



**CITY OF LOCKPORT  
DEPARTMENT OF COMMUNITY  
DEVELOPMENT  
Heather Peck, Director of Planning & Development  
Tammy Kam, Program Administrator  
1 Locks Plaza  
Lockport, NY 14094  
716-439-6686**

## **REQUEST FOR PROPOSALS (RFP) 2024 FIRST TIME HOMEBUYER ASSISTANCE PROGRAM**

**RFP Issue Date: Monday, July 8th, 2024.**

**Questions & Inquiries Due Date: Friday, July 19th, 2024.**

Please contact Tammy Kam, Program Administrator at 716-439-6686 or by email at: [tkam@lockportny.gov](mailto:tkam@lockportny.gov).

**Notice of Intent to Respond Due Date: Wednesday, July 31st, 2024 by 4:00 pm.**

Any organization interested in responding to this RFP is required to submit the attached application along with required documentation for consideration.

**Response Submission Date: Mailed, delivered or emailed no later than Wednesday, July 31st, 2024, 4:00pm.**

Mailed proposals should be sent U.S.P.S mail or hand delivered, be clearly labeled, and submitted to:

**City of Lockport  
Department of Community Development  
Lockport City Hall, 2<sup>nd</sup> Floor  
Attention: Heather Peck, Director  
One Locks Plaza  
Lockport, NY 14094**

**Anticipated Contract Start-Up Date: Monday, August 12th, 2024.**