

Public Housing and Community Development

FY 2015 Request For Applications (RFA)

ADDENDUM No. 1

DATE: April 7, 2015
TO: All Prospective Applicants
FROM: Michael Liu, Director 
Public Housing and Community Development
SUBJECT: FY 2015 Non Housing Request For Applications - CDBG

Public Housing and Community Development (PHCD) staff has reviewed questions and comments pertaining to the FY 2015 Community Development Block Grant RFA. The following are responses to email inquiries and/or comments from prospective applicants. This addendum includes clarification and/or corrections as follows:

The new deadline for submission of applications is Thursday, April 16, 2015, no later than 12:00 Noon. On April 16, 2015, all applications must be delivered to:

Miami-Dade County
Department of Public Housing and Community Development
Overtown Transit Village North
701 NW 1st Court, 11th Floor
Miami, Florida 33136
Submittal time: 9:00am to 12:00pm

Applications submitted on/or before Wednesday, April 15, 2015, must be delivered to:

Mr. Harvey Ruvlin, Clerk of the Board of the County Commissioners
Stephen P. Clark Center
111 NW First Street, 17th Floor
Miami, FL 33128

Attention: Director's Office
Miami-Dade County
Department of Public Housing and Community Development

General Section

Comment:

- Number 18 on page 55- Existing businesses who have never requested funds from PHCD will lose 13 points because they have not been previously funded.
- Number 19 on page 55- Another 12 points the small businesses will lose because they have no grant experience.

PHCD Response: This section has been renumbered and includes adjustments made to the scoring criteria. Changes to scoring for this section (page 55) reads as follows:

IV. TRACK RECORD (25 Points)

18.	<p>a. If currently or previously funded by PHCD, did the entity meet program objectives of previous projects? <i>Please include supporting documentation in Tab 5.(Supporting documents are those required as proof that National Objectives were met, including: Income verifications, employee rosters, job creation forms, intake forms, progress reports, maps and relevant census data) (Note: Special Economic Development applicants skip and proceed to question 19.1)</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (7 pts.)</p> <p>b. Has the entity submitted timely and acceptable progress reports for all previously funded projects?</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (3 pts.)</p> <p>c. Did the entity fully spend awarded monies of any open or previously funded projects?</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (3 pts.)</p> <p>d. Does the entity have any unresolved issues with any open or previously funded projects?</p> <p><input type="checkbox"/> No (4 pts.) <input type="checkbox"/> Yes (0 pts.)</p>
19.	<p>a. If not previously funded by PHCD, has the entity, successfully implemented a grant funded program/project performing the activity for which funds are sought? <i>Please include supporting documentation in Tab 5. (Note: Special Economic Development applicants skip and proceed to question 19.1)</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (5 pts.)</p> <p>b. Does the entity have previous experience with receiving grant funds and meeting program objectives?</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (2 pts.)</p> <p>c. Did the entity fully spend awarded monies of any open or prior grant funded projects?</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (2 pts.)</p> <p>d. Does the entity have any unresolved issues with any open or prior grant funded projects?</p> <p><input type="checkbox"/> No (3 pts.) <input type="checkbox"/> Yes (0 pts.)</p>
19.1	<p><i>For Special Economic Development applicants only.</i></p> <p>a. Has the applicant completed a Special Economic Development new construction or rehabilitation project? <i>Please provide proof such as a Certificate of Use and Occupancy in Tab 7-SPED</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (8 pts.)</p> <p>b. Did the project produce full time jobs that were sustained for at least a 12 months? <i>Please provide proof</i></p>

	<p><i>including job agreements and payroll documentation in Tab 7-SPED</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (8 pts.)</p> <p>c. Were prior projects completed within 24 months or less? Please provide proof of timely completed projects in Tab 7-SPED. Page # _____</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (9 pts.)</p>
20.	<p>If currently funded by PHCD and the activity has received program income, has PHCD approved the entity's use of program income for this project? <i>Examples of program income are loan repayments, property sales, rental income, fees charged for services, interest earned on revolving loans, loan payments. Acceptable documentation: PHCD approval letter to use program income for project. Include in Tab 18 (Program Income). Page # _____ (Note: Special Economic Development applicants skip this question)</i></p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA</p>
21.	<p>How many years has your entity provided <u>the proposed service/activity?</u> <i>Please include supporting documentation in Tab 5. (Note: Special Economic Development applicants skip this question)</i></p> <p><input type="checkbox"/> Less than 2 years (3 pt.) <input type="checkbox"/> 2 to 4 years (4 pts.) <input type="checkbox"/> 5 to 10 years (6 pts.) <input type="checkbox"/> More than 10 years (8 pts.)</p>

