



**OFFICE OF THE COMMISSION AUDITOR
MIAMI-DADE BOARD OF COUNTY COMMISSIONERS**

**COMMISSION AUDITOR'S
INFORMATIONAL RESEARCH**

**PUBLIC HOUSING AND COMMUNITY SERVICES
COMMITTEE**

February 11, 2021

9:00 A.M.

Commission Chambers

Yinka Majekodunmi, CPA
Commission Auditor

Office of the Commission Auditor (OCA)
111 N.W. First Street, Suite 1030
Miami, FL 33128
(305) 375-2524

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**PHCSC Meeting:
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Research Notes**

**Item No. 2A
File No. 202299**

Research: JNF / Reviewer: PGE

RESOLUTION AUTHORIZING CONVEYANCE OF 12 COUNTY-OWNED PROPERTIES, IN ACCORDANCE WITH SECTION 125.38 FLORIDA STATUTES, TO THE HOMESTEAD COMMUNITY REDEVELOPMENT AGENCY, A PUBLIC BODY POLITIC AND CORPORATE ("AGENCY"), AT A PRICE OF \$10.00, FOR THE PURPOSE OF DEVELOPING SUCH PROPERTIES WITH AFFORDABLE HOUSING TO BE SOLD OR RENTED TO VERY LOW- LOW- OR MODERATE INCOME HOUSEHOLDS; WAIVING RESOLUTION NO. R-407-19 REQUIRING FOUR WEEKS ADVANCE WRITTEN NOTICE PRIOR TO BOARD CONSIDERATION; AUTHORIZING THE CHAIRPERSON OR VICE-CHAIRPERSON OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE A COUNTY DEED; AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EFFECTUATE THE CONVEYANCE, TO TAKE ALL ACTION NECESSARY TO ENFORCE THE PROVISIONS SET FORTH IN SUCH COUNTY DEED, TO PROVIDE COPIES OF THE RECORDED COUNTY DEED TO THE PROPERTY APPRAISER, AND TO ENSURE PLACEMENT OF APPROPRIATE SIGNAGE

Prime Sponsor: Commissioner Kionne L. McGhee, District 9

Requester: None

Committee Action Date: N/A

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

FINANCIAL ANALYSIS

The Homestead CRA's FY 2020-21 proposed budget of \$4,633,756 was before the Airports and Economic Development Committee on February 9, 2020 ([Legistar File No. 202489](#)).

The conveyance of the 12 County-owned properties pursuant to [Section 125.38, Florida Statutes](#) will be for a nominal price of \$10.00.

ADDITIONAL INFORMATION

This request for the conveyance of 12 County-owned lots in District 9 to the Homestead CRA is in accord with the Community Redevelopment Act of 1969, [F.S. 163, Part III](#), conferring upon counties and municipalities the authority and powers to carry out community redevelopment, which includes the provision of affordable housing, whether for rent or for sale, to residents of low or moderate income. The below table details (by folio number) the market value and lot size of each of the 12 properties of which this item authorizes conveyance.

Folio No.	Lot Size	2020 Market Value
10-7813-036-0130	2,425 Sq. Ft.	\$19,400
10-7813-036-0140	2,425 Sq. Ft	\$19,400
10-7813-036-0440	2,425 Sq. Ft	\$19,400
10-7813-036-0430	2,522 Sq. Ft	\$20,176
10-7813-036-0530	2,425 Sq. Ft	\$19,400
10-7813-036-0950	2,425 Sq. Ft	\$19,400
10-7813-036-0750	2,522 Sq. Ft	\$20,176

