income of Carson City families at the time of the application.

FY 2019 Income Limit Area	Median Family Income Explanation	FY 2019 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Carson City, NV MSA	\$69,600	Very Low (50%) Income Limits (\$) Explanation	24,400	27,900	31,400	34,850	37,650	40,450	43,250	46,050
		Extremely Low Income Limits (\$)* Explanation	14,650	16,910	21,330	25,750	30,170	34,590	39,010	43,430
		Low (80%) Income Limits (\$) Explanation	39,050	44,600	50,200	55,750	60,250	64,700	69,150	73,600

PalaSeek shall provide the financial and contractual guarantees that this development upon winning the parcel will serve for the sole purpose of Affordable and Workforce Housing for at least 51 years from winning the process.

The construction shall comply with all required national and international building codes and all local ordinances. Palaseek and its contractor will acquire all necessary building permits prior to construction and all required certificates of occupancy shall be

2.2 Funding and Eligibility Mechanism:

Palaseek intends to secure funding for this project through the Department of Housing and Urban Development under the 9% Program for eligible Carson City residents as follows:

i. SECTION 9 GEOGRAPHIC ACCOUNT ALLOCATIONS

After reservations are made to projects applying for Set-Aside or Additional Funding, pursuant to the rules regarding those categories and their available balances, the Division

will, according to relative populations, proportionately allocate Tax Credits to projects in each of the three geographic sub-accounts: Clark County, Washoe County, and Other Nevada Counties. The allocations will be based upon Nevada's most recent official population estimates issued by the State Demographer. The population estimates for Clark County, Washoe County, and Other Nevada Counties will be used to establish apportionment percentages for the geographic sub-accounts. Geographic allocations will be made based on the high score within each set-aside where there are sufficient available tax credits for the specific account. The Division will proportionally make Tax Credit reservations to geographic sub-accounts and, with regards to any remaining tax credits for these accounts, in the following order and subject to the Five Percent Rule:

“Other Nevada Counties” Including Carson City County: The Division will award Tax Credits to the highest scoring application until the amount of Tax Credits in the Other Nevada Counties Geographic Subaccount is fully allocated or the amount remaining in the subaccount is too small to fund the next highest scoring project. Unreserved amounts, if any, from the Other Nevada Counties Geographic Subaccount will be placed for distribution into the General Pool Account.

ii. SECTION 10 GENERAL POOL ALLOCATIONS¹

Allocations which have been placed in the General Pool shall be distributed according to the following manner. At the discretion of the Administrator, Tax Credits in the General Pool will be allocated to fund:

- a) The highest ranked unfunded project from the first funding round submitted in any of the geographic sub accounts, if that project can be implemented with the remaining amount of Tax Credits as represented in the application, including consideration of the Five-Percent Rule;
- b) New projects as part of a second funding round; or
- c) Projects requesting additional Tax Credits.

A partial commitment to a project with a corresponding forward commitment for the balance of credits may be made at the discretion of the Division Administrator.

iii. ELIGIBLE PROJECTS

SECTION 11 ELIGIBLE PROJECT CATEGORIES

This Section sets forth the eligible project categories for the awarding of tax credits for the 2019 QAP. Each applicant must select one project category for consideration by the Division for the 2019 QAP. A project may consist of scattered-site or single-site housing.

A. Projects for Individuals with Children and Families with Children

This category is based on the housing needs for predominately individuals with children and families with children. To be considered for this category, units must be made available to individuals with children and families with children. Under this project category, a maximum of 10% of the total units can be studios. The Division will make General Pool allocations based upon Division research and data driven needs analyses.

B. Senior Housing Age 55 and Older

This category is based on the housing needs for predominately individuals who are 55 years of age or older. To be considered for the category, all of the units in the project must be made available for seniors. The unit must be

intended and operated for occupancy by persons 55 years of age or older, and at least 80% of the occupied units are occupied by at least one person who is 55 years of age or older. The housing facility or community must publish and adhere to policies and procedures that demonstrate they will meet this requirement.

