

## Description of Intended Single Source Purchase

**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 5, 2018

**Time Posted:** 8:20 a.m.

Term: July 1, 2018 – June 30, 2019

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.

Estimated Dollar Amount: \$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.

This Description of Intended Single Source Purchases is posted in accordance with Rule 67-49.0031, Florida Administrative Code. Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If the Executive Director, after reviewing any information received from prospective vendors, determines that the commodities or contractual services are practically available from a single source, the Corporation shall provide notice of its intended decision to enter into a single-source purchase contract in the manner specified in Section 120.57(3), Fla. Stat.