

FLORIDA HOUSING FINANCE CORPORATION

Board Meeting

June 17, 2022

Action Items



MULTIFAMILY PROGRAMS

Action

I. MULTIFAMILY PROGRAMS

A. Request Approval to Develop RFA 2022-109 HOME-ARP Financing For Smaller Permanent Supportive Housing Developments For Persons With Special Needs

1. Background

- a) On April 8, 2021, HUD announced the HOME-ARP allocations for participating jurisdictions and that guidance for use of the funds would be released in Fall 2021. Florida Housing Finance Corporation (Florida Housing) was awarded \$71,903,340 as the recipient of the state's non-entitlement allocation. HOME-ARP program funds are available for participating jurisdictions to obligate for eligible activities through September 30, 2025. Funds may be drawn for expenditures through September 30, 2030.
- b) In October 2021, the Board approved staff's request to engage in the required consultation and public participation processes to develop a HOME-ARP Allocation Plan for submission to HUD. Staff developed the draft plan and held the consultation and public comment periods, accordingly. In January 2022, the Board approved the HOME-ARP Allocation Plan and staff worked with the Department of Economic Opportunity to submit the Allocation Plan to HUD as part of the substantial amendment to the Florida Consolidated Plan.
- c) The Allocation Plan reflects Florida Housing's intent to use part of the HOME-ARP funding to solicit applications to fund the development of new affordable rental housing units through Request For Applications (RFAs) that are tailored to certain development criteria such as geographic areas of location, areas of opportunity, demographic commitments and rental housing types.
- d) Thus far, Florida Housing has used HOME-ARP funding to develop and issue RFA 2022-210, Permanent Supportive Housing Focusing On Best Practices And Funding For Tenancy Supports And Resident Services Coordination For High Utilizers Of Public Behavioral Health Systems, which will consist of larger developments (at least 60 units). Florida Housing has also offered HOME-ARP through the Construction Housing Inflation Response Program (CHRIP) as an option for competitively awarded multifamily developments to set aside units for qualifying populations.
- e) Staff is seeking to utilize HOME-ARP, leveraged with other resources, to develop and issue an RFA to finance smaller permanent supportive housing developments consisting of 30 units or less, which would be similar to the recently issued RFA 2022-102 for Non-Profit Applicants to create new housing to provide Permanent Supportive Housing for Persons with Special Needs. Florida Housing received 3 Applications in response to RFA 2022-102 and 1 Application was funded.

MULTIFAMILY PROGRAMS

Action

2. **Present Situation**

- a) Staff would like to develop and issue an RFA to finance smaller permanent supportive housing developments consisting of 30 units or less utilizing HOME-ARP funding, with other leveraged resources as appropriate. Staff proposes to include a preference to fund developments that applied in RFA 2022-102 that were not funded, if there is no litigation pending in RFA 2022-102.
- b) The RFA would be limited to Developments in small counties with between 4 and 15 units, and Developments in medium and large counties to between 10 and 30 units. Staff intends to schedule a workshop for this RFA in July, with the goal of issuing an RFA in August or September.

3. **Recommendation**

- a) Authorize staff to issue an RFA 2022-109 for Smaller Permanent Supportive Housing Developments For Persons With Special Needs, utilizing HOME-ARP funding.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

I. PROFESSIONAL SERVICES SELECTION (PSS)

A. Request for Qualifications (RFQ) 2022-04, for the Homebuyer Loan Program Servicing

1. Background

- a) At the March 4, 2022 meeting, the Board authorized Florida Housing staff to issue a competitive solicitation for Homebuyer Loan Program Servicing and authorized the Executive Director to establish a review committee to make a recommendation to the Board.

2. Present Situation

- a) RFQ 2022-04 was issued on March 14, 2022. The deadline for receipt of responses was 2:00 p.m., April 13, 2022. A copy of the RFQ is provided as [Exhibit A](#).
- b) Responses were received from Lakeview Loan Servicing, LLC, and U.S. Bank.
- c) Members of the review committee were Melanie Weathers (Chairperson), Finance Director; Michelle Connelly, Financial Manager; Kenny Derrickson, Assistant Comptroller; Sandy Smith, Homebuyer Loan Programs Manager; and Chip White, Homebuyer Loans Program Director.
- d) Each member of the review committee individually reviewed the proposals prior to convening for the review committee meeting which was held at 2:00 p.m., Wednesday, May 4, 2022.
- e) At the May 4 meeting, the review committee provided final scores for the responses. The score sheet is provided as [Exhibit B](#).