2.3 High-Quality Development

Through a rigorous but yet robust process, PalaSeek will prequalify a list of contractors and then short list these contractors after reviewing their RFQ's, afterwards will allow the short listed quality contractors to provide a proposal and eventually interview these contractors to provide the highest quality design, construction and experience in these types of projects. Furthermore; PalaSeek will require in the RFQ that the contractor has successfully completed 5 similar projects for the department of Housing and Urban Development. PalaSeek will only solicit construction bids from the most reputable contractors for this Development. The project shall include high quality design, materials, and construction. The architectural character will meet community expectations by engaging the community both physically and aesthetically. The Project will further comply with the standards of architecture, materials, and construction defined in the Carson City Municipal Code, Title 18 (Zoning), and Title 18 Appendix, Development Standards.

2.4 Distinctive Community Character and Input

Both of PalaSeek partners enjoyed living in Carson City and got to learn the fascinating culture of this town and will make sure this Project will attract the best skilled labor force available in the region and be compatible with the character of the neighborhood and larger community, both aesthetically and functionally. PalaSeek pledges that this project will be consistent with land use and zoning requirements.

Here is how we intend to involve the community in this process:

- Upon winning this process, PalaSeek will immediately start a **community outreach program** to all neighborhoods of this development, door-to-door and inform them about the project and invite them to a town hall open discussion.
- PalaSeek will provide the venue, some food and beverage for the local residents to participate in an open town hall discussion about the project prior to start the planning process and take their input
- PalaSeek plans on conducting these meetings regularly with the public and Homeowners associations that serve areas adjacent to this project
- PalaSeek intends to engage in regular ongoing discussions with commissioners and board members for this project.
- PalaSeek will apply where possible all positive inputs from the public and local community to enhance their experience with such projects

2.5 Local Preference

Our development will be first and for most to serve workforce housing and through a bonus points system we will require tenants to work within the Carson City boundaries to the extent possible. We will also ensure that the Project includes a preference for both Carson City residents and employees in accordance with State and Federal laws through the same point system.

2.6 Expedited Project Schedule:

As described in the process above and upon winning the parcel, PalaSeek will issue an Request for qualification or 'RFQ' and qualify design teams and contractors who ONLY successfully completed 5 or more HUD projects in this region. As part of this rigorous process we will qualify contractors and subcontractors with the best and most compressed schedule (**under 5 months of design and under 9 months of construction from beginning to end**). **Simultaneously, Senator Mike Schneider, one of PalaSeek's partners pursuing this project who is able to navigate the political waters in Carson City will be working with local officials and obtaining all necessary permits for this project.** PalaSeek will procure all the necessary entitlements, including completion of an administrative Major Project Review for the Project prior to the final development agreement approval by the Board of Supervisors per section 6.2 of the RFP.

What makes PalaSeek unique, is that Omar Afifeh, a Nevada licensed engineer, is one of the partners has worked as a contractor for 23 years and successfully completed the Design and Construction of 6 HUD project of similar size and value to this project.

November 21, 2019	Contract Award
November 22, 2019	Begin drafting RFQ's for A&E and General Contractors and notify HUD of project to start application for Funding with mortgage bank.
January 31, 2020	Procure Architect and Engineering Team
February 28, 2020	Procure General Contractor
August 27, 2020	Secure All necessary permits
September 7, 2020	Start Construction
April 19, 2021	Certificate of Occupancy
April 20, 2021	Tenants Move-In

Note: This process shall improve upon procurement of the AE and the Contractor.

