

Dear NAHMA Members-

Please see the HUD update below, regarding the PBCA re-bid and HUD's recent posting of a Request for Information (RFI) from potential suppliers to PBCA program. The RFI is attached and is available on the NAHMA website [here](#).

As stated in the RFI, "The purpose of this RFI primarily involves refining our [HUD] approach and identifying opportunities and challenges that the PBCA program may face in implementing an acquisition strategy that could (1) combine both regional and national acquisitions, (2) address potential set-asides for small business versus unrestricted competition, and (3) identify services that could be obtained using fixed price, performance incentives, cost reimbursements, or other pricing types." HUD is requesting contractors provide a brief description of how each of the following

performance-based tasks can be accomplished at the national and/or regional level. The six tasks include:

1. HAP Contract Processing – Renewing HAP Contracts, Processing Owner Opt-outs, Processing Terminations, Expirations, Combinations, Bifurcations, and Assumptions.
2. Adjust Contract Rents and Conduct Utility Analysis.
3. Conduct Management and Occupancy Reviews.
4. Validate and Pay Monthly Vouchers from Section 8 Owners.
5. Do Intake for and Respond to Tenant Health, Safety, and Maintenance Issues.
6. Submit Contractor Financial Records and Certifications.

In addition to the tasks, HUD specifically is requesting contractors address the following questions:

1. From your past experience, has HUD identified all the major tasks necessary to implement the PBCA acquisition? If not, please provide recommendations.
2. HUD is contemplating the first two tasks being performed by one or more contractors at the national level. Based on your experience, what should HUD consider when implementing this approach?
3. What other tasks could be implemented at the national level and why?
4. What services might lend themselves to a small business set-aside and why would other services not seem likely candidates for set-aside?
5. What NAICS Code would you suggest for these services.
6. What task(s) should not be fixed price with performance incentives and disincentives and why? What alternative pricing structure should be used for the task(s)?
7. Provide a list of potential issues associated with the proposed approach and whether they can be mitigated?

NAHMA cannot respond to this RFI, since we are not a contractor. NAHMA's TRACS and CA Committee will be monitoring the process. If members would like to share any thoughts and concerns with the RFI, I encourage you to provide feedback to me, as soon as possible. We will be discussing this topic at the October meeting with HUD.

Thanks,
Larry

*Larry Keys, Director of Government Affairs
National Affordable Housing Management Association
400 N. Columbus St., Suite 203, Alexandria, VA 22314
Phone 703-683-8630, ext.111 Email lkeys@nahma.org, Website www.nahma.org*

NAHMA is the leading voice for affordable housing management, advocating on behalf of multifamily property managers and owners whose mission is to provide quality affordable housing.

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF MULTIFAMILY HOUSING



Dear Stakeholders:

The Department of Housing and Urban Development has recently posted a Request for Information (RFI) to solicit preliminary information from potential suppliers regarding the Performance-Based Contract Administrator (PBCA) program.

Under the PBRA program, the Office of Multifamily Housing provides monthly rental assistance payments on behalf of 1.2 million households. These payments are made to over 17,000 private landlords, who are primarily responsible for assuring that the tenants receiving assistance are eligible. Since 1999, HUD has relied on the support of PBCAs to provide the monitoring and oversight of roughly 90 percent of these Housing Assistant Payments contracts. Under the current PBCA program, the responsibilities of participating contract administrators are defined in separate annual contributions contracts. These services must now be obtained through the use of competitive contracting processes that are fully compliant with the Competition in Contracting Act and the Federal Acquisition Regulations.

[Access the RFI here.](#)

Responses are due Thursday, Oct. 13 at 5 p.m. CST by email to the following:
PBCA@hud.gov; Cathy.J.Baker@hud.gov; and Leroy.H.White@hud.gov.

Thank you.

Multifamily Communications Team
Multifamily Housing Programs
U.S. Department of Housing and Urban Development

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