

STATE OF FLORIDA
FLORIDA HOUSING FINANCE CORPORATION

OSPREY APARTMENTS, LLC

Petitioner,

vs.

FHFC RFP No. 2013-08
DOAH Case No.

STATE OF FLORIDA,
FLORIDA HOUSING FINANCE CORPORATION,

Respondent.

PETITION FOR FORMAL WRITTEN PROTEST

Osprey Apartments, LLC, sometimes referred to as Liberty Village, which is the name of its proposed development, brings this Petition for Formal Written Protest against the State of Florida, Florida Housing Finance Corporation (“FHFC”), and alleges that FHFC should have selected it as the highest scoring, eligible applicant under FHFC Request for Proposals No. 2013-08 for Special Needs High Priority Affordable Housing Developments (the “RFP”) rather than Duval Park, Ltd.

I.

BACKGROUND AND FACTS

1. FHFC’s actions are clearly erroneous, contrary to competition, arbitrary, and/or capricious, and in violation of the terms of the RFP, and applicable law. The following material facts are in dispute unless FHFC admits them.

A.

The Parties

2. Osprey Apartments, LLC, is a Florida limited liability company created for purposes of submitting an application to FHFC to obtain competitive low-income housing tax credits (“Credits”). The members of Osprey Apartments, LLC, are Carrfour Supportive Housing, Inc. (“Carrfour”), a non-profit corporation authorized to do business in the State of Florida, and a wholly owned subsidiary of Carrfour, Osprey Apartments Manager, Inc. Its principal address is 1398 SW 1st Street, 12th Floor, Miami, Florida 33135. The name of its proposed development is Liberty Village, which appears throughout its application and the procurement documents.

3. For the purposes of this proceeding, Carrfour’s address and telephone number are that of undersigned counsel. Carrfour was established in 1993 by the Homeless Committee of the Greater Miami Chamber of Commerce. Carrfour develops, operates, and manages innovative housing communities for individuals and families in need through a unique approach combining affordable housing with comprehensive, on-site supportive services. As the leading not-for-profit provider of supportive housing in Florida, Carrfour has supplied homes for more than 10,000 formerly homeless men, women, including veterans, and children since its founding.

4. Duval Park, Ltd. is the entity that FHFC is recommending to be funded under the terms of the RFP with its principal address at 5300 West Cypress Street, Suite 200, Tampa, Florida 33607. (Note, the posting identifies Duval Park as an LLC, not as an Ltd., but its application shows that it is a limited partnership, and its general partner is Duval Park, LLC.) For purposes of this RFP, the proposed development by Duval Park, Ltd. is to be called Duval Park.

5. FHFC is a public corporation created by Section 420.504, Florida Statutes, to administer the governmental function of financing or refinancing of affordable housing and related facilities in Florida. Its principal address is 227 North Bronough Street, Suite 5000, Tallahassee, Florida 32310.

B.

Jurisdiction, Standing, and Timeliness

6. This is a bid protest filed pursuant to Sections 120.57(3), Florida Statutes, Chapter 28-110 of the Florida Administrative Code, and the relevant portions of the RFP.

7. Osprey Apartments timely submits this Petition within ten days of filing its timely Notice of Protest. In addition, in an abundance of caution, Osprey Apartments has timely provided FHFC an original bid protest bond in the amount required by Section 287.042(2)(c), Florida Statutes.¹

8. Osprey Apartments is adversely affected by the intended funding because, but for the actions of FHFC, it would be the applicant recommended for award as the highest scoring eligible applicant, taking into consideration the evaluation criteria set forth in the Request for Proposals.

C.

The Request for Proposals

9. FHFC is authorized by Section 420.507(48), F.S., to allocate up to 10 percent of its annual allocation of low-income housing tax credits by competitive solicitation for high

¹ This procurement was not conducted pursuant to Chapter 287, Florida Statutes, and there is not any legal requirement for the bid protest bond. Nonetheless, as FHFC's Section 120.57(3) notice mentioned the bid protest bond, Osprey Apartments has submitted a bond to avoid any issue. Osprey Apartments seeks permission to withdraw the bid protest bond so that it may obtain either a refund or reimbursement of the associated expense for obtaining such a bond.

priority affordable housing developments, such as housing for veterans and their families, and other special needs populations in communities throughout the state. The RFP is designed to help FHFC discover best practices in and newer innovative approaches to providing housing and supportive services for persons with special needs, including veterans.

10. The RFP was open to applicants proposing the development of affordable, rental permanent supportive housing for persons with special needs, specifically veterans with special needs. The FHFC expects to have an estimated \$1,720,000 of Credits, as well as an estimated \$5,750,000 of gap loan funding available for award to proposed Developments under this RFP.

11. FHFC has a goal in the RFP to fund at least one Development proposing to serve veterans with special needs as follows: 1) Veterans with a service connected disabling condition(s) who have been determined eligible and choose to transition from nursing, rehabilitation or domiciliary care facilities within a designated VA Hospital and/or Medical Center development in Florida and who have been determined eligible for, need and choose permanent supportive housing; or 2) Veterans with a disabling condition(s) who are in institutions or chronically homeless and have been identified as significant users of public resources including emergency care and shelter, judicial services, and institutions and who have been determined eligible for, need and choose permanent supportive housing.

12. To meet the RFP funding goal, eligible applications proposing to serve veterans transitioning from nursing, rehabilitation or domiciliary care facilities within a designated VA hospital and/or medical center will have first ranking preference.

13. FHFC appointed an evaluation committee to review the applications for compliance with specified threshold criteria and to score various portions of the applications based on the published evaluation criteria. If an applicant failed to comply with any of the

threshold items, then it was ineligible for further consideration. The only threshold item relevant to this protest is that regarding the requirement of identifying the percentage of ownership of the applicant's and its developers' principals. *See* RFP, at page 15, § 2.c. (The RFP is incorporated by reference as Exhibit 1 to the Complaint.)

14. For purposes of scoring the applicants, the evaluation committee used the following criteria with the corresponding maximum point values for a total of 133 points:

- a. Outreach, Marketing and Tenant Selection – 10 points
- b. Contact Person for Application – 5 points
- c. Developer Experience with Permanent Supportive Housing – 25 points
- d. Management Company Experience with Permanent Supportive Housing – 10 points
- e. Number of Buildings with Dwelling Units – 3 points
- f. Optional Construction Features and Amenities – 25 points
- g. Optional Resident Services – 30 points
- h. Access to Community-Based Services and Amenities – 25 points

RFP, at page 33, Section 7; *see also* RFP, at pages 14-25 (detailed description of each of the scoring criteria).

15. For purposes of scoring the proposals, individual committee members were to independently evaluate and score their assigned portions of the submitted applications, consulting with non-committee FHFC staff and legal counsel as necessary and appropriate. For two of the scoring areas, Optional Resident Services and Access to Community-Based Services and Amenities, there were two evaluation committee members. For the other scoring areas there was only one evaluation committee member.

16. Following the independent evaluations, the evaluation committee met as a group, and as to the two scoring areas where there were two evaluation committee members, the scores were “reconciled” to assign one score for both evaluators. The RFP did not disclose the process for evaluation committee members to use to perform this “reconciliation.”

17. Following the reconciliation process, the evaluation committee assigned Duval Park, Ltd. 119 points out of 133 points, and Osprey Apartments, LLC (Liberty Village) 117 points out of 133 points, causing FHFC to recommend funding of Duval Park. A copy of the posting is attached as Exhibit 2.

II.

LEGAL ARGUMENTS

A.

Duval Park Failed to Comply With a Threshold Item

18. All applicants were required to provide a list identifying their principals and the principals of their developers, including the ownership interest of such principals. RFP, at page 15, § 2.c.

19. Duval Park, Ltd. listed the principals for itself and its developer, but it did not identify their percentage of ownership in each entity. *See* Duval Park’s Application, at Attachment 4 (the applications of Duval Park and Osprey Apartments are incorporated by reference as Exhibits 3 and 4, respectively, but only the relevant excerpts are attached hereto as all of the parties possess the complete documents.) Specifically, Duval Park, Ltd. did not disclose the ownership percentages for the principals of Boley Centers, Inc., Pinellas Affordable Living, Inc., Abilities Inc. of Florida, and Homes for Independence, Inc. *Id.* This failure was recognized by FHFC as demonstrated on one of the evaluator’s scoring forms. *See* FHFC Scoring Form, at page 2 & 4 of 4 (attached as Exhibit 5).

20. FHFC's failure to reject the application of Duval Park for not complying with the above-referenced threshold item is clearly erroneous, contrary to competition, arbitrary, and/or capricious, and in violation of the terms of the RFP, and applicable law.

B.

Scoring Irregularities

I.

Osprey Apartments Has Objectively More Management and Developer Experience with Permanent Supportive Housing and with Veterans with Special Needs

21. The goal of this procurement was to fund at least one development proposing to serve veterans with special needs. *See, e.g.*, RFP, at page 2, Section 1. As a result, in several of the evaluation criteria, the RFP sought an applicant's experience with information pertaining to permanent supportive housing, and "more specifically, housing for the household the applicants is proposing to serve," i.e., Veterans with special needs. *See, e.g.*, RFP, at page 16, § 3.a.(3) (Developer Experience) and at page 17, § 3.b.(1) (Management Company Experience).

22. Despite Osprey Apartments more objective, extensive experience managing and developing permanent supportive housing for veterans with special needs, the evaluation committee assigned both applicants with the same number of points for these two evaluation criteria. But for this irrational scoring, Osprey Apartments would be the highest ranked applicant.

Management Company Experience

23. As to Management Company Experience with Permanent Supportive Housing for Veterans, Osprey Apartments, LLC (through Crossroads Management, LLC ("Crossroads"), a not-for-profit subsidiary of Carrfour), currently manages **144 units of supportive housing for**

Veterans with special needs spread out over numerous projects. Osprey Apartments' Application, at 9-11.

24. In contrast to Osprey Apartments 144 units of permanent support housing for Veterans with special needs by one directly related entity (Crossroads), Duval Park, Ltd. relies on the Management Experience of two companies (Boley Centers and Carteret Management Company), yet only evidences management experience for **33 units of housing for 33 homeless Veterans without mention of whether they are Veterans with special needs.** Duval Park's Application, at 8-9. The evaluation fails to recognize this objective difference.

25. Further, in its application, as requested by FHFC, Osprey Apartments (Crossroads) limited its Management Experience discussion to its experience within the context of managing permanent supportive housing, rather than describing the multitude of general services provided, as did Duval Park. Osprey Apartments (Crossroads) currently manages 16 properties that include 1,234 units, of which 718 are supportive housing units for households with special needs. Osprey Apartments (Crossroads) Application, at 10. On the other hand, Duval Park padded its application with a generous discussion of its general property management services not germane to the management of permanent supportive housing, which was the requirement of this evaluation criterion. Duval Park's Application, at 11-13.

Developer Company Experience

26. As to Developer Company Experience with Permanent Supportive Housing for Veterans, Osprey Apartments again has significantly more objective, experience serving Veterans with special needs and more Development Experience as to Permanent Supportive Housing (as opposed to general Development experience) than Duval Park, Ltd., that was not reasonably accounted for in the evaluation scores of the applicants

27. Osprey Apartments through Carrfour has developed 16 housing communities in South Florida with 1,129 units of housing, including 708 units of permanent supportive housing for households with special needs, including 147 units for veterans with special needs. Carrfour again limited the discussion in its application to what was asked in the application, which was only for the applicant's experience developing permanent supportive housing communities, demonstrating its superior experience. Osprey Apartments Application, at pages 7-9.

28. On the other hand, Duval Park has developed less units of permanent supportive housing, at most 500 units, and again went to great lengths to describe its development experience unrelated to permanent supportive housing to make its experience appear more extensive than it actually is. Duval Park Application, at 7-11. None of the experience described on pages 9 - 11 of its application, relating to Abilities Inc., of Florida, Homes for Independence, Inc., and Blue Sky is responsive to the application question, which specifically asks only for experience developing permanent supportive housing and more specifically housing for special needs veterans. For example, the application mentions Boley's administering of 419 housing vouchers. These are housing units that Boley rents in the community on behalf of individuals and not units that they developed. Similarly, ServiceSource's description of their services describes housing services and supportive services (such as their Warrior Bridge program), but does not include experience developing permanent supportive housing. The description of Blue Sky's experience also describes general development experience and does not mention developing permanent supportive housing, which was the question asked, and was therefore unresponsive.

29. Despite this objective, material disparity of the direct management experience serving Veterans with special needs and the objective disparity in management and developer

experience as to permanent supportive housing, the evaluation committee assigned both applicants 24 out of 25 points for Developer Experience and 10 out of 10 points for Management Experience.

30. While we do not doubt the qualifications of Duval Park in these areas, equating its level of experience in these two areas under the RFP with Osprey Apartments' experience cannot reasonably be supported by the applications. FHFC failure's to assign at least 3 more points to Osprey Apartments than to Duval Park, Ltd. based on this objective superiority in Developer and Management Experience, especially with permanent supportive housing and specifically serving veterans with special needs, is clearly erroneous, contrary to competition, arbitrary, and/or capricious, and in violation of the terms of the RFP, and applicable law.

2.

The "Reconciliation" Process was Arbitrary and Capricious

31. Two of the evaluation criteria, Optional Resident Services and Access to Community-Based Services and Amenities, were scored by two evaluation committee members. The RFP did not advise the applicants how these two scores were to be reconciled.