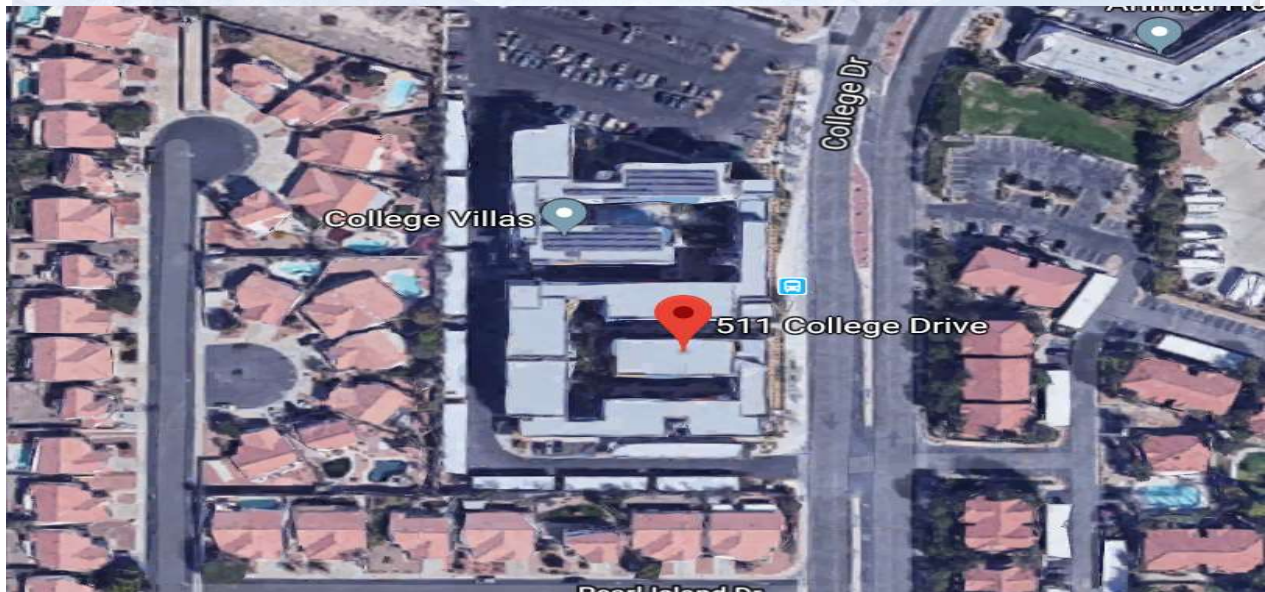
3.0 Project Experience

This section is divided into 2 sections, our **Affordable Housing/ Workforce Housing and HUD Development Experience** and **Affordable Housing/ Workforce Housing Construction Experience**.

3.1 Affordable/Workforce Housing and HUD Development Experience

College Villas Senior Apartments

Located on 11 College Dr, Henderson, NV 89015, College Villas epitomizes the fact that being affordable can also mean beautiful and comfortable and most importantly, provides our most vulnerable population the dignified living that they deserve.



Development is approximately 210,000 Square feet. Overall cost of the project was \$26 Million. Debt amount (in bonds) was approximately \$13 Million. Approximately \$2 million in equity. RHF, our non-profit partner on the project managed the facility after the completion of Construction and to this day they are responsible for managing the project. After completion of this project we intend to partner with a full-time affordable housing non-for-profit property management entity. The project consists of (12) 2-bedroom units 1000 Square feet for each unit and 214 one-bedroom units varying in size from 600 to 900 square foot each. The project generated \$2,034,000 a year in rent. Team members on this project were Senator Michael Schneider and Joe Desimone (who will not be part of this team) due to his engagement in the development of a casino and Omar Afifeh was involved in the construction aspect of this project to the end. Vacancy rate is under 5% at all times after one year of construction. The project helped clean the homeless problem in the neighboring areas of Henderson Nevada and until today it helps house more and more people of our most vulnerable population.

About the project:

College villas consists of **226 LEED Gold, Net Zero Affordable Housing units dedicated for seniors** (62 years and older) who make below 60% of the average median income in that region of Southern Nevada. To develop this project, we utilized the 4% HUD program. All appliances are Energy Star appliances and the environmental impact was our top priority while developing this property.

At College Villas, we strive to promote the well-being of our residents, enrich their lives, and promote social engagement. We are committed to creating an environment where our residents can feel secure and also enjoy their independence. At College Villas, our residents enjoy wellness fairs with numerous vendors, holiday potlucks, informative educational lectures, neighborhood parties, and many more activities. We understand that the transition to a new home can be challenging, and we strive to make the process easier with our friendly staff, ongoing activities and special events, social services, and our beautiful and comfortable community. At College Villas, our mission is to provide housing options for older adults in an environment that enhances their quality of life physically, mentally, and spiritually.





Testimonials:



“I like living here because I’ve made great friends and the management staff is wonderful to work with. The rent is less than other apartments and shopping and doctor offices are close by.”
– Nancy L.

