



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-6565, Version: 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Requesting to award RFP #2025-008 to the Affordable Housing Partnership for the establishment of the Home Buyer Navigator Program

Date: 4/29/2025
Department: CEO
Attending Meeting: Patrick Curran
Submitted By: Patrick Curran
Title: Senior Policy Analyst
Phone: 5184475639

Purpose of Request: Contract Authorization Award RFP#2024-008 Home Buyer Navigator

CONTRACT TERMS/CONDITIONS:

Party Names and Addresses:

Affordable Housing Partnership - 255 Orange Street, Albany, NY 12210

Term: (Start/end date or duration) 5/15/2025 - 5/15/2028
Amount/Raise Schedule/Fee: \$240,000

BUDGET INFORMATION:

Is there a Fiscal Impact: Yes ☒ No ☐
Anticipated in Budget: Yes ☒ No ☐
Spreadsheet attached: Yes ☐ No ☒

Source of Funding - (Percentages)

Federal:	0	County:	100
State:	0	Local:	0

County Budget Accounts:

Revenue Account and Line:	Enter text.
Revenue Amount:	Enter text.
Appropriation Account and Line:	A9 8020-44976-10000
Appropriation Amount:	Enter text.

ADDITIONAL INFORMATION:

Mandated Program/Service: Yes ☐ No ☒
If Mandated, Cite Authority: Enter text.

Request for Bids / Proposals:

Competitive Bidding Exempt: Yes ☐ No ☒

of Response(s): 1

of MWBE: 1

of Veteran Business: 0

Bond Resolution No.: Enter text.

Apprenticeship Program Yes ☒ No ☐

Previous requests for Identical or Similar Action:

Resolution/Law Number and Date: Enter text.

DESCRIPTION OF REQUEST: (state briefly why legislative action is requested)

The County Executive's Office is seeking authorization to award RFP #2025-008 to the Affordable Housing Partnership for the establishment of a Homebuyer Navigator Program. This program will establish and fund an FTE position with the Affordable Housing Partnership for the purposes of decreasing common barriers to low and moderate income first-time homebuyers. The program will assist buyers in securing funding, navigating the process of purchasing a home, and will provide insight and counsel into the home renovation process. The Affordable Housing Partnership was the only response to this RFP. This is a one year pilot program that could extend to a three year program. The one-year pilot program will be funded at \$80,000 and reaching \$240,000 if extended to three years.