

**CITY OF SPARKS
NOTICE TO PROPOSERS
306 10th STREET, SPARKS, NV 89431
AFFORDABLE HOUSING DEVELOPMENT PROJECT
RFP # 24/25-015**

NOTICE IS HEREBY GIVEN that the City of Sparks, Nevada, will receive written proposals, for the project listed above. Said proposals must be in the hands of the Housing Specialist or designee at 431 Prater Way, Sparks, Nevada, NO LATER THAN **4:00 PM ON August 21, 2025**. Proposals postmarked prior to, but not received until after this deadline will not be accepted. Vendor submittals may not be sent to the City of Sparks via the Internet/e-mail and will not be entertained for award by the City of Sparks. The right is reserved to reject any Proposal or to accept the Proposal which is deemed by the City of Sparks to be in the best interest of the City of Sparks. The City of Sparks reserves the right to waive any irregularities and/or informalities in the proposal process.

All Proposals are to be marked clearly on the outside **“RFP NUMBER 24/25-015, for 306 10th STREET SPARKS, NV 89431, AFFORDABLE HOUSING DEVELOPMENT PROJECT”**

PROJECT DESCRIPTION:

The City of Sparks, Community Services Department is seeking proposals for the development of affordable housing for households earning at or below 60% of the current Area Median Income (AMI) for Washoe County, Nevada, as published annually by the US Department of Housing and Urban Development (HUD). The parcel on which the affordable housing is to be constructed is owned by the City of Sparks and is addressed as 306 10th Street, Sparks, NV 89431, APN: 032-191-17. The property is deed restricted, requiring 100% of the units must be leased to households earning at or below 60% of the current AMI. The proposer may choose the type of housing to construct, demographics served (if applicable), unit size, amenities offered, etc. Upon final selection of the project and entity by the Sparks City Council and concurrence with the Nevada Housing Division, the selected entity will be required to enter into a Development Agreement with the City of Sparks, to include the transfer of the deed and ownership of the parcel and associated affordable housing requirements.

Pursuant to NRS 332.065 any Contract entered into under NRS Chapter 332 in which the estimated annual dollar amount exceeds \$100,000 will require written certification that the bidder is not, and will not be, engaged in a Boycott of Israel throughout the duration of the Contract.

RFP documents and specifications may be obtained from the City of Sparks website. Please visit <http://portal.cityofsparks.us/bids> to obtain complete bid documents. There is no cost to use the system or obtain documents, but registration at the site is required. It is the responsibility of all potential bidders/responders to monitor the Purchasing Division's website for any changing information prior to submitting their bid/proposal. The City of Sparks will not be responsible for the timeliness or completeness of information provided by any 3rd party bid listing or re-selling service. For further information, contact the individual responsible for coordinating this bid is: Amy Jones, Housing Specialist at ajones@cityofsparks.us

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