“I like the Villas because the people are friendly and helpful. We are close to shopping and doctor offices and public transportation is really handy.”
– Nandy F.

“The rent is affordable and the staff is great. The location is convenient for shopping.”
– Janet G.



College Villas is a community for those who are 62 years of age or older. Our community is also for those that are disabled and require our specially designed apartments for safe and secure living. At College Villas, we help our residents maximize their independence. We do this through offering amenities that increase each resident's quality of life. At College Villas we want our residents to feel at home. We offer studio, one bedroom, and two bedroom floor plans. All of our floor plans are designed with our residents in mind. At College Villas, we strive to help each of our residents feel involved. We work with the residents to plan events and activities that enrich our resident's lives. We offer wellness programs, special events, gardening, spiritual wellness, and many more activities.





3.2 Affordable / Workforce Housing and HUD Construction Experience:

In addition to the development of Affordable and Workforce Housing, PalaSeek's team successfully constructed 5 Affordable Housing Projects. **All these projects (especially Project number 2) are environmentally friendly with Solar Generation and Energy Star fixtures.**

1. Donna Louise Apartments, completed October 2016.

Two buildings, 60 units in each building (total 120 units) Mixed Income including 40 units for seniors, 60 units for low income families and 20 units for families who make over 60% of the average median income for that region.



2. Dr. Luther Mack Jr. Senior Apartments, Completed August of 2017.

**Design/Build and the very first Net Zero (4 Mega Watts in Solar Generation)
Affordable Housing units in the nation.**



3. Senator Richard Bryan Senior Apartments, Completed in December 2014

75 Units for Low Income Seniors with vouchers for veterans.



4. Smith Williams Senior Apartments, Constructed April 2015

Located on 575 E. Lake Mead Pkwy, Henderson, NV 89015 Mixed income housing that has 27 units for Workforce Housing (families that earn slightly more than 60% of the Average median income in that region) and 70 units for families that earn less than 60% of the average median income for that region during that period.



5. Yale Keyes Senior Apartments, completed January 2018

160 Mixed Income Affordable Housing Units for Senior Citizens (55 and older).

This project included solar generation, Zero Net Energy and Energy Star rated appliances to minimize our carbon footprint and maximize our LEED compliance.



