

# **Public Housing and Community Development**

## **FY 2014 Housing & Non Housing Request For Applications (RFA)**

### **ADDENDUM No. 2**

DATE: October 11, 2013

TO: All Prospective Applicants

FROM: Gregg Fortner, Director  
Public Housing and Community Development

SUBJECT: FY 2014 Housing & Non Housing Request For Applications (RFA) Addendum No. 2

---

This addendum includes corrections to information in both RFA books.

PHCD Compliance Requirement: PHCD will adhere to compliance guidelines pursuant to Resolution No. R-630-13 approved by the Miami-Dade County Board of County Commissioners on July 16, 2013.

#### **BOOK 1**

- On page 7 - RFA Introduction - The FY 2013-2017 Consolidated Plan is located in Attachment 7.
- On page 15 - Bullet 4 Should read - For awards greater than \$25,000 to be used for the acquisition or improvement of real property or to pay loans secured by real property, the award shall be evidenced by a mortgage or restrictive covenant in accordance with Resolution No. R-697-13.
- On page 31 - Public Service - Paragraph 1 refers to County's FY 2013 Action Plan, should read FY 2014 Action Plan.

#### **BOOK 2**

- On Page 4 - A Preliminary Feasibility Report (PFR) will be required for all GAP Financing projects to be considered for funding. Any applicant that fails to meet this threshold item may not be funded. The criteria to be considered will be posted on our website prior to the application period deadline. Any applicant that disagrees with the report will have an opportunity to review and discuss. Please see attachment "PFR Scope of Services".
  - On page 6 - All HOME funds must be used to benefit low-income families, those having incomes at or below 80 percent median income (AMI) size of area. Miami-Dade County medium is \$49,000 and is adjusted by family size as follows:
    - For a family of 1 - \$36,650
    - For a family of 2 - \$41,850
    - For a family of 3 - \$47,100
    - For a family of 4 - \$52,300
  - On Page 7 - Definitions, number 2 - Credit Underwriting – Credit underwriting is also for the purpose of determining the terms of financing and determining whether the project is financially
-

feasible. Applicant and County agree that the terms set forth in the underwriting shall be controlling.

- On Page 8 – Definition 8 - Gap Funding for Projects should read - The financing gap between the amounts requested from the County in the FY 2014 Housing Application and the overall Development Cost of the housing project. Development Cost of the Project means the total cost of completing the entire project, from acquisition to the issuance of Certificate of Occupancy, including but not limited to the costs for acquisition, design and planning, zoning and variances, financing costs, legal costs, construction, permitting, hard costs and development soft costs.

In the event of a dispute as to what amount constitutes the actual Development Cost or the actual “Gap” funds needed by applicant for the project, Applicant and County will use the amount determined by Credit Underwriting.

- On page 9 - Definition 17- Principal also includes a managing or investor partner.
- On Page 10 - Definition 22 - Threshold –The County Attorney’s Office will work with PHCD to determine responsiveness.
- On Page 10 - Definition 23 - Should read “Preliminary” instead of “Project.”
- On page 13- Application Deadline - Paragraph 4 & 5 should read “The application submission deadline is Thursday, October 31, 2013 no later than 12:00 noon. Applications submitted on or before Wednesday October 30, 2013 must be delivered to the Clerk of the Board of County Commissioners located at the Stephen P. Clark Center, 111 NW 1st Street, 17th Floor, Miami, Florida 33128.

On Thursday , October 31, 2013, all applications must be delivered to 701 NW 1st Court, 1st Floor Training Room, Miami, Florida 33136 between 9:00 a.m. and 12:00 Noon. A representative from the Clerk’s Office will be present to accept the RFA applications.”

- On pages 18-20 - Highlights of the Changes in the 2013 HOME Final Rule – Note; All applicants understand that by submitting an application, they are agreeing to comply with all the HOME regulations, as amended, which will be passed on from the County to the Applicant.
- On page 32 - Application Cover Sheet - Replace Application Cover Sheet with attachment “Revised Application Cover Sheet” All applicants must complete the application cover sheet.
- On page 65 - Financing Terms for Homeless Developments - FY 2014 Loan Term and Conditions Chart is located on Page 24.
- On Page 67 - Emergency Solutions Grant – Reads that for tenant-based rental assistance should be completed using the TBRA forms on pages 70 and 71. The TBRA forms are located on Pages 75-77.
- On Page 71- Section D - Match Requirements for ESG Proposal – PHCD will not be providing additional points for exceeding the mandatory match requirements.

Attachments: Revised Application Cover Sheet  
PFR Scope of Services

---