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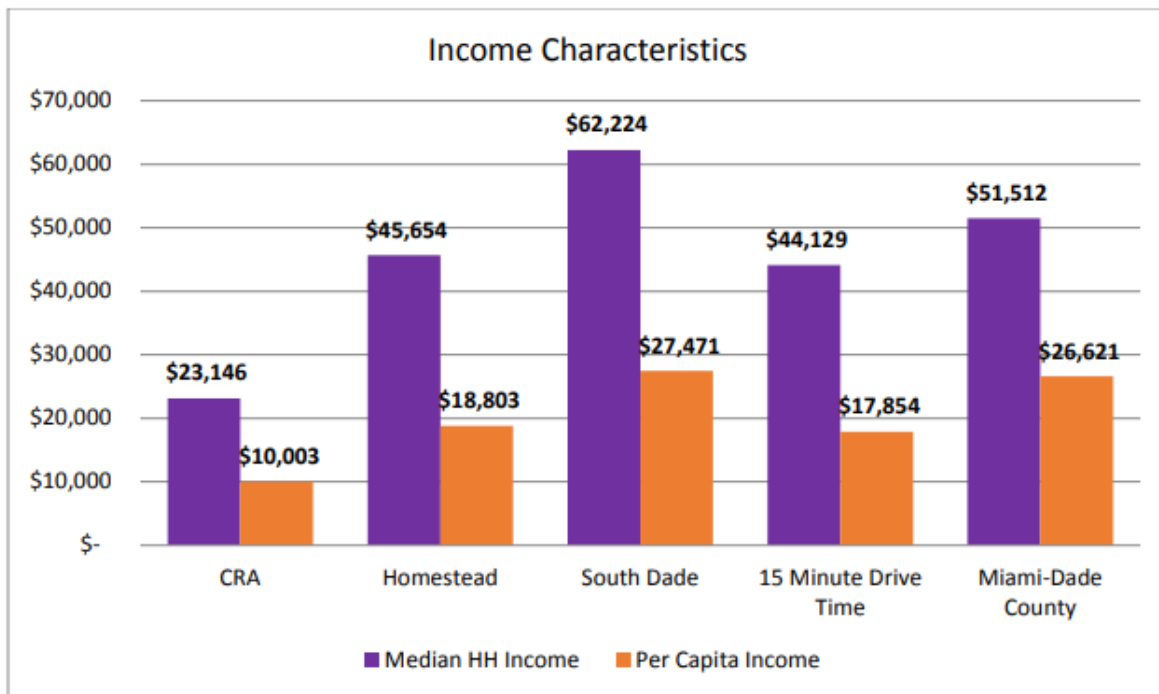
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Research: JNF / Reviewer: PGE

Folio No.	Lot Size	2020 Market Value
10-7813-028-0300	6,450 Sq. Ft	\$45,800
10-7813-052-0260	3,480 Sq. Ft	\$27,840
10-7813-052-0280	4,525 Sq. Ft	\$27,150
10-7813-043-0050	1,612 Sq. Ft	\$9,672
10-7813-043-0020	1,875 Sq. Ft	\$11,250
TOTAL		\$259,064

Source: [Miami-Dade County Property Appraiser](#)

The Homestead CRA plans to redevelop the 12 County owned surplus properties with homes intended for moderate income households meeting the criteria set forth in the [Miami-Dade County Infill Housing Initiative Program Guidelines](#). *Moderate-Income Household* is defined as those qualified households whose total annual adjusted gross income is greater than 80% and less than 140% of the median annual adjusted gross income for qualified households within the metropolitan statistical area (MSA) or, (if not within an MSA), within Miami-Dade County, whichever is greater as defined by the U.S. Department of Housing and Urban Development. The CRA area has a lower median household income than surrounding communities and Miami-Dade County as a whole. Additionally, fewer than half of residential units are owner occupied.