32. At the outset of the reconciliation process, one of the two evaluation committee members announced that he believed that Osprey Apartments (Liberty Village) was his overall favorite with Duval Park, Ltd. second. The other evaluator announced that she believed Duval Park, Ltd. was her overall favorite with Osprey Apartments (Liberty Village) second.

33. In turn, for each of the sub-evaluation criteria within the Optional Resident Services and Access to Community-Based Services and Amenities evaluation areas, both members orally described the basis of their evaluations and announced their scores. Following such announcement, they then proceeded to haphazardly "reconcile" their scores without any consistent application of such "reconciliation."

34. Prior to the reconciliation, both evaluators had assigned Osprey Apartments (Liberty Village) with 46 points out of a maximum 55 points. As to Duval Park, Ltd., one of the evaluators, who had said that he favored Osprey Apartments, assigned it 49 points (3 more points than his announced favorite). (The provision of such additional points to Duval Park, Ltd., independently demonstrates that such evaluator was confused in the assignment of points, and thus acted arbitrarily and capriciously, because he had announced that he regarded Osprey Apartments as being better than Duval Park, Ltd., yet awarded Duval Park more points) The other evaluator, the one who had announced that she favored such applicant, assigned 48 points to Duval Park, Ltd., (two more points than she had assigned to Osprey Apartments (Liberty Village)).

35. Following the “reconciliation,” these two evaluators assigned Osprey Apartments (Liberty Village) 46 points, **the same** total amount that each had independently scored, but **increased** the amount of points assigned Duval Park, Ltd. to 50 points. Thus, following the reconciliation, Duval Park, Ltd. had a net gain of at least 1.5 points without any rational basis to support the increase, especially where the scores of the evaluator who favored Osprey Apartments did not reflect his announced preference for it.

36. The reconciliation process was further rendered irrational because one of the two evaluators inaccurately reported the score for Osprey Apartments as to the sub-criterion for 8.b, Access to Services – Supportive and Health Services. In his independent analysis, the evaluator assigned Osprey Apartments (Liberty Village) 8 points for this sub-criterion. *See* Score Sheet, at 1-2 (attached as Exhibit 6). During the “reconciliation” process, however, the evaluator reported his individual score as a 7, and as a result, Osprey Apartments reconciled score for this criterion became a 6 (the other evaluator had assigned 6 points).

37. FHFC's failure to properly assign at least 3 more points by one of the evaluators in the Optional Resident Services and Access to Community-Based Services and Amenities evaluation criteria where one evaluator announced that he preferred Osprey Apartments to Duval Park, Ltd. and where one evaluator inaccurately reported his independent score during the reconciliation process is clearly erroneous, contrary to competition, arbitrary, and/or capricious, and in violation of the terms of the RFP, and applicable law, and FHFC's failure to engage in a reasonable and non-arbitrary reconciliation process that did not unduly favor Duval Park, Ltd. without any rational basis is clearly erroneous, contrary to competition, arbitrary, and/or capricious, and in violation of the terms of the RFP, and applicable law.

III.

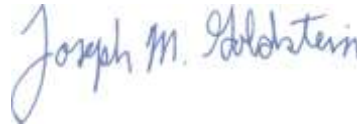
REQUEST FOR RELIEF

Osprey Apartments requests that the application process and recommended funding award be stayed and an opportunity to meet with FHFC to resolve the protest by mutual agreement within seven days, excluding Saturday, Sunday and holidays, of receipt of this formal written protest. If the matter is not resolved, Osprey Apartments requests that the matter be referred to DOAH for a hearing with an administrative law judge involving disputed issues of material fact. Following such hearing, the administrative law judge should enter an order that recommends the award to Osprey Apartments as the highest scored applicant based on the evaluation criteria in the RFP; or recommends FHFC to re-score the proposals taking into consideration the issues raised in this protest; and/or for such further relief as FHFC and/or administrative law judge deem appropriate.

Respectfully Submitted,

SHUTTS & BOWEN LLP
200 East Broward Boulevard, Suite 2100
Fort Lauderdale, Florida 33301
Telephone: (954) 524-5505
Facsimile: (954) 888-3066

By:



JOSEPH M. GOLDSTEIN
Florida Bar No.: 820880

BOND

KNOW ALL PERSONS BY THESE PRESENTS: That we, OSPREY APARTMENTS, LLC, and having its principal place of business at 1398 Southwest 1st Street, Miami, FL 33179, as Principal(s); and NGM INSURANCE COMPANY, a Surety company, organized under the laws of the State of Florida, and duly authorized to do business in the State of Florida, whose principal place of business is 4601 Touchton Road, East, Suite 3400, Jacksonville, FL 32246, as SURETY, are held and firmly bound to STATE OF FLORIDA, DEPARTMENT OF JUVENILE JUSTICE, as OBLIGEE, in the amount of \$10,000.00 for the payment of which sum, we as Principal and Surety, bind ourselves, our heirs, personal representatives, successors and assigns, jointly and severally.

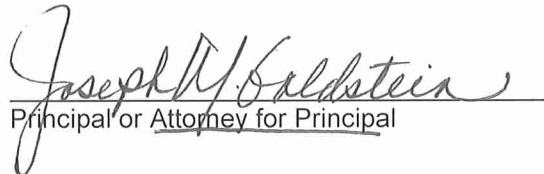
THIS BOND is issued under the provisions of Section 287.042 (2) (c), F.S. (1999). The above named Principal has initiated an administrative protest pursuant to Section 120.57(3) regarding the Obligee's decision regarding RFP 2013-08 For Special Needs High Priority Affordable Housing Developments for Florida Housing Finance Corporation. Said protest is conditioned upon the posting of a bond at the time of filing the formal written protest.

NOW, THEREFORE, the condition of this Bond is that if the Principal, after the administrative hearing process and/or any appellate court proceedings regarding the protest, shall satisfy all costs and charges allowed in a final order and/or judgment, and interest thereon, in the event the Obligee prevails, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

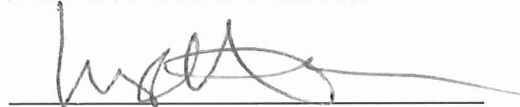
THE OBLIGEE may bring an action in a court of competent jurisdiction on this Bond for the amount of such liability, including all costs and attorney's fees, but in no event shall the liability of the Surety exceed the amount stated hereon.

BOND NUMBER: S-282889

DATED: July 1, 2013


Principal or Attorney for Principal

NGM INSURANCE COMPANY


William R. Hanley, Attorney-in-Fact
and Florida Resident Agent

PUR 7062 (REV. 04/96)



KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"Article IV, Section 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them. "

does hereby make, constitute and appoint **Nicholas A Hanley, William R Hanley, April Reagan** -----

its true and lawful Attorneys-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed, bonds, undertakings, recognizances, contracts of indemnity, or other writings obligatory in nature of a bond subject to the following limitation:

- 1. No one bond to exceed Five Million Dollars (\$5,000,000.00)

and to bind NGM Insurance Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the NGM Insurance Company; the acts of said Attorney are hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such office and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Assistant Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 3rd day of January, 2012.

NGM INSURANCE COMPANY By:

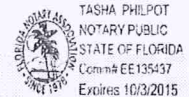
Bruce R Fox
Assistant Vice President, General
Counsel and Secretary



State of Florida,
County of Duval.

On this January 3rd, 2012 before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Bruce R Fox of the NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and he acknowledged the execution of same, and being by me fully sworn, deposed and said that he is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at Jacksonville, Florida this 3rd day of January, 2012.



I, Brian J Beggs, Vice President of the NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this

01 day of JULY, 2013

WARNING: Any unauthorized reproduction or alteration of this document is prohibited.
TO CONFIRM VALIDITY of the attached bond please call 1-800-225-5646.
TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claims.



IRS CIRCULAR 230 NOTICE: Pursuant to recently enacted U.S. Treasury Department Regulations, we are now required to advise you that, unless otherwise expressly indicated, any federal tax advice expressed above was neither written nor intended by the sender or this firm to be used and cannot be used by any taxpayer for the purpose of avoiding penalties that may be imposed under U.S. tax law. If any person uses or refers to any such tax advice in promoting, marketing or recommending a partnership or other entity, investment plan or arrangement to any taxpayer, then the advice should be considered to have been written to support the promotion or marketing by a person other than the sender or this firm of that transaction or matter, and such taxpayer should seek advice based on the taxpayer's particular circumstances from an independent tax advisor.

The information in this email transmission is privileged and confidential. If you are not the intended recipient, nor the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any dissemination or copying of this transmission (including any attachments) is strictly prohibited. If you have received this email in error, please notify the sender by email reply.

Thank you.

IRS CIRCULAR 230 NOTICE: Pursuant to recently enacted U.S. Treasury Department Regulations, we are now required to advise you that, unless otherwise expressly indicated, any federal tax advice expressed above was neither written nor intended by the sender or this firm to be used and cannot be used by any taxpayer for the purpose of avoiding penalties that may be imposed under U.S. tax law. If any person uses or refers to any such tax advice in promoting, marketing or recommending a partnership or other entity, investment plan or arrangement to any taxpayer, then the advice should be considered to have been written to support the promotion or marketing by a person other than the sender or this firm of that transaction or matter, and such taxpayer should seek advice based on the taxpayer's particular circumstances from an independent tax advisor.

The information in this email transmission is privileged and confidential. If you are not the intended recipient, nor the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that any dissemination or copying of this transmission (including any attachments) is strictly prohibited. If you have received this email in error, please notify the sender by email reply.

Thank you.

REQUEST FOR PROPOSALS 2013-08

**RFP 2013-08 FOR SPECIAL NEEDS HIGH PRIORITY AFFORDABLE HOUSING
DEVELOPMENTS**

For

FLORIDA HOUSING FINANCE CORPORATION

Issued: April 15, 2013

Due: May 24, 2013

SECTION ONE INTRODUCTION

Florida Housing Finance Corporation is authorized by section 420.507(48), F.S., to use up to 10 percent of its annual allocation of low-income housing tax credits to allocate by competitive solicitation for high-priority affordable housing developments, such as housing for veterans and their families, and other special needs populations in communities throughout the state. This Request for Proposals (RFP) is designed to help the Corporation discover Best Practices in and newer innovative approaches to providing housing and supportive services for Persons with Special Needs, including Veterans.

This RFP is open to Applicants proposing the development of affordable, rental Permanent Supportive Housing for Persons with Special Needs. The Corporation expects to have an estimated \$1,720,000 of Competitive Housing Credits, as well as an estimated \$5,750,000 of gap loan funding available for award to proposed Developments under this RFP.

Out of two or more Applications expected to be funded through this RFP, the Corporation has a goal to fund at least one Development proposing to serve Veterans with Special Needs, particularly one which proposes to serve the needs of Veterans with Special Needs, as follows: 1) Veterans with a service-connected Disabling Condition(s) who have been determined eligible and choose to transition from nursing, rehabilitation or domiciliary care facilities within a designated VA Hospital and/or Medical Center development in Florida and who have been determined eligible for, need and choose Permanent Supportive Housing; or 2) Veterans with a Disabling Condition(s) who are in institutions or chronically homeless and have been identified as significant users of public resources including emergency care and shelter, judicial services, and institutions and who have been determined eligible for, need and choose Permanent Supportive Housing.

To meet the RFP funding goal, eligible Applications proposing to serve Veterans transitioning from nursing, rehabilitation or domiciliary care facilities within a designated VA Hospital and/or Medical Center will have preference.

The Corporation is soliciting applications from qualified Applicants that commit to provide housing in accordance with the terms and conditions of this RFP, inclusive of Exhibits B and C, applicable laws, and regulations, and the Corporation's generally applicable construction and financial standards.

SECTION TWO DEFINITIONS

For purposes of this document, capitalized terms shall have the meaning as set forth below or in applicable federal regulations.

“Act”	The Florida Housing Finance Corporation Act as found in Chapter 420, Part V, F.S.
“Address”	The address number, street name and city or, at a minimum, the street name, closest designated intersection, and whether or not the Development is located within a city or in the unincorporated area of the county. If located within a city, include the name of the city.
“Affiliate”	Any person that, (i) directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with the Applicant or Developer, (ii) serves as an officer or director of the Applicant or Developer or of any Affiliate of the Applicant or Developer, (iii) directly or indirectly

- Malcom Randall VA Medical Center (Alachua County - 1601 SW Archer Road Gainesville, FL 32608);
- Lake City VA Medical Center (Columbia County - 619 South Marion Avenue, Lake City, FL 32025);
- Miami VA Healthcare System (Miami-Dade County – 1201 N.W 16th Street, Miami, FL 33125).

or

- (2) Veterans with a Disabling Condition(s) who are in institutions or chronically homeless and have been identified as significant users of public resources including emergency care and shelter, judicial services, and institutions and who have been determined eligible for, need, and choose Permanent Supportive Housing.

If the major focus of the Development will be Veterans with Special Needs, the Applicant must provide a detailed description of the resident household characteristics, needs, and preferences of the focus population(s) the Applicant is proposing to serve. This description will provide a point of reference for the Corporation's evaluation and scoring of the Application, providing the foundation for the appropriateness of the experience of the Developer(s) and Management Company, proposed Construction Features and Amenities, Resident Services and Access to Community-Based Services and Amenities. The Applicant's description is limited to the text box at question 1.c. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages).