3. Recommendation

- a) The review committee recommends that the Board authorize Florida Housing staff to enter into contract negotiations with the highest scoring respondent, Lakeview Loan Servicing, LLC. Should negotiations with Lakeview fail, the committee would like to request authorization to enter into contract negotiations with U.S. Bank.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

B. Request for Qualifications (RFQ) 2022-05, for Compliance Administration Services for the Single Family Homebuyer Loan Program

1. Background

- a) At the March 4, 2022 meeting, the Board authorized Florida Housing staff to issue a competitive solicitation for Compliance Administration Services for the Single Family Homebuyer Loan Program and authorized the Executive Director to establish a review committee to make a recommendation to the Board.

2. Present Situation

- a) RFQ 2022-05 was issued on April 4, 2022. The deadline for receipt of responses was 2:00 p.m., May 11, 2022. A copy of the RFQ is provided as [Exhibit C](#).
- b) Responses were received from Hilltop Securities Inc., and Housing and Development Services, Inc. d/b/a eHousingPlus.
- c) Members of the review committee were Chip White (Chairperson), Homebuyer Loans Program Director; Tamara Alford, Mortgage Pipeline Manager; and Sandy Smith, Homebuyer Loan Programs Manager.
- d) Each member of the review committee individually reviewed the proposal prior to convening for the Review Committee meeting which was held at 2:00 p.m., Wednesday, June 1, 2022.
- e) At the June 1 meeting, the review committee provided final scores for the response. The score sheet is provided as [Exhibit D](#).

3. Recommendation

- a) The review committee recommends that the Board authorize Florida Housing to enter into contract negotiations with Housing and Development Services, Inc. d/b/a eHousingPlus. Should those negotiations fail, staff recommends that the Board authorize Florida Housing to enter into contract negotiations with Hilltop Securities Inc.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

C. **Tenant-Based Rental Agreement (TBRA) Renewals for Existing Housing Stability for Homeless Schoolchildren Initiatives**

1. **Background**

- a) At the September 4, 2020 meeting, the Board authorized Florida Housing staff to fund the proposed Housing Stability for Homeless Schoolchildren Initiatives in Alachua, Bay, and Charlotte counties. The resulting TBRA Contracts associated with these initiatives expire as follows:
 - (1) Alachua County Housing Authority – September 21, 2022
 - (2) Punta Gorda Housing Authority – September 22, 2022
 - (3) Panama City Housing Authority – October 13, 2022
- b) The Contract states that contingent upon satisfactorily performing its obligations under the Contract as determined by Florida Housing, these agreements may be renewed for an additional two-year period.

2. **Present Situation**

- a) Florida Housing staff supports using the two-year renewal option for all three agreements.

3. **Recommendation**

- a) Staff recommends the Board direct staff to proceed with the two-year renewal option for all three agreements.

PROFESSIONAL SERVICES SELECTION (PSS)

Action

D. Single Source Procurement for OnBase Licensing

1. Background

- a) Florida Housing uses OnBase as its document management system, and Hyland Software, Inc., is the developer of OnBase software. At the January 23, 2020 meeting, the Board approved an upgrade to an enterprise license with increased functionality. These licenses contain more robust functionality to better integrate OnBase with Florida Housing's multifamily line of business software, ProLink.
- b) OnBase is proprietary software and Hyland Software, Inc., is the only entity able to provide licensure.

2. Present Situation

- a) Staff believes that it is in the best interest of Florida Housing to continue with these services and proceed with an updated, one-year contract.

3. Recommendation

- a) Staff recommends that the Board authorize staff to enter into negotiations for a one-year, single source contract with Hyland Software, Inc., for continued access to the enterprise license.