

Miami Dade NSP Consortium

Request for Qualifications

Attorneys Experienced in Government Subsidized Affordable Housing Transactions

The Miami Dade NSP Consortium is composed of six nonprofit developers and the City of North Miami. It uses second round Neighborhood Stabilization Program (NSP) funding from the United States Department of Housing and Urban Development (HUD) to acquire foreclosed and vacant residential properties (both single and multifamily units) and convert them into affordable rental and homeownership opportunities for low and moderate income families. Neighborhood Housing Services, Inc. (NHSSF) is the "Lead Member" of the Consortium and, as such, is responsible for insuring that all HUD requirements are met. Funds are disbursed to specific projects through Grant Agreements. In most instances the Grant Agreements are directly between NHSSF and a nonprofit Member of the Consortium with the money following through to the project a loan from the Member to the title holding entity (typically an LLC). In other instances the Grant Agreement is directly between NHSSF and the title holding entity.

NHSSF is seeking qualified providers of legal assistance to assist it with negotiations and drafting with regard to specific transactions where certain issues were involved (in other words, such attorneys would not be used for all transactions). NHSSF is seeking attorneys who have experience in representing financial institutions on multi-family transactions, and/or have extensive experience with projects receiving funding from HUD in the form of HOME, CDBG and/or NSP. In compliance with Federal Regulations, proposals are being requested in an open and competitive process. Respondents should submit a Statement of Interest.

Background: HUD has recently awarded \$89,375,000 of second round NSP funds to the Consortium. The Consortium 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 funding is to be used for creating 1,255 units of affordable rental and homeownership housing with potential to roll over funds to an additional 116 units. All ventures will be undertaken in northern Miami-Dade County in specified census tracts that have the greatest documented need. NHSSF is the Lead Member and, as such, is responsible to HUD for administration of the funds.

Qualifications: To be considered, the following must be provided

Candidates must document there experience in representing lenders and/or their legal experience with projects using federal subsidy. The documentation should a narrative describing experience and should include a description of the some of the real estate transactions that they have been involved

with

Consideration will be given to minority and female owned enterprises

To demonstrate experience in the services specifically being requested, please provide the following supporting documentation:

- If the respondent is a a member of a firm include the following
 - a profile of firm's history and listing of all principals
 - Resumes of all principals
- At least 6 references from lenders and clients with whom you do business
- A description of how you bill for cost and fees (for example, your hourly rate, or how fixed fees are calculated).

It is anticipated that interviews will be held with a limited number of selected firms. This Request for Qualifications does not serve to prohibit NHSSF from pursuing alternate methods of procurement. NHSSF, in its sole discretion, may decide to do business with any, or none, of the respondents to this Request for Qualifications. Accordingly, NHSSF shall not be liable for any costs incurred by respondents in connection with the submittal of materials.

This RFQ is open and ongoing with no deadline

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 visit the above office to deliver responses (use mail, fax, or email)