



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#19-0687

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: August 20, 2019

TITLE: Motion to Approve an Agreement for Community Housing Development
Organization Acquisition and Renovation of Residential Properties - Fort
Lauderdale Community Development Corporation - \$300,000 (two-year
total) – **(Commission District 3)**

Recommendation

It is recommended that the City Commission approve a two-year agreement, in substantially the form attached, with Fort Lauderdale Community Development Corporation, for Community Housing Development Organization (“CHDO”) acquisition and renovation of residential properties at the total two-year cost of \$300,000 and authorize the City Manager to execute all documents associated with this funding request as well as approve a one-year renewal option contingent upon appropriation of funds.

Background

The federal Home Investment Partnerships Program (“HOME”) regulations require that each City receiving HOME funds set at least 15 percent of annual allocation of HOME funds for the development of affordable housing activities to be undertaken by a Community Housing Development Organization (CHDO).

A CHDO is a private nonprofit, community-based organization that has staff with capacity to develop affordable housing for the community it serves. To qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, capacity and experience.

A CHDO may use HOME funds for all eligible HOME activities including acquisition and/or rehabilitation or rental housing, new construction of rental housing, acquisition and/or rehabilitation of homebuyer properties, new construction of homebuyer properties, and direct financial assistance to purchasers of HOME-assisted housing that has been developed with HOME funds by the CHDO.

The \$300,000 for this contract is comprised of \$177,524.40 in HOME funds and \$122,475.60 in Affordable Housing Trust funds.

The following is a timeline of activities completed by City staff to award this contract to the most qualified proposer.

- April 10, 2019 – The Procurement Services Division issued Request for Proposals (“RFP”) No. 12272-195 for CHDO Acquisition and Renovation of Residential Properties.
- May 15, 2019 – The RFP closed with a total of two firms (listed below) submitting proposals:
 - Housing Opportunities, Mortgage Assistance, & Effective Neighborhood Solutions, Inc. d/b/a H.O.M.E.S., Inc.
 - Fort Lauderdale Community Development Corporation
- June 24, 2019 – An evaluation committee consisting of Rachel Williams, Manager of Housing and Community Development, Avis Wilkinson, Sr. Administrative Assistant, and Adam Schnell, Urban Planner II, met with Fausto Vargas, Procurement Specialist, to evaluate and rank the firms based on the evaluation criteria shown below:

EVALUATION CRITERIA	WEIGHT
Understands the scope of the project	30%
Understands HOME program guidelines for rental and homebuyer programs	15%
Organizational experience and past performance	20%
Leveraging resources	20%
Capacity	15%
Total	100%

The two firms were ranked as follows:

Fort Lauderdale Community Development Corporation (1st Place)
H.O.M.E.S., Inc. (2nd Place)

Resource Impact

There will be a fiscal impact in the 2017-2018 HOME funds of \$74,353.35, 2018-2019 HOME funds of \$103,171.05 and \$122,475.60 in the Affordable Housing Trust funds pending approval of the consolidated Budget Amendment on CAM# 19-0258.

Source:*Funds available as of JULY 30, 2019*

ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
108-HM18CHDO-8001	HOME CHDO SET ASIDE FY17-18	GRANT SERVICES/ PROGRAM FUNDS	\$74,353.00	\$74,353.00	\$74,353.35
108-HM19CHDO-8001	HOME CHDO SET ASIDE FY18-19	GRANT SERVICES/ PROGRAM FUNDS	\$103,171.00	\$103,171.00	\$103,171.05
149-MGR120201-8312	AFFORDABLE HOUSING TRUST	GRANT SERVICES/CHDO	\$0	\$0	\$122,475.60
				TOTAL AMOUNT →	\$300,000

Strategic Connections

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative included within the Neighborhood Enhancement Cylinder of Excellence, specifically advancing:

- Goal 5: Be a community of strong, beautiful, and healthy neighborhoods.
 - Option 2: Ensure a range of housing options for current and future neighbors.

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We Are Community*.

Related CAM

19-0258

Attachments

Exhibit 1 – Solicitation

Exhibit 2 – Final Ranking

Exhibit 3 – Fort Lauderdale Community Development Corporation Proposal

Exhibit 4 – H.O.M.E.S., Inc. Proposal

Exhibit 5 – Agreement

Prepared by: Avis A. Wilkinson, City Manager's Office
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Department Directors: Chris Lagerbloom, City Manager's Office
 Linda Short, Finance