

# Alachua Habitat for Humanity Proposal

*Pricing is sealed*

## CONTACT INFORMATION

Company

Alachua Habitat for Humanity

Email

[jkellar@alachuahabitat.org](mailto:jkellar@alachuahabitat.org)

Contact

Jessica Kellar

Address

2610 NW 43rd Street

Suite 2B

Gainesville, FL 32606

Phone

N/A

Website

[www.alachuahabitat.org](http://www.alachuahabitat.org)

Submission Date

Jun 28, 2023 9:49 AM

## ADDENDA CONFIRMATION

Addendum #1

*Confirmed Jun 19, 2023 3:18 PM by Jessica Kellar*

Addendum #2

*Confirmed Jun 19, 2023 3:19 PM by Jessica Kellar*

Addendum #3

*Confirmed Jun 19, 2023 3:20 PM by Jessica Kellar*

## QUESTIONNAIRE

**1. Provide your Employer Identification Number (EIN)\***

Pass  Fail

Do not include dashes

*Maximum response length: 9 characters*

592750078

**Please Note:** Responses to this question may be publicly displayed after the due date has passed.

**2. Provide physical address in Alachua County\***

Pass  Fail

2610 NW 43rd Street, Suite 2B, Gainesville, FL 32606

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**3. Provide a mailing address\***

Pass  Fail

Maximum response length: 200 characters

2610 NW 43rd Street, Suite 2B, Gainesville, FL 32606

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**4. Does your agency have a 501(c)(3) status?\***

Pass  Fail

If yes, provide your certification in the question below, Failure to provide required documentation may deem your proposal non-responsive.

Yes

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**5. Upload your agency's IRS 501(c)(3) designation\***

Pass  Fail

 AHFH\_IRS\_501(c)3\_letter.pdf

**6. Responsible Agent Designation\***

Pass  Fail

The Consultant shall designate a responsible agent and alternate as necessary, for all dealings, communications, or notices or contracts between the County and the Consultant by completing and returning this Responsible Agent Form. Any notice or communication to or from the responsible agent shall be deemed to be a communication to the Consultant.

RESPONSIBLE AGENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

ALTERNATE RESPONSIBLE AGENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

RESPONSIBLE AGENT: Stevie Doyle

ADDRESS: 2610 NW 43rd Street, Suite 2B, Gainesville, FL 32606

PHONE NO.: 352-371-5871

EMAIL ADDRESS: sdoyle@alachuahabitat.org

ALTERNATE RESPONSIBLE AGENT: Jessica Kellar

ADDRESS: 2610 NW 43rd Street, Suite 2B, Gainesville, FL 32606

PHONE NO: 352-745-7187

EMAIL ADDRESS: jkellar@alachuahabitat.org

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**7. Project Name:\***

Pass  Fail

Alachua Habitat for Humanity's ReStore Annex

**8. Amount of funds being requested\***

Pass  Fail

Maximum of \$50,000

*Maximum response length: 7 characters*

\$50,000

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**9. Does your proposed project benefit residents of Alachua County living at or below 150% Federal Poverty Level?\***

Yes

Pass  Fail

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**10. Does your proposed project fit into one of the BoCC's approved funding category?\***

Pass  Fail

Safe, Affordable Housing

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**11. Has your agency been operational, providing proposed program service(s) in the funding category at least one full year prior to the date of application?\***

Yes

Pass  Fail

*Please Note: Responses to this question may be publicly displayed after the due date has passed.*

**12. Please describe the proposed project, and quantify the anticipated benefits to residents of Alachua County living at or below 150% Federal Poverty Level:\***

*Maximum response length: 2500 characters*

Pass  Fail



## donors

give their furniture, appliances, building materials, excess business stock and more!

## volunteers

contribute their time, talents and hard work to the Habitat ReStore.

## shoppers

find great deals on awesome stuff, with all proceeds from sales going to fund Habitat's work.

## Habitat

uses the proceeds from the ReStore to help local families build and repair their homes.

## families

work with Habitat to build or improve a safe, affordable home, creating better lives in your community!