The Applicant may provide, as **Attachment 1** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

c. Outreach, Marketing and Tenant Selection:

This section applies to all Applicants, regardless of the population that will be the focus of the proposed Development:

- (1) The Applicant shall develop and implement a plan for tenant outreach, marketing, referral and selection as approved by the Corporation during the credit underwriting process.
- (2) The Applicant may receive points by describing outreach and other activities, beyond those required by this RFP, that will be conducted initially and on a continuing basis to market the Development to the focus populations and general public and used to develop and retain an applicant pool of prospective residents. Specify any community organizations or agencies that the Development will work with to establish and manage a system of referring persons served by these entities to the Development for tenancy. Describe the persons to be referred, the system or process of referring these persons, and related Best Practices to be used in implementation. Proposed activities should be particularly relevant to the focus population. The Applicant's description(s) is limited to the text box at question 1.d. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 10 Points)**

The Applicant may provide, as **Attachment 2** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- d. The proposed Development must be Permanent Supportive Housing and meet the unit mix and community space requirements outlined in Item 1 of Exhibit B of the RFP and the minimum total demographic total set-aside requirements outlined in Item A.5.a.(1) of the RFP.

2. Applicant Information:

- a. Enter name of Applicant (**Threshold**).

Note: The name of the Applicant entity stated in the Application may be changed only by written request of an Applicant to Corporation staff and approval of the Board after the Carryover Allocation Agreement is in effect.

- b. The Applicant must be a legally formed entity [i.e., limited partnership, limited liability company, etc.] qualified to do business in the state of Florida as of the Application deadline. The Applicant must include, as **Attachment 3** to Exhibit A, evidence from the Florida Department of State, Division of Corporations, that the Applicant satisfies the foregoing requirements; such evidence may be in the form of a certificate of status or other reasonably reliable information or documentation issued, published or made available by the Florida Department of State, Division of Corporations (**Threshold**).

- c. Principals for the Applicant and for each Developer (**Threshold**)

All Applicants must provide a list, as **Attachment 4** to Exhibit A, identifying the Principals for the Applicant and for each Developer, as follows:

(1) For a Limited Partnership, provide a list identifying the following: (i) the Principals of the Applicant as of the Application deadline, including percentage of ownership interest of each, and (ii) the Principals for each Developer as of the Application deadline. This list must include warrant holders and/or option holders of the proposed Development.

(2) For a Limited Liability Company, provide a list identifying the following: (i) the Principals of the Applicant as of the Application deadline, including percentage of ownership interest of each, and (ii) the Principals for each Developer as of the Application deadline. This list must include warrant holders and/or option holders of the proposed Development.

(3) For all other entities, provide a list identifying the following: (i) the Principals of the Applicant as of the Application deadline, including percentage of ownership interest of each, and (ii) the Principals for each Developer as of the Application deadline.

- d. Enter requested information for Contact Person (**Maximum 5 Points**).

Points will be awarded for this section of the RFP as follows: (i) 5 points if all of the requested information is provided; or 3 points if only the following minimum information is provided: name, address (consisting of street address, city and state), and e-mail address; or zero points if at least the minimum information is not provided.

3. Developer and Management Company Information:

In addition to the provisions outlined in Exhibit C of the RFP, the past performance record, financial capacity, and any and all other matters relating to the Development Team, which consists of Developer, Management Company, General Contractor, Architect, Attorney, and

Accountant, will be reviewed during credit underwriting. The Credit Underwriter may require additional information from any member of the Development Team including, without limitation, documentation on other past projects and financials. Development Teams with an unsatisfactory past performance record, inadequate financial capacity or any other unsatisfactory matters relating to their suitability may result in a negative recommendation from the Credit Underwriter.

The success of an Applicant in being selected for funding is not an indication that the Applicant will receive a positive recommendation from the Credit Underwriter or that the Development Team's experience, past performance or financial capacity is satisfactory.

The replacement of any Development Team member identified in the Application or during the credit underwriting process must be approved by the Corporation and such replacement must meet the requirements that were met by the original Development Team member.

a. Developer:

- (1) State the name of each Developer, including all co-Developers (**Threshold**).
- (2) Each Developer entity identified at question 3.a.(1) of Exhibit A of the RFP (that is not a natural person) must be a legally formed entity qualified to do business in the state of Florida as of the Application deadline. For each stated Developer entity that is not a natural person, provide, as **Attachment 5** to Exhibit A, evidence from the Florida Department of State, Division of Corporations, that the Applicant satisfies the foregoing requirements; such evidence may be in the form of a certificate of status or other reasonably reliable information or documentation issued, published or made available by the Florida Department of State, Division of Corporations (**Threshold**).

The Principal(s) of the Developer(s) listed in the Application may be changed only by written request of an Applicant to Corporation staff and approval of the Board after the Applicant has been invited to enter credit underwriting.

(3) Developer Experience with Permanent Supportive Housing (**Maximum 25 Points**):

The Applicant must describe the experience of the Developer, co-Developer, and/or Principal in developing and operating Permanent Supportive Housing, and more specifically, housing for the households the Applicant is proposing to serve. Describe the role(s) and responsibilities of any Developer, co-Developer, and/or Principal listed in the Applicant's responses to Items A.2.c. and 3.a. of Section Six of the RFP, related to the proposed Development, and describe the experience and qualifications relevant to carrying out the roles and responsibilities for this proposed Development. The description should include the period over which each Developer and/or co-Developer's commitment to the proposed Development will be maintained. The Applicant's description(s) is limited to the text box at question 3.a.(3) of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). (**Up to 20 Points**)

The Applicant may provide, as **Attachment 6** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

(4) General Experience:

By submitting the Application, the Applicant commits to demonstrate the required experience for the Developer(s), as outlined in Item 2 of Exhibit B to the RFP, during the credit underwriting process.

b. Management Company:

(1) Management Company Experience with Permanent Supportive Housing (Up to 10 Points):

Identify the Management Company and describe its experience in managing Permanent Supportive Housing, specifically, the households the Applicant is proposing to serve.

The Applicant's description is limited to the text box at question 3.b. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages).

The Applicant may provide, as **Attachment 7** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description included in Exhibit A.

(2) General Experience:

By submitting the Application, the Applicant commits to demonstrate the required experience for the Management Company, as outlined in Item 2 of Exhibit B to the RFP, during the credit underwriting process.

4. General Development Information:

Unless stated otherwise, all information requested in the RFP pertains to the proposed Development.

a. Provide the name of the proposed Development (**Threshold**).

b. Location of the proposed Development site:

(1) Indicate the county in which the proposed Development will be located (**Threshold**).

(2) Provide the Address of the Development Site (**Threshold**).

Indicate (i) the address number, street name, and name of city, and/or (ii) the street name, closest designated intersection, and either name of city or unincorporated area of county.

If the proposed Development consists of Scattered Sites, during the credit underwriting process the Applicant must demonstrate that the Development meets the requirements of this RFP and Section 42 of the IRC. However, if the proposed Development consists of Scattered Sites, site control must be demonstrated in the Application for all of the Scattered Sites, as outlined in Item A.9. of the RFP.

(3) Complete questions (a) through (c):

(a) With regard to Housing Credits, the United States Department of Housing and Urban Development (HUD) provides regulatory guidance on the effective date of Difficult Development Area (DDA) and Qualified Census Tract (QCT) lists for the purpose of determining whether a Development qualifies for an increase in eligible basis in accordance with Section 42(d)(5)(B), of the IRC.

(i) DDA –

In order to be classified as a Development located in a DDA for purposes of this RFP, as of the Application deadline the proposed Development must be located in a HUD-designated DDA.

If located in a HUD-designated DDA, provide the requested information.

(ii) QCT (**Threshold, if applicable**) –

In order to be classified as a Development located in a QCT for purposes of this RFP, the proposed Development must be located in one of the QCTs based on the current census, as determined by HUD as of the Application deadline. If applicable, provide a copy of a letter from the local planning office or census bureau verifying the Development's location in the referenced QCT as **Attachment 8** to Exhibit A.

(b) The responses to these questions must be in accordance with Section 42, of the IRC, as amended.

(c) If the proposed Development will be Rehabilitation (the Applicant selected the Rehabilitation or Acquisition and Rehabilitation Development Category at question 4.c. of Exhibit A), indicate the estimated qualified basis in Rehabilitation expenses per set aside unit within one 24-month period for the building(s) being Rehabilitated (**Threshold, if applicable**).

c. Development Category (**Threshold**):

The Applicant must select one of the following Development Categories applicable to the proposed Development and provide the required information:

- New Construction (where 50% or more of the units are new construction)
- Rehabilitation (where less than 50% of the units are new construction)
- Acquisition and Rehabilitation (acquisition and less than 50% of the units are new construction)

If the proposed Development consists of acquisition and rehabilitation, with or without new construction (where the applicable new construction is for the building of units which will total less than 50 percent of the proposed Developments total unit count), but the Applicant is not requesting Corporation funding related to the acquisition, the Applicant should select Rehabilitation as the Development Category. However, the acquisition costs and sources must still be reflected on the Development Cost pro forma.

d. Applicants must select the one Development Type that best describes the proposed Development* (**Threshold**):

*For mixed-type Developments, indicate the type that will comprise 50 percent or more of the units in the Development.

- Garden Apartments
- Quadraplexes
- Triplexes
- Duplexes
- Mid-Rise with Elevator (a building comprised of 4, 5 or 6 stories)

e. State the number of buildings with dwelling units that will be in the proposed Development (**3 Points**). An answer that is greater than zero will receive 3 points.

f. Number of Units in Proposed Development:

(1) State the total number of units in the proposed Development (**Threshold**).

Note: The proposed Development must consist of a minimum of 30 total units and cannot exceed a maximum of 100 total units. The total number of units stated in the Application may be increased after the Applicant has been invited to enter credit underwriting, subject to written request of an Applicant to Corporation staff and approval of the Corporation.

(2) Indicate whether the proposed Development consists of (a) 100% new construction units, (b) 100% rehabilitation units, or (c) a combination of new construction units and rehabilitation units and state the quantity of each type (**Threshold**).

g. Previous Underwriting:

Indicate whether the proposed Development is currently being underwritten or has been underwritten previously by any Credit Underwriter under contract with the Corporation and, if known, identify the name of the Credit Underwriter.

h. Development Status:

(1) Indicate the status of the work proposed in this Application (i.e., whether the work has commenced or has been completed). Competitive HC Applicants should note that, in accordance with Section 42(h) of the IRC, a Development cannot be allocated Housing Credits from the state's Allocation Authority if it was placed in service prior to the year in which it receives its allocation (**Threshold**).

If the Development is complete and the certificates of occupancy were issued on more than one date, provide a listing of the issue-date for each certificate as **Attachment 9** to Exhibit A.

(2) Indicate the anticipated placed-in-service date for the proposed Development.

5. Set-Aside Commitments:

All set-aside commitments made by the Applicant will be included in the Extended Use Agreement and Land Use Restriction Agreement and must be maintained in order for the Development to remain in compliance, unless the Board approves a change. Commitments to set aside residential units made by those Applicants that receive funding will become the minimum set-aside requirements for any other Corporation funds that the Applicant may receive in the future for the same Development.

a. Required Set-Aside Commitments:

(1) Required Minimum Demographic Total Set-Aside:

(a) If proposing to serve Veterans with Special Needs, the Applicant must commit to rent not less than 80 percent of the total units to Veterans. The Applicant must commit to

rent not less than 50 percent of the units set aside for Veterans to the Veterans with Special Needs population that will be the major focus of the Application.

- (b) If proposing to serve Persons with Special Needs, the Applicant must commit to rent not less than 80 percent of the total units to Persons with Special Needs. The Applicant must commit to rent not less than 50 percent of the units set aside for Persons with Special Needs to the Persons with Special Needs population(s) that will be the major focus of the Application.

(2) **Minimum Income Set-Aside per Section 42 of the IRC (Threshold):**

The Applicant must elect one of the following minimum set-aside commitments:

- 20 percent of the units at 50 percent or less of the Area Median Income (AMI)
- 40 percent of the units at 60 percent or less of the AMI
- Deep rent skewing option as defined in Section 42 of the IRC, as amended

Note: Choosing the 20 percent at 50 percent AMI or less minimum set-aside will restrict ALL set-aside units at 50 percent or less of the AMI. Applicants may choose the 40 percent at 60 percent AMI or less minimum set-aside without committing to set aside any of the units at the 60 percent AMI level. For example, an Applicant may commit to set aside 40 percent at 50 percent AMI and this would also be considered 40 percent at 60 percent AMI or less.

(3) **Required Minimum Income Total Set-Aside per the Corporation:**

All Applicants must set aside at least 80 percent of the proposed Development's total units at 60 percent AMI or less.

Note: The Total Set-Aside Percentage stated in the Application may be increased after the Applicant has been invited to enter credit underwriting, subject to written request of an Applicant to Corporation staff and approval of the Corporation.

(4) **Required Minimum ELI Set-Aside:**

All Applicants must set aside at least 20 percent of the proposed Development's total units to serve ELI Households. The ELI AMI level for the county where the proposed Development is located is set out in Item 5 of Exhibit B of the RFP.