Public Facilities and Capital Improvement

PHCD Response: This section includes the omission of question number 2 and adjustments to the point spread. Changes to scoring for this section (page 61) reads as follows:

I. ORGANIZATIONAL CAPACITY (10 Points)

1.	<p>Does the entity have the technical capacity to carry out the proposed activity? <i>Please provide résumés and/or statements that describe the experience of key staff members or contract(s) with consultant firms or not-for-profit organizations who possess program knowledge or experience carrying out the proposed project. Subject to review by PHCD. Include in Tab 19 (Résumés and Organizational Chart). Page # _____</i></p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (6 pts.)</p>
2.	<p>Has the entity submitted an acceptable prior year independent financial audit report prepared by a Certified Public Accountant (CPA) in accordance with Generally Accepted Accounting Principles (GAAP)? <i>Include in Tab 7 (Budget). Page # _____</i></p> <p><input type="checkbox"/> A. Entity has unresolved audit findings/concerns (0 pts.)</p> <p><input type="checkbox"/> B. Has not submitted a prior year external audit report. (0 pts.)</p> <p><input type="checkbox"/> C. Submitted all required audits with findings/concerns resolved (4 pts.)</p>

Special Economic Development

Comment:

- Question 1 on page 69- again the businesses are being scrutinized for not being previously funded

PHCD Response: This section includes changes to the wording for Question number 1 and adjustments to the point spread. Changes to scoring for this section (page 69) reads as follows:

II. SHOVEL READY (8 POINTS)

1.	<p>Is the project financed (underwritten) absent the requested funds in this application, please indicate if construction has started. If yes, please explain what has been completed. If no, please explain why construction has not started. Include in Tab 13-SED (Project Status). Page # _____</p> <p><input type="checkbox"/> No 0 pts. <input type="checkbox"/> Yes 3 pt.</p>
2.	<p>The Environmental Site Assessment report (Phase I and/or II) is complete with a "No Further Action" recommendation. Please provide proof. Include in Tab 6-SED (Environmental Reviews). Page # _____</p> <p><input type="checkbox"/> No 0 pts. <input type="checkbox"/> Yes 1 pt.</p>
3.	<p>Construction plans and specifications have been completed and approved by all appropriate local agencies. Please provide proof. Include in Tab 12-SED (Plans and Renderings). Page # _____</p> <p><input type="checkbox"/> No 0 pts. <input type="checkbox"/> Yes 1 pt.</p>
4.	<p>Full funding of construction phase is committed (minus the gap funding requested). Please provide proof, such as commitment letters. Include in Tab 7 (Budget). Page # _____</p> <p><input type="checkbox"/> No 0 pts. <input type="checkbox"/> Yes 1 pt.</p>
5.	<p>Construction is ready to start pending the selection and award of the general contractor within sixty (60) calendar days from the CDBG contract execution date with Miami-Dade PHCD.</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (1 pt.)</p>
6.	<p>Will the proposed project be completed in 24 months or less from the CDBG contract execution date with Miami-Dade County? Please provide project timeline. Include in Tab 16-SED (Activity Timeline). Page # _____</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (1 pt.)</p>

Comment:

- Question 2 on page 70- The County is giving priority to an already ***falling business*** by rewarding those businesses who have a project /land for which has a loan which is 90 days delinquent.

PHCD Response: This section includes the omission of question number 2 and adjustments to the point spread. Changes to scoring for this section (page 70) reads as follows:

IV. ORGANIZATIONAL CAPACITY (8 POINTS)

1.	<p>Does the entity have the technical capacity to carry out the proposed activity? Please provide résumés and/or statements that describe the experience of key staff members or contract(s) with consultant firms or not-for-profit organizations who possess program knowledge or experience carrying out the proposed project. Subject to review by PHCD. Include in Tab 19 (Résumés and Organizational Chart). Page # _____</p> <p><input type="checkbox"/> No (0 pts.) <input type="checkbox"/> Yes (5 pts.)</p>
2.	<p>Has the entity submitted an acceptable prior year independent financial audit report prepared by a Certified Public Accountant (CPA) in accordance with Generally Accepted Accounting Principles(GAAP)? Include in Tab 7 (Budget). Page # _____</p> <p><input type="checkbox"/> A. Entity has unresolved audit findings/concerns (0 pts.)</p> <p><input type="checkbox"/> B. Has not submitted a prior year external audit report. (0 pts.)</p> <p><input type="checkbox"/> C. Submitted all required audits with findings/concerns resolved (3 pts.)</p>