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**TO:** Mayor Chuck Barney  
Members of the City Council

**FROM:** *Cindy K. Hemphill, Acting NDR Program Director*

**DATE:** *May 16, 2017*

**SUBJECT: REQUEST FOR PROPOSALS –MINOT NATIONAL DISASTER RESILIENCE PROGRAM AFFORDABLE MULTI-FAMILY RENTAL HOUSING**

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**I. RECOMMENDED ACT – AUTHORIZE THE CITY STAFF TO ISSUE THE REQUEST PROPOSAL FOR AFFORDABLE MULTI-FAMILY RENTAL HOUSING**

1. The staff has drafted the request for proposal for multi-family rental housing and is requesting permission to issue the request for solicitation of qualified bidders for affordable multi-family rental housing.

**II. DEPARTMENT CONTACT PERSONS**

Cindy Hemphill, Acting NDR Director 857-4750

**III. DESCRIPTION**

A. Background

The NDR application includes addressing the needs of the vulnerable population, which includes affordable multi-family rental housing. The request for proposal address this unmet need.

**IV. IMPACT:**

A. Strategic Impact:

Address the unmet needs of the vulnerable population with affordable multi-family rental housing.

B. Service/Delivery Impact:

The RFP requests a start date of October 2017 to the successful bidder(s).

C. Fiscal Impact:

NDR funds will be used for the project. It will depend on numerous factors what the total fiscal impact will be for the program. This information will be provided when it is brought back to Council for approval of award.

**V. ALTERNATIVES**

There are no alternatives identified at this time.

**VI. TIME CONSTRAINTS**

The City is requesting a start date of October 2017.

**VII. LIST OF ATTACHMENTS**

No attachments – all interested bidders will have access to the RFP at the same time.