



CENTRAL FLORIDA
75 South Ivanhoe Blvd
Orlando, FL 32804

NORTHEAST FLORIDA
76 South Laura Street
Suite 303
Jacksonville, FL 32202

January 13, 2016

Mr. Ken Reecy
Director of Multifamily Programs
Florida Housing Finance Corporation
227 N. Bronough Street, Suite 5000
Tallahassee, FL 32301

Re: Request for Revision to RFA 2016-102 Exhibit C

Dear Mr. Reecy:

Please accept this letter as our request for revision to Exhibit C, Item 12.a.(2). This section requires that the Applicant provide the following to the Corporation within 21 Calendar Days of the date of the invitation to enter credit underwriting:

“Identify the General Contractor by providing the completed and executed Florida Housing Finance Corporation General Contractor or Qualifying Agent of General Contractor Certification form.”

In an effort to contract with professional and qualified Architects and General Contractors utilizing the design-bid-build process, adequate time is needed to produce complete bid documents including plans and specifications. Having these documents will ensure a transparent and competitive process resulting in comprehensive and accurate bids from qualified contractors, limiting unforeseen conditions and construction change orders. This will afford the Applicant the opportunity to provide a quality project while working within budget constraints.

We hope that the timeline below will illustrate the anticipated design-bid-build process:

- June 6, 2016 FHFC Review Committee recommendation
 - Previously selected (via RFQ) Architect begins design (120-day process)
- June 24, 2016 FHFC Board approval of recommendations and issuance of invitation to enter credit underwriting
- July 14, 2016 (21 days) Identify remaining members of the Development Team
- October 4, 2016 Design complete and reviewed by appropriate planning/building agencies; Issued to General Contractors for bids (45-day process)
- November 18, 2016 General Contractor under contract; Remaining items submitted to complete CUR
- January 2017 FHFC Board approval of CUR

We acknowledge that other project delivery options are available; however, based on our experience, we are committed to the design-bid-build process, assuring the Development is quality driven, cost sensible, delivered on time and within budget. This also eliminates the need for a General Contractor to hold pricing for extended periods of time – while the Applicant moves through the FHFC application and underwriting and closing process – which accelerates costs to account for potential material and labor increases.

If the General Contractor requirement cannot be waived, we propose the following alternatives:

- Revise the form submission deadline from within 21 to 150 Calendar Days from the date of the invitation to enter credit underwriting; or
- Allow the Applicant to submit a short-list of qualified General Contractors, one of which would be selected as the General Contractor for the Development. The current 21-day time period does allow time to issue an RFQ for General Contractors who would be invited to bid the project once the contract documents are completed and ready for bid. The certification form states that the General Contractor certifies their willingness to “participate in a bid process” which would be in compliance with this option.

Thank you for the opportunity to provide comments regarding the above referenced RFA. We respectfully request that the requirement to provide the General Contractor Certification within 21 Calendar Days of invitation to enter credit underwriting be deleted. Please feel free to contact me if you have any questions or require further clarification.

Sincerely,



Michelle M. Tappuni, LEED® AP
Property Development Director