Donating to a Habitat ReStore also saves thousands of tons of reusable materials from landfills!

Alachua Habitat for Humanity is a non-profit organization that builds affordable homes for low-income families in Alachua County, Florida. The ReStore is a retail outlet that sells donated home improvement materials and furniture at a fraction of the retail price. The ReStore is a vital source of revenue for Alachua Habitat, and it also helps to divert waste from landfills. Since opening at our newest ReStore location in 2021, we have increased our revenue sales and our community partnerships with other nonprofits, businesses, and individuals. Alachua Habitat's ReStore revenue has provided us with enough funds to build an additional two safe, decent and affordable houses for two deserving Alachua County residents. Likewise, our future homeowners that are qualified through our program receive a \$200 ReStore credit to shop for home goods, furniture, or building materials that they may need for their future home.

The current ReStore storage facility is too small to accommodate the volume of donated materials that Alachua Habitat receives. This has resulted in a backlog of materials, which has limited the ReStore's ability to sell materials and further generate revenue. In addition, the lack of storage space has made it difficult for Alachua Habitat to accept large in-kind donations, such as appliances and building materials for building our houses.



## Shop local, help local

## Empower local families to build a place to call home.

If awarded this grant, our affiliate will be able to store appliances and building materials for use in future houses built throughout the year and build seasons. This will allow us to increase our capacity in building by saving \$10,000/house through using donated materials and appliances instead of budgeting for new materials. With over 12 houses built per calendar year, that's \$120,000 in savings. Further, our ReStore will have expanded capacity to receive donated items and refurbish and resell them to the community keeping home goods and building materials affordable, out of the landfill, and the proceeds going back towards benefitting more 40%-80% AMI Alachua County households who have been approved into our program.

**Please Note:** Responses to this question may be publicly displayed after the due date has passed.

### 13. Please describe how your project will enhance effectiveness and/or efficiency of your agency's service delivery:\*

Maximum response length: 2500 characters

Pass  Fail

With this large storage building Alachua Habitat for Humanity's ReStore will experience many benefits, including:

- Increased efficiency: The consolidation of ReStore's inventory would allow it to operate more efficiently, which would lead to increased sales and revenue.
- Increased capacity: The new storage building would allow the ReStore to accept more donated items, which would help it to meet the needs of the community and keep items out of the landfill.

- Improved customer experience: The new storage building would provide a better customer experience through providing more space for thoughtful organization and layout of the retail store floor, thus making it easier for customers to find what they are looking for.

These benefits will also touch Alachua Habitat’s Homeownership program by:

- Increasing efficiency: A single, centralized storage building will eliminate the need for additional storage units on build sites that are used to store building materials. This will also cut down on the excess travel that our construction team is currently facing due to having multiple locations where materials are stored.
- Lowering building cost per house built: The new storage building will lower the total cost to build a Habitat home because of the availability of in-kind materials to use instead of purchasing new items at retail value.
- Lowering the overall mortgage amount for each homeowner: The new storage building would cut down on the overall cost of building materials by using donated in-kind material readily available instead. This in turn will translate into savings for the future homeowner by lowering their monthly mortgage payment.

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**14. List all the budget items for which grant funds will be used and the dollar amount anticipated for each:\***  Pass  Fail

If your budget has more than five line items, you have the option to download and fill the SPACE Budget Template provided, and upload in the next question.

Maximum response length: 2500 characters

Completed SPACE Budget Template attached under question 15.