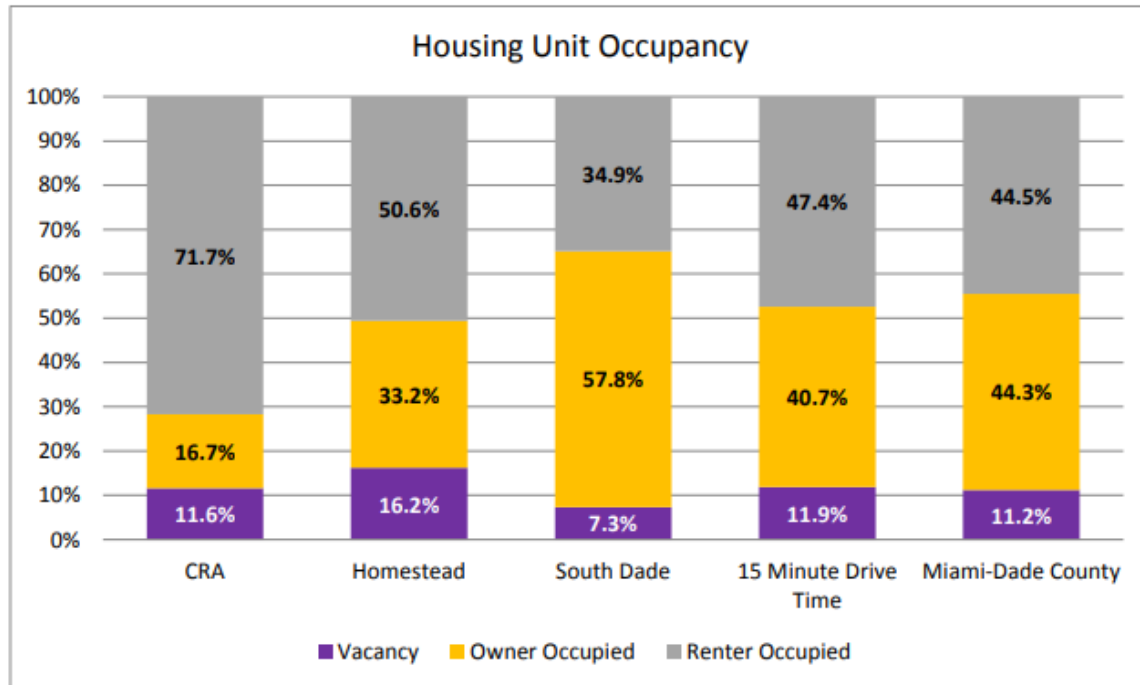


Source: [May 2020 Amendment to the Homestead Community Redevelopment Plan](#)

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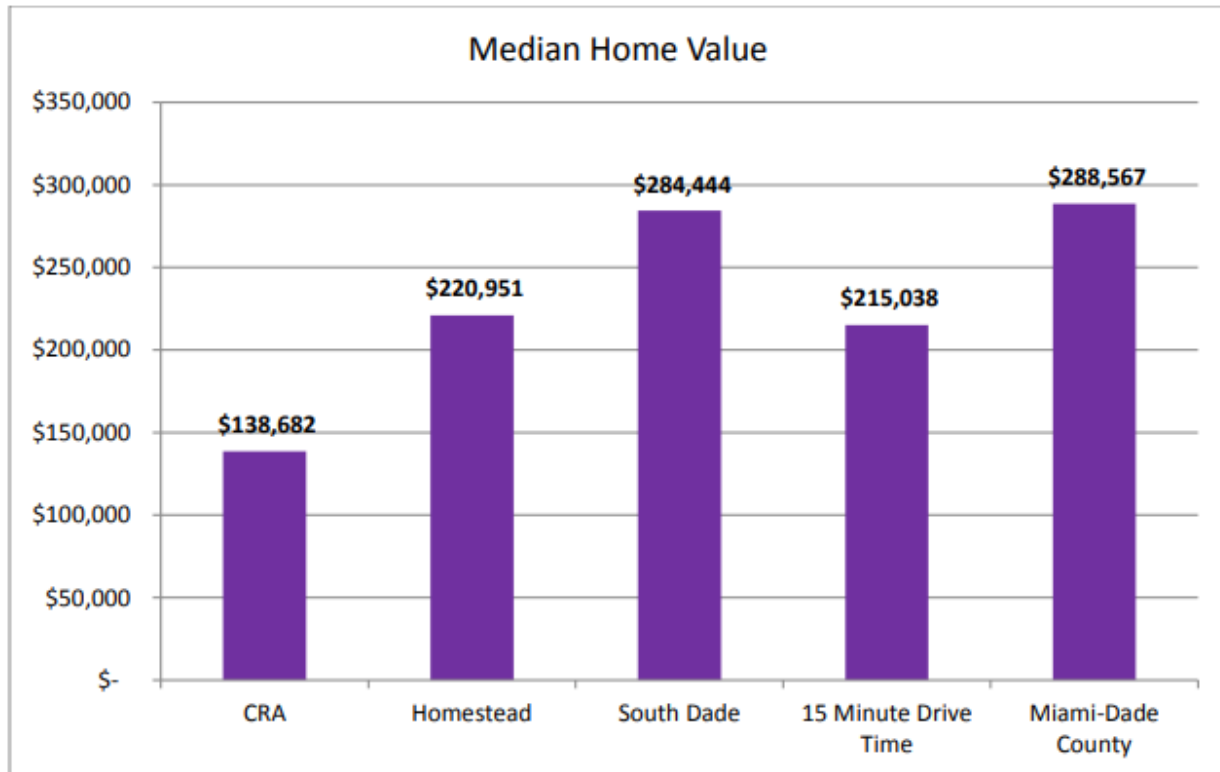
Source: [*May 2020 Amendment to the Homestead Community Redevelopment Plan*](#)