(5) **Required Total Affordability Period:**

All Applicants irrevocably commit to set aside units in the Development for a total of 50 years and irrevocably waive the option to convert to market after year 14.

b. **Optional Set-Aside Commitment:**

Applicants that commit to set aside additional units for ELI Households will be eligible for additional funding, in the form of a forgivable loan, for each additional ELI unit, up to a maximum of 5 percent, over the required 20 percent outlined in a.(4) above. The Applicant must reflect the additional ELI units on the Total Set-Aside Breakdown Chart in order to be eligible for the additional funding. The terms of the ELI Supplemental Loan are outlined in Item A.10.b.(1) below and in Exhibit C of the RFP.

After 15 years, the ELI Set-Aside units above the 20 percent threshold minimum requirement (the units for which the Applicant received the ELI Supplemental Loan) may convert to serve the highest AMI percentage committed to on the Set-Aside Breakdown Chart.

c. **ELI Set-Aside Unit Limitation:**

The total ELI Set-Aside is limited to no more than 50 percent. Any Application that reflects an ELI Set-Aside of more than 50 percent will have the set-aside units adjusted during the credit underwriting process.

d. **Total Set-Aside Breakdown Chart (Threshold):**

The Total Set-Aside Breakdown Chart must reflect all set-aside commitments (required set-asides and additional set-asides, including all required and additional ELI set-asides) and the required total set-aside percentage (as outlined above).

Complete the Total Set-Aside Breakdown Chart at question 5.b. of Exhibit A of the RFP. The Applicant must indicate on the chart the percentage of residential units, stated in whole numbers, to be set aside at each selected AMI level. Where reasonably possible, Applicants will be required to keep the unit mix consistent across each committed AMI level.

6. Construction Features and Amenities:

All of the Applicant's commitments to provide features and amenities (i.e., both required and optional features and amenities) will be included in the Extended Use Agreement and Land Use Restriction Agreement and must be maintained in order for the Development to remain in compliance unless the Board approves a change. The quality of the required and optional features and amenities committed to by the Applicant are subject to approval of the Board of Directors.

a. **Required Features and Amenities:**

By submitting the Application, the Applicant commits to provide the required features and amenities outlined at Item 3 of Exhibit B of the RFP.

b. **Optional Features and Amenities (Maximum 25 Points):**

Responses to these items will be scored based on the following criteria (as relevant to each item): (i) Development and long term operating costs compared to the benefit to the property and/or tenants; (ii) Impact to energy efficiency of the property; (iii) Impact to tenants' health, safety, stability, level of independence and quality of life; (iv) Resource conservation; (v) Impact to tenants' ability to carry out social relationships; and (vi) Developer's experience implementing proposed features and amenities. If the Applicant believes an approach is a Best Practice, explain why.

Applicants may be awarded points for providing description(s) for one or more of the following:

- (1) Green Building/Energy Efficiency – green building features (in addition to the required features) that promote energy efficiency, occupant health and resource conservation. The Applicant's description(s) is limited to the text box at question 6.a. of Exhibit A which is

limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 5 Points)**

The Applicant may provide, as **Attachment 10** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- (2) Accessibility and Universal Design – accessibility, universal design or visitability features (in addition to the required features) that promote accessible and/or adaptable design elements that benefit the focus households and people of all ages, sizes, and abilities throughout the life of the property. The Applicant’s description(s) is limited to the text box at question 6.b. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 15 Points)**

The Applicant may provide, as **Attachment 11** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- (3) Other Features and Amenities – any other innovative and Best Practices for features and amenities that will be included in the proposed Development. The Applicant’s description(s) is limited to the text box at question 6.c. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 5 Points)**

The Applicant may provide, as **Attachment 12** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

7. Resident Services:

All of the Applicant’s commitments to provide resident services (i.e., both required and optional resident services) will be included in the Extended Use Agreement and Land Use Restriction Agreement and must be maintained in order for the Development to remain in compliance unless the Board approves a change. The quality of the required and optional resident services committed to by the Applicant are subject to approval of the Board of Directors.

The provision of resident services will be the responsibility of the Development, but may be in conjunction with public and/or private partnerships as approved by the Corporation.

a. Required Resident Services:

By submitting the Application, the Applicant commits to provide the required resident services outlined at Item 4 of Exhibit B of the RFP.

b. Optional Resident Services (Maximum 30 Points):

Responses to these items will be scored based on the following criteria (as relevant to each item): (i) Impact to tenants’ health, safety, stability, education and employment capacities, and quality of life; (ii) Impact on tenants’ ability to effectively utilize living skills to successfully live in the community; and (iii) Developer’s experience implementing proposed resident services. If the Applicant believes an approach is a Best Practice, explain why.

Applicants may be awarded points for providing description(s) for one or more of the following:

- (1) Supported Employment Services (An employment services program at no cost to the resident that is integrated with the permanent supportive housing program of the proposed Development). If this service is proposed, describe how the residents of the proposed Development will have access, including how the employment services program will meet the comprehensive needs of the focus population and will integrate supportive housing and employment services. Explain how the employment services program will provide the ongoing supports necessary to ensure the participants' success in the workplace to obtain competitive jobs that anyone could have regardless of their disability status. Identify the community partners that will comprise the employment services program and the role of each partner. Describe the nature and extent of the relationship between each partner and the proposed Development. Typical partners in a successful employment services program may include the following:

- Behavioral health agencies;
- Federally Qualified Health Centers;
- Regional Workforce Boards;
- One-Stop Career Centers;
- Case management organizations;
- The local public housing authority;
- Community-based non-profit human service agencies;
- The state mental health agency;
- The state vocational rehabilitation agency.

Lead Agency: Identify the entity that will act as the Lead Agency for the employment services program. Describe how the Lead Agency will coordinate the program's services procedures and practices and work with the diverse systems each partner represents. The Applicant's description(s) is limited to the text box at question 7.a. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 15 Points)**

The Applicant may provide, as **Attachment 13** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- (2) Approaches to Assist Households with Problem Credit and/or Other Problems Affecting Housing - The Applicant may propose innovative and Best Practices that enable households with problem credit histories and/or other issues that affect their abilities to obtain decent rental housing to live in the proposed Development. The innovative and Best Practices may include practices in assisting households to improve their credit histories, enhance money management skills and/or other related matters. The Applicant's description(s) is limited to the text box at question 7.b. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 10 Points)**

The Applicant may provide, as **Attachment 14** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- (3) Innovative and/or Best Practices in the area of resident services, available to the residents at no cost and at their voluntary participation, that meet the needs and preferences of the members of the focus households, as well as other households to be served, and facilitate the residents' abilities to live in the community with independence, productivity, stability and choice. The Applicant's description(s) is limited to the text box at question 7.c. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 5 Points)**

The Applicant may provide, as **Attachment 15** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

8. Access to Community-Based Services and Amenities (Maximum 25 Points):

The ability for members of the focus households to effectively and efficiently access community-based services and resources is vital to assist these households to obtain and maintain choice, independence and full inclusion in the community. Provide a description of the Development's plan to provide access to general community services and amenities, as well as specific supportive services and resources that address the needs of the focus households.

Responses to these items will be scored based on the following criteria (as relevant to each item): (i) Impact to tenants' health, safety, stability; (ii) Impact to tenants' abilities to access services and amenities off site daily, weekly and occasionally; (iii) Impact to tenants' abilities to access the range of services and amenities required to live a full life integrated in the community; (iv) Impact to tenants' abilities to access education and employment opportunities and carry out off-site social relationships; and (v) Developer's experience implementing access to community-based services/amenities. If the Applicant believes an approach is a Best Practice, explain why.

All Applicants may be awarded points for providing description(s) of one or more of the following:

- a. Describe the community-based services and amenities that will be accessible to residents, such as shopping for groceries, medicine, clothing, and other household and personal items. Include other services and amenities such as public schools, higher education and employment training opportunities. Describe any public and private transportation options that will be available to residents of the proposed Development to ensure access to the described services and amenities. The Applicant's description(s) is limited to the text box at question 8.a. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 10 points)**

The Applicant may provide, as **Attachment 16** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- b. Describe access to community-based resources and services to address the specific healthcare and/or supportive services needs of each resident of the focus households. If serving Veterans who are transitioning from nursing, rehabilitation or domiciliary care facilities within the VA Hospital or Medical Center, describe these households' access to the VA Hospital and/or VA Medical Center for continued and intermittent healthcare, rehabilitation, and ancillary services needed by the Veterans transitioning from the VA Hospital or Medical Center. Describe the mode(s) and frequency of transportation and/or assistance that will be available and/or provided for these Veterans. The Applicant's description(s) is limited to the

text box at question 8.b. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 10 points)**

The Applicant may provide, as **Attachment 17** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

- c. Provide information regarding any other innovative or Best Practices related to the Development or Development's location, as well as amenities and services to be provided by the Development and/or in an appropriately executed partnership with public and/or private entities that address unmet needs of the focus households, promote integration with the broader community, and facilitate employment. The Applicant's description(s) is limited to the text box at question 8.c. of Exhibit A which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). **(Up to 5 points)**

The Applicant may provide, as **Attachment 18** to Exhibit A, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s) included in Exhibit A.

9. Site Control (Threshold):

To achieve threshold, the Applicant must demonstrate site control by providing, as **Attachment 19** to Exhibit A, the documentation required in Items a., b., and/or c., as indicated below. The required documentation, including any attachments or exhibits referenced in any document, must be attached to that document regardless of whether that attachment or exhibit has been provided as an attachment or exhibit to another document or whether the information is provided elsewhere in the Application. If the proposed Development consists of Scattered Sites, site control must be demonstrated for all of the Scattered Sites. A legal description of the Development site must be provided.

- a. Eligible Contract - For purposes of the RFP, an eligible contract is one that has a term that does not expire before a date that is six (6) months after the Application deadline or that contains extension options exercisable by the purchaser and conditioned solely upon payment of additional monies which, if exercised, would extend the term to a date that is not earlier than six (6) months after the Application deadline; specifically states that the buyer's remedy for default on the part of the seller includes or is specific performance; and the buyer **MUST** be the Applicant unless a fully executed assignment of the eligible contract which assigns all of the buyer's rights, title and interests in the eligible contract to the Applicant, is provided. If the owner of the subject property is not a party to the eligible contract, all documents evidencing intermediate contracts, agreements, assignments, options, or conveyances of any kind between or among the owner, the Applicant, or other parties, must contain every exhibit and attachment referenced therein, and must contain the following elements of an eligible contract: (i) have a term that does not expire before a date that is six (6) months after the Application deadline or contain extension options exercisable by the purchaser and conditioned solely upon payment of additional monies which, if exercised, would extend the term to a date that is not earlier than six (6) months after the Application deadline, and (ii) specifically state that the buyer's remedy for default on the part of the seller includes or is specific performance.
- b. Deed or Certificate of Title – The deed or certificate of title (in the event the property was acquired through foreclosure) must be recorded in the county in which the property is located

SECTION SEVEN EVALUATION PROCESS

Individual Committee members shall independently evaluate and score their assigned portions of the submitted Applications, consulting with non-committee Corporation staff and legal counsel as necessary and appropriate.

As outlined in Section Three of the RFP, any of the following will cause the Application to fail threshold and be rejected: failure to submit the Application online with the required number of hard copies, failure to submit the Application by the Application deadline, and/or failure to submit the required Application fee.

As outlined below, an Application will be ineligible to be considered for funding if the Applicant or Developer or Principal, Affiliate or Financial Beneficiary of the Applicant or Developer is in arrears to the Corporation or any agent or assignee of the Corporation.

