

**MIAMI-DADE COUNTY  
REQUEST FOR APPLICATION  
FOR  
MIAMI-DADE COUNTY ENTERPRISE ZONE BOUNDARY MODIFICATION**

**INTRODUCTION**

Miami-Dade County, through the Office of Community and Economic Development (OCED), is soliciting applications for the modification of Enterprise Zone #1301, as the local Enterprise Zone Coordinating Agency of the State of Florida, as authorized by the 2005 Florida Enterprise Zone Act.

Under the provisions of the Florida Enterprise Zone Act of 2005, Miami-Dade County can apply once in a three-year period for a change in the boundary. This change cannot increase the current size of the EZ. Any modification requires an area swap. Proposed modifications must meet the eligibility criteria of the Florida Statutes 290.0058 and 290.0065. This RFA will enable Miami-Dade County to file an application with the Office of Tourism, Trade and Economic for one single boundary change to the Enterprise Zone. No further administrative boundary modifications may be considered for at least three (3) years after this modification.

**Due to the current composition of the Enterprise Zone area which includes parts of various municipalities (i.e., Hialeah, Miami, Opa-Locka, etc.) of Miami-Dade County, applications to modify the boundaries of the Enterprise Zone in areas inside the municipalities (cities) in the Enterprise Zone must be submitted to the County through the city government having jurisdiction over the subject area of the modification.**

The cities receiving applications for a boundary modification within their sections of the Enterprise Zone will complete a preliminary analysis (to ensure eligibility of the boundary modification) of the proposed modifications prior to submitting the application to the County. The City's resolution of support will be required prior to the County submitting its application to the State.

Applications to modify the unincorporated County sections of the Enterprise Zone are submitted directly to the County for consideration.

**Required information  
Instructions and Submission Guidelines**

**Required Information**

**Proposers/Applicants who obtain copies of this Application from sources other than the Miami Dade County Office of Community and Economic Development risk the potential of not receiving addenda, since their names will not be included on the Applicant list for this solicitation. Such proposers are solely responsible for those risks. The applicant should verify with the designate officer identified herein prior to submitting a proposal that all addenda have been received.**

## **General Section**

- ◆ All applicants must submit an **Application Cover Letter** as the first page of the application. This letter must include the legal name of the developer/business, EIN (employer identification number), organization type, address, contact person, name, title, phone number and e-mail address. **Also included must be the project title and a description of the project and how it will benefit residents of the Enterprise Zone.**
- ◆ All applicants must submit one (1) original and two (2) copies of the application in a three (3) ring binder. Applications must be in separate binders. Do not submit more than one application per binder. **ALL Originals and copies of applications must have all required documents. Please do not exclude any documents from any copy.**
- ◆ Applications not submitted in a three (3) ring binder will not be accepted. No pages are to be stapled or clipped.
- ◆ A non-refundable \$250 application fee for each application is required to cover the cost of analyzing the proposal. Applications submitted through municipalities to the County must also pay the application fee to the County. Please make checks payable to: **Board of County Commissioners.**
- ◆ Applications submitted after the deadline will not be accepted.
- ◆ **Applications to modify the boundaries of EZ areas within municipalities must be submitted to the county through the municipality having jurisdiction over the subject area. Applications not submitted by the municipalities where the project is located will not be accepted.**
- ◆ Faxed or electronic applications will not be accepted.
- ◆ Proposals must comply with requirements of this RFA and with the Florida Statute 290.0058. Proposals that are incomplete, lack required documents or have deficiencies and errors will be rejected.
- ◆ No changes or additions to the proposals will be accepted once the application has been submitted.
- ◆ Applications will not be accepted anywhere else other than as noted below.

