

WALK ON #1

Lee County Board Of County Commissioners  
Agenda Item Summary

Blue Sheet No. 20050067

1. **REQUESTED MOTION:** Authorize Chairman to sign Grant Certification Form for Grant Application to the Florida Housing Finance Corporation.  
**ACTION REQUESTED :** Authorize Chairman to sign Grant Certification Form for Grant Application to the Florida Housing Finance Corporation.

**WHY ACTION IS NECESSARY:** The certification form is required to submit the grant application  
**WHAT ACTION ACCOMPLISHES:** Allows the Department of Human Services to apply for additional grant funding.

2. **DEPARTMENTAL CATEGORY:** 05

COMMISSION DISTRICT # Countywide CW

3. **MEETING DATE:**

01-25-2005

4. **AGENDA:**

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

5. **REQUIREMENT/PURPOSE:**  
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER

6. **REQUESTOR OF INFORMATION:**

- A. COMMISSIONER N/A
- B. DEPARTMENT Human Services
- C. DIVISION N/A
- BY: Masha Popkey

7. **BACKGROUND:** Department of Human Services, (DHS) is seeking funding from the FHFC to develop two duplexes for supportive housing for persons with disabilities. DHS will partner with a non-profit agency to create four additional units for special need individuals. DHS is providing \$441,000 in funding from HOME & CDBG grant funds and in kind services as leverage to obtain \$340,000 for construction of two duplexes.

Attachments: Certification Form and Grant Application Data Form

8. **MANAGEMENT RECOMMENDATIONS:**

9. **RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
	N/A	N/A	N/A		OA	OM	Risk	GC	
					RK/14	1/15/05	1/14/05	1/14/05	1-14-05

10. **COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
Date: 1/14/05  
Time: 2:00  
Forwarded To: Admin 1/14/05

RECEIVED BY  
COUNTY ADMIN:  
1-14-05  
1:45  
COUNTY ADMIN  
FORWARDED TO:  
1-14-05  
3:50 p.m.

**BOARD OF COUNTY COMMISSIONERS  
WALK ON AGENDA ITEMS  
MEETING DATE: January 25, 2005**

**WO #      DESCRIPTION**

**WO #1      ACTION REQUESTED:  
Authorize Chairman to sign Grant Certification Form for Grant Application to the Florida Housing Finance Corporation.  
WHY ACTION IS NECESSARY:  
The certification form is required to submit the grant application  
WHAT ACTION ACCOMPLISHES:  
Allows the Department of Human Services to apply for additional grant funding. (#20050062-Human Services)  
REASON FOR WALK ON:  
Grant opportunity recently released, needs to be submitted ASAP.**

**BOARD: ALBION HALL JUDAH JANES ST. CERNY  
COMMISSION RECEPTION DESK  
DONALD STILWELL, COUNTY MANAGER  
WILLIAM HAMMOND, DEPUTY COUNTY MANAGER  
HOLLY SCHWARTZ, ASSISTANT COUNTY MANAGER  
PETE WINTON, ASSISTANT COUNTY MANAGER**

**ANTONIO MAJUL, BUDGET SERVICES  
BOB GRAY, DEPUTY CO ATTORNEY  
JAMES LAVENDER, PUBLIC WORKS  
PUBLIC RESOURCES OFFICE  
LISA PIERCE, MINUTES**

**DATE AND TIME DISTRIBUTED: 01-18-05 2:30 PM**

**CONFIDENTIAL**

**MEMORANDUM FROM  
THE DEPARTMENT OF  
HUMAN SERVICES  
ADMINISTRATION**

RECEIVED  
JAN 14 11 09 12

Date: January 13, 2005

To: All Concerned Departments

From: Marsha Popkey *MP*  
Manager, Housing Services

Re: Walk-on Blue Sheet (Number )

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The attached blue sheet number 20050062 needs to be walked on to the January 25, 2005 Board of County Commissioners meeting.

This grant opportunity was recently released and needs to be submitted ASAP.

RECEIVED  
JAN 14 11 13 05

**GRANT APPLICATION DATA FORM**

SUBMITTING DEPARTMENT/DIVISION: Human Services

Contact Person: Marsha Popkey

Telephone #: 239-652-7941

Were the services of the County's grant development consultant utilized for this application?  
(For ex. Full proposal preparation, consultation, research, phone inquiry, e NO: X

If you answered YES, please briefly explain: \_\_\_\_\_

NAME OF GRANT: Special Needs Assistance Grant

GRANTOR AGENCY: Florida Housing Finance Corp.

