

## Notice of Intended Decision to Enter Into a Single Source Contract

**AGENCY:** Florida Housing Finance Corporation

**TITLE:** Affordable Housing Catalyst Program Services

**CONTACT:** Contract Administrator  
227 N. Bronough Street, Suite 5000  
Tallahassee, FL 32301  
(850) 488-4197  
Contract.Admin@floridahousing.org

**Date Posted:** June 16, 2017

**Time Posted:** 1:35 p.m.

**Commodity or Service Required:** Affordable Housing Catalyst Program Services

**Requestor:** Nancy Muller, Policy Director

**Performance and/or Design Requirements:** The Florida Legislature established the Affordable Housing Catalyst Program (Catalyst) to provide training and technical assistance for community development activities related to affordable housing. Section 420.531, Fla. Stat., charges Florida Housing with the responsibility of procuring the expertise necessary to provide this statewide training and technical assistance to local governments, not-for-profit corporations, public housing authorities and community-based organizations. This training and technical assistance assists with administration and implementation of the State Housing Initiatives Partnership (SHIP) Program, the Home Investment Partnerships (HOME) Program, The Hardest Hit Fund (HHF) and other affordable housing programs.

The vendor will be tasked with providing statewide workshops and clinics, web based training, on-site technical assistance, telephone technical assistance, and other types or modes of technical assistance deemed appropriate for the efficient and cost-effective delivery of affordable housing training and technical assistance.

**Intended Source:** Florida Housing Coalition, Inc.

**Price:** \$500,000

**Justification for Single Source Acquisition:** Section 420.531, Fla. Stat. outlines the requirements for the entity providing technical assistance, stating in pertinent part, "To the maximum extent feasible, the entity to provide the necessary expertise must be recognized by the Internal Revenue Service as a nonprofit tax-exempt organization. It must have as its primary mission the provision of affordable housing training and technical assistance, an ability to provide training

and technical assistance statewide, and a proven track record of successfully providing training and technical assistance under the Affordable Housing Catalyst Program.” The only firm that meets all of these statutory requirements is the Florida Housing Coalition, Inc.

Approved By: Florida Housing Finance Corporation’s Executive Director, Harold L. Price, III.

**Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to file a bond or other security within the time allowed for filing a bond, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.**