Audit and Accountability Committee



Pre Solicitation Briefing for Homeownership Housing Development Funding

Date: August 30, 2019

Presented by: Verónica 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
Veronica 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	
	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: Homeownership

Pre-Solicitatio	on Solicitation	Post – Solicitation	Finalization	
Goal Setting	Pre-Submittal	Evaluation	City Council	
Committee:	Conference:	Complete:	Consideration:	
Not Applicable	September 13,	November 1,	December 5,	
	2019	2019	2019	
Pre Solicitation				
Briefing:	Deadline for	Post Solicitation	Contract Start	
August 30, 2019	Questions:	Briefing:	Date:	
	September 18,	November 19,	To be	
Release Date:	2019	2019	negotiated upon	
September 6,			award	
2019	Due Date:			
	 October 21, 2019 			

Audit and Accountability Committee

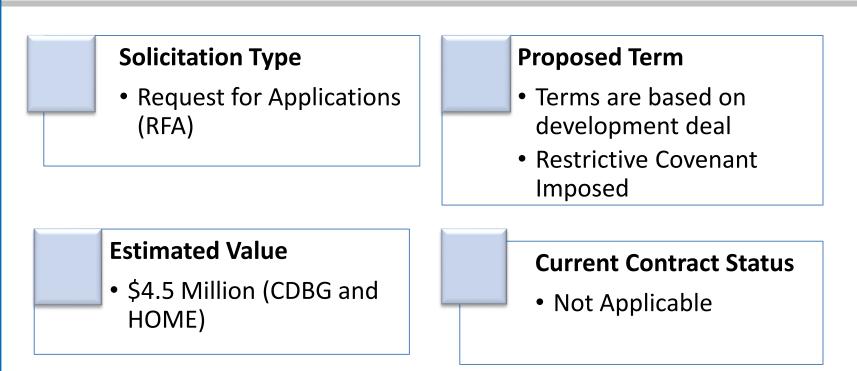


Pre Solicitation Briefing for Rental Housing Development Funding

Date: August 30, 2019

Presented by: Veronica 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
Veronica 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	SBEDA Program: Not Applicable
Requirements	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,	November 8,	December 5,	
Not Applicable	2019	2019	2019	
Pre Solicitation Briefing: ■ August 30, 2019	Deadline for Questions: September 25, 2019	Post Solicitation Briefing: November 19, 2019	Contract Start Date: To be negotiated upon	
Release Date:	Due Date:		award	
September 13,	 October 28, 			
2019	2019			