Applications will be scored based on the following Threshold and Point items:

Threshold Items	Point Items	Maximum Points
Demographic Commitment	Outreach, Marketing and Tenant Selection	10
Name of Applicant	Contact Person for Application	5
Evidence Applicant is a legally formed entity	Developer Experience with Permanent Supportive Housing	25
Principals for Applicant and for each Developer	Management Company Experience with Permanent Supportive Housing	10
Name of Each Developer	Number of Buildings with Dwelling Units	3
Evidence that each Developer entity is a legally formed entity	Optional Construction Features and Amenities	25
Name of Proposed Development	Optional Resident Services	30
County identified	Access to Community-Based Services and Amenities	25
Address of Development Site		
Verification of QCT status (if applicable)		
Estimated qualified basis in Rehabilitation Expenses per set-aside unit (if applicable)		
Development Category		
Development Type		
Total Number of Units		
New construction units and/or rehabilitation units		
Status of proposed work (commenced/ completed)		
Minimum Set-Aside election		
Total Set-Aside Breakdown Chart		
Evidence of Site Control		
Housing Credit Request Amount		
Development Cost Pro Forma (listing expenses or uses) and Construction/Rehab. analysis and Permanent analysis (listing sources) – Sources must equal or exceed uses		
Executed Applicant Certification and Acknowledgement (original signature in “Original Hard Copy”)		
Total Possible Points:		133

2013-08 Special Needs High-Priority Affordable Housing Developments Recommendations for the Board

**EXHIBIT
2**

6-21-13

Applications Recommended by Committee to be Funded

Application Number	Name of Contact Person	Name of Developers	Name of Development	County	Population Served	Major Focus	Competitive HC Request Amount	Passed Threshold	Total Score	Financial Arrears	Eligible for Funding	HC request per Set-Aside	Florida Job Creation Preference	Lottery Number
2013-111C	Shawn I. Wilson	Duval Park Developer LLC	Duval Park	Pinellas	V	VT	\$1,300,000.00	Yes	119	N	Y	\$14,772.73	y	7

Eligible Unfunded Applications

Application Number	Name of Contact Person	Name of Developers	Name of Development	County	Population Served	Major Focus	Competitive HC Request Amount	Passed Threshold	Total Score	Financial Arrears	Eligible for Funding	HC request per Set-Aside	Florida Job Creation Preference	Lottery Number
2013-113C	Stephanie Berman	Carrfour Supportive Housing, Inc.	Liberty Village	Miami-Dade	V	VT	\$1,000,000.00	Yes	117	N	Y	\$15,384.62	y	1

Ineligible Applications listed in Application Number Order

Application Number	Name of Contact Person	Name of Developers	Name of Development	County	Population Served	Major Focus	Competitive HC Request Amount	Passed Threshold	Total Score	Financial Arrears	Eligible for Funding	HC request per Set-Aside	Florida Job Creation Preference	Lottery Number
2013-107C	Jonathan L. Wolf	Patriot Village Developer Inc.	Patriot Village	Pinellas	V	VDC	\$1,300,000.00	No	87	Y	N	\$14,444.44	y	5
2013-108C	Bowen A. Arnold	DDA Development Company, Inc. ; TLB Consulting of Central Florida, LLC	Collins Landing	Hillsborough	V	VT	\$1,300,000.00	No	95	N	N	\$18,055.56	y	2
2013-109C	Alberto Milo, Jr.	Developer Entity: Claude Pepper Veterans Housing Developer, LLC; (RUDG, LLC & Hebrew Homes Housing, Inc.) - See Attachment 5	Claude Pepper Villas	Miami-Dade	P		\$667,808.00	No	67	Y	N	\$13,356.16	y	6
2013-110C	Alberto Milo, Jr.	Developer Entity: Martin Fine Special Needs Developer, LLC; (RUDG, LLC & Hebrew Homes Housing, Inc.) - See Attachment 5	Martin Fine Villas	Miami-Dade	P		\$697,811.00	No	67	Y	N	\$13,956.22	y	3
2013-112C	Alberto Milo, Jr.	Ivy Green Veterans Housing Developer, LLC; RUDG, LLC; Volunteers of America of Florida, Inc.; Mosnar Group, LLC	Heron Estates Veterans Housing	Palm Beach	V	VT	\$893,915.00	No	89	Y	N	\$11,918.87	y	4

Please note, any unsuccessful applicant may file a notice of protest and a formal written protest in accordance with Section 120.57(3), Fla. Stat., and Rule Chapter 28-110, F.A.C. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., et. al. or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Fla. Stat.

Copy 3

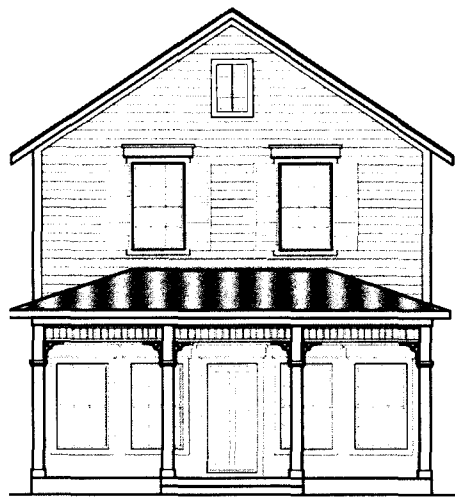
2013-111C

Proposal to FLORIDA HOUSING FINANCE CORPORATION

**EXHIBIT
3**

RFP 2013-08

Duval Park



88 units, Veterans with Special Needs

Pinellas County



For further information please contact:
Shawn Wilson, President
Blue Sky Communities, LLC
5300 W. Cypress St., Ste. 200
Tampa FL 33607
(813) 384-4825
swilson@blueskycommunities.com

May 24, 2013

Duval Park will be jointly developed by three organizations, each with extensive experience and complementary skill-sets: Boley Centers, Inc. (along with its affiliated CHDO); ServiceSource (with its affiliated CHDO); and Blue Sky Communities, LLC. There are, thus, five separate entities whose experience shall be relied upon to ensure that Duval Park is a success.

BOLEY CENTERS, INC. & PINELLAS AFFORDABLE LIVING, INC. (BOTH 501C3'S)

Since its founding in 1970, Boley has been a leader in providing affordable housing to very low income households who are disabled and/or disadvantaged. Boley has developed more than 500 units in Pinellas County using a variety of governmental and private sources. Many are just a few miles from Duval Park. Over the years, Boley has worked with several architects, contractors, and other local development professionals, and has established excellent relationships with local governments and elected officials. Boley Centers is receiving or has recently received funding from the City of St. Petersburg, Pinellas County, US HUD, the VA, and FHFC; utilizing CDBG, 811, HOME, SHIP, LIHTC, NSP and other programs.

Boley is integrated into the housing delivery system through more than just developing its own housing. Boley administers 419 housing vouchers for disabled and homeless households and provides rental subsidy to another 49 individuals with severe mental illnesses.

In 1993, just after the Federal legislation creating the HOME program, Boley formed Pinellas Affordable Living, Inc. ("PAL"), a 501C3 and CHDO. The mission of PAL is to provide housing for persons with disabilities integrated into larger affordable housing developments. PAL and Boley function seamlessly as one organization under one roof. PAL is certified as a Community Housing Development Organization by both the City of St. Petersburg and the State of Florida.

Boley Centers' community-based housing development experience ranges from single-family, to group homes, to apartment complexes. All of them are permanent-supportive housing. Boley Centers provides programming to the residents with the goal of obtaining self-sufficiency while living as independently as desired. Boley Centers employs a large staff of 240 people dedicated to improving the lives of individuals with disabilities.

Boley operates two housing communities for Veterans and a very successful Vets Reintegration program.

The VA at Bay Pines is involved in all three in diverse and comprehensive ways.

Morningside Safe Haven: In, 2007 Bay Pines VA Medical Centers asked Boley Centers to participate in this acquisition and rehabilitation project (see attached notice). At a total development cost of \$3MM, Boley acquired and rehabbed a 20-unit skilled nursing facility on a 4.6 acre site located in mid-Pinellas County. In addition to the residential space, there is a management office, counseling rooms, a large conference room, formal lobby entrance, secure tenant entry with security cameras. Each tenant space is individually climate controlled and opens to screened verandas. Boley presently provides housing for 20 chronically homeless Veterans at this location. Morningside is a residential treatment program for veterans that meet the U.S. Department of Housing and Urban Development definition of "chronically homeless." Approximately one-half of the residents have service-connected Disabling Conditions and one-third have been residents at VA care facilities. Seventy percent of this population are very low income individuals and the remaining thirty percent are low income individuals. Pinellas County and HUD also provided key funding support for this important pilot program for the VA. We hope that Duval Park will provide a "Step-up" option for these residents who are ready for more independent living.

Jerry Howe Apartments: Boley developed this acq/rehab project in 2010/2011. It consists of 13 units serving 15 formerly homeless veterans. These residents also typically have service-connected Disabling Conditions. Funding for this development was provided by the VA and the City of Clearwater. Residents are screened and referred by the VA at Bay Pines. Staff work with each resident very closely over a period of up to 24 months preparing residents to move on to permanent housing. Duval Park will likewise provide an option for these residents as they transition to a more independent lifestyle.

Homeless Veterans Reintegration Program: This case management, training and employment program

keeps Boley fully integrated into the overall housing delivery system for low-income Veterans. Case Managers and Employment Specialists work individually and in groups with veterans who are, or have been, homeless transition into permanent housing in our community and to find stable employment. This Boley program is funded by a Department of Labor grant.

ABILITIES, INC. OF FLORIDA DBA SERVICESOURCE & HOMES FOR INDEPENDENCE, INC. (BOTH 501C3'S)

Abilities, Inc. of Florida (doing business as ServiceSource) is a non-profit organization originally founded in 1959. We have a very long history of providing services to people with disabilities and/or low incomes. Our mission is to provide individuals with disabilities an exceptional service delivery experience through innovative and valued employment, training, rehabilitation and support services.

In 1995, ServiceSource began its housing program, Homes for Independence (HFI). HFI is a separate legal entity, but it functions as a department of ServiceSource. HFI is a 501C3 and a CHDO. Inclusion is HFI's cornerstone. HFI has more than 200 condominium units integrated into established condominium communities with easy access to shopping and transportation. In fiscal year 2012, HFI served more than 600 individuals in Florida and North Carolina through affordable, accessible and safe housing. The Clearwater-based operation has recently implemented several housing developments utilizing such diverse sources as HUD 811, HOME, NSP, SHIP. ServiceSource has a national presence, serving people with disabilities through programs in eight states and the District of Columbia. ServiceSource leverages resources and expertise from five regional offices in order to maximize success. With a staff of more than 3,000 nationally and 136 in Florida, ServiceSource serves more than 14,000 people with disabilities annually. ServiceSource provides a wide range of customized programs for individuals, families, employers and corporate partners. The organization's proven collaborative approach helps foster a more inclusive and supportive community where individuals with disabilities can succeed and thrive. ServiceSource has received many accolades including a MetLife Foundation Community -Police Partnership Award in 2009 for Neighborhood Revitalization success in Cocoa Florida.

Some of ServiceSource's housing successes include: Twenty separate HUD 202/811 awards resulting in the acquisition and rehab of 185 HUD PRAC based subsidized units. Acquisition of 90 non-subsidized rental units for Disabled persons (40 with Rehab). First time home buyer/rehab program, 130 units. Six HUD Green Retrofit Program. Sixteen HOME and CDBG contracts (acquisition/rehab). Two NSP contracts (acquisition/rehab). Sixteen Davis Bacon Projects. Two State Hurricane Mitigation contracts providing assistance to 70 homeowners. Assisted more than 300 households to improve the property they own through County and City programs. Assisted more than 200 households with barrier removal and accessibility modifications needed in connection with mobility impairments or disabilities.

Veteran's Experience

Our nationally recognized Warrior Bridge program is a natural extension of ServiceSource's history and commitment to people with barriers to employment. Warrior Bridge serves as a vital connection to resources and support, empowering and equipping wounded veterans and their families, with an emphasis on those who served in Operation Enduring Freedom/Operation Iraqi Freedom (OEF/OIF). In 2012, ServiceSource was awarded more than \$1,000,000 from the City of St. Petersburg, Florida to expand housing options for wounded veterans through our Warrior Bridge

program. In the past year, ServiceSource has partnered with The Home Depot Foundation to modify 16 homes and facilities serving Tampa Bay -area wounded veterans, increasing accessibility, safety, and energy efficiency. The Warrior Bridge program also operates the Veterans' Mall, a storeroom of household appliances, cookware, business attire and necessities for wounded veterans transitioning from homelessness into new housing. The Mall has served more than 325 veterans since opening in October 2011, through partnerships with the Bay Pines VA Healthcare System, Homeless Emergency Project and local community veteran-serving organizations.

BLUE SKY

Blue Sky Communities, LLC was formed in 2012 by two very experienced Florida-based affordable housing professionals, Shawn Wilson and James Chadwick. Combined, Blue Sky has more than 50 years of experience in affordable housing development and management ranging from Tax Credits to Section 8, and from urban high-rise to suburban garden-style. From 1992 through 2012, Shawn Wilson was a key staff member, vice president, and Principal of some of Florida's top affordable housing non-profits and Tax Credit developers (Centro Campesino, Miami Beach CDC, Cornerstone, Carlisle, Richman, Housing Trust Group). He had primary responsibility for the creation of more than 3,000 total units.

From the early 1980's and for more than 20 years after, James Chadwick, was President of RGR, Inc., a development Consultant for non-profit housing Sponsors. In that capacity, he developed more than one hundred HUD-funded developments. Among these were 16 projects for special needs households. Seven were for Developmentally Disabled. Nine were for Physically Disabled. Fourteen were in Florida. From this experience, Mr. Chadwick gained extensive knowledge about how to incorporate the special features and modifications necessary to accommodate these populations. He worked closely with the design professionals, contractors, and service providers in order to ensure that all the features were designed and installed in the most efficient and effective manner.

Blue Sky is within the family of companies owned and operated by Mr. Chadwick, including Carteret Management Corporation. Carteret has managed HUD-financed low-income rental properties for more than 30 years. Carteret and Blue Sky share offices and work together very closely to ensure a seamless relationship between Development and Operations.

ROLES AND RESPONSIBILITIES

All three organizations will collaborate fully on all aspects of the development; however, each organization will take the lead in distinct facets, as itemized below. Boley and ServiceSource will remain involved through the entire life of the project (Pre-Development, Construction, Lease-up, Stabilization, Operations). Blue Sky will transition out after Stabilization, subject to approval by Florida Housing. Unit layout, site layout, features, finishes, and amenities shall be determined jointly by the Duval Park partners.

