

**REQUEST FOR APPLICATIONS (RFA) 2022-01**

**HOUSING STABILITY FOR HOMELESS SCHOOLCHILDREN INITIATIVE**

**for**

**FLORIDA HOUSING FINANCE CORPORATION**

**March 21, 2022**

## **SECTION ONE INTRODUCTION**

Florida Housing Finance Corporation (“Florida Housing”) is soliciting competitive Applications to administer and provide short-term housing stability services for homeless schoolchildren and their families in counties that have a population of up to 400,000 in accordance with the terms and conditions set forth in this Request for Applications (RFA), and any other term and condition in any contract subsequently awarded. Applicants will be selected and determined through Florida Housing’s review of each Application, considering the factors identified in this RFA. Florida Housing expects to select one or more Applicants that propose to provide all of the services specified in this RFA.

## **SECTION TWO DEFINITIONS**

For purposes of this document, the following terms will be defined as follows:

“Applicant”	Any person or entity who has the capability in all respects to perform fully the requirements contained in this RFA, and submits a Application to this RFA.
“Application”	The written submission by an Applicant to this RFA.
“Board”	Florida Housing Finance Corporation’s Board of Directors.
“Case Management Organization”	Means a qualified non-profit entity as defined in Section 42(h)(5)(C), subsection 501(c)(3) or 501(c)(4) of the IRC and organized under chapter 617, Fla.Stat., to provide housing stability and case management supportive services on a not-for-profit basis.
“Committee”	The review committee composed of Florida Housing employees that is established pursuant to Rule 67-60.007, Fla. Admin. Code.
“Effective Date”	The date the last party signs the contract that is awarded as a result of this RFA.
“Florida Housing”	Florida Housing Finance Corporation, a public corporation and public body corporate and politic created by Section 420.504, Fla. Stat.

“McKinney-Vento Program”	The Federal Educational Program authorized under Title IX, Public Law No. 92-318, 86 Stat. 235, codified at 20 U.S.C. §§ 1681–1688. Title IX requires that state education agencies ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth. The Homeless Education Program provides services as provided by the McKinney-Vento Education for Homeless Children and Youth Program.
“Public Housing Authority” (PHA)	A Public Housing Authority that is authorized by HUD to administer a program for housing assistance payments as created in 24 CFR § 982. For the purposes of this RFA, the PHA must be qualified and authorized by HUD to enter into housing assistance payments contracts with landlords and administer rental vouchers under the procedures required by HUD.
“RFA”	This RFA, including all exhibits referenced in this document and all other documents incorporated by reference.
“School District”	For the purposes of this RFA, the school system that is managed, controlled, operated, administered and supervised under the provisions of ss. 1001.30-1001.32, Fla. Stat. The School District, for the purposes of this RFA, must serve the entire county.
“Website”	The Florida Housing Finance Corporation website, the URL of which is <a href="http://www.floridahousing.org">www.floridahousing.org</a> .

**SECTION THREE  
PROCEDURES AND PROVISIONS**

A. Applicants will submit their Application to:

<https://www.floridahousing.org/legal/procurements/rfa-2022-01-document-upload>

Florida Housing must receive the entire Application on or before 2:00 p.m., Eastern Time, on May 19, 2022, as Applications will be opened at that time. Any Applications received after the deadline will be considered non-responsive. One complete copy of the Application in PDF format is preferred, unless specified otherwise in Section Six below, and the file name ought to contain a reference to both the solicitation number (RFA 2022-01) and the name of the Applicant. Please note that the site will ask for the Applicant's contact information and the solicitation number prior to being able to upload the Application. Florida Housing will not accept a mailed or faxed Application.

B. This RFA does not commit Florida Housing to award a contract to any Applicant or to pay any costs incurred in the preparation or mailing of an Application.

C. All services under the contract awarded are to be performed solely by the Builder, unless subcontracted or assigned with the prior written approval and consent of Florida Housing.

D. Florida Housing reserves the right to:

1. Waive minor deficiencies and informalities;
2. Accept or reject any or all Applications received as a result of this RFA;
3. Obtain information concerning any or all Applicants from any source;
4. Request an oral interview before the Board from any or all Applicants;
5. Select for contract negotiation or for award a Application other than (or in addition to) that with the highest score in order to serve the best interests of Florida Housing and the public; and
6. Negotiate with the successful Applicant with respect to any additional terms or conditions of the contract.