4.0 ORGANIZATION CHART

Michael Schneider
President

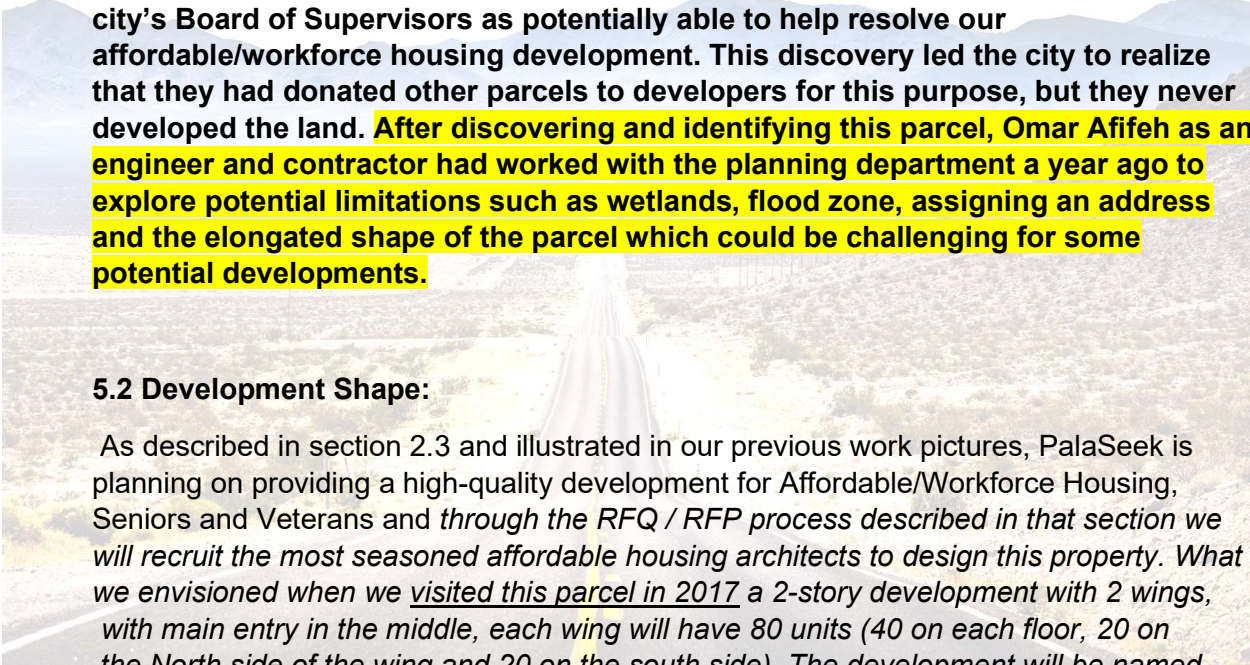
Omar Afifeh, PE
Project Manager

Michael Schneider will oversee the overall, funding and money appropriation process. [See resume' on page 22.](#)

Omar Afifeh will oversee the day-to-day communication and activities. [See resume' on page 23](#)

5.0 Project Approach

5.1 Discovery and Potential Challenges:



PalaSeek is not only aware of the size, challenges and limitations (a certain portion of the parcel is considered a wetland area and the elongated shape of the parcel) but as mentioned in section 1.2, PalaSeek was the first to identify this parcel to the city's Board of Supervisors as potentially able to help resolve our affordable/workforce housing development. This discovery led the city to realize that they had donated other parcels to developers for this purpose, but they never developed the land. **After discovering and identifying this parcel, Omar Afifeh as an engineer and contractor had worked with the planning department a year ago to explore potential limitations such as wetlands, flood zone, assigning an address and the elongated shape of the parcel which could be challenging for some potential developments.**

5.2 Development Shape:

As described in section 2.3 and illustrated in our previous work pictures, PalaSeek is planning on providing a high-quality development for Affordable/Workforce Housing, Seniors and Veterans and *through the RFQ / RFP process described in that section we will recruit the most seasoned affordable housing architects to design this property. What we envisioned when we visited this parcel in 2017 a 2-story development with 2 wings, with main entry in the middle, each wing will have 80 units (40 on each floor, 20 on the North side of the wing and 20 on the south side). The development will be named after an active City Official who displays dedication to resolving the Affordable and Workforce housing problem in our city.*

We will have 1-bedroom units that are 860 SF each and 2-bedroom units that are 965 SF each. We will have up to five 3-bedroom units with square footage of 1,200 SF.



5.3 Project Cost Estimate

Based on historical data and our previous developments, our current estimate that we ran for this project (data available for interview) is \$98,532 per unit so the total cost for the building is 15,765,120 but the total cost for the project will be \$18,113,000.

5.4 Long-term Maintenance and Property Management

As described in section 3.2 and similar to what we have done with College Villas, upon achieving CoO, we team up with one of our not-for-profit 501C organizations that have developed and managed thousands of affordable housing projects such as RHF to manage the property. We will employ 2 permanent full-time managers, a dedicated maintenance qualified and certified personnel with the proper tools. We will also contract on annual basis with landscape firms locally in Carson City to maintain the site.

6.0 Financial Information

PalaSeek has studied multiple options (scenarios) to ensure that if we are the winning proposal that this project moves forward and avoids what happened to Carson City in previous parcels. It is important that PalaSeek's partners have personal cash funds equity that they both pledge to invest in Carson City Housing as needed for the project. The following scenarios have been thoroughly studied by PalaSeek:

6.1 Personal Equity and HUD 4% Program Scenario:

The initial \$10,000 purchase price plus any taxes will be paid in cash funds by PalaSeek. the remainder of project we will attempt to fund it through the HUD 4% program which we have previously utilized to fund college villas. Additional equities, deposits will be paid through personal equity of PalaSeek. **All information on this Parcel has been submitted through an initial application to Sterling Bank which is one of 2 banks PalaSeek has spoken to in order to provide a mortgage for the development. Sterling Bank has been chosen because it is responsible for over 30% of**

mortgages for Affordable/Workforce housing in the state of Nevada and experts in ALL HUD programs including the 9%. In addition, PalaSeek we will be using consultants and HUD Housing Consultants such as Praxis' Eric Novak to utilize all available funding venues to inject capital into the project.