Boley lead role facets – Mental health counseling, case management,

VA coordination, transportation, property management, ServiceSource lead role facets – Community outreach, physical disability counseling, employment & job training, credit & financial assistance, VA coordination, Blue Sky lead role facets – Finance, Construction, CONCLUSION

The non-profit and for-profit partners in Duval Park have many decades of experience. This experience is relevant to Duval Park because it is local experience, it involves the same target populations, and it involves participation from many governmental agencies. The cooperative manner in which Duval Park will be developed will be a key to success both during the development stage and for the long run.

b. Management Company Experience with Permanent Supportive Housing:

- (1) State the name of the Management Company: Boley Centers, Inc.
- (2) Describe, in the text box below, the Management Company's experience in managing Permanent Supportive Housing, specifically, the households the Applicant is proposing to serve. The Applicant's description is limited to this text box which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). The Applicant may provide, as Attachment 7, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description.

Boley Centers, Inc. is the Management Company. Boley will engage Carteret Management Company to assist with Tax Credit Compliance and other matters during the initial phases of lease-up and stabilization. Carteret is owned by James Chadwick, a Principal of Blue Sky Communities. The experience of both of these companies is presented below.

BOLEY

Boley is a full-service Property Manager, providing the following services: Leasing, Marketing, Maintenance, Repairs, Compliance, Financial management, and of course Supportive Services.

Boley presently manages 561 units/beds of its own (and PAL's) Permanent Supportive Housing. It also manages 112 units/beds of Permanent Supportive Housing owned by other non-profits, specifically 88 units for ServiceSource (Abilities) and 24 beds for Family Resources, Inc. In addition, Boley Centers provides property management at 3 Service Centers (offices and service sites) that it owns and 2 Service Centers for Family Resources, Inc. Boley started managing in 1970 and has steadily increased its management portfolio over time.

Boley residents typically have a mental illness (including Post Traumatic Stress Syndrome) and/or substance abuse problems. All services and treatment are based on the individual's current ability and desire to accept psychiatric treatment (including medication), group and individual therapy, and case management intervention. Services and housing are not denied because the residents refusal to accept treatment. Staff builds relationships and encourages residents to accept treatment and obtain medical care. Once residents are ready for mainstream services, they may choose to enter permanent housing, such as Duval Park.

Boley's staff works as a team to provide life skills training, support, case management activities (referral, assistance obtaining entitlements, ensuring psychiatric, medical and dental health issues are addressed and all appointments kept, etc.) assistance with transportation (providing transportation, teaching residents how to use public transportation, etc.). The residents are assisted with setting housing, employment and other personal goals and are then assisted with obtaining the skills and supports each veteran needs to obtain their goals.

Boley presently manages 2 properties that are for Veterans. A complete description of these properties can be found at section 3 a. (3).

Boley's property management staff includes 7 Housing staff that handle leasing, income certifications, and other leasing matters, 8 maintenance staff that handle property repairs, and 3 drivers that transport consumers. There are 4 accounting staff that are involved in Property Management activities. The entire Property Management function is headed up by Gary MacMath, President/C.E.O.

CARTERET

Carteret is also a full-service management company, performing all property management functions for its customers. Carteret was founded in 1971, and has a current portfolio of 18 properties comprising more than 2,400 units. Carteret is a closely held business, owned and operated by James Chadwick and his family. Carteret, thus, benefits from Mr. Chadwick's extensive knowledge of HUD practices and regulations, as well as his excellent relationships with HUD staff.

The Carteret mission statement is: To meet the needs of our residents by providing exceptional housing and serving them with the care and respect that they deserve. To foster an environment of professionalism and enthusiasm, where employees are encouraged to strive for excellence and rewarded with the recognition and consideration that their performance merits. To preserve the mission and availability of affordable housing in Florida and serve the communities in which we operate.

Of the 18 properties, 17 have HUD financing and/or HAP contracts. Carteret manages 1 Tax Credit Property, MLF Towers. Carteret is an approved Property Management Agent for FHFC Tax Credit properties.

Carteret presently manages one property occupied by persons with Special Needs. This is the Cathedral Court property in Jacksonville. Several other properties are for Elderly persons, in which disabled persons also reside. Thus, Carteret has extensive current experience in managing the special accommodations necessary for the Duval Park target population.

Carteret Innovations

The experience that the Carteret team brings to property management has enabled it to provide a range of enhanced services to its clients. Current examples include:

- Turnaround of troubled low income housing projects. Since 1995 Carteret has assumed management of seven properties listed on HUD's trouble list and within a short timeframe brought the properties into regulatory compliance, made capital improvements, and/or substantially enhanced their financial reserves to a comfortable level.
- Obtained over \$1.2 million in low-interest loans to make capital improvements at three senior housing projects.
- Obtained renovation funding for one elderly project in the form of a \$1.5 million grant from the Green Retrofit Program, which is part of the American Recovery and Reinvestment Act of 2009.
- Assisted and supervised the refinancing of three affordable housing projects to generate annual debt savings that could be used to make capital improvements, expand supportive services, and fund residual receipts accounts for emergency maintenance and repairs.
- Assisted a conventional multifamily property to obtain refinancing and supervised a \$4 million renovation of the project.

Regulatory Compliance - Few areas of residential real estate are more complex than regulatory compliance of affordable housing properties; that's why Carteret makes regulatory compliance one of its highest priorities. The

Last Updated: 5/22/2013 2:21:09 PM | Form Key: 788

results of this focus are reflected in highly satisfactory MOR ratings, high REAC scores, and independent audits with little or no findings. Therefore, in addition to the standard package of general management services, HUD program management includes occupancy and other regulatory compliance, MOR preparation and response, physical REAC inspection preparation and response, HAP/PRAC renewals, reserve funds management, maintenance of tenant selection and program eligibility requirements, 2530 clearance updates, and reasonable accommodation administration. Professional Accounting Services - Our staff generates monthly financial statements that include an Income Statement reflecting, by budget line item, the actual amounts paid, the budgeted amount and the variance from the budget both for the current month and for the fiscal year to date, and a Balance Sheet reflecting the assets, liabilities and equity of the project. The financial statements of each of our properties are audited by a board-assigned independent accounting organization annually. We also prepare for the Board's review and approval an Annual Operating Budget, which reflects not only the current year expenditures but also a 15-year needs analysis based on an evaluation of the project's capital reserves. If necessary, we prepare a rent increase package for HUD approval.

4. General Development Information:

a. Name of proposed Development: Duval Park

b. Location of Development Site:

(1) County: Pinellas

(2) Address of Development Site:

Indicate (i) the address number, street name, and name of city and/or (ii) the street name, closest designated intersection, and either name of city or unincorporated area of county:

Duval Park Blvd, Approx. 650' East of the intersection of 44th Way N., unincorporated Pinellas County; inclusive of four completed houses at 5128 & 5144 & 5136 & 5120 Duval Circle E., St. Petersburg. Also see Addendum.

(3) Complete questions (a) through (c) below:

(a) Difficult Development Area (DDA) and Qualified Census Tract (QCT):

(i) Is the proposed Development located in a HUD-designated DDA, as defined in Section 42(d)(5)(B)(iii), of the IRC, as amended?

Yes

No

If "Yes", indicate which DDA: Pinellas County

(ii) Is the proposed Development located in a QCT as defined in Section 42(d)(5)(B)(ii), IRC, as amended?

Yes

No

If "Yes", indicate the QCT Number: and provide a copy of a letter from the local planning office or census bureau which verifies that the proposed Development is located in the referenced QCT as Attachment 8.

(b) Is the Applicant applying for Housing Credits for eligible acquisition expenses?

Yes

No

If "Yes", answer questions (i) through (vii) below:

(i) Is/are the building(s) acquired or to be acquired from a related party?

Yes

No

(ii) Name of previous owner:

(iii) Relationship to Applicant:

Attachment

4

PRINCIPALS OF APPLICANT

Applicant: Duval Park, Ltd.

General Partner: (.01%) Duval Park GP, LLC

Member: (20%): Boley Centers, Inc.

CEO, GARY MACMATH

COO, MIRIAM NORDLINGER

Chairman, RUTLAND BUSSEY

Director PAUL MISIEWICZ

First Vice Chairman LORETTA ROSS

Director MARTIN LOTT

Second Vice Chairman SALLY POYNTER

Director VIRGINIA BATTAGLIA

Director JOHN T HEBERT

Director SANDRA INCORVIA

Director BOB PITTS

Director HAL GREGORY

Director MAJOR SHARON CARRON

Director SHANETTA WRIGHT-MINTER

Member: (25%) Pinellas Affordable Living, Inc.

CEO GARY MACMATH

PRESIDENT WARREN BOWMAN

VICE PRESIDENT MARTIN LOTT

VICE PRESIDENT ROBERT PITTS

ASD HUMBURG, JACK

STD PAL MISIEWICZ

Director RUTLAND BUSSEY

Director CONNIE CLENDENING

Director WILLIAM FOSTER

Director RENITA REYNER

Member: (20%): Abilities Inc. of Florida

Director MARILYNN BERSOFF

D JOHN R BRUGGEMAN

D CHARLES HARLES

Treasurer Joseph Sorota

VC Rhonda S VanLowe

Director Verdia L Haywood
Chairman Michelle S Lee
Director Patricia Woolsey
Director James Carroll
Director Christine Cintron
Director Julie Rufenacht
Director Paul Thieberger

Member: (25%): Homes for Independence, Inc.
President LORI SANDONATO
Chairman BARBARA PAGE
Secretary, Treasurer MARY TWOOMEY
Director Jan D Larson
Director Dwight Gilbert
Director Darla Wetzel
Director Judy Simmons-Fowler

Managing Member: Blue Sky Communities LLC (10%)
Manager Shawn Wilson
Manager James M. Chadwick
Member Shawn Wilson (30%)
Member Weedon Enterprises LLC (70%)

Limited Partner (99.99%): Blue Sky SLP, LLC
Manager Shawn Wilson
Manager James M. Chadwick
Member Shawn Wilson (30%)
Member Weedon Enterprises LLC (70%)
Manager James Chadwick

PRINCIPALS OF DEVELOPER

Developer: Duval Park Developer LLC

Member (6.25%): Boley Centers, Inc.
CEO, GARY MACMATH
COO, MIRIAM NORDLINGER
Chairman, RUTLAND BUSSEY
Director PAUL MISIEWICZ

First Vice Chairman LORETTA ROSS
Director MARTIN LOTT
Second Vice Chairman SALLY POYNTER
Director VIRGINIA BATTAGLIA
Director JOHN T HEBERT
Director SANDRA INCORVIA
Director BOB PITTS
Director HAL GREGORY
Director MAJOR SHARON CARRON
Director SHANETTA WRIGHT-MINTER

Member (6.25%): Pinellas Affordable Living, Inc.

CEO GARY MACMATH
PRESIDENT WARREN BOWMAN
VICE PRESIDENT MARTIN LOTT
VICE PRESIDENT ROBERT PITTS
ASD HUMBURG, JACK
STD PAL MISIEWICZ
Director RUTLAND BUSSEY
Director CONNIE CLENDENING
Director WILLIAM FOSTER
Director RENITA REYNER

Member (6.25%): Abilities, Inc. of Florida

Director MARILYNN BERSOFF
D JOHN R BRUGGEMAN
D CHARLES HARLES
Treasurer Joseph Sorota
VC Rhonda S VanLowe
Director Verdia L Haywood
Chairman Michelle S Lee
Director Patricia Woolsey
Director James Carroll
Director Christine Cintron
Director Julie Rufenacht
Director Paul Thieberger

Member (6.25%): Homes for Independence, Inc.

President LORI SANDONATO
Chairman BARBARA PAGE

Secretary, Treasurer MARY TWOOMEY

Director Jan D Larson

Director Dwight Gilbert

Director Darla Wetzel

Director Judy Simmons-Fowler

Managing Member (75%): Blue Sky Communities, LLC

Manager Shawn Wilson

Manager James M. Chadwick

Member Shawn Wilson (30%)

Member Weedon Enterprises LLC (70%)

Manager James Chadwick

REQUEST FOR PROPOSALS 2013

**RFP 2013-08 FOR SPECIAL NEEDS HIGH PRIORITY
AFFORDABLE HOUSING DEVELOPMENTS**

LIBERTY VILLAGE

SUBMITTED BY:

OSPREY APARTMENTS, LLC

EIN:20-5308279

SUBMITTED TO:

KEVIN TATREAU

**DIRECTOR OF MULTIFAMILY PROGRAMS
FLORIDA HOUSING FINANCE CORPORATION**

227 N. BRONOUGH STREET, SUITE 5000

TALLAHASSEE, FL 32301

ORIGINAL HARD COPY

Last Updated: 5/23/2013 7:46:53 PM | Form Key: 827

Liberty Village is not a good fit. This ability to choose one's home is an important factor in creating a cooperative and supportive environment where all residents made an active decision to become part of the community.

For the affordable, non-supportive housing units at Liberty Village, Carrfour will draw from its existing affordable housing wait list. Since Carrfour also develops straight affordable housing, Carrfour currently has a waiting list of 1,100 households in need of affordable housing. Sixty (60) days before occupancy, Carrfour will begin to call the households on the affordable housing waitlist and schedule them for an interview to determine eligibility. As eligibility is confirmed, Carrfour will assign these households to units at Liberty Village until all the units are filled.

