

St. Francis House, Inc. Proposal

Pricing is sealed

CONTACT INFORMATION

Company

St. Francis House, Inc.

Email

lauris@stfrancishousegnv.com

Contact

Lauri Schiffbauer

Address

413 S Main St.

Gainesville, FL 32601

Phone

(724) 388-8463

Website

www.stfrancishousegnv.com

Submission Date

Jun 17, 2023 11:32 AM

ADDENDA CONFIRMATION

Addendum #1

Confirmed May 27, 2023 10:54 AM by Lauri Schiffbauer

Addendum #2

Confirmed Jun 11, 2023 12:29 PM by Lauri Schiffbauer

Addendum #3

Confirmed Jun 17, 2023 10:54 AM by Lauri Schiffbauer

QUESTIONNAIRE

1. Provide your Employer Identification Number (EIN)*

Pass Fail

Do not include dashes

Maximum response length: 9 characters

591978981

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

413 S. Main St. Gainesville FL 32601

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

PO Box 12491 Gainesville FL 32604

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

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

Pass Fail

 [St.FrancisHouse._24-416-LC.501C.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: _____

Lauri Schiffbauer

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352-378-9079

LauriS@stfranchishousegnv.com

Kathie Dupree

same address and phone number

KathieD@stfranchishousegnv.com

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

7. Project Name:*

Pass Fail

8. Amount of funds being requested*

Pass Fail

Maximum of \$50,000

Maximum response length: 7 characters

\$32,910

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

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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

Project Description: St. Francis House, Inc. (SFH) owns and manages Sunrise Inn Residence (Sunrise). Sunrise consists of 33 efficiency apartments designated for use by single men and women who live at or below 150% of the Federal Poverty Level. Of the units, 30 are subsidized by Alachua County Housing Authority (ACHA) and 3 are self-pay. Three of the units have severe foundation damages and are unrentable at this time. Two are ACHA units and one is self-pay. ACHA vouchers are tied to the units themselves and not the individual occupying the unit. These vouchers make it extremely easy for homeless and extremely low-income individuals to obtain permanent housing. During the time GRACE Marketplace conducted its targeted outreach program to house homeless individuals living on the Main Street area of Gainesville, SFH was able to permanently house several individuals at Sunrise or our Arbor House site/program. We could have housed more had the three units at Sunrise been available. This project would repair the foundations, and interior damage to the three units due to the foundation damage and years of unused. Appliances, furniture, etc. from said units were repurposed in other Sunrise units when the units became unrentable. This project would allow SFH to have these three units meet ACHA standards and fully renovate and furnish the units with necessary appliances and furnishings. All unit's monthly rent is all inclusive (electric, water, garbage, etc.)

Quantified Anticipated Benefits: The lack of available affordable housing (especially those living at 150% of or below the Federal Poverty Level) has reached a crisis state not only in Alachua County, but nation-wide. This project creates three additional housing units for three single women or men living at 150% of the Federal Poverty Level each year.

This project meets the RFA requirements for providing safe and affordable housing for the targeted population.

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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

Effectiveness: Our overall mission is to assist clients in obtaining financial stability and permanent housing. This project increases our effectiveness in doing so by creating three more units of affordable and safe housing for singles living at or below 150% of the Federal Poverty Level. Our biggest challenge in moving our clients into permanent and safe housing is locating affordable, permanent, and safe housing for those experiencing homelessness. Homeless most often times have past evictions and poor credit. In general, property owners or managers immediately disqualify them from renting their units based on these factors. As SFH, owns and manages Sunrise, we can eliminate these barriers to obtaining permanent and safe housing for all self-pay units. ACHA also has much more lenient requirements regarding past evictions than most other property owners or managers. This project increases our effectiveness and ability to fulfill our mission to assist clients in obtaining financial stability and permanent housing by providing three additional housing units for our and other agency's clients.

Efficiency: As mentioned previously, our biggest challenge in placing clients in permanent and safe housing is locating safe and affordable housing. This increases the length of time clients are receiving shelter or day services at SFH and other shelter facilities. This decreases our and other shelter's capacity to serve additional clients. By creating three additional safe, affordable, and low-barrier housing units our, and other agencies, efficiency at serving more clients will increase.

Further, SFH currently holds a mortgage at Sunrise. Our mortgage is the same regardless of how many units are rented. Opening up three more units of safe affordable housing is a much more efficient use of the property. Any increase in utilities experienced by renting the units will be offset by the increased revenue we receive from renting the three units. This revenue can also assist in increasing our capacity to provide those living at 150% at or below the Federal Poverty Level.

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

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

Please see uploaded budget template.

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

15. Upload SPACE Budget Template Pass Fail

 [St.FrancisHouse._24-416-LC.SPACI_E_Budget_Template.pdf](#)

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

Maximum response length: 2500 characters

Month 1: Schedule foundation work. The foundation work will take 2-3 weeks. The worked can be scheduled upon receipt of the fully executed contract and can be schedule to commence on 10/2/23 depending on the date the contract is received and the availability of concrete. There is currently a shortage of concrete. Foundation repair completed 10/20/23.

Month 1-5: Interior renovations begin-10/23/23.

Step 1. Paint each room and replace damaged flooring.

Step 2. Order and install major appliances (stove, fridge, and air conditioner) for delivery. This will occur halfway during Step 1 of each unit.

Step 3. Order furnishings for delivery (couches, beds, etc. as detailed in the budget). Delivery will be scheduled for 1 week after scheduled delivery of major appliances to allow for possible appliance delivery delays.

The overall scope of the project is to complete one unit at a time. Thus, each unit becomes available as soon as possible. We anticipate that each unit will become available 1 month after the start date of each interior renovation begins. However, we are overestimating the time of project completion due to several unknown variables such as: availability of concrete; availability,

shipping and delivery dates for major appliances and furnishings, etc. once the project begins. We project that all units will be renovated by 1/19/24. This completion date takes into account the November, December, and January Federal Holidays.

As each unit becomes 1 week from completion, SFH will reach out to other Continuum of Care agencies to make the units' availability known. Sunrise, has a waitlist for units on an average of 3 single men or women.

We anticipate that all units will be rented to those living at 150% of or below the Federal Poverty Level by 1/31/2024.

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

17. Describe measurable outcomes for the project:*

Pass Fail

Maximum response length: 2500 characters

Goal: for those living at or below 150% of the Federal Poverty level, three additional affordable housing units become available.

Output: Foundation work completed.

Output: Interior renovations completed.

Output: Three additional affordable housing units are rented to the targeted population by 1/31/24 as verified by three signed leases and HMIS data.

Outcome: The number of affordable housing units increases in our community as verified by three signed leases and HMIS data.

Outcome: The number of the targeted population seeking affordable housing decreases as verified by three signed leases and HMIS data.

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

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

Pass Fail

 [St.Franciose.24-416-LC.foundaionbid.pdf](#)

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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