E. Any interested party may submit any question regarding this RFA in writing via e-mail to the Contract Administrator at [Contract.Admin@floridahousing.org](mailto:Contract.Admin@floridahousing.org). All questions must be submitted no later than 2:00 p.m., Eastern Time, on April 6, 2022. Phone calls will not be accepted. Florida Housing expects to respond to all questions in writing by 5:00 p.m., Eastern Time, on April 13, 2022. Florida Housing will post a copy of all questions received and the corresponding answers on Florida Housing's website at:

[https://www.floridahousing.org/legal/procurements/requests-for-applications-\(other-florida-housing-programs\)](https://www.floridahousing.org/legal/procurements/requests-for-applications-(other-florida-housing-programs)).

Only written responses or statements from the Contract Administrator that are posted on the Website will bind Florida Housing. No other means of communication, whether oral or written, may be construed as an official response or statement from Florida Housing.

F. Between the release of the solicitation and the end of the 72-hour period following the posting of the notice of intended award, Applicants to this solicitation or persons acting on their behalf may not contact any member of Florida Housing's Board of Directors or any Florida Housing employee concerning any aspect of this solicitation, except in writing to the Contract Administrator. Violation of this provision may be grounds for rejecting an Application.

G. Any person who wishes to protest the specifications of this RFA must file a protest in compliance with Section 120.57(3), Fla. Stat., and Rule Chapter 28-110, Fla. Admin. Code. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat., will constitute a waiver of proceedings under Chapter 120, Fla. Stat.

H. Any Applicant may request withdrawal of its Application from this RFA by filing a written notice of withdrawal with the Corporation Clerk at CorporationClerk@floridahousing.org. For purposes of the funding selection process, the Corporation shall not accept any Application withdrawal request that is submitted after 5:00 p.m. (Eastern Time), on the last business day before the date the scoring committee meets to make its recommendations until after the Board has taken action on the scoring committee's recommendations, and such Application shall be included in the funding selection process as if no withdrawal request had been submitted.

I. The term of the TBRA agreement will be for two years, subject to satisfactory performance at the sole discretion of Florida Housing. If the parties mutually agree in writing, the contract may be renewed for a period of up to two years.

J. Florida Housing is not required to use the services of any selected Builder or to assign any work to such provider, and may terminate the contract with any selected Builder without cause and without penalty.

K. Pursuant to Rule 67-60.005, Fla. Admin. Code, Florida Housing may modify the terms of the RFA at any point prior to the due date for Responses. A notice of such modification will be posted on Florida Housing's Website and will be provided to potential Applicants who requested copies of the RFA. Any Applicant will have at least seven days from the date of the posting of the notice of the modification to submit or modify its Application.

L. The terms of this RFA, and any modifications thereto, will be incorporated into any contract offered as a result of this RFA. Failure of a successful Applicant to accept these obligations in the final contract may result in cancellation of the award.

## **SECTION FOUR SCOPE OF SERVICES**

### **A. PROJECT OVERVIEW AND ELIGIBLE APPLICANTS**

The Housing Stability for Homeless Schoolchildren Initiative (Initiative) was designed to assist families with children participating in the School District's McKinney-Vento Program. The program seeks to help participating families obtain and maintain suitable rental housing through the provision of Federal HOME funds for the Tenant Based Rental Assistance (TBRA) of up to 24 months, while connecting them to supportive services. The HOME TBRA funding will be provided by Florida Housing and administered through the local PHA that executes the TBRA agreement with Florida Housing. The supportive services will be provided by the Applicant and other organizations that partner with the Applicant. The Applicant must establish a formal partnership between the following entities via a partially executed Memorandum of Agreement (MOA) for coordinated services prior to submission of a Response to this RFA. Florida Housing

will execute the MOA with awarded Contractors. A copy of the Florida Housing-approved MOA form has been provided for use on the Website, under the listing for this RFA. The MOA must be signed by the following:

1. The Superintendent of the School District;
2. The Executive Director of the Public Housing Authority; and
3. The Executive Director or CEO of the Case Management Organization.

The intent of this program is to serve homeless schoolchildren throughout the entire School District. Section 421.11(2), Fla. Stat., allows PHAs to enter interlocal agreements with respect to projects or programs located within the county, making counties with multiple PHAs eligible to participate.