2. Applicant Information:

- a. Name of Applicant: Osprey Apartments, LLC
- b. Provide the required documentation to demonstrate that the Applicant is a legally formed entity qualified to do business in the state of Florida as of the Application deadline as Attachment 3.
- c. Principals for the Applicant and for each Developer:
 - Provide the required information for the Applicant and for each Developer as Attachment 4.
- d. Contact Person for this Application:

First Name: Stephanie

Middle Initial:

Last Name: Berman

Street Address: 1398 SW 1st Street, 12th Floor

City: Miami

State: FL

Zip: 33135

Telephone: 3053718300

Facsimile: 3053711376

E-Mail Address: sberman@carrfour.org

Relationship to Applicant: President/CEO of Managing Member

3. Developer and Management Company Information:

- a. Developer:
 - (1) State the name of each Developer (include all co-Developers):
 - Carrfour Supportive Housing, Inc.
 - (2) For each Developer entity listed in question 3.a.(1) above (that is not a natural person) provide, as Attachment 5, the required documentation demonstrating that it is a legally formed entity qualified to do business in the state of Florida as of the Application deadline.

(3) Developer Experience with Permanent Supportive Housing

Describe, in the text box below, the experience of the Developer, co-Developer, and/or Principal in developing and operating Permanent Supportive Housing, and more specifically, housing for the households the Applicant is proposing to serve. The Applicant's description(s) is limited to this text box which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). The Applicant may provide, as Attachment 6, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description(s).

Carrfour Supportive Housing, Inc., ("Carrfour") is a not-for-profit organization founded in 1993 by the Greater Miami Chamber of Commerce with the mission of developing permanent supportive housing to end homelessness. Carrfour has grown into Florida's largest not-for-profit developer and operator of supportive housing, having provided homes for over

Last Updated: 5/23/2013 7:46:53 PM | Form Key: 827

10,000 men, women and children. Carrfour will be the sole developer for Liberty Village and its commitment to the development will be maintained for the duration of the ownership of the development by the Applicant.

Carrfour has developed 16 housing communities in South Florida with 1,129 units of housing, including 708 units of permanent supportive housing for households with special needs. Within these 708 supportive housing units, Carrfour currently houses 1,080 individuals with special needs, including 147 Veterans with special needs. In addition, Carrfour operates several scattered-site supportive housing programs where Carrfour provides a leasing subsidy to the household for them to rent housing of their choice in the community and Operation Sacred Trust, a case management and housing assistance program for Veterans. Within these programs, Carrfour is currently serving an additional 193 Veterans.

With a full-time staff of 68 and an operating budget of \$10.5 million, Carrfour has the in-house sophistication, competence, and capacity to develop and operate quality, client-centered, supportive housing communities. Over its history, Carrfour's experience has included development of several very challenging supportive housing communities, including successfully overcoming development difficulties such as intense neighborhood opposition leading to litigation, zoning issues, variance requests, complex lease structures, relocation of tenants during construction, and environmental remediation.

Carrfour has also been successful cobbling together multiple layers of capital sources (including unique capital sources such as Department of Veteran Affairs Grant and Per Diem, Housing Opportunities for People with AIDS- HOPWA, and private foundation funding such as the Citibank Foundation and the Home Depot Foundation) and operating subsidies. Since residents pay just 30% of their income as rent, operating subsidies are critical for long-term project feasibility. Carrfour has successfully gone through the underwriting process to secure these varied sources and has the capacity to sign guarantees without a co-guarantor.

Carrfour has a highly experienced development team led by Stephanie Berman, Carrfour's President/CEO, who has 18 years of experience working with homeless families, and earned her Master's Degree in Administration, Planning and Social Policy from Harvard University. Paola Roman, Carrfour's Vice President of Development, has more than a decade of experience in community and affordable housing development. Tony Rey, Carrfour's Director of Construction, is a certified general contractor with over 20 years experience in all phases of construction. Joe Pena, Carrfour's Construction Manager, has over 15 years construction management experience.

Following is a description of housing communities developed by Carrfour:

Rivermont (Miami, FL), which opened in 1998, contains 76 units of supportive housing for formerly homeless individuals impacted by disabilities, including a set-aside of 36 units for the elderly. Rivermont today houses eight Veterans with special needs. Development amenities include a gym, meeting and game rooms, library, community garden, and full array of supportive services. Rivermont was a total rehabilitation with five capital sources including tax credits, U.S. HUD Supportive Housing Program ("SHP"), CDBG, Federal Home Loan Bank of Atlanta AHP ("AHP"), and a private mortgage. Rivermont also has SHP operating subsidy. This development was a recipient of the Mellite Award for Excellence in Affordable Housing.

Del Prado (Miami Gardens, FL), a new construction townhome community, is a 32-unit supportive housing program for large, formerly homeless families with special needs. Del Prado today serves four Veterans with special needs. Townhomes are three and four-bedrooms and the development includes a playground, computer lab, on-site supportive services, and a children's afterschool program. Del Prado

Last Updated: 5/23/2013 7:46:53 PM | Form Key: 827

had five capital sources including tax credits, SHP, SURTAX, SAIL and a private mortgage. Del Prado receives HOME rental assistance as operating subsidy.

Little Haiti Gateway (Miami, FL) is an 80-unit community with 70 units reserved as supportive housing for formerly homeless Individuals with special needs. This development, which currently houses nine Veterans with special needs, has an exercise and community room, library, barbeque pavilion and offers a full array of on-site supportive services. Little Haiti Gateway was a total rehabilitation with four capital sources, including SAIL, SURTAX, and a private mortgage. It also has Project Based Section 8 as an operating subsidy.

Little River Bend (Miami, FL) is a 66-unit supportive housing community for individuals impacted by disabilities and currently houses seven Veterans with special needs. This development, which was a total rehabilitation, had six capital sources, including a FHFC Demonstration Loan, HOME, AHP, SHP and Homeless Housing Assistance Grant. Little River Bend has three operating subsidies: SHP, Section 8, and Shelter Plus Care.

Harding Village (Miami Beach, FL) contains 74 units of supportive housing for formerly homeless individuals and 18 units of affordable housing. Harding Village currently houses 46 Veterans with special needs and is a Department of Veteran Affairs Grant and Per Diem ("GPD") awardee, which provides both capital funding and ongoing operating subsidy. Harding Village also received the following capital sources: tax credits, SAIL, SHP, SURTAX, AHP, and HOPWA. In addition to GPD, operating subsidies include SHP, HOPWA, and Section 8.

Royalton (Miami, FL) is a historic rehabilitation in downtown Miami. Royalton contains 80 units of supportive housing for formerly homeless individuals impacted by disabilities (currently serving nine Veterans with special needs) and 20 units of affordable housing. Royalton had five capital sources: tax credits, SAIL, SURTAX, HOME, and HHAG. Royalton also receives Shelter Plus Care operating subsidy.

Villa Aurora (Miami, FL) is a new construction mixed-use development that contains a public library on the ground floor, 39 units of supportive housing for families impacted by disabilities (including six Veterans with special needs) and 37 units of affordable housing. Villa Aurora's capital sources included tax credits, SAIL, HOME, SHP, and an Enterprise Foundation grant. Villa Aurora also receives Shelter Plus Care and SHP operating subsidies.

Dr. Barbara Carey Shuler Manor (Miami, FL) contains 50 units of supportive housing for formerly homeless households (currently including 37 Veterans with special needs), 50 units of affordable housing, a state-of-the-art gym, computer lab, and a community services space that will be leased to South Florida Workforce. Capital sources included TCEP, FHFC Supplemental Loan, SAIL and SURTAX.

Bonita Cove (Miami, FL), developed in partnership with Biscayne Housing, contains 30 units of supportive housing for formerly homeless households (currently including 20 Veterans with special needs) and 30 units of affordable housing. Capital funding sources included tax credits, TCEP and HOME. Bonita Cove also receives ongoing SHP operating subsidy.

Last Updated: 5/23/2013 7:46:53 PM | Form Key: 827

Casa Matias (Naranja, FL), developed in partnership with Biscayne Housing, contains 40 units for supportive housing for chronically homeless families (currently including 11 Veteran households) and 40 affordable housing units. Capital funding sources included tax credits, ARRA, HOME, SURTAX and SHP. Casa Matias also receives ongoing SHP operating subsidy.

Verde Gardens (Homestead, FL) is an award winning, innovative community that contains 145 units of supportive housing for formerly homeless families impacted by disabilities (including 11 Veterans with special needs), a 22-acre organic farm and a Farmers Market. Developed as new construction by Carrfour on land leased by Miami-Dade County, Verde Gardens is LEED certified. Verde Garden's capital sources included funding from local General Obligation Bonds, the Miami-Dade County Homeless Trust, HHAG, HOME and Citibank Foundation. Verde Gardens also receives SHP operating subsidy.

In addition to the supportive housing communities detailed above, Carrfour has developed three other affordable housing communities in Miami-Dade County: Parkview Gardens (a 60-unit new construction, garden style development), Tequesta Knoll (a 100-unit rehabilitation) and Harvard House (a 56-unit rehabilitation).

Carrfour is different from other developers for several reasons. Carrfour is a mission driven, client-centered, not-for-profit; revenues generated are reinvested into developing new housing. In addition, Carrfour is involved in all aspects of supportive housing -- from development to operations and delivery of supportive services. From the very beginning of predevelopment through the duration of useful life, Carrfour stays committed. This is unique and also very important as Carrfour always has the end user and operations in mind when designing and constructing a supportive housing community.

b. Management Company Experience with Permanent Supportive Housing:

- (1) State the name of the Management Company: Crossroads Management, LLC
- (2) Describe, in the text box below, the Management Company's experience in managing Permanent Supportive Housing, specifically, the households the Applicant is proposing to serve. The Applicant's description is limited to this text box which is limited to 12,000 characters (the equivalent of approximately 3 typed pages). The Applicant may provide, as Attachment 7, up to 3 additional pages of appropriate exhibits, not created by the Applicant, to supplement the description.

Crossroads Management, LLC ("Crossroads") is a not-for-profit subsidiary of Carrfour Supportive Housing ("Carrfour") that has been in operation since 2007. Prior to creating Crossroads, Carrfour contracted property management to third-party management companies. Prior to the establishment of Crossroads, Carrfour struggled with this arrangement for several reasons. Firstly, operating subsidies in supportive housing developments are difficult to manage. They require regular monitoring visits, unit inspections, approval of applicants prior to occupancy, and most important, submission of monthly billing packages to fund operating expense reimbursements. Carrfour found that traditional property management companies did not have the capacity to navigate these complex operating subsidies, often leaving subsidies under billed and properties operating at a deficit. In addition, Carrfour was dissatisfied with the manner in which contracted third-party management companies treated special needs residents, often receiving complaints from residents that staff lacked sensitivity to their circumstances. Furthermore, Carrfour found that the contracted managers were often not appropriately trained to deal with the unique issues

Last Updated: 5/23/2013 7:46:53 PM | Form Key: 827

that arise in supportive housing communities, including the ability to competently deescalate volatile incidents between residents or how to appropriately deal with mentally ill residents in violation of lease terms. Frustrated by frequent incidents, Carrfour created Crossroads.

Crossroads, which has grown into a strong full-service property company with 55 employees, is a niche property management company specializing in the management of special needs communities. Led by President/CEO Stephanie Berman, Crossroads' leadership team has extensive experience managing affordable housing communities. Francisco Rodriguez, Crossroad's Director of Operations, has over 30 years experience in property management, accounting and asset management. Gladys Estrada, Crossroad's Operations Manager, has over twenty years of experience managing affordable housing and has a real estate license, CAM license and is a HUD certified Occupancy Specialist and Maintenance Specialist. Gustavo Bonilla, Crossroad's Accountant, has over 20 years experience in accounting and financial management.

In all, Crossroads currently manages 16 properties which include a total of 1,234 units. Of the units managed by Crossroads, 718 are supportive housing units for households with special needs -- including 144 units of supportive housing for Veterans with special needs.

The following is a list of properties developed by Carrfour and managed by Crossroads (a more detailed description is included in the "Developer Experience with Permanent Supportive Housing" section):

Rivermont: Located at 789 Northwest 13th Avenue, Miami, Florida, contains 76 units of supportive housing and currently serves eight Veterans with special needs.

Del Prado: Located at 18018 Northwest 39th Court, Miami Gardens, Florida, contains 32 units of supportive housing and currently serves four Veterans with special needs.

Dr. Barbara Carey Shuler Manor: Located at 1400 Northwest 54th Street, Miami, Florida, contains 50 units of affordable housing, 50 units of supportive housing, and currently serves 37 Veterans with special needs.

Harding Village: Located at 8520 Harding Avenue, Miami, Florida, contains 18 units of affordable housing, 74 units of supportive housing, and currently serves 46 Veterans with special needs.

Little Haiti Gateway: Located at 207 Northeast 62nd Street, Miami, Florida, contains ten units of affordable housing, 70 units of supportive housing, and currently serves five Veterans with special needs.

Little River Bend: Located at 8250 Northeast 4th Place, Miami, Florida, contains 66 units of supportive housing and currently serves seven Veterans with special needs.

Royalton Apartments: Located at 131 Southeast 1st Street, Miami, Florida, contains 20 units of affordable housing, 80 units of supportive housing, and currently serves nine Veterans with special needs.

Verde Gardens: Located at 12550 Southwest 282nd Street, Homestead, Florida, contains 145 units of supportive housing and currently serves 11 Veterans with special needs.

Villa Aurora: Located at 1398 Southwest 1st Street, Miami, Florida, contains 37 units of affordable housing, 39 units of supportive housing, and currently serves six Veterans with special needs.

Shepherd's House: Located at 1206 -1216 Northwest 12th Street, Homestead, Florida, contains six units of affordable housing.