The sale price of the homes will not exceed \$205,000, in accordance with the County's Infill Housing Program requirements for County-owned properties. The median home value within the CRA boundary is currently \$138,682.

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Source: [*May 2020 Amendment to the Homestead Community Redevelopment Plan*](#)

[Chapter 17, Article VII of the Code of Miami-Dade County](#) further dictates that the sale price shall not exceed an amount affordable at the maximum target income range taking into account

- family size;
- an annual fixed interest rate based on a 30-year mortgage term;
- payment of up to 5% down payment by an eligible household; and
- an estimation of annual property taxes, assessments, loan insurance and financing fees, allowances for property maintenance and repairs, homeowners insurances, homeowner association fees, if any, and allowances for utilities.

Among the programs included in the CRA's FY 2020-21 proposed budget is a down payment assistance program wherein the CRA will provide assistance to low to moderate income first-time homebuyers, aiding with the down payment and closing costs. A total of \$50,000 has been budgeted for this purpose.

**PHCSC Meeting:
February 11, 2021
Research Notes**

**Item No. 3B
File No. 210095**

Researcher: MF / Reviewer: PGE

RESOLUTION APPROVING AWARD OF CONTRACT NO. RFP-01229 TO DE LEON AND DE LEON, P.A. FOR THE PURCHASE OF PRIVATE ATTORNEY SERVICES FOR THE PUBLIC HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT IN A TOTAL AMOUNT NOT TO EXCEED \$2,000,000.00 OVER THE INITIAL THREE-YEAR TERM AND TWO-YEAR OPTION TO RENEW TERM; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SAME FOR AND ON BEHALF OF MIAMI-DADE COUNTY AND TO EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION, RENEWAL AND EXTENSION PROVISIONS PURSUANT TO SECTION 2-8.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA AND IMPLEMENTING ORDER 3-38

Prime Sponsor: None
Requester: Internal Services Department
Committee Action Date: N/A

RESEARCH FINDINGS

OCA's review of the item found no substantive legislative, procedural, or administrative noncompliance. See the Additional Information section for historical and other background information on the item.

ADDITIONAL INFORMATION

The replacement solicitation was advertised on June 9, 2020. The proposal due date was July 1, 2020. The awardee signed the contract on October 26, 2020. The slated date for the BCC to consider this award is March 2, 2021.