#### **B. GEOGRAPHIC AREA**

For this RFA, the Applicant's geographic area must be a county with a population of up to 400,000 and the Applicant must serve the entire county. Florida Housing seeks to award at least one agreement to a qualifying Applicant in a county with a population under 250,000.

#### **C. ALLOCATION OF FUNDS**

Florida Housing expects to issue an agreement for up to \$500,000 in HOME TBRA funds for each selected Applicant. Florida Housing expects to select up to three Applicants.

#### **D. SERVICES TO BE PROVIDED**

Services to be provided in connection with the Initiative must include the following:

1. Identification of families with homeless schoolchildren by the School District's McKinney-Vento Program to participate in the Initiative;
2. Assessments of selected families to determine interest and capacity to participate in the Initiative<sup>1</sup>;
3. Preparation and execution of participation agreements for the selected families;
4. Provision of support and case management for school-aged children participating in the Initiative. For School Districts that dedicate funding for the provision of contracted services as case management or commit to provide additional case management funding to referred families to increase housing stability will receive an additional five points in the Budget Costs and Sources for the Provision of Case Management Service section of the response;

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<sup>1</sup> The intent of this program is to serve homeless schoolchildren as described within this Request for Applications. The household receiving the rental assistance must have the children residing in the household on a permanent basis throughout the period of provision of rental assistance.

5. Provision of support and case management for adult family members participating in the Initiative to increase income and provide housing stability. The Case Management Organization must conduct an initial home visit within one month after family is housed, monthly home visits for the first six months that a family is housed, and at least quarterly home visits during the duration of the rental assistance initiative; and

6. Administration of TBRA and security deposit for eligible households by the PHA. The PHA will receive an administrative fee to be used in accordance with the activities of the initiative. The PHA will enter into a separate agreement with Florida Housing to assist households referred by the School District in the geographic area in accordance with the HOME Program regulations (24 CFR Part 92). The form entitled, “TBRA Agreement Form” must be used and can be found on the Website under the listing for this RFA.

7. Utility deposits are allowed under this initiative, subject to agreement between the entities participating in the Applicants’ MOA.

#### **E. EVALUATION AND PERFORMANCE OUTCOMES**

Applicants who are awarded agreements with Florida Housing will be required to utilize set pre-assessment measures to establish a base record; a methodology that will track student outcomes, family outcomes, and housing stability as the households move through the rental assistance program; and a plan to follow participating households for up to 12 months following the last rental assistance payment to ensure housing stability. The agreement will require awarded Contractors to submit a preliminary report on December 31, 2022, annual reports by December 31 each following participating year, and a final evaluation report to Florida Housing that will include the quantitative and qualitative measures they have collected within one year from the date the Initiative is terminated. In addition, the Applicant must agree to:

1. Participate in regularly scheduled meetings to discuss ongoing implementation activities;
2. Participate in implementation and evaluation activities;
3. Track performance outcomes; and
4. Prepare a report on the outcomes achieved, lessons learned and recommendations for future consideration.

## **SECTION FIVE CERTIFICATION**

Do not reproduce the language of Section Five in the Application. By inclusion and execution of the statement provided in Section Six of this RFA, each Applicant certifies that:

A. The Applicant has read all applicable Corporation rules governing this RFA and the instructions for completing this RFA and will abide by the applicable Florida Statutes, federal regulations, and the credit underwriting and program provisions.

B. The Applicant submits this Application without prior understanding, agreement, or connection with any person or entity submitting a separate Application for the same services. However, any agreement with a person or entity with whom the Application is jointly filed and such joint filing is made clear on the face of the Application will be an exception so long as the Application is in all respects fair and without collusion or fraud.

C. The Applicant certifies that the proposed project can be operating within the schedule and budget submitted to the Corporation.

D. The Applicant acknowledges that any funding preliminarily secured by the Applicant is expressly conditioned upon any independent review, analysis and verification of all information contained in this Application that may be conducted by the Corporation, and all necessary approvals by the Board of Directors, Corporation or other legal counsel, and Corporation staff.

E. If preliminary funding is approved, the Applicant will promptly furnish such other supporting information, and documents as may be requested or required. The Applicant understands and agrees that the Corporation is not responsible for actions taken by the undersigned in reliance on a preliminary commitment by the Corporation.

F. The Applicant is in good standing among state agencies and have not been prohibited from applying for funding.

G. Any material submitted in response to this RFA is a public record pursuant to Chapter 119, Fla. Stat., and subject to examination upon request, but only after Florida Housing provides a notice of decision pursuant to Section 120.57(3), Fla. Stat., or within 30 days after the Application is opened, whichever is earlier.