Last Updated: 5/23/2013 7:46:53 PM | Form Key: 827

Parkview Gardens: Located at 1421 Northwest 61st Street, Miami, Florida, contains 60 units of affordable housing.

Harvard House: Located at 2020 Northeast Northeast 169th Street, North Miami Beach, Florida, contains 56 units of affordable housing.

Tequesta Knoll: Located at 1629 Northwest 14th Street, Miami, Florida, contains 100 units of affordable housing.

In addition to the properties listed above, Crossroads provides third party management for three non-Carrfour communities:

Rio Palma: Located at 1228 Northwest 4th Street, Miami, Florida and owned by not-for-profit Neighborhood Housing Services contains 18 units of affordable housing.

Shepherd's Court: Located at 1555 Northwest 7th Avenue, Miami, Florida, and owned by not-for-profit Camillus House contains 80 units of supportive housing for chronically homeless, disabled adults.

Town Park: Located at 1640 Northwest 4th Avenue, Miami, Florida, a cooperative owned by the residents of Town Park, contains 145 units of affordable housing.

Over the past year, Crossroads has averaged 93% occupancy rates and 91% collection rates across all developments. In addition to providing day-to-day management of properties to ensure they are always well-maintained, Crossroads develops preventive maintenance plans and manages capital improvement projects. Crossroads also oversees compliance with all monitoring agencies and funding sources. In supportive housing and affordable housing communities with multiple layers of capital and operating subsidies, compliance is a critical function of property management. Crossroads has developed comprehensive procedures to ensure compliance at each property.

Staff training is key to successfully managing supportive housing communities serving special needs populations. Carrfour's clinical staff provide all front line Crossroads property management staff (including leasing agents, maintenance staff, housekeepers and security staff) with specialized training on topics such as deescalating volatile interactions between residents, deescalating violent behaviors, maintaining proper boundaries with residents, symptoms of various mental illnesses, and identifying signs of suicidal behavior. In addition to arming the property management staff with the tools they need to treat residents with empathy and respect, these trainings help ensure that potentially dangerous situations are identified early and handled appropriately.

4. General Development Information:

a. Name of proposed Development: Liberty Village

b. Location of Development Site:

(1) County: Miami-Dade

(2) Address of Development Site:

Indicate (i) the address number, street name, and name of city and/or (ii) the street name, closest designated intersection, and either name of city or unincorporated area of county:

5329 NW 17th Avenue & 1620 NW 54th Street, Miami, FL 33142

(3) Complete questions (a) through (c) below:

(a) Difficult Development Area (DDA) and Qualified Census Tract (QCT):

Development Name: <u>Duval Park</u>	Application #: <u>2013-11C</u>
RFP 2013-08 for Special Needs High Priority Affordable Housing Developments	

Name of Applicant: Duval Park, Ltd.
 Name of Developer(s) Duval Park Developer, LLC

1. Persons with Special Needs Demographic Commitment (Threshold)

Persons with Special Needs

Veterans with Special Needs

- a. If the Applicant selected Persons with Special Needs above, did they provide detailed description of the resident household characteristics, needs, and preferences of the focus Persons with Special Needs population(s) the Applicant is proposing to serve?

Yes
 No
 n/a

- b. If the Applicant selected Veterans with Special Needs above, did they make a selection at either 1.b(1) or 1.b(2)?

Yes
 No
 n/a

If yes to 1.b above, did the Applicant provide a detailed description of the resident household characteristics, needs, and preferences of the focus population(s) the Applicant is proposing to serve?

Yes
 No

2. Applicant Information

- a. Applicant Name (Threshold)

1.a(1) Is the **Name of the Applicant** provided?

Yes
 No

- b. Demonstration that the Applicant is a **legally formed entity** qualified to do business in the state of Florida as of the Application Deadline (Threshold)

Development Name: _____	Application #: _____
RFP 2013-08 for Special Needs High Priority Affordable Housing Developments	

(1) Did the Applicant provide evidence (Attachment 3) from the Florida Secretary of State that the Applicant is qualified to do business in the state of Florida as of the application deadline?

- Yes
 No

c. Principals for the Applicant and for each Developer(Threshold)

The Applicant must provide a list, as Attachment 4 to Exhibit A, identifying the Principals for the Applicant and for each Developer, as follows:

- For a Limited Partnership, provide a list identifying the following: (i) the Principals of the Applicant as of the Application deadline, including percentage of ownership interest of each, and (ii) the Principals for each Developer as of the Application deadline. This list must include warrant holders and/or option holders of the proposed Development.
- For a Limited Liability Company, provide a list identifying the following: (i) the Principals of the Applicant as of the Application deadline, including percentage of ownership interest of each, and (ii) the Principals for each Developer as of the Application deadline. This list must include warrant holders and/or option holders of the proposed Development.
- For all other entities, provide a list identifying the following: (i) the Principals of the Applicant as of the Application deadline, including percentage of ownership interest of each, and (ii) the Principals for each Developer as of the Application deadline.

(1) Did the Applicant provide the required information for the **Applicant AND for each Developer?**

- Yes
 No



d. Is the Contact Person information provided? (Maximum 5 points)

- 5 points – Applicant provided ALL requested information

Development Name: _____ _____	Application #: _____
RFP 2013-08 for Special Needs High Priority Affordable Housing Developments	

- 3 points – Applicant provided the minimum information (name, address consisting of street address, city and state, and e-mail address)
- 0 points – Applicant provided less than the minimum requested information

3. Developer Information

a. Developer Name (Threshold)

(1) Is the **Name of each Developer** provided?

Yes

No

b. Demonstration that each Developer is a **legally formed entity qualified to do business in the state of Florida as of the Application Deadline (Threshold)**

(1) Did each Developer provide evidence (Attachment **5**) from the Florida Department State, Division of Corporations, that the Developer is qualified to do business in the state of Florida as of the application deadline?

Yes

No

Development Name: _____	Application #: _____
RFP 2013-08 for Special Needs High Priority Affordable Housing Developments	

Part 1	Met Threshold Requirement
Part 1.a Population	<input checked="" type="radio"/> Yes <input type="radio"/> No
Part 1.b Description of characteristics	<input checked="" type="radio"/> Yes <input type="radio"/> No
Part 1.c(1) and (2) Identify Veterans population	<input checked="" type="radio"/> Yes <input type="radio"/> No n/a

Part 2. Applicant Information	Met Threshold Requirement
a. Name of Applicant	<input checked="" type="radio"/> Yes <input type="radio"/> No
b. Legally formed entity	<input checked="" type="radio"/> Yes <input type="radio"/> No
c. Principals of Applicant and each Developer	Yes <input checked="" type="radio"/> No ←
d. Contact Person	Total Points: <u>5</u>

Part 3. Developer Information	Met Threshold Requirement
a.(1) Name of Developer	<input checked="" type="radio"/> Yes <input type="radio"/> No
a.(2) Legally formed entity	<input checked="" type="radio"/> Yes <input type="radio"/> No

Access to Services – Supportive and Health Services (10 points)

(i) Impact to tenants' health, safety, stability; (ii) Impact to tenants' abilities to access services and amenities off site daily, weekly and occasionally; (iii) Impact to tenants' abilities to access the range of services and amenities required to live a full life integrated in the community; (iv) Impact to tenants' abilities to access education and employment opportunities and carry out offsite social relationships; and (v) Developer's experience implementing access to community based services/amenities.

	107-Patriot Village (VD) 2	108- Collins (VT) 2	109-Pepper (PSN) 3	110 – Fine (PSN) 3	111-Duval Park (VT) 1	112 – Heron Estates (VT) 1	113-Liberty Village (VT) 2
Describe access to community-based resources and services to address the specific healthcare and/or supportive services needs of each resident of the focus households. If serving Veterans who are transitioning from nursing, rehabilitation or domiciliary care facilities within the VA Hospital or Medical Center, describe these households' access to the VA Hospital and/or VA Medical Center for continued and intermittent healthcare, rehabilitation, and ancillary services needed by the Veterans transitioning from the VA Hospital or Medical Center.	Good job of describing VA services that residents will have access. Partnering with CHCP a federal qualified health center in Pinellas County providing primary health care. Suncoastmental health and substance abuse Committed to provide onsite outreach seminars and counseling opportunities; VA benefits from Pinellas County Health and Human Services that includes special health care for female veterans.	3 of designated VA hospitals are within 20 miles of Collins. Haley and the Polytrauma are @9 miles. Bay Pines 18; St. Joes Hospital is 2 miles and Tamp General is 3.5; There is direct bus service to St. Joes. MacDill is 6 miles where residents will be able to access a full array of veterans support services; Services provided on site Gracepoint, Amputee Veterans of America Support Team, Hope for the Warriors for injured vets and their families, Operation Helping hand; Call of Duty Endowment/ available through activities and therapy spaces at Collings. Supportive Services at MacDill range of employment, family relief, emerge assistance and money management. Supportive Services near Halley. Usf Veterans Research. Future State of the Art Rehab Facility for injured veterans. Gracepoint will provided coordination of services and transportation for each resident.	Plaza Health Network will be an integral part of healthcare service delivery . It will develop a care coordination model working with other community partners providing health and supportive services. Hebrew Homes offers preventative and restorative rehab such as fall prevention programs. 2 skilled nursing and rehab centers within 750 feet. UM Center on Aging within .25 mile. UM hospital, Um cancer center within .5 mile. VA hospital and UM outpatient within .25	Plaza Health Network will be an integral part of healthcare service delivery . It will develop a care coordination model working with other community partners providing health and supportive services. Hebrew Homes offers preventative and restorative rehab such as fall prevention programs. Medical center 1/8 mile; UM outpatient .5; VA hospital ; cancer center, um hospital.75; UM Center on Aging within mile. Plaza Health skilled care and rehab about 1 mile.	Primary location for off-site healthcare and supportive services will be Bay Pines VA (5.8 miles) or Haley VA (29 miles). Persons with TBI can benefit from having a place where they can go on a daily basis for relearning lifeskills and work skills. Socialserve is designing the Warrior Bridge Acquired Brain Injury Housing for veterans and others with TBI to be located in St. Pete. It will be a peer run clubhouse. The club housing will be designed in partnership and following the International Brain Injury Clubhouse Alliance. Many residents who are transitioning from Bay Pines will be facing mental illness and SA. On-site case managers will work with residents to continue their medical care. On-site access to integrated treatment for Co-occurring disorders, cross-trained practitioners, Trauma informed care, motivational interviewing Assertive Community Treatment for mental health service delivery, individual group therapy, linkage to primary care and dental services, med management and vocational assistance.	Less than 1 mile from WPB VA Hospital. West Palm Hospital approximately a mile.	Miami VA (3 miles) site selected due to proximity to VA hospital. Integral part is staff helping residents stayed tied to VA hospital services and will help make medical appts., followup to ensure attendance and assistance scheduling transportation. Access to VOAF where they can receive specialized veterans services (mental health, peer support, and specialized employment services. Residents upon moving, the service coordinator will develop a housing stability plan with the Veteran addressing short and long term goals in health and supportive services and family life. For each goal staff will work with the resident on identifying the transportation method to reach the goal.
Describe the mode(s) and frequency of transportation and/or assistance that will be	<i>Doesn't mention transportation but does in community amenities</i>	Privat trans Van. – commits to providing van transportation service to all of the above .			Duval Park will provide daily scheduled RT transportation to both locations as needed and no cost to residents. Boley has 14 passenger vehicles driven	VOAF is charged with establishing a transportation system for the residents. System based on accessing	Miami-Dade transit has bus stop in front of Liberty and one transfer route to the VA hospital. Service runs from both stops every 15-20 minutes. Directbus access to VOAF services. MD county

(8)

4

<p>available and/or provided for these Veterans.</p>		<p>healthcare and supportive services locations at no cost to the resident.</p>			<p>by licensed and insured drivers. Boley has over 40 years experience. DP casemanagers will work directly with residents to access and seek transportation solutions. Anticipate most residents eligible for stipends or subsidized for transportation services. Bay Pines has a partnership with DAV to provide shuttle services for veterans receiving health services at the medical center. DAV is located very near DP</p>	<p>healthcare and also basic services. Transportation based on a loop system that is centered on delivering and picking up residents at the WPB VA and other ancillary services. Fixed schedule but also designed to be flexible when required. VOF will have access to a medical van with a lift and the option of utilizing private transportation if required.</p>	<p>provides free access to public transportation via a Patriot Passport. Staff will assist residents to get a pass. Transportation for Liberty Village Veterans with special needs will be available through a MD transit service that is complementary for disabled citizens that provides door to door service. Carrfour will assist getting this transportation service.</p>
<p>Other notes</p>	<p>Mentions recognized best practice housing model creating a housing model integrated with a combo of preventative and supportive services for veterans.</p>		<p>Not clear as to how inpatient skilled nursing and rehab transfers to services for Martin Fine residents</p>	<p>Not clear as to how inpatient skilled nursing and rehab transfers to services for Martin Fine residents</p>			
<p>Total Points</p>	<p>8</p>	<p>8</p>	<p>4</p>	<p>4</p>	<p>9</p>	<p>9</p>	<p>8</p>
<p>Ranking</p>	<p>2</p>	<p>2</p>	<p>3</p>	<p>3</p>	<p>1</p>	<p>1</p>	<p>2</p>

