

Audit and Accountability Committee



Pre-Solicitation Briefing for Home Rehab Program Delivery

Date: February 23, 2022

Presented by: Verónica R. Soto, FAICP, Director, Neighborhood and
Housing Services Department

Project & Solicitation Overview

Project Scope/Overview

The Neighborhood and Housing Services Department is requesting proposals from qualified public or private nonprofit agencies, authorities, or organizations with the ability to determine program eligibility of homeowners and oversee housing rehabilitation services for these homeowners to be a subrecipient of the City's Minor Repair and/or Owner-Occupied Rehabilitation programs.

Solicitation Type

Request for Proposals (RFP)

Proposed Term

1 year with 2, 1 year renewal options

Estimated Value

\$1 million annually; up to \$3 million total

Current Contract Status

New Project

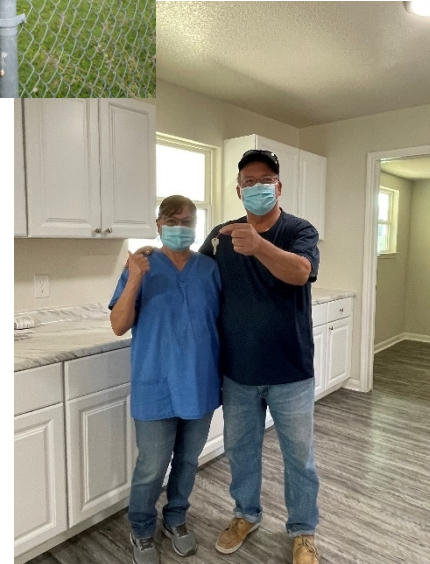
Solicitation Overview

Outreach	
NIGP Codes Identified	<ul style="list-style-type: none">• 90903 Administration of Contracts• 90954 Home Construction, single family• 90962 Maintenance and Repair, residential construction
Number of Vendors to be Notified	<ul style="list-style-type: none">• Central Vendor Registry: 164• Veteran Owned Small Business (SBA/SCTRCA): 2,315• Targeted Vendor Outreach: 136 non-profit & profit partners/stakeholders
Advertising	<ul style="list-style-type: none">• TVSA Channel 21• COSA Bidding Opportunities website• NHSD Newsletter and email to partners

Evaluation Voting Members
Verónica R. Soto, Director, Neighborhood and Housing Services Department
Veronica Garcia, Deputy Director, Neighborhood and Housing Services Department
Ann Eaton, Housing Production Administrator, Neighborhood and Housing Services Department
Christopher Lazaro, Grants Monitoring Administrator, Neighborhood and Housing Services Department
Samantha Diaz, Special Projects Manager, Neighborhood and Housing Services Department

Solicitation Overview

- **Oversee Home Rehab projects on behalf of the City to include:**
 - Determine eligibility
 - Develop rehab scope of work
 - Procure contractors
 - Monitor rehab work to ensure compliance with city code and policies
- **Selected vendor(s) compensated on a reimbursement basis:**
 - Up to \$25,000 for Minor Repair
 - Up to \$130,000 for Owner Occupied rehab and \$145,000 for Reconstruction



Solicitation Requirements

Evaluation Criteria

Experience, Background, Qualifications: 25 points

Organization Financial Capacity: 25 points

Proposed Plan: 45 points

Veteran Owned Small Business Preference Program: 5 points

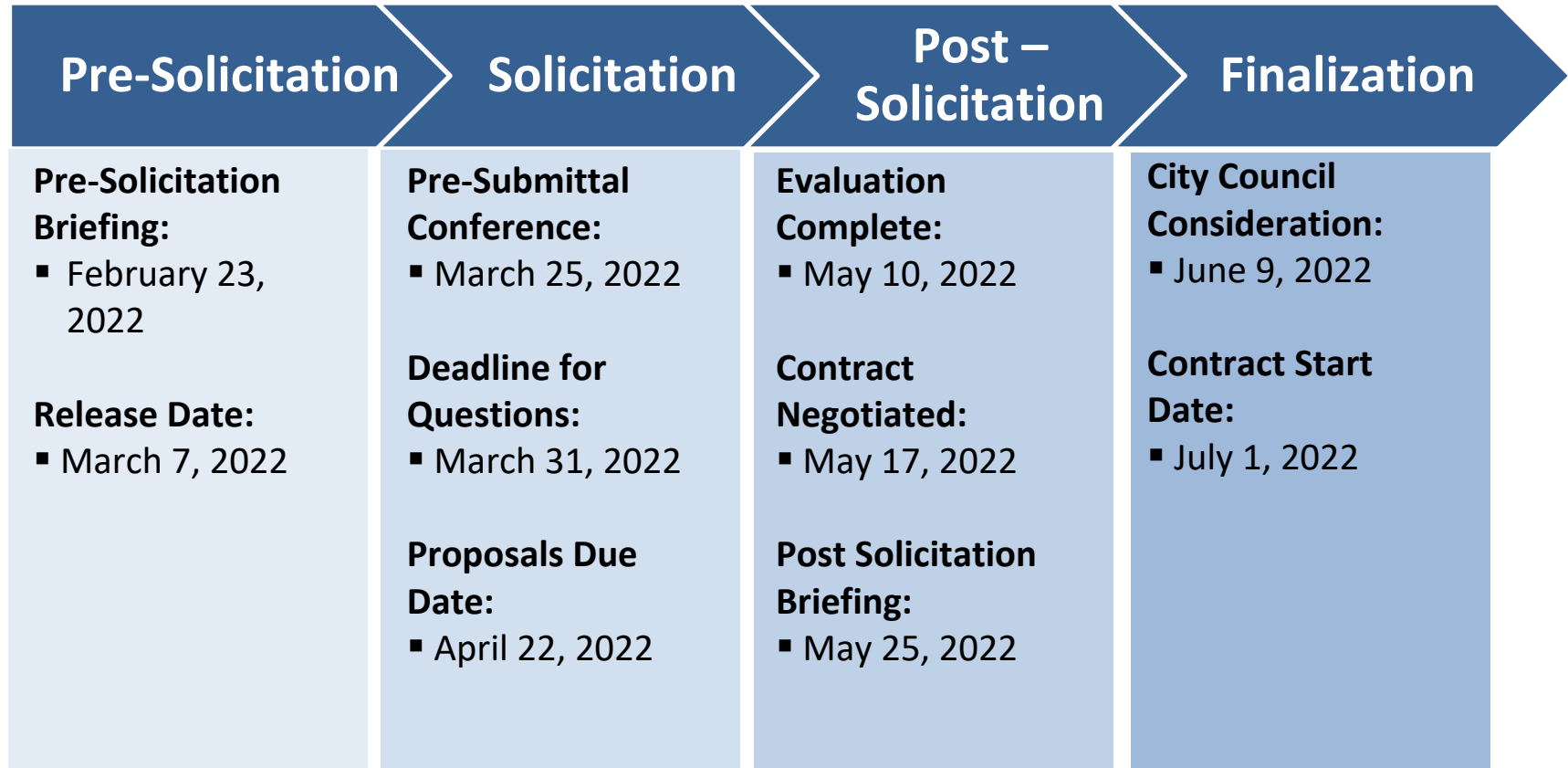
Additional Requirements

Audited Financial Statements: Not Required

Local Preference Program: Not Applicable

SBEDA Program: Waiver Approved

Project Timeline



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