H. The Applicant, if awarded a contract under this RFA, will comply with Section 420.512(5), Fla. Stat. For the purpose of Section 420.512(5), Fla. Stat., “Prohibited Business Solicitation Communications” is defined by Section 420.503(32), Fla. Stat.

I. The Applicant is in compliance with Section 287.133(2)(a), Fla. Stat.

J. The Applicant understands and agrees to cooperate with any audits conducted in accordance with the provisions set forth in Section 20.055(5), Fla. Stat.



K. The Applicant agrees understands and agrees to comply with the provisions of Section 448.095, Fla. Stat.

L. Pursuant to Section 119.0701(2)(b), Fla. Stat., the Applicant, if awarded a contract under this RFA, will be required to comply with public records laws, specifically to:

1. Keep and maintain public records required by Florida Housing to perform the service.

2. Upon request from Florida Housing’s custodian of public records, provide Florida Housing with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to Florida Housing.

4. Upon completion of the contract, transfer, at no cost, to Florida Housing all public records in possession of the contractor or keep and maintain public records required by Florida Housing to perform the service. If the contractor transfers all public records to Florida Housing upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to Florida Housing, upon request from Florida Housing’ custodian of public records, in a format that is compatible with the information technology systems of the public agency.

**If the Contractor has questions regarding the application of Chapter 119, Florida Statutes, to the Contractor’s duty to provide public records relating to this contract, contact the Corporation Clerk at:**

**Corporation Clerk  
227 N. Bronough Street, Suite 5000  
Tallahassee, Florida 32301-1329  
Phone: 850.488.4197  
E-mail: [Corporation.Clerk@floridahousing.org](mailto:Corporation.Clerk@floridahousing.org)**

Notwithstanding anything contained herein to the contrary, the provisions and requirements of this paragraph will only apply if and when the Contractor is acting on behalf of Florida Housing.

M. The Applicant acknowledges that if awarded a contract it will be prohibited from engaging in activities in connection with services related to Florida Housing transactions that produce direct

or indirect financial gain for the Applicant other than for the compensation agreed upon in the contract that results from this RFA, unless that Applicant has Florida Housing’s written consent after Florida Housing has been fully informed of such activities in writing.

N. The Applicant acknowledges that if awarded a contract it will be prohibited from engaging in any actual, apparent, or potential conflict of interest. Should any such actual, apparent, or potential conflict of interest come into being subsequent to the effective date of the contract and prior to the conclusion of the contract, the Applicant will provide written notification (Notice of Conflict of Interest) to Florida Housing’s Contract Administrator within 10 working days for review by Florida Housing’s Executive Director in consultation with their Ethics Officer. If the Applicant is found to be in non-compliance with this provision, any compensation received in connection with this contract will be subject to forfeiture to Florida Housing.

O. The Applicant, in submitting this Application, acknowledges and agrees that the terms and conditions of this RFA, as well as any modifications thereto, will be incorporated into any contract offered as a result of this RFA.

P. CERTIFICATION STATEMENT:

**THE FOLLOWING WILL BE REPEATED IN THE APPLICATION AND SIGNED BY AN INDIVIDUAL AUTHORIZED TO BIND THE APPLICANT. THIS IS A MANDATORY ITEM. FAILURE TO INCLUDE THE CERTIFICATION STATEMENT BEARING AN ORIGINAL SIGNATURE, EXACTLY AS STATED AND WITHOUT ANY ADDITIONS, DELETIONS OR CAVEAT LANGUAGE, WILL RESULT IN REJECTION OF THE RESPONSE.**

“I agree to abide by all conditions of RFA 2022-02 and certify that all information provided in this Application is true and correct, that I am authorized to sign this Application as the Applicant and that I am in compliance with all requirements of the RFA, including but not limited to, the certification requirements stated in Section Five of this RFA.”

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Authorized Signature

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Print Name and Title

**SECTION SIX**  
**INFORMATION TO BE PROVIDED IN APPLICATION**

In providing the following information, restate each item and sub-item (with its letter and number), and limit your Response to a maximum of 20 pages in length, excluding the MOA. Responses to the items must be included immediately after the restated items and paginated appropriately.

**A. COVER LETTER**

Each proposal must be accompanied by a cover letter that contains a general statement of the purpose of submission and includes the following information.

