

Post-Solicitation Briefing for Affordable Single-Family Housing Gap Funding



Audit Committee

Date: May 13, 2025

Presented by: Veronica Gonzalez, Assistant Director, NHSD

Solicitation Overview



The Neighborhood and Housing Services Department issued a solicitation for single-family development projects that require gap funding, supported by HUD funding. This initiative aligns with the priorities outlined in the HUD 2022-2026 Consolidated Plan and the FY 2025 Annual Action Plan. Single-family development projects aim to create housing units for sale to households earning up to 80% of the Area Median Income (AMI).

Solicitation Type

- Request for Proposals (RFP)

Proposed Term

- Term based on development schedule

Estimated Value

- \$1,900,000

Funding Source

- HOME and CDBG Grant Funds

Current Contract Status

- New Contract

Recommended Award



FINAL SCORE MATRIX		
RFP for Affordable Single-Family Housing Development Gap Funding (25-032; 6100018693) Score Summary *FINAL EVALUATION March 27, 2025	Maximum Points	VENDOR A
A - Development Experience	15	14.83
B - Gap Request, Project Readiness, and Underwriting Review	15	12.67
C - Unit Specifications, Construction Priorities, Equity, Location Priority, Project Site Plan and Timeline and Sustainability	15	11.67
D - Displacement and Resident Protections, Amenities/Resident Services	10	9.17
E - Affordability	30	26.33
A - E Sub-Total	85	74.67
F - Non-Profit Status	10	10.00
G - Veteran-Owned Small Business Preference Program	5	0.00
TOTAL SCORE	100	84.67
RANK BASED ON TOTAL SCORE		1

*One evaluation meeting held, and no interviews conducted.

SBEDA Program – Waived
Local Preference Program – Not Applicable

Due Diligence



Finance and Auditor Departments – Due Diligence Results

Number of vendors notified:

349

Number of vendors at pre-submittal conference:

7

Number of responses received:

5; 2 firms deemed non-responsive for incomplete submissions; 2 firms disqualified for prohibited campaign contributions.

Results of Minimum Requirements Review

No Material Findings

Results of Due Diligence Review

No Material Findings



Thank You

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