

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	<p>NIGP code(s) and description</p> <ul style="list-style-type: none">• 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	<p>Central Vendor Registry: 228</p> <p>Veteran Owned Small Business (SBA): 4,039</p> <p>Targeted Vendor Outreach: 81</p>
Advertising	<ul style="list-style-type: none">• 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-Solicitation	Solicitation	Post – Solicitation	Finalization
<p>Goal Setting Committee:</p> <ul style="list-style-type: none">▪ Not Applicable <p>Pre Solicitation Briefing:</p> <ul style="list-style-type: none">▪ August 30, 2019 <p>Release Date:</p> <ul style="list-style-type: none">▪ September 6, 2019	<p>Pre-Submittal Conference:</p> <ul style="list-style-type: none">▪ September 13, 2019 <p>Deadline for Questions:</p> <ul style="list-style-type: none">▪ September 18, 2019 <p>Due Date:</p> <ul style="list-style-type: none">▪ October 21, 2019	<p>Evaluation Complete:</p> <ul style="list-style-type: none">▪ November 1, 2019 <p>Post Solicitation Briefing:</p> <ul style="list-style-type: none">▪ November 19, 2019	<p>City Council Consideration:</p> <ul style="list-style-type: none">▪ December 5, 2019 <p>Contract Start Date:</p> <ul style="list-style-type: none">▪ To be negotiated upon award

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 Type

- Request for Applications (RFA)

Proposed Term

- Terms are based on development deal
- Restrictive Covenant Imposed

Estimated Value

- \$4.5 Million (CDBG and HOME)

Current Contract Status

- Not Applicable

Solicitation Overview

Outreach

NIGP Codes Identified	<p>NIGP code(s) and description</p> <ul style="list-style-type: none">• 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	<ul style="list-style-type: none">• Central Vendor Registry: 228• Veteran Owned Small Business (SBA): 4,039• Targeted Vendor Outreach: 81
Advertising	<ul style="list-style-type: none">• 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 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: Rental Housing

Pre-Solicitation	Solicitation	Post – Solicitation	Finalization
<p>Goal Setting Committee:</p> <ul style="list-style-type: none">▪ Not Applicable <p>Pre Solicitation Briefing:</p> <ul style="list-style-type: none">▪ August 30, 2019 <p>Release Date:</p> <ul style="list-style-type: none">▪ September 13, 2019	<p>Pre-Submittal Conference:</p> <ul style="list-style-type: none">▪ September 20, 2019 <p>Deadline for Questions:</p> <ul style="list-style-type: none">▪ September 25, 2019 <p>Due Date:</p> <ul style="list-style-type: none">▪ October 28, 2019	<p>Evaluation Complete:</p> <ul style="list-style-type: none">▪ November 8, 2019 <p>Post Solicitation Briefing:</p> <ul style="list-style-type: none">▪ November 19, 2019	<p>City Council Consideration:</p> <ul style="list-style-type: none">▪ December 5, 2019 <p>Contract Start Date:</p> <ul style="list-style-type: none">▪ To be negotiated upon award