Audit and Accountability Committee



Pre Solicitation Briefing for Homeownership Housing Development Funding

Date: August 30, 2019

Presented by: Verónica R. Soto, AICP, NHSD Director

Project & Solicitation Overview

Solicitation Type

 Request for Applications (RFA)

Proposed Term

- Terms are based on development deal
- Restrictive Covenant Imposed

Estimated Value

• \$3 Million (CDBG and HOME)

Current Contract Status

Not Applicable

Solicitation Overview

Outreach

NIGP Codes Identified	 NIGP code(s) and description 909-23: BUILDING CONSTRUCTION, RESIDENTIAL 911-15: C.I.P., CONSTRUCTION/REHABILITATION 910-65: BUILDING REMODELING AND ALTERATION SERVICES 		
Number of Vendors to be Notified	Central Vendor Registry: 228 Veteran Owned Small Business (SBA): 4,039 Targeted Vendor Outreach: 81		
Advertising	 TVSA Channel 21 COSA Bidding Opportunities website Express News Conduct Public Participation Campaign 		

Homeownership Housing Development Project Evaluation Committee

Voting Members	Advisory Members
Lori Houston, Assistant City Manager	Edith Merla, NHSD Contracts Manager
Verónica Soto, AICP, NHSD Director	William Taylor, NHSD Senior Analyst
Mike Etienne, PHD, NHSD Assistant Director	
Laura Salinas-Martinez, NHSD Grants Administrator	
Melanie S. Keeton, Assistant Finance Director	

Solicitation Requirements

Evaluation Criteria	Experience & Capacity: 15 points Project Readiness: 20 points	
Cinterna	Project Site Characteristics and Amenities: 25 points	
	HUD Regulatory Conditions: 5 points	
	Efficient Use of Funds: 5 points	
	Underwriting: 30 points	
Additional	SBEDA Program: Not Applicable	
Requirements	Local Preference Program: Not Applicable	
	Veteran Owned Small Business Preference Program:	
	Not Applicable	
	Audited Financial Statements: Required	

Project Timeline: Homeownership

Pre-Solicitatio	n Solicitation	Post – Solicitation	Finalization	
Goal Setting	Pre-Submittal	Evaluation	City Council	
Committee:	Conference:	Complete:	Consideration:	
Not Applicable	September 20,	 Week of 	 December 5, 	
Audit Committee	2019	November 4	2019	
Pre Solicitation	Deadline for	Contract	Contract Start	
Briefing:	Questions:	Negotiated:	Date:	
August 30, 2019	 September 24, 	■ TBA	■ To be	
Release Date:	2019	Audit Committee	negotiated upon	
 September 13, September 13, 	Due Date:	Briefing:	award	
2019	 October 28, 	 November 19, 		
	2019	2019		

Audit and Accountability Committee

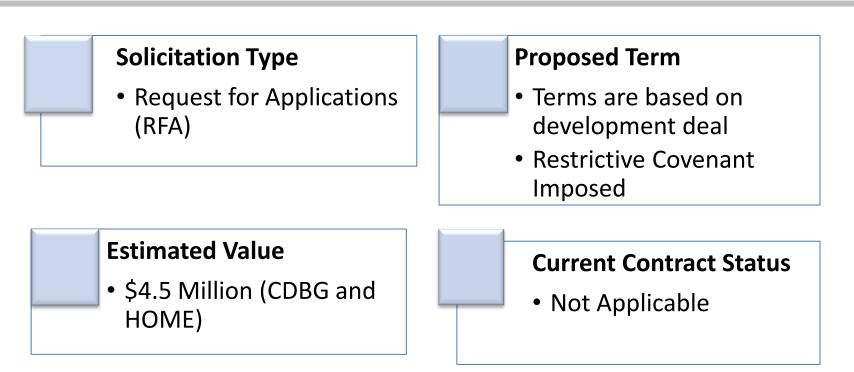


Pre Solicitation Briefing for Rental Housing Development Funding

Date: August 30, 2019

Presented by: Verónica R. Soto, AICP, NHSD Director

Project & Solicitation Overview



Solicitation Overview

Outreach			
NIGP Codes Identified	 NIGP code(s) and description 909-23: BUILDING CONSTRUCTION, RESIDENTIAL 911-15: C.I.P., CONSTRUCTION/REHABILITATION 910-65: BUILDING REMODELING AND ALTERATION SERVICES 		
Number of Vendors to be Notified	 Central Vendor Registry: 228 Veteran Owned Small Business (SBA): 4,039 Targeted Vendor Outreach: 81 		
Advertising	 TVSA Channel 21 COSA Bidding Opportunities website Express News Conduct Public Participation Campaign 		

Rental Housing Development Project Evaluation Committee

Voting Members	Advisory Members
Lori Houston, Assistant City Manager	Edith Merla, NHSD Contracts Manager
Verónica Soto, AICP, NHSD Director	William Taylor, NHSD Senior Analyst
Mike Etienne, PHD, NHSD Assistant Director	
Laura Salinas-Martinez, NHSD Grants Administrator	
Melanie S. Keeton, Assistant Finance Director	

Solicitation Requirements

Evaluation	Experience & Capacity: 15 points	
Criteria	Project Readiness: 20 points	
	Project Site Characteristics and Amenities: 25 points	
	HUD Regulatory Conditions: 5 points	
	Efficient Use of Funds: 5 points	
	Underwriting: 30 points	

Additional Requirements	SBEDA Program: Not Applicable
	Local Preference Program: Not Applicable
	Veteran Owned Small Business Preference Program: Not
	Applicable
	Audited Financial Statements: Required

Project Timeline: Rental Housing

Pre-Solicitatio	n Solicitation	Post – Solicitation	Finalization
Goal Setting	Pre-Submittal	Evaluation	City Council
Committee:	Conference:	Complete:	Consideration:
 Not applicable 	 September 20, 	Week of	 December 5,
Audit	2019	November 4 th	2019
Committee Pre	Deadline for	Contract	Contract Start
Solicitation	Questions:	Negotiated:	Date:
Briefing:	 September 24, 	■ TBA	Negotiated based
August 30,	2019	Audit Committee	on development
2019	Due Date:	Post Solicitation	deal
Release Date:	• October 28,	Briefing:	
 September 13, 	2019	 November 19, 	
2019		2019	