



Daniella Levine Cava  
Miami-Dade County Commissioner, District 8

**District 8 Infill Housing Development  
Application**

*Please Deliver Completed Application to the  
Office of County Commissioner Daniella Levine Cava  
South Miami-Dade Government Center  
10710 S.W. 211 Street, Suite 103  
Cutler Bay, Florida 33189*

*Or Email Completed Application to [jtsmith@miamidade.gov](mailto:jtsmith@miamidade.gov)*

*Applications Due on October 31, 2018*

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## **District 8 Infill Housing Development Program**

### **Brief Description**

Miami-Dade County Commissioner Daniella Levine Cava believes that families in Miami-Dade County should have access to housing that they can afford. She believes that all families should be able to enjoy the peace of mind provided by quality housing. To ensure that families have access to housing opportunities, Commissioner Levine Cava has adopted the Miami-Dade County Infill Housing Program (Infill Program) for her district. She has also established an application process by which housing developers may apply for County-owned parcels in District 8 which will be developed pursuant to the Infill Program. The application process for the County-owned parcels will promote government transparency, competition, and community investment.

The purpose of the Infill Program is to: increase the availability of affordable homes for very low-, low- and moderate-income persons and households; maintain a stock of affordable housing; redevelop urban neighborhoods by eliminating the blight of vacant, dilapidated or abandoned properties; equitably distribute homeownership opportunities within the Infill Target Areas; and generate payment of ad valorem taxes. The Infill Program encourages the sale or transfer of County-owned properties to developers. Developers are required to build affordable homes to be sold to very low-, low- and moderate-income persons under this Infill Program. Although the Infill Program is primarily designed to create affordable homeownership of single family homes, the County, under limited circumstances may, at its sole discretion, allow developers to rent these homes to qualified very low-, low- or moderate-income families.

Developers interested in participating in the District 8 Infill Program must complete this application and submit it to the Office of Commissioner Daniella Levine Cava, 10710 S.W. 211 Street, Suite 103, Cutler Bay, FL 33189, by October 31, 2018.

A list of currently available properties in District 8 is attached. Available District 8 parcels may also be found here: [www.miamidade.gov/district08](http://www.miamidade.gov/district08). The properties must be developed pursuant to Section 125.379, Florida Statutes, Sections, Chapter 17, Article VII of the Code of Miami-Dade County, and Implementing Order No. 3-44 and its accompanying [Infill Program Guidelines](#).<sup>1</sup> To be considered each applicant must be a qualified developer. The conveyance of the properties described here is subject to the final approval of the Miami-Dade Board of County Commissioners.

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<sup>1</sup> Infill Program Guidelines can be found here: <http://www.miamidade.gov/housing/library/guidelines/infill-housing.pdf>

## **Selection Criteria**

The selection criteria will be based on the following, but shall not be limited to:

- Proposer's experience and past performance in developing homes pursuant to the Miami-Dade County Infill Program;
- Proposer's development team, key personnel and functions;
- Proposer's approach to providing services to the homeowner;
- Proposer's building plans for single family models;
- Proposer's financial capability and demonstrated ability to obtain financing;
- Proposer's approach to meeting time schedule and budgets; and
- Proposer's marketing skills and ability to reach eligible households.

To be considered, each applicant must submit a completed application packet which includes a letter stating the applicant's qualifications, and which parcel(s) of land the applicant seeks to develop.

There is no limit to the number of parcels that a developer may request. The Office of County Commissioner Daniella Levine Cava, in its sole discretion, reserves the right to allocate parcels to applicants based on the office's assessment of the developer's qualifications and the application of preference points. The Office of County Commissioner Daniella Levine Cava, in its sole discretion, reserves the right to reject or deny any application. No applicants shall have any rights against the County arising from rejection of their application.

## **Preference Points\*:**

Preference points will be given to applicants whose applications reflect the following priorities:

- Assistance to homebuyers through homeownership training or financial literacy programs, or by connecting homebuyers to similar programs offered by the Miami-Dade Public Housing & Community Development Department, Housing Finance Authority, the Miami-Dade Economic Advocacy Trust, or others;
- Integration of solar, energy efficiency, and green building principles;
- Principal place of business located in District 8;
- Incorporation of job training and/or apprenticeships into the construction of the infill homes;
- Long-term affordability; and
- Development by nonprofit entities.

*\*These preference points are not required to receive a parcel, but they may improve the chances of an application's success.*

**FY 2018-2019  
Application Form  
Infill Housing Development Program**

Date: \_\_\_\_\_

**A. Identifying Data**

Business Name (as it appears on incorporation documents)	
Business Address	
City & Zip Code	
Business and Cell Phone #	
Email Address	
President or Owner Name	
President or Owner Home Address	
City & Zip Code	

**B. Parcel(s) Requested**

<b>Folio Number</b>	<b>#</b>
<b>Folio Number</b>	<b>#</b>
<b>Folio Number</b>	<b>#</b>

**C. Current Employee Roster**

1. Number of employees? Full-time:\_\_\_\_\_ Part-time: \_\_\_\_\_

If sole employee, please check box:

2. Please provide the following information regarding your current employees(s). Add sheets if needed:

Employee Name (Print)	Date of Hire	Hourly Rate	*Job Title	Full Time (FT) or Part Time (PT)

\*Sample Job Titles: Officials and Managers, Technicians, Craft Worker (Skilled), Laborer (Unskilled), Sales Professional, Office and Clerical, Operative (Semi-Skilled)

**D. Company Profile:**

1. How long have you been in business? Number of years \_\_\_\_\_ months \_\_\_\_\_
2. Have you received infill land from Miami-Dade County in the past? Yes \_\_\_\_\_ No \_\_\_\_\_
- If yes, please provide the folio numbers of the infill land received and note whether the projects were completed:

Folio Number	Project completed? (Y/N)

- If the projects were not completed on-time, please explain why not:

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3. Does your firm offer job-training and/or apprenticeships in construction?

Yes \_\_\_\_\_ No \_\_\_\_\_

**E. ADDITIONAL INFORMATION**

*Please respond to the following questions on a separate sheet of paper and attach responses to the application packet.*

1. Describe your experience developing infill housing in Miami-Dade County.
2. Describe your experience developing infill housing in other counties in Florida.
3. Describe the homebuyer assistance programming offered or planned by your firm. If your firm has partnerships with other agencies that assist homebuyers, please list those partner agencies.
4. Briefly describe the financial capability of your firm to complete the Infill Housing project.
5. Briefly describe your approach to meeting time schedule and budgets.
6. Will you incorporate solar, energy efficiency, and/or green building principles into your project? If so, please explain how.
7. Will you provide job training or apprenticeship opportunities during the construction of the infill homes? If so, please describe the job training or apprenticeship program.

*Please feel free to attach supplemental information to the application packet.*



**F. SIGNATURE PAGE**

My signature below indicates that I have read this document and fully understand its contents.

*The information submitted on this document is true to the best of my knowledge.*

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Signature

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Date

*Please feel free to attach supplemental information to the application packet.*

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