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SUBJECT: APPRAISAL GAP FINANCING

BID #: ESC-0472-18

OPEN DATE: 8/8/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Eighteen (18) months from contract execution

AGENCY: Neighborhoods

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval to extend the award with Metro North Community Development Corporation for twelve (12) months to allow the contractor to complete the projects. Construction has started on all projects with one project at 80 percent completion and the other two are at the foundation stage of development. The extension period of service will be from June 18, 2022 through June 17, 2023. Total not to exceed expenditure amount of $289,950.00 will remain unchanged.

Funding Source: 11601.174107.583010.000000.00001342.00000.0000000 *To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____

JACLYN STAMOS

GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Thomas J. Daly, II, Chief, Housing & Community Development Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Neighborhoods Department
Ed Ball Building
214 N. Hogan Street, 7th Floor
Jacksonville, FL 32202
(904) 255-7200

MEMORANDUM

DATE: **May 24, 2022**

TO: **Greg Pease, Chief, Procurement Division**
Finance and Administration Department

THRU: **Thomas J. Daly, II, Esq.**
Chief, Housing & Community Development Division

FROM: **Robert Ownby, Property Administrator**
Housing & Community Development Division

RE: **Appraisal GAP Financing ESC-0472-18 – Contract Extension**

Metro North CDC entered into three (3) contracts for the above referenced Procurement Approval # ESC-0472-18 on December 18, 2018. The contracts are for Appraisal GAP Financing to fund the development Gap of affordable single family homes in the amount of $148,860.00.

At this time Metro North CDC is requesting one year contract extensions for the three (3) contracts in order to complete these projects.

These are affordable housing projects and each parcel is currently in development with qualified homebuyers under contract. Construction has started on all parcels with one project at 80% completion and the other two are at the foundation stage of development.

The Accounting Code for this funding: 11601.174107.583010.000000.00001342.00000.0000000

I appreciate your time and consideration in your review of this request. Please let me know if you have any questions or need further documentation. I may be reached at 255-8283 or ROwnby@coj.net.

Authority:
[2017-0861]

METRO - NORTH
COMMUNITY DEVELOPMENT CORPORATION

May 16, 2022

Robert Ownby
Housing Property Administrator
City Of Jacksonville
Neighborhood Department
214 Hogan St., 7th Floor
Jacksonville Florida 32202

Dear Robert,

Per our discussion, Metro North has had a few challenges completing construction on the properties with a GAP contract with the City of Jacksonville.

During the year with the COVID-19 pandemic and increased material and labor cost the projects were delayed severely and the permitting process was a problem. We have worked to resolve these issue and have started building.

We are requesting extensions on the contracts listed below:

GC-#1254494-v2-8463-67 – 3843 PERRY STREET

GC-#1254493-v2- 8463-68 – 411 BIRCH STREET

GC-#1254498-v2-8463-69 – 3845 NOTTER AVENUE

Construction has started on all parcels with 411 Birch at 80% completion and the other two are at the foundation stage.

We have qualified buyers for each parcel anticipating closing this summer/fall and moving into their new home. I have attached the sales agreements and approval letters for each home buyer.

We are continuing our work to complete construction as soon as possible

Please advise me of any additional information and/or documentation needed to extend the contracts.

Sincerely,

Jerome Crawford
Executive Director

3103 North Main Street • Jacksonville Florida 32206 • Tel. (904) 358-1224 • Fax. (904) 358-1225

SUBJECT: APPRAISAL GAP FINANCING

BID #: ESC-0472-18

OPEN DATE: 8/8/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Eighteen (18) months from contract execution

AGENCY: Neighborhoods

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to extend the award with Northwest Jacksonville Community Development Corporation and Metro North Community Development Corporation for twelve (12) months to allow the contractors to complete the projects, and to amend the award for Northwest Jacksonville Community Development Corporation to move the project funding from 2033 Payne Ave. to 1066 W. 12th Street due to delays at the Payne Street location and no potential buyers for the property. Both projects are comparable in size and scope and will not change the contractor's expenditure amount. The extension period of service will be from date of award through June 18, 2021 through June 17, 2022. Total not to exceed expenditure amount of $289,950.00 will remain unchanged.

*To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

ANALYST: Annette Burney **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Thomas J. Daly, II, Chief, Housing & Community Development Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/27/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/1/21

MR APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

SUBJECT: APPRAISAL GAP FINANCING

BID #: ESC-0472-18

OPEN DATE: 8/8/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Eighteen (18) months from contract execution

AGENCY: Neighborhoods

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 7 NUMBER RECEIVED: 3 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award with Northwest Jacksonville Community Development Corporation to change the lot location from 2023 Payne Avenue to 1062 W. 12th Street due to the proposed house plan not fitting on the lot without zoning deviation or plan modification. Total not to exceed expenditure amount of $289,950.00 will remain unchanged.

*To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Site Plan and Previous Award

ANALYST: Annette Burney RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Stephanie Burch, Director, Neighborhood Department

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 5/02/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/2/19

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: APPRAISAL GAP FINANCING

BID #: ESC-0472-18

OPEN DATE: 8/8/18

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Eighteen (18) months from contract execution

AGENCY: Neighborhoods

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 7 NUMBER RECEIVED: 3 OTHER: 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the two (2) highest scoring bidders, Metro North Community Development Corporation and Northwest Jacksonville Community Development Corporation as outlined below. Recommend approval to waive as a minor irregularity missing addendum #2 for Northwest Jacksonville CDC. The addendum has since been received. A third bidder, Revitalize Arlington, Inc., will not be funded due to low score. Period of service is for eighteen (18) months from date of contract execution. Total expenditure amount not to exceed $289,950.00.

Metro North CDC. – $148,860.00
Northwest Jacksonville CDC - $141,090.00

Funding Source: ERCD1N1FR-08301-HC9999-HCO999 – To be executed by formal contract through the Office of General Counsel

Attachments: Recommendation Memo. Tabulation and Scoring Sheets and Evaluation Criteria

ANALYST: Annette Burney RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Julie Adamson, Operation Direction, Neighborhood Department

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 10/18/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/18/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No. 2013-05