

**HOUSING TRUST FUND**  
**YEAR 2019 RFP**  
**APPLICATION ATTACHMENTS**



**ATTACHMENT A**

**CITY OF MILWAUKEE HOUSING TRUST FUND  
INCOME LIMITS - 2019**

Income Level	Applicability	Household Size							
		1	2	3	4	5	6	7	8
30% of CMI		17,300	19,800	22,250	24,700	26,700	28,700	30,650	32,650
50% of CMI	Homeless Housing Projects (Any Amount of HTF Assistance)	28,850	32,950	37,050	41,150	44,450	47,750	51,050	54,350
60% of CMI	Rental Housing Projects (Any Amount of HTF Assistance)	34,620	39,540	44,460	49,380	53,340	57,300	61,260	65,220
65% of CMI	Owner-Occupied Housing - Substantial Projects (HTF Assistance More than \$5,000)	37,505	42,835	48,165	53,495	57,785	62,075	66,365	70,655
80% of CMI		46,100	52,700	59,300	65,850	71,150	76,400	81,700	86,950
100% of CMI	Owner-Occupied Housing - Modest Projects Including Acquisition & Rehabilitation, Acquisition, New Construction or Rehabilitation of Owner-Occupied Housing (HTF Assistance is \$5,000 or less)	57,700	65,900	74,100	82,300	88,900	95,500	102,100	108,700

1. Income Limits are based on the HUD HOME Program Limits and are subject to change annually.



**ATTACHMENT B**

**City of Milwaukee Housing Trust Fund  
Rent Limits and Utility Allowance 2019**

**RENT ASSISTANCE PROGRAM  
UTILITY ALLOWANCE SCHEDULE**

Voucher Payment Standard revised 10/17/18

Utility Allowance effective 10/1/18

BEDROOM SIZE:	BUILDING TYPE: Detached Single						BUILDING TYPE: Duplex						BUILDING TYPE: Three or More Units							
	0BD	1BD	2BD	3BD	4BD	6BD	0BD	1BD	2BD	3BD	4BD	5BD	6BD	0BD	1BD	2BD	3BD	4BD	5BD	6BD
Maximum allowable rent if all following unities are paid by Landlord	\$683	\$828	\$1,000	\$1,235	\$1,350	\$1,500	\$683	\$828	\$1,000	\$1,235	\$1,350	\$1,500	\$1,700	\$283	\$828	\$1,000	\$1,235	\$1,350	\$1,500	\$1,700
<b>1. HEATING</b>																				
Gas	\$23	\$28	\$46	\$57	\$67	\$77	\$21	\$26	\$43	\$53	\$62	\$72	\$81	\$20	\$24	\$40	\$49	\$58	\$66	\$75
Oil	\$62	\$75	\$123	\$152	\$179	\$208	\$57	\$70	\$115	\$142	\$167	\$194	\$221	\$53	\$65	\$106	\$131	\$154	\$179	\$204
Electric	\$47	\$57	\$95	\$115	\$134	\$156	\$44	\$53	\$88	\$107	\$125	\$145	\$165	\$40	\$49	\$81	\$99	\$116	\$135	\$152
<b>2. WATER HEATING</b>																				
Gas	\$6	\$8	\$9	\$12	\$13	\$15	\$6	\$8	\$9	\$12	\$13	\$15	\$18	\$6	\$8	\$9	\$12	\$13	\$15	\$18
Oil	\$19	\$21	\$27	\$32	\$38	\$43	\$19	\$21	\$27	\$32	\$38	\$43	\$48	\$19	\$21	\$27	\$32	\$38	\$43	\$48
Electric	\$18	\$24	\$30	\$37	\$42	\$47	\$18	\$24	\$30	\$37	\$42	\$47	\$53	\$18	\$24	\$30	\$37	\$42	\$47	\$53
<b>3. GENERAL ELECTRIC</b>																				
Electric	\$20	\$29	\$37	\$41	\$45	\$49	\$20	\$29	\$37	\$41	\$45	\$49	\$52	\$20	\$29	\$37	\$41	\$45	\$49	\$52
<b>4. COOKING</b>																				
Gas	\$4	\$5	\$5	\$6	\$7	\$8	\$4	\$5	\$5	\$6	\$7	\$8	\$9	\$4	\$5	\$5	\$6	\$7	\$8	\$9
Electric	\$7	\$9	\$12	\$13	\$14	\$16	\$7	\$9	\$12	\$13	\$14	\$16	\$17	\$7	\$9	\$12	\$13	\$14	\$16	\$17
<b>5. WATER &amp; SEWER TRASH/SNOW&amp;ICE</b>																				
Water & Sewer	\$30	\$31	\$33	\$50	\$54	\$58	\$30	\$31	\$33	\$50	\$54	\$58	\$62	\$30	\$31	\$33	\$50	\$54	\$58	\$62
Trash/Snow&Ice	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$21
<b>6. STOVE</b>																				
Stove	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1	\$1
<b>7. REFRIGERATOR</b>																				
Refrigerator	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2
<b>8. FIXED CHARGES</b>																				
Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
Electric	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19	\$19