**Mr. Harvey Ruvin  
Clerk of the Board of County Commissioners  
17<sup>th</sup> Floor, Miami-Dade Center  
111 N.W. First Street  
Miami, Florida 33128**

**Attention: José Cintrón, Director  
Office of Community and Economic Development  
Re: Enterprise Zone Boundary Modification Application**

**Applications will only be accepted at the Clerk's Office no later than Friday, February 29, 2008 - 4:00 p.m.**

- ◆ The Board of County Commissioners reserves the right to waive any informality in, or to reject, any and all such applications.
- ◆ Miami Dade County will not approve an entity with outstanding disallowed costs, defaulted loans, debarment actions or any other legal encumbrances regardless of the merits of the submitted proposal.
- ◆ Questions on this application must be submitted in writing to Miami Dade County Office of Community and Economic Development no later than February 15, 2008, attention:

**Tangie White Jackson**  
**OCED**  
**Community and Economic Development Division**  
**701 N.W. 1<sup>st</sup> Court, 14<sup>th</sup> Floor**  
**Miami, FL 33136**

Responses will be posted on the web site [www.miamidade.gov/ced](http://www.miamidade.gov/ced)

### **SCHEDULE**

- ◆ Applications will be available on Wednesday, February 6, 2008 and will be posted on our website at [www.miamidade.gov/ced](http://www.miamidade.gov/ced)
- ◆ A pre application submittal workshop will be held on February 12, 2008 at 2:00 p.m. at the Office of Community and Economic Development located at the Overtown Transit Village 1, 701 N.W. 1<sup>st</sup> Court, 14<sup>th</sup> floor, (786) 469-2100.
- ◆ The application submission deadline is Friday, February 29, 2008 - 4:00 p.m. Applications must be delivered to the Clerk of the Board of County Commissioners on the 17<sup>th</sup> floor, Stephen P. Clark Center, 111 N.W. 1<sup>st</sup> Street, Miami, Florida.

**Required Information must be submitted and tabbed with the numbers below:**

- 1) Area Description of the Boundary Modification, including census block groups. (Tab #1)
- 2) Preliminary Analysis of Census data of the area to be added in compliance with Florida Statutes 290.0058. This analysis should also include a demographic assessment of the area to be added, maintaining the required income mix of more than 50% of the Census Block Groups with poverty rates higher than 30%. (Tab #2)
- 3) Description of the area to be swapped out of the Enterprise Zone, including County Commission District where located, current use of the area and an inventory of businesses and industries in the area. (Tab #3)
- 4) The purpose of the boundary modification requested must be detailed. As required by Florida Statute 290.0055, administrative boundary modifications must state with particularity the reasons for the modification.

Commercial, industrial and residential projects planned or in the development phase benefiting from Enterprise Zone incentives after the modification is approved must be detailed and disclosed in the application.

The following information is required and must be behind tab # 4, a). track record of business/developer b) project budget c) expected amount of investment and projected tax revenue d) proof of financing in place e) proof of site control, f) timetable for project completion g) timetable for the production of affordable housing and/or for the creation of jobs (minimum 5 full-time permanent jobs) with the title of jobs to be created.

- 5) Ranking Criteria. All proposals must describe the proposed development in detail and describe how the project will benefit the Enterprise Zone program and its residents and how the incentives offered will benefit the project. **All applications will be reviewed according to the following criteria a) developments that will impact affordable housing b) developments that have all funding in place c) proposed capital investment to the area and the projected tax revenue d) proposed number of jobs to be created.**

**All housing projects must impact affordable housing in the following manner: 1) at least 5 percent of total units (no less than 5 units) must be set aside for affordable housing 2) or the developer can make an investment into the Miami Dade County Affordable Housing Trust fund. A minimum contribution of 10 percent of the savings resulting from the enterprise zone tax incentives is recommended to be made to the Trust fund to promote affordable housing.**

All proposals must indicate the amount of tax savings expected if the proposed modification is approved and the proposed number of units to be set aside for affordable housing or the amount expected to be contributed to the Trust. (Tab #5)

- 6) Certification. An authorized representative from the business/developer must sign as to the accuracy and completeness of the proposal. (Tab #6)
- 7) Municipal support is required for boundary modification affecting Enterprise Zone areas within a city. A city resolution is required prior to the County submitting an application to the State of Florida. (Tab #7)