6.2 Personal Equity and HUD 9% Proposal:

PalaSeek has engaged in discussion with the census bureau and HUD in Washington, DC to change the Qualified Census limits in Carson City to include the entire property. If We are successful in this request, we will be able to pay cash for the \$10k initial offering, any additional taxes and title transfer, then utilize the 9% program in addition to personal equity and using other funds such as Sterling Bank mortgage or other banks. ***In addition, PalaSeek we will be using consultants and HUD Housing Consultants such as Praxis' Eric Novak to utilize all available funding venues to inject capital into the project.***

6.3 Affordable and Workforce Housing Partners

We have engaged in post-proposal and multiple serious conversations with larger not-for-profit Affordable Housing entities who expressed willingness to fund this project in full up to \$26 Million as long as we can contract with them on revenue from the rent.

6.4 Personal Funding and Loans through Banks

We have considered the possibility of being rejected for the 4%, 9% and negotiations failure with our partners as a worst case scenario which we approached Sterling Bank with and in that case we have to use our personal equity and get a loan from them against the property (the bank will become the lien holder on the property) and fund the project that way.

6.5 Financial Pro Forma:

PalaSeek has conducted a complete Market and risk analysis study on this project but due to page limitation that document will be only provided during an interview stage. However, the following should give an idea about the outcome of our studies:

- Total cost of Construction is \$18,113,000.00
- Revenue from rent for all 160 units \$159,680.00 a month, 80% will be collectable which is \$127,744.00 a month
- Mortgage payment based on 4.25% APR is \$71,697 a month and remainder will be operation and maintenance cost and main utilities and profit of \$31,517 a month or \$378,204 a year in profit.

7.0 Key Resumes:



Legislative Biography -- 73rd (2005) Session



MICHAEL (MIKE) A. SCHNEIDER

Democrat

Clark County Senatorial

District No. 11

Real Estate Consultant, Development and Sales

E-mail: mschneider@sen.state.nv.us

Born: 1950 - McCook, Nebraska.

Educated: Bishop Gorman High School; University of Nevada (UNLV), Las Vegas, Hotel Administration; Southern Nevada School of Real Estate.

Married: Candice (Candy) H. Hill.

Children: Andrew.

Hobbies/Special Interests: Basketball, traveling, cooking, gardening.

Legislative Service:

Nevada Assembly, 1993-1995; Nevada Senate, 1997-2005—five special and seven regular sessions; Senate Minority Whip, 1997; Senate Assistant Minority Floor Leader, 1999.

Affiliations:

Board of Directors, Center for Urban Partnerships at UNLV; Community Advisory Board, Children's Hospital of Nevada Foundation; Community One Federal Credit Union; Board of Directors, Opportunity Village; Member, Gleams Foundation; Supporter, Channel 10 and KNPR Public Broadcasting; Past Member, Greater Las Vegas Association of Realtors; Nevada Association of Realtors; Southern Nevada Homebuilders Association.

Personal and Professional Achievements:

"1992 House of the Year," Home Magazine; Finalist, "Best of American Living" housing award; selected as Builder of the "Show Homes", National Association of Homebuilders Convention,

Related Experience:

Senator Michael Schneider was the developer of the College Villas Apartments in Henderson Nevada. Total Construction cost was \$26M and total number of Affordable Housing Units was 226 Units.

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Omar M. Afifeh, PE, M.S.EE
(702) 752-1413
omarafifeh@gmail.com

Education:

- **Master's Degree in Electrical Engineering, University of Nevada Las Vegas:**
- **Bachelor's Degree in Electrical Engineering, University of New Mexico**

Professional Licenses:

- Registered Professional Electrical Engineer (PE) License, California, Nevada, Texas and North Dakota Board of Professional Engineers
- Licensed General Contractor and MEP Contractor
- AHA Certificate
- LEED Accreditation
- DBIA Certification
- Certified Program Manager CM

Skills:

- Affordable and Workforce Housing Construction
- Renewable Energy Generation, Design and Construction
- Healthcare
- OSHPD - 23 years' experience
- 2-step process
- Large Hospitals Renovations
- National and International Healthcare Projects Pursuits
- United Nations Healthcare Construction Monitoring Programs
- CEO of Multi-National Corporations
- Aircrafts and Missiles Control System design
- Architectural Design, Building Design including LEED Accreditation
- Business Development
- Construction, Construction Management, Project Management Installations
- Military Design, Military Installations Construction and interaction
- Large Data Centers Design, Construction and Maintenance

Experience:

**Universal Construction
CEO**

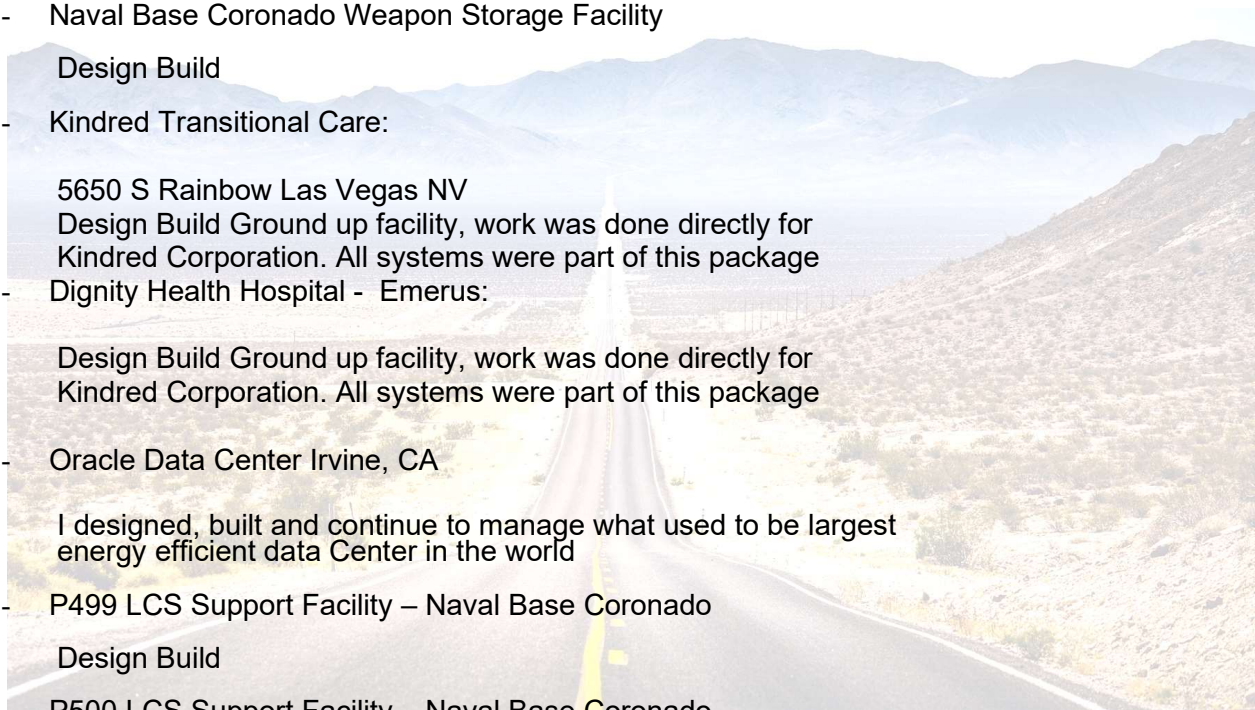
February 2005 – September 2018

Completed Work & Growth Under my Leadership

Sample Projects:

- College Villas Affordable Housing
- Yale Keyes Senior Apartments
- Smith Williams Senior Apartments
- Senator Richard Bryan Senior Apartments
- Dr. Luther Mack Jr. Senior Apartments,