# ATTACHMENT C

Department of Administration  
Purchasing Division

## Affidavit of Compliance with Living Wage Provision

Bid / RFP # \_\_\_\_\_

In accordance with Section 310-13 of the City of Milwaukee Code of Ordinances, living wage rates of pay are posted to the City of Milwaukee's website on March 1 of each calendar year. The rates of pay can be found at <http://city.milwaukee.gov> > Directory > Purchasing Division > Forms & Affidavits > Living Wage Rates, History & Updates.

<i>Effective Date</i>	<i>Base Wage Required (\$ per hour)</i>
March 1, 2019	\$11.32

The undersigned hereby agrees to the following:

- To pay all workers employed by the Contractor in the performance of this contract, whether on a full-time or part-time basis, a base wage of not less than the living wage rate as determined yearly by the City of Milwaukee City Clerk.
- No rebate or refund of any part of the wages will be paid by the employee to the employer.
- New rates that go into effect will be adhered to promptly.
- To provide the Purchasing Division a sworn Affidavit every three (3) months during the contract term and within 10 days following the completion of the contract
- To procure and submit a like sworn Affidavit from every subcontractor employed by the contractor.

I/We hereby state that I/we will comply with Section 310-13 of the City of Milwaukee Code of Ordinances as stated above:

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Personally came before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

(he/she) \_\_\_\_\_ who acknowledges that he/she executed the foregoing document for the purpose therein

contained for and on behalf of said company. IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Print Name

My commission expires: \_\_\_\_\_



**CITY OF MILWAUKEE HOUSING TRUST FUND**  
Scoring Point System

	Max 110 Pt Scale(a)	
	Point Range	Max Points
<b>Leveraged Dollars</b>		<b>15</b>
HTF dollars are less than 3% of total project cost	15	
HTF dollars account for 3 - 5% of total project cost	12	
HTF dollars account for 6 - 10% of total project cost	9	
HTF dollars account for 11 - 15% of total project cost	6	
HTF dollars are more than 15% of total project cost	3	
<b>Income Targets - Please Use Attached Chart</b>		<b>15</b>
# of units with residents up to 30% of income target		
# of units with residents between 30% and 50% of income target		
# of units with residents between 50% and 60% of income target		
# of units with residents between 60% and 80% of income target		
# of units with residents between 80% and 100% of income target		
<b>Affordability Period</b>	<b>5</b>	<b>10</b>
Meets HTF Affordability Period	1	
Exceeds HTF Affordability Period by 25%	2	
Exceeds HTF Affordability Period by 50%	5	
Exceeds HTF Affordability Period by 75%	8	
Exceeds HTF Affordability Period by 100% or more	10	
<b>Employment and Contracting for City of Milwaukee residents and businesses</b>		<b>10</b>
Creation of training program to provide better employment opportunities		
Use of existing training programs that provide employment opportunities		
Use of Residential Preference Program or Section 3 requirements		
Did agency describe an effective method of recruitment for local residents?		
Use of Certified M/W/D/E/Section 3 Businesses greater than 18% participation		
Did agency describe an effective method of recruitment for local businesses?		
All workers paid a Family Supporting Wage at a minimum of \$10.10 per hour?		
<b>Neighborhood Diversity</b>		<b>5</b>
Project Increases diversity of housing options in the neighborhood		
<b>Green Building Principles</b>		<b>5</b>
Project Utilizes Green building Principles		
<b>Coordination with Community Institutions</b>		<b>5</b>
Project is Coordinated with Community Institutions		
<b>Community Integration</b>		<b>5</b>
Move persons from institutions to community		
<b>Experience</b>		<b>10</b>
Agency experience with same type/similar project	2	
Staff experience with same type/similar project	4	
Management Agency Experience	4	
<b>Accessibility improvements or modifications</b>		<b>5</b>
Meets Minimum Standards	1	
Exceeds Minimum Standards	5	
<b>Service Partners (b)</b>		<b>5</b>
Provision of services on site w/out use of HTF \$		
<b>Construction Financing</b>		<b>5</b>
Construction Financing is Firmly Committed	5	
Construction Financing is Conditionally Committed	2	
Construction Financing is not Identified	0	
<b>Proposal Meets Community Needs (Subjective)</b>		<b>15</b>
Priority on use of foreclosed properties	0-15	
TBD by Reviewer		
<b>Total Points</b>		<b>110</b>