Is this grant a "Pass-Through" of Federal Funds to State?

\_\_\_\_\_ Yes \_\_\_\_\_ No X Unknown

DEADLINE FOR SUBMITT 4-Feb-05

GRANT AMOUNT: \$340,000

MATCHING REQUIREMENTS (include how the matching will be met): \$441,000 in homes and improvements DHS purchased and are rehabilitating with grant funds. Property available through county lands.

**PURPOSE OF GRANT:**

To develop four additional units of supported housing to combine with three houses DHS already owns to create scattered site supported housing for persons with disabilities.

After completion, DHS will offer a Request for Qualifications to transfer the properties to a local not for profit.

**IMPACT STATEMENTS**

**Please describe the benefit of this grant to the community.**

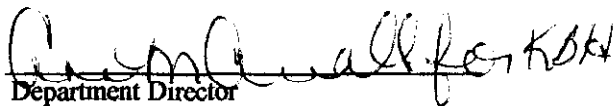
Provide supported housing for 19 persons with disabilities. Keeps special needs clients in their homes & provides services to a vulnerable population.

**Please describe the operational impact to Lee County Government.**

DHS Housing Services will develop the project utilizing local contractors, then transfer the property to a not for profit.

  
Department Grant Administrator/designee

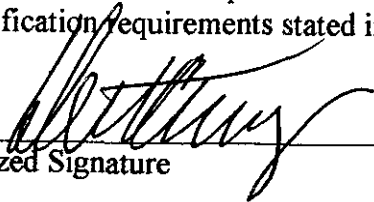
1/13/05  
Date

  
Department Director

1/13/05  
Date

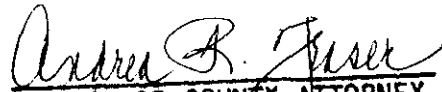
## CERTIFICATION STATEMENT

I agree to abide by all conditions of RFP 2004-12 and certify that all information provided in this response is true and correct, that I am authorized to sign this Response for the Offereor and that the Offeror is in compliance with all requirements of the RFP, including but not limited to, the certification requirements stated in Section Five of this RFP.

  
\_\_\_\_\_  
Authorized Signature

Douglas St. Cerny, Chairman, Lee County BOCC

APPROVED AS TO FORM

  
\_\_\_\_\_  
OFFICE OF COUNTY ATTORNEY

\_\_\_\_\_  
Authorized Signature

*N/A*

Print Name and Title: \_\_\_\_\_

**SECTION FIVE  
CERTIFICATION**

Do not reproduce the language of Section Five in the Response. By inclusion and execution of the statement provided in Section Four, paragraph E., of this RFP, each Offeror certifies that:

- A. The Offeror submits this Response without prior understanding, agreement, or connection with any person or entity submitting a separate Response for the same services. However, any agreement with a person or entity with whom the Response is jointly filed and such joint filing is made clear on the face of the Response shall be an exception so long as the Response is in all respects fair and without collusion or fraud.
- B. Any material submitted in response to this RFP is a public record pursuant to Chapter 119, Fla. Stat., and subject to examination upon request, after Florida Housing provides a notice of decision pursuant to Section 120.57(3), Fla. Stat., or within 10 Days after the Response is opened, whichever is earlier.
- C. The Offeror is in compliance with Section 420.512(5), Fla. Stat., which provides:  
“Service providers shall comply with the following standards of conduct as a condition of eligibility to be considered or retained to provide services. For purposes of paragraphs (a), (b), and (c) only, the term ‘service provider’ means and is limited to a law firm, an investment bank, or a credit underwriter, and the agents, officers, principals, and professional employees of the service provider.  
(a) A service provider may not make contributions in any amounts, directly or indirectly, for or on behalf of candidates for Governor, nor shall any service provider make a contribution in excess of \$100 to any candidate for a member of the State Board of Administration other than the Governor in Florida while the service provider is included in an applicant pool from which service providers are selected to provide services to the corporation, while the service provider provides services to the corporation, and for the longer of a period of 2 years thereafter or for a period through the next general election for Governor.  
(b) The service provider shall not participate in fundraising activities for or on behalf of candidates for Governor in Florida while the service provider is included in an applicant pool from which service providers are selected to provide services to the corporation, while the service provider provides services to the corporation, and for the longer of a period of 2 years thereafter or for a period through the next general election for Governor.

