10

SUBJECT: Foreclosure Intervention Program

BID #: ESC-0313-20 **OPEN DATE: 1/15/2020**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – One (1) year from date of contract execution

AGENCY: Neighborhoods

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to extend the award for twelve (12) months with the contractors listed below and to increase the amount for St. Johns Housing Partnership by $32,000.00 in order to continue providing foreclosure counseling and intervention services. Total expenditure amount not to exceed $178,000.00.

1	Jacksonville Area Legal Aide, Inc.	$45,000.00		$ 45,000.00
2	Jacksonville Urban League	$32,000.00		$ 32,000.00
3	St. Johns Housing Partnership, Inc.	$69,000.00	$32,000.00	$ 101,000.00

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 Award

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

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

(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: **March 30, 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: **Foreclosure Intervention Program ESC-0313-20 – Contract Extension Request**

The City of Jacksonville entered into three (3) contracts for the above reference Procurement Approval # ESC-0313-20 for counseling services for the Foreclosure Intervention Program. These contracts are with Jacksonville Urban League, Jacksonville Area Legal Aid, and the St. John's Housing Partnership.

At this time we are requesting the following:

- A 12 month contract extension for each of the three (3) contracts in order to continue providing foreclosure counseling and intervention services.

- Additional contract funding to St. Johns Housing Partnership in the amount of $32,000 with a not to exceed contract amount of $101,000 per the attached request. Jacksonville Area Legal Aid and the Jacksonville Urban League have sufficient funds to sustain them through the next 12 months.

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:
[2019-022]
[2019-284]

CC: Annette Leslie-Burney, Manager of Purchasing Services – Procurement Division

Jacksonville
Urban League

Empowering Communities.
Changing Lives.

903 West Union Street
Jacksonville, FL 32204
(P)904.723.4007 (F)904.551.3885

March 17, 2022

Mr. Robert Ownby
Housing & Community Development Division
214 North Hogan Street, 7TH Floor
Jacksonville, Florida 32202

RE: Contract No. 608448-20

Dear Mr. Ownby:

The Jacksonville Urban League requests a one-year extension of the Foreclosure Prevention and Intervention Contract No. 608448-20. This extension will allow the JUL to meet the deliverables per contract guidelines.

We thank you for this opportunity to serve our community.

Sincerely,

Richard Danford
President

Jacksonville Area Legal Aid, Inc.

A *Wealth of Justice* for Those Who Have Neither

❑ 222 San Marco Avenue
St. Augustine, FL 32084
(904) 827-9921
FAX: (904) 827-9978
Toll Free: 877-827-9921

✓126 W. Adams Street
Jacksonville, FL 32202-3849
(904) 356-8371
FAX: (904) 353-5831
Toll Free: 866-356-8371

❑ 825 N. Orange Avenue, Room 308
Green Cove Springs, FL 32043
(904) 284:8410
FAX: (904) 284-8485
Toll Free: 866-284-8410

February 28, 2022

Robert Ownby
Housing Property Administrator
City of Jacksonville/Neighborhoods Department
214 N. Hogan Street, 7th Floor
Jacksonville, Florida 32202

Re: Foreclosure Intervention Project

Dear Robert:

We are requesting a one year contract extension between the City of Jacksonville and Jacksonville Area Legal Aid, Inc for the Foreclosure Intervention Program. The one year extension would begin April 26, 2022. Please let us know if this is approved, and, if so, please forward the required paperwork for signature.

Additionally, we are requesting a change in the requirements to Level 1 services provided under the contract to eliminate the education requirement. As you know, there are situations where the homeowner receives valuable housing counseling and budgeting advice, but, as a result of that advice and the overall circumstances, the homeowner selects bankruptcy or forbearance instead of using the rescue funds and / or obtaining a modification. In these circumstances, the homeowner stays in the home, with all the benefits to the City that entails, but is not motivated to complete a financial education portion that otherwise is not applicable to that homeowner.