- Creech Airforce Base Data Center
Creech Air Force Base
Designed, built and overseen the construction of the air force Base Data center
- USCG FRC Homeport Base LA LB 6602090 USCG
Designed and built the main Command Center for F35 Aircrafts
- Nellis Airforce Base Live Ordinance Loading Area
- Creech Airforce Base DATA Center
- Fallon Naval Facility NAVFAC Central Command Tower
Design Build
- Naval Base Coronado Weapon Storage Facility
Design Build
- Kindred Transitional Care:
5650 S Rainbow Las Vegas NV
Design Build Ground up facility, work was done directly for Kindred Corporation. All systems were part of this package
- Dignity Health Hospital - Emerus:
Design Build Ground up facility, work was done directly for Kindred Corporation. All systems were part of this package
- Oracle Data Center Irvine, CA
I designed, built and continue to manage what used to be largest energy efficient data Center in the world
- P499 LCS Support Facility – Naval Base Coronado
Design Build
- P500 LCS Support Facility – Naval Base Coronado
Design Build
- Floyd Edsall Tactical Training Pad
- Floyd Edsall Building Area
- Twenty-nine Palms Temporary Lodging Facility
- Solar Projects: Universal Electric, under my design, construction supervision and leadership provided solar for over 2000 homes and commercial facilities throughout the state of Nevada California and North Dakota.



Helix Electric of Nevada
Executive Vice President Design Build & Preconstruction

Oct 2000 - February 2005

Design, manage and oversee all Design-Build
Projects done by Helix Electric in during estimating, design
and construction phases.

Sample Projects:

- California – ISO Headquarters and Data Center, Folsom, CA 280,000 Square Foot
- KNRP Adminstratvie a& Broadcast Facility Radio Station, Las Vegas, NV 26,500 Square Foot
- Lucent Technologies Data Center, Miramar, FL 245,000 Square Foot
- CalPERS Headquarters, Sacramento, Ca 55,000 Square Foot
- Thomas & Mack Switch Building, Las Vegas, NV 53,856 Square Foot
- CSOB Data Center Buildings 8 & 9 Renovation, Sacramento California 632,000 Square Foot
- Valencia/RDG Data Center Santa Ana, Ca 359,000 Square Foot
- Spherion Call Center Las Vegas, NV 11,718 Square Foot
- Nellis Air force Base F16 Aggressor Squadron Operations Infrastructure. Las Vegas, Nevada
- Nellis Air Force Base F16 Hanger Maintenance Facility. Las Vegas, Nevada
- Nellis Air Force Base F16 Aggressor Green Flag Building. Las Vegas, Nevada
- Creech Air Force Base Mission Control and Command Center. Las Vegas, Nevada
- Creech Air Force Base Dining Facility. Las Vegas, Nevada
- Fort Huachuca Army Fire Station, Fort Huachuca, Arizona United States Corps Core of Engineers
- Fort Bliss Army Fire Station, Fort Bliss, Texas United States Core Of Engineers
- New Mexico Reeves 30 Mega Watt Solar Project for First Solar. Raton New Mexico
- UMA Arizona 340 Mega Watt Solar Project with First Solar. Uma Arizona
- PNM Reeves (5) Solar Projects
- Harrah`s Hangers at McCarran airport
- Dunn rehab Hospital. Chicago Illinois
- Residence Inn Hotel. Las Vegas, Nevada
- Springhill suites Las Vegas Towers. Las Vegas, Nevada
- Springhill Suites Ontario Towers. Ontario California
- Cancun Resorts and Casino, Las Vegas, Nevada
- Vya Pipe Line Infrastructure, Vya Nevada
- Keystone Pipelines Infrastructure, Wyoming, Montana, Utah, and North Dakota

Harris Consulting Engineers
Director of Engineering

May 1997 - Oct 2000

Manage Electrical, Mechanical, and Plumbing design and coordination. Oversee design documents. Projects: Town Square, Thunder Valley Casino. Both of these projects are Multi Billion dollars worth, with high level of complexity in design and management.

B&R Electric
Branch Manager

May 1996 – Oct 1997

Ran the Company's satellite office in Las Vegas. We had a team of 6 people. We designed and built multiple projects in the city of Las Vegas, such as High Rise buildings and Condos,

Projects: East Village, Milano Midrise

7.2 References:

- **Greg Thomas, Executive Vice President of Development and Construction**, Kindred Healthcare; (502) 407-6684
- **Tim Huber, CEO of Ramsey Development**; Largest Healthcare developer in Midwest (812) 457-8104