(c) Service providers shall provide to the corporation a statement that the service provider has not contributed to candidates for Governor or contributed in excess of the amounts allowed by this section for a member of the State Board of Administration or engaged in fundraising activities for or on behalf of candidates for Governor in Florida since the effective date of this section or during the 24 months preceding the service provider's application to provide services to the corporation, whichever period is shorter.

(d) The service provider may not engage in prohibited business solicitation communications with officers, members, or covered employees of the corporation.

(e) If a service provider is in doubt as to whether its activities, or the activities of its principals, agents, or employees, violate the provisions of this section, it may request a declaratory statement in accordance with the applicable rule and Section 120.565, Fla. Stat.

(f) If the corporation determines that a service provider has failed to meet the provisions of this section, it shall consider the magnitude of the violation and whether there has been a pattern of violations in determining whether to terminate or decline to enter into Contracts with the service provider.”

D. For the purpose of Section 420.512(5), Fla. Stat., “Prohibited Business Solicitation Communications” is defined by Section 420.503(31), Fla. Stat., which provides:

“‘Prohibited business solicitation communication’ means a private written or verbal communication between a member, officer, or covered employee of the corporation and a service provider regarding the merits of the service provider and whether the corporation should retain the services of the service provider. The term does not include:

(a) A verbal communication made on the record during a public meeting;

(b) A written communication provided to each member and officer of the corporation and made part of the record at a public meeting;

(c) A written proposal or statement of Proposals submitted to the corporation in response to a corporation advertisement seeking proposals or statements of Proposals as part of a competitive selection process.

(d) A verbal or written communication related to the contractual responsibilities of a service provider who was selected to provide services or who was included in a pool of service providers eligible to provide services as a result of a competitive selection process, so long as the communication does not relate to solicitation of business.

(e) A verbal or written communication related to a proposed method of financing or proposed projects, so long as the communication does not relate to solicitation of business.”

E. The Offeror is in compliance with Section 287.133(2)(a), Fla. Stat., which provides in part:

A person or affiliate, who has been placed on the convicted vendor list, following a conviction for a public entity crime, may not:

- a. submit a bid on a contract to provide any goods or services to a public entity;
- b. submit a bid on a contract with a public entity for the construction or repair of a public building or public work;
- c. submit bids on leases of real property to a public entity;
- d. be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and;
- e. transact business with any public entity in excess of the threshold amount provided in Section 287.017, Fla. Stat., for CATEGORY TWO: \$25,000, for a period of 36 months from the date of being placed on the convicted vendor list.

## **SECTION SIX EVALUATION PROCESS**

The Committee shall evaluate the Responses based on the criteria described in this RFP and any other criteria that the members of the Committee deem relevant to serve the best interests of Florida Housing and persons with disabilities in Florida. The Committee expects to conduct one or more public, noticed meetings during which it shall discuss the Responses. The Committee shall recommend one or more of the Responses to the Board for preliminary funding commitment on such schedules and terms as Florida Housing staff deems appropriate based on its own review and the review of the Credit Underwriters and any other contractors, except that if the Committee decides that no submitted Responses are adequate (as set forth herein), then the Committee may recommend that no Response be approved.

An Offeror's past and current performance in Florida Housing's programs shall be considered in reviewing its Response. Florida Housing reserves the right not to issue, or to rescind if already issued, an award to any Offeror if it has been determined that the Offeror, any member of an Offeror that consists of multiple people or entities, or an officer, director, manager, or principal of an Offeror or member of an Offeror is not in compliance or is in financial arrears as to any Florida Housing program and has not taken satisfactory steps to remedy such non-compliance and/or financial arrearages as determined by Florida Housing. Notwithstanding an award by the Board pursuant to this RFP, Florida Housing may later withdraw or deny funding to any proposed Development if it concludes that the Offeror or any entity involved in the proposed Development has derogatory credit or performance history in relation to Florida Housing or any other person or entity; the Development is not sufficiently financially strong to satisfy Florida Housing's subjective review; does not meet a demonstrated need for the type of Development proposed in the specific market or sub-market or otherwise does not serve the best interests of Florida Housing or persons with disabilities in Florida.