**Please Note:** Responses to this question may be publicly displayed after the due date has passed.

**15. Upload SPACE Budget Template**  Pass  Fail

 [SPACE\\_Budget\\_Template\\_\(1\).xlsx](#)

**16. Describe the timeline and anticipated milestone dates for the project:\***  Pass  Fail

Maximum response length: 2500 characters

### Alachua Habitat’s ReStore Annex Timeline

Permits, Surveys, and Soil Engineering.....	July – Aug. 2023
Groundbreaking (Press Release, County Invitation, Sponsor Invitation).....	Aug. 2023
Asphalt Removal.....	Aug. 2023
Order building.....	Sep. 2023
Fill dirt.....	Oct. 2023
Concrete (slab and driveway).....	Oct. 2023
Plumbing rough-in.....	Oct. 2023
Building delivered and installed.....	Oct. – Dec. 2023
EOY Fundraiser for Final Building Costs.....	Dec. 2023
Electrical, HVAC, and Inspections.....	Jan. 2024

Insulation and final trim electrical.....	Feb. 2024
Final inspection and miscellaneous.....	Mar. 2024
Private Homeowner & Sponsor Walk-Through.....	Mar. 2024
Grand Opening (Press Release, County Invitation, Sponsor Invitation).....	Mar. 2024

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**17. Describe measurable outcomes for the project:\***

Pass  Fail

Maximum response length: 2500 characters

The construction of the new storage building will have a number of measurable outcomes, including:

- Increased revenue to the ReStore: The new storage building will allow us to accept more donations, which will increase our revenue by an estimated \$100,000 per year minimum.
- Accept a wider range of donations: The increased storage space will allow our ReStore to accept a wider variety of donations that we currently cannot accept due to a lack of storage and lack of appropriate product testing area. This includes: Washing Machines, Dish Washers, Toilets, and more.
- Increased capacity for affordable home construction & additional Alachua County families served: The new storage building will allow us to build an additional estimated 2 houses per year from the extra ReStore proceeds. This will allow us to accept two more families into our program changing the trajectory of life for Alachua County families through homeownership.
- Reduced affordable home construction costs, therefore reducing overhead costs perpetually: The new storage building will be more efficient to receive donated in-kind building materials and appliances for the houses we build. We are estimating to save \$10,000 on building cost per home. This will perpetually reduce our overhead costs for our homeownership program.
- Add 2,100ft<sup>2</sup> of usable storage space: The extra square footage will increase our footprint for accepting donations to our ReStore and for donated building materials.
- Increase the number of business partnerships: The new metal storage building allows us to partner with more entities, organizations, and business to garner more community-involved & focused interest on the Affordable Housing issue in Alachua County. Our ReStore currently partners with many businesses and nonprofits by donating items we cannot accept, offering free pick-ups and collection days, and holding joint “sale day” events. With the extra space, we hope to expand our partnerships further.

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**18. Upload any supplemental documentation that is relevant to your project.**

Pass  Fail

 [C130\\_DIMENSION\\_PLAN.pdf](#)

 [Quotes\\_on\\_Steel\\_Bldg.pdf](#)

 [Timeline.docx](#)

 [Budget\\_&\\_Funding.docx](#)

**19. Acknowledge that you have reviewed all Addendum(s) issued with this solicitation.\***

Pass  Fail

Confirmed

**Please Note:** Responses to this question may be publicly displayed after the due date has passed.

**20. Conflict of Interest\***

Pass  Fail

The bidder certifies that to the best of his knowledge or belief, no elected/appointed official or employee of the County is financially interested, directly or indirectly, in the purchase of the goods or services specified on this order. ( Select yes, if there is no conflict of interest)

Confirmed

**Please Note:** Responses to this question may be publicly displayed after the due date has passed.

## 21. Drug Free Workplace\*

Pass  Fail

In accordance with §287.087, Florida Statute

Do you certify that you meet the following:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Yes

**Please Note:** Responses to this question may be publicly displayed after the due date has passed.

## 22. Corporate Resolution Granting Signature\*

Pass  Fail

The response must be submitted by an officer of the business who is legally authorized to enter into a contractual relationship in the name of the bidder. An authorized representative who is not an officer may sign the proposal, but must attach or upon request provide a corporate resolution granting authorization to the representative to execute on behalf of the business. Are you authorized to submit this RFA?

Confirmed

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**23. By submitting this application, we acknowledge that we are aware that the information contained in this funding application is public record. We further certify that this Request for Funding is consistent with our organization's mission, Articles of Incorporation and Bylaws, and that this application for funding was authorized by the agency's Board of Directors.\***

Confirmed

Pass  Fail

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