1. The name, job title, address, telephone numbers, and e-mail address of two primary contacts and a secondary contact for each who would be accessible if the primary contacts cannot be reached. These individuals will be responsible for day-to-day contact with Florida Housing. The primary contacts must be the Director or Administrator of the McKinney-Vento Program and the Case Management Organization's Chief Executive Officer or Executive Director. Backup contact must be a senior management designee of the McKinney-Vento Program.
2. Legal business status (individual, partnership, corporation, etc.), address, and telephone number of each required party of the Applicant.
3. Describe the Applicant's presence in the county, and ability of primary contacts and backup personnel to be accessible to Florida Housing staff, availability for meetings, conferences, consultation, etc.
4. Describe the Applicant's ability to provide the services identified in Section Four of this RFA immediately upon award of the contract/agreement.
5. Provide a statement of any other qualifications or services, which the Applicant considers to be significant, innovative or otherwise relevant to Florida Housing.

**B. DESCRIPTION OF INTENDED HOUSEHOLDS**

Provide a description of the homeless schoolchildren and families in your county that you intend to serve. The description should at least include information regarding the:

1. Characteristics of the households you intend to serve such as size, makeup, income, employment and special needs that contributed to homelessness;
2. Living situations of the intended households;
3. Frequency of homelessness and length of homelessness episodes; and

4. Homeless trends within the County relevant to families with children as seen in the three most recent reports from the Florida Department of Education, McKinney-Vento Program.

### C. DESCRIPTION OF RENTAL HOUSING STOCK

Provide a description of the rental housing stock available in your county. The description should at least include information regarding the:

1. Range and inventory of rental housing stock as determined by the PHA and other Applicant members that will be available to serve the intended households; and
2. Existing practices and planned approaches to recruit landlords to serve prospective households in the County.

### D. IMPLEMENTATION PLAN

Provide a detailed plan that includes the initial and on-going implementation to meet Florida Housing's intent to assist homeless schoolchildren and their families to access rental housing and household-centered supports to achieve housing stability, greater household self-sufficiency, and consistency in the children's education. The Applicant can make the decision to include other community partners beyond the required entities listed in the MOA. If other community partners collaborate with the Applicant, specific roles and responsibilities must be described in this section. The homeless Continuum of Care lead agency may be an example of an organization that could provide case management services, assist in landlord outreach, or otherwise engage in the community-wide response to assist in housing stability for the referred families. Other potential community partners that could play an active role in this Initiative depending on local needs and existing involvement may include, but are not limited to, local government housing and human services agencies, child welfare community-based care lead agencies, and faith-based partners. The Applicant's plan will be evaluated and scored on its completeness, comprehensiveness and commitment to help each family meet its self-sufficiency and education goals. The submitted plan should be detailed and adhere to the MOA roles and responsibilities of each Applicant party, as well as include information regarding:

1. The length of the rental assistance period for each household, either a maximum of 12 months or 24 months;
2. The maximum number of households intended to be housed at any given time after initial ramp-up;
3. A timeline detailing the Applicant's related activities for the various phases, including the planning and preparation, launch, and ongoing developments throughout implementation of the Initiative;
4. Staffing and resources committed by the Applicant to carry-out the plan;

5. Expected timeframes for each process component of the plan from identification of intended households to them being housed;

6. Approaches and practices that will be used to enhance the coordination, efficiency and effectiveness of a seamless plan that will best serve the intended households and best meet the intent of the Initiative; and

7. The plan should include the Applicants intent and approach for assisting each household to exit the Initiative and to follow-up on the status of the households after exiting the Initiative.

#### E. PROVISION OF CASE MANAGEMENT SERVICES

Provide a detailed description of the provision of case management services provided by the Applicant partner who will conduct case management services for participating households. Describe how the Applicant will help participating households find and access eligible and available rental housing, maintain housing stability, and achieve self-sufficiency during their participation in the Initiative. The description should include the qualifications and experience of the organization and staff to administer and provide case management services relevant to the intent of the Initiative. Other evaluation criteria include the level and frequency of the described case management services and related activities; collaboration by the other Applicant partners to assist the Case Management Organization in serving the households, and best practices to be used to help meet the housing stability and self-sufficiency needs of each the families the Applicant will serve. The Applicant should provide information that demonstrates sufficient commitment, capacity and resources to effectively and efficiently provide intensive and on-going case management services for participating families.

