

Request for Qualifications For Licensed Real Estate Agents

A Consortium of non-profits in the Miami-Dade area approved for a grant from HUD is seeking proposals from qualified individuals or firms, to provide real estate acquisition services, both multifamily and single family, in relation to the Neighborhood Stabilization Program 2 (“NSP2”). In compliance with Federal Regulations, proposals are being requested in an open and competitive process.

Background: A consortium of 6 non-profits and the City of North Miami was awarded \$89,375,000 from U.S. Housing And Urban Development for the Miami-Dade NSP Consortium under the Neighborhood Stabilization Program (NSP2), funded through the American Recovery and Reinvestment Act of 2009 (Recovery Act). The Consortium Members include the City of North Miami, Carrfour Supportive Housing, Little Haiti Housing Association, Opa-locka Community Development Corporation, St. John Community Development Corporation and the Urban League of Greater Miami. Neighborhood Housing Services of South Florida

The specific request is for the real estate services including but not limited to the following

- Negotiating contracts for purchase of foreclosed or short sale properties on behalf of the buyer

Acceptable candidates would possess the following minimum experience:

- Experience in researching and identifying foreclosed properties including finding properties from sources other than “traditional” sources of MLS listings – both multifamily and single family
- Experience in Negotiating with institutional sellers and short sale sellers to obtain a below market price for property buyers
- Experience in identifying properties with illegal permits and other impediments that would cause a property to have such code violations that rehab cost would exceed the repaired value of the home
- Experience in work with rehab properties to estimate an “as completed” market value
- Experience in working with affordable housing

To demonstrate your experience in the area specifically requested, please provide supporting documents that could include:

- List of foreclosed or short sale properties you have negotiated on behalf of the buyer in the North Miami area in the last 6 months. List to include initial offer price and final purchase price as well as the name of the seller and buyer.
- Document to demonstrate approach to identifying foreclosed or short sale properties
- List of properties specifically in the affordable housing area for which you have been the agent for in the last 12 months

- Written explanation of how an “Illegal” structure would be identified on a property listed for sale
- List of institutional sellers with whom you have negotiated for the purchase of a foreclosed property.
- Written process of how you would assign “as improved value” to a home purchased for rehab and sale.

This RFQ is open and ongoing

Consideration will be given to Minority and Female Owned Enterprises

1. Information about the person or entity responding:.

Name _____

Address: _____

Telephone No _____

Email address: _____

Florida Real Estate License number _____

Please send all information to:

Neighborhood Housing Services of South Florida
300 N.W. 12 Avenue
Miami, Florida 33128
(305)751-5511 x1121
(305)751-2228 – fax
Email NSPRESPONSE@nhssf.org

Please do not stop by the office to deliver your proposals