NOTE: All proposals must receive at least fifty (50) points for further consideration

INCOME TARGETING TABLE		*CMI Based On Average Household Size of 4	
CMI %	Rating Points		
Up to 30%	15	0	21,050
>30% to 50%	12	21,051	35,100
>50% to 60%	9	35,101	42,100
>60% to 80%	6	42,101	56,150
>80% to 100%	3	56,151	70,200

\*County Median Income 4 person household

\$70,200

UNIT FORMULA TABLE				
Up to 30% CMI	>30% to 50% CMI	>50% to 60% CMI	>60% to 80% CMI	>80% to 100% CMI
15 $\frac{B}{A}$	12 $\frac{B}{A}$	9 $\frac{B}{A}$	6 $\frac{B}{A}$	3 $\frac{B}{A}$
A = Total Units B = Units meeting HTF Income Targets				

Step 1: Determine which HTF target income level the project (or units) falls under (30% CMI, 50% CMI, 60% CMI, 80% CMI, or 100% CMI)

Step 2: Using the INCOME TARGETING TABLE, identify the income level which is appropriate for your project

Step 3: Locate the Rating Points associated with the income target for your project (15, 12, 9, etc)

Step 4: Using the Rating Points identified in step 3, locate the appropriate formula set to use in the UNIT FORMULA TABLE

Step 5: Using the UNIT FORMULA TABLE, place the number of units meeting the project income target identified in step 2 as the Numerator (B).

Step 6: Place the Total Number of units as the Denominator (A).

Step 7: Run the calculation to determine the appropriate number of points awarded for this section (for mixed income projects the calculation must be ran for the number of units under each income target.

*If applicable*

Step 8: Add the points together (from step 7) and round to the nearest whole number to get score.

Example:

1. Project (Units) is in the 50% CMI category
2. Project will have 50 units of which 25 are for households making at or around \$22,000/yr
3. The above two facts results in the project (units) being given 12 rating points.

Calculation:  $12 \text{ (rating points)} * (25 \text{ (# of units targeted)} \text{ over } 50 \text{ (total units)})$   
 $12 * 25/50 = \text{or } 6 \text{ points. (This assumes that the remaining 25 units are targeted for households greater than 100\%)}$

If remaining units fall under 100% CMI run the calculation at the appropriate income level and number of units

Example:

1. Remaining Units are in the 60% CMI category
2. Project will have 50 units of which 25 are for households making at or around \$38,000/yr
3. The above two facts results in the project (units) being given 9 rating points.

Calculation:  $9 \text{ (rating points)} * (25 \text{ (# of units targeted)} \text{ over } 50 \text{ (total units)})$   
 $9 * 25/50 = \text{or } 5 \text{ points.}$

Total points for this project is  $6+5= 11 \text{ points}$