The current contract had an original expiration date of December 30, 2020. However, the contract was extended administratively for six months through March 31, 2021. To promote timely award of replacement contracts and avoid the need for administration extensions, Resolution No. [R-718-17](#) directs the Administration to commence planning for procurement no later than 18 months prior to the expiration of contracts for the purchase of goods and services.

According to the Bid Tracking System (BTS), as of February 7, 2020, the current contract (*RFP-00042-3(3)*), awarded to incumbent firm DeLeon & DeLeon PA – the recommended firm under this item – had a blanket purchase order balance of \$200,000. From a review of BTS, it is unclear whether that balance is projected for expenditure prior to the contract's March 31, 2021 expiration date.


The Table below shows the comparative analysis between the current contract and the replacement contract under this item. As shown, the annual allocation under the current contract is equivalent to the annual allocation of the replacement contract.

Current	Term	Value	Annual Allocation
Contract No. RFP-00042	Initial Term Sept. 15, 2014 – Sept. 30, 2017	\$1,200,000	\$400,000
	OTR 1 Oct. 1, 2017 – Sept. 30, 2018	\$400,000	\$400,000
	OTR 2		

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**Item No. 3B
File No. 210095**

Researcher: MF / Reviewer: PGE

	Oct. 1, 2018 – Sept. 30, 2019	\$400,000	\$400,000
	OTR 3 Oct. 1, 2019 – March 31, 2021	\$600,000	\$400,000
Totals:	6 years, 6 months	\$2,600,000	\$400,000
Replacement Contract No. RFP-01229	Term	Value	Annual Allocation
	Initial Term* April 1, 2021 – March 31, 2024	\$1,200,000	\$400,000
	OTR 1* April 1, 2024 – March 31, 2025	\$400,000	\$400,000
	OTR 2* April 2025 – March 31, 2026	\$400,000	\$400,000
Totals:	5 years	\$2,000,000	\$400,000
Annual Allocation Difference			

**Estimated dates*

OCA's due diligence included a review of the recommended incumbent legal firm, DeLeon & DeLeon, PA. According to the Florida Bar website, Mr. Neil Anthony DeLeon and Mr. Kirk Dennison DeLeon are both practicing attorneys at DeLeon & DeLeon, PA and are members in good standing. [Mr. Neil DeLeon](#) was admitted to the Bar in 1992 and has had no disciplinary actions in the past 10 years. [Mr. Kirk DeLeon](#) was admitted to the Bar in 1993 and has had no disciplinary actions in the past 10 years.

OCA contacted and sent an inquiry to the Department of Public Housing and Community Development on February 9, 2021 pertaining how the current local and federal evictions moratorium impact the need for the services including the contract value under this item. According to the Department's response (February 10, 2021), the moratoriums have not impacted the Department's need for legal counsel and support on tenant issues and lease violations. Additionally, the Department has a need to continue legal support and guidance services in order to meet the rules set forth by the CDC and HUD moratoriums.

CONTRIBUTORS

Phillip G. Edwards, Esq., Research Manager
Jacqueline N. Fernandez, J.D., Research Analyst
Mireidy Fernandez, Ph.D., Research Analyst

The Office of the Commission Auditor, Miami-Dade Board of County Commissioners

The Office of the Commission Auditor (OCA) was established in September 2002 by Ordinance 03-2 to provide support and professional analysis of the policy, service, budgetary and operational issues before the Miami-Dade Board of County Commissioners. The Commission Auditor's duties include reporting to the Board of County Commissioners on the fiscal operations of County departments, as well as whether the fiscal and legislative policy directions of the Commission are being efficiently and effectively implemented

These research notes, prepared in collaboration with the Miami Dade County departments as subject matter experts, is substantially less detailed in scope than an audit in accordance with the Generally Accepted Auditing Standards (GAAS). The OCA plans and performs the review to obtain sufficient, appropriate evidence to provide a reasonable basis for its findings and conclusions based on its objectives; accordingly, the OCA does not express an opinion on the data gathered by the subject matter expert(s).