Specifically, our request is to remove the education requirement for Level 1 services, for the reasons outlined above, with the understanding the education requirement <u>would remain</u> for Level 2 services.

We look forward to the continued partnership.

Sincerely,

James A. Kowalski Jr.

St. Johns HOUSING PARTNERSHIP

Post Office Box 1086
Saint Augustine, FL 32085
Tel: 904-824-0902 / Fax: 904-824-9635
info@sjhp.org/ www.sjhp.org
Lic # CRC1329155

February 28, 2022

To: City of Jacksonville Chief of Procurement

From: St. Johns Housing Partnership, Contract # 608451-20

RE: Contract Extension Foreclosure Intervention Program

The St. Johns Housing Partnership, requests the City extend the Foreclosure Intervention Contract for 1 year. To date we have assisted 63 families in the City of Jacksonville.

We feel that there is a growing need to reach out to more Duval County residents and help them navigate through the process of remaining in their homes and preventing foreclosure.

We are willing to continue this successful partnership with your support.

Respectfully,

Bill Lazar
Executive Director

St. Johns Housing Partnership
REQUEST FOR ADDITIONAL FUNDING BASED UPON EXISTING CONTRACTUAL PER CLIENT RATES

SCHEDULE OF ADMINISTRATIVE RATES

1. **Level I Services – (Minimum Services)**
    a. Interpreting loan documents
    b. Reviewing case files
    c. Providing advice on foreclosure rights and options
    d. Negotiation with servicers/lenders
    e. Assisting with nullifying rescue scams
    f. Preparing documents for non-civil litigation purposes
    g. In judicial foreclosures – assistance prior to foreclosure filing
    h. Non-court related mediation procedures
    i. Housing/financial counseling
    j. Completion of required Budget/Debt/Credit Reduction Course
    k. Optional - (additional services as determined by Contractor)

REMAINING CONTRACT AMOUNT AS OF 3/29/2022:
Level I – (Remaining clients to serve 39) x ($200.00 per client) = $7,800.00

REQUEST FOR ADDIONAL FUNDING:
Level I – (Additional of clients to serve 20) x ($200.00 per client) = $4,000.00

2. **Level II Services – (Minimum Services)**
    a. Completion of Level I Services
    b. Homeowner assistance to bring mortgage current
    c. Modifying adjustable rate or interest only mortgages to a fixed rate mortgage
    d. Optional - (additional services as determined by Contractor)

REMAINING CONTRACT AMOUNT AS OF 3/29/2022:
Level II – (Remaining clients to serve - 12) x ($700 per client) = total service cost $16,800.00

REQUEST FOR ADDIONAL FUNDING:
Level II – (Additional of clients to serve 40) x ($700.00 per client) = $28,000.00

TOTAL FUNDING REQUEST FOR BOTH LEVEL I and II SERVICES: $32,000.00

SUBJECT: Foreclosure Intervention Program

BID #: ESC-0313-20

OPEN DATE: 1/15/2020

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – One (1) year from date of contract execution

AGENCY: Neighborhoods

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the three (3) highest scoring bidders: Jacksonville Urban League, St. Johns Housing Partnership, Inc. and Jacksonville Area legal Aide, Inc., as outlined below. Recommend approval to waive as a minor irregularity missing addendum #3 for St. Johns Housing Partnership, Inc. The addendum has been received. Period of service is for one (1) year from date of contract execution. Total expenditure amount not to exceed $146,000.00.

1	Jacksonville Area Legal Aide, Inc.	95.17	$ 45,000.00
2	Jacksonville Urban League	90.33	$ 32,000.00
3	St. Johns Housing Partnership, Inc.	89.10	$ 69,000.00

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

Attachments: Recommendation Memo, Tabulation and Scoring Sheet and Evaluation Criteria

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

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

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 3/5/20

OTHER:

ACTION OF AWARDING AUTHORITY DATE 3/6/20

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
~~Chief Administrative Officer~~
For: Mayor Lenny Curry
~~Under Authority of:~~
Executive Order No: 2019-02