**NOTE:** Funding from this RFA provides TBRA and does not include costs for case management services provided by Florida Housing. These costs are included as match and provided by the collaborating partners of the Applicant.

#### F. BUDGET COSTS AND SOURCES FOR THE PROVISION OF CASE MANAGEMENT SERVICES

1. Provide a detailed summary of the costs related to providing the described case management services and the funding committed to meet those costs. The summary must include information on each entity that will provide funding, the amount of funding committed, and the source of the funding. Florida Housing is looking for Applicants who have built strong relationships with these partners in order to provide dependable services for the families participating in this initiative.

2. Please note that this Florida Housing Initiative does not provide funds for case management services. The Applicant must provide the source of committed funds for case management to the referred households. The scoring of the proposals includes points for budget costs and sources for the provision of case management services. For School Districts that dedicate funding for the provision of contracted services as case management or commit

to provide additional case management funding to referred families to increase housing stability will receive an additional five points in this section.

**G. MOA (Mandatory Item)**

The Response must include the partially executed MOA Form referenced in Section Four, Item A. The form may not be changed or altered, except in designated fields. Changes and/or alterations to the form may result in the Application being considered non-responsive.

**H. DRUG-FREE WORKPLACE**

If any member of the Applicant’s party has implemented a drug-free workplace program, the individual Applicant party member must submit the following certification indicating that it meets all of the requirements of Section 287.087, Fla. Stat.:

I hereby certify on behalf of <<Party Name>>, under the terms of RFA 2022-01, that <<Party Name>> has implemented a drug-free workplace program pursuant to Section 287.087, Fla. Stat.

Authorized Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Print Title: \_\_\_\_\_

**I. MINORITY BUSINESS ENTERPRISE**

If any member of the Applicant’s party is a minority business enterprise as defined in Section 288.703, Fla. Stat., the individual Applicant party member must submit the following certification:

I hereby certify on behalf of <<Party Name>>, under the terms of RFA 2022-01, that the <<Party Name>> is a “minority business enterprise” as defined in Section 288.703(3), Fla. Stat.

Authorized Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Print Title: \_\_\_\_\_

**J. CERTIFICATION (Mandatory Item)**

**FAILURE TO INCLUDE THE CERTIFICATION STATEMENT LOCATED IN SECTION FIVE OF THIS RFA BEARING AN ORIGINAL SIGNATURE WILL RESULT IN REJECTION OF THE RESPONSE.**

**SECTION SEVEN  
EVALUATION PROCESS**

The individual Committee members will independently evaluate the Applications by reviewing the answers to each of the items identified in Section Six of this RFA and assigning points up to the maximum points allowed for each item. The points available for items in Section Six are to be evaluated are as follows:

<u>Item Reference</u>	<u>Maximum Points</u>
B. Description of Intended Households.....	10
C. Description of Rental Housing Stock.....	30
D. Implementation Plan .....	60
E. Provision of Case Management Services.....	40
F.1. Budget Costs and Sources for the Provision of Case Management Services .....	20
F.2. Budget Costs and Sources for the Provision of Case Management Services .....	5
 <b><u>Total Points Available</u></b>	 <b><u>165</u></b>

In the event of a tie, Florida Housing will give preference in the award process to the Application certifying a drug-free workplace has been implemented in accordance with Section 287.087, Fla. Stat. If a tie continues to exist, Florida Housing will give preference to minority business enterprises as defined in Section 288.703, Fla. Stat.

The Committee will conduct one or more public meetings during which members will discuss their evaluations and develop a recommendation or series of recommendations to the Board. The Committee’s recommendation will be based on the cumulative scoring and information gathered from the non-scored items. The Board may use the Applications, the Committee’s scoring, the non-scored items in the Applications, any other information or recommendation provided by the Committee or staff, and any other information the Board deems relevant in its selection of Applicants to whom to award a contract.

**SECTION EIGHT  
AWARD PROCESS**

Florida Housing will provide notice of its decision, or intended decision, for this RFA on Florida Housing’s Website the next business day after the applicable Board vote. After posting, an unsuccessful applicant may file a notice of protest and a formal written protest in accordance with Section 120.57(3), Fla. Stat. Failure to file a protest within the time prescribed in Section 120.57(3), Fla. Stat. or failure to post the bond or other security required by law within the time allowed for filing a bond will constitute a waiver of proceedings under Chapter 120, Fla. Stat.