

# Miami Dade NSP2 Consortium

## Request for Qualifications

### Project Management Services Including Consulting Engineering

The Miami Dade NSP2 Consortium (the "Consortium") is composed of six nonprofit developers and the City of North Miami. The Consortium was awarded Neighborhood Stabilization Program 2 ("NSP2") funding from the United States Department of Housing and Urban Development ("HUD") to acquire and rehabilitate foreclosed and vacant residential properties (both single and multifamily units) in order to provide affordable rental and homeownership opportunities for low and moderate income families.

The Consortium is accepting statements of qualifications from individuals or firms interested in providing project management services to the nonprofit developer members of the Consortium.

Candidates must have project supervision experience in construction management services. In compliance with Federal Regulations, proposals are being requested in an open and competitive process. Respondents should submit a Statement of Interest providing the information requested herein.

Background: HUD has recently awarded \$89,375,000 of NSP2 funds to the Consortium. The Consortium includes the City of North Miami, Carrfour Supportive Housing, Little Haiti Housing Association, Opa-Locka Community Development Corporation, St. John Community Development Corporation, the Urban League of Greater Miami, and Neighborhood Housing Services of South Florida. The funding is to be used for creating 1,255 units of affordable rental and homeownership housing. All projects will be undertaken in northern Miami-Dade County in specified census tracts that have the greatest documented need.

Examples Of Project Management Services Being Sought: The needs of each nonprofit Consortium Member are different. The following list is provided for purposes of illustration. Particular items listed below may or may not end up being included in the agreements.

- Assistance in the identification of eligible property for potential acquisition.
- Assistance with feasibility analysis.
- Help with cost estimates.
- Help with development of project specifications.
- Assistance in the selection and supervision of contractors.
- Consulting engineering inspections for contractor draws.
- Construction management.
- Assistance in compliance reporting and monitoring.

Consideration will be given to minority and female owned enterprises certified by the Miami-Dade County and the State of Florida and Section 3 qualified firms.

The Statement of Interest must include the following:

- A history and important statistics about yourself focusing on your experience.
- A discussion of your availability and commitment (or that of your principal and/or key individual(s) to undertake NSP funded projects.
- Discuss your familiarity with relevant codes and standards in the industry.

- Describe the proposed project assignments and lines of authority and communication for principals and/or other key individuals that would be involved. If more than one individual is expected to share in the responsibilities, then indicate the estimated percent of time these individuals will be involved in the Project.

List a maximum of three (3) projects that you supervised as the primary project manager in the rehabilitation of single-family or multi-family projects. Provide the following information for each:

- Project name and location.
- Project owner.
- Project construction cost.
- Project size in gross square feet and scope of work.
- Project description.
- At your option, provide references.

Provide Information about the person or entity responding including

- Name
- Address
- Telephone Number
- Email address

This RFQ will remain open and ongoing until sufficient applications have been received.

Please send all information to:

Neighborhood Housing Services of South Florida, Inc.  
300 N.W. 12th Avenue  
Miami, Florida 33128  
Phone: (305)751-5511, x1121  
Fax: (305)751-2228  
Email: [NSPRESONSE@nhssf.org](mailto:NSPRESONSE@nhssf.org)

Please do not hand deliver your proposals, rather use email, fax or regular mail.