



## 2.0 SCOPE OF SERVICES

### 2.1 **Background**

As one of the top-ten largest housing authorities in the nation, Miami-Dade Public Housing and Community Development manages over 7,000 public housing units and provides housing assistance to more than 18,000 families through the federal Section 8 Program. PHCD's mission also includes the support and development of affordable and workforce housing throughout the County. As such, the department is seeking a Consultant that is capable of collecting and reporting statistical information for a wide range of data related to Demographic, Geographic and Economic topics to assist with tracking the County's progress toward building housing/redevelopment projects.

### 2.2 **Sustainable Procurement Practices**

The County is committed to responsible stewardship of resources and to demonstrating leadership in sustainable business practices. Accordingly, the County has adopted sustainability policies which are incorporated into this Solicitation. The County will continue to explore and pursue sustainable procurement, development and business practices that: (a) reduce greenhouse gases; (b) foster and integrate supplier small business opportunities; (c) support safe and fair labor practices and ethical behavior throughout the supply chain, and (d) maximize fiscally responsible "high value, high impact" actions.

### 2.3 **Tasks**

The selected Proposer shall:

#### 2.3.1 **Demographic, Geographic and Economic Data for Miami-Dade County and South Florida**

- 2.3.1.1 Gather specific data relevant to population/population forecasting, household, housing and employment statistics including historical and population growth trends, demographic data, household data, and employment data for Miami-Dade County (County) and South Florida (SF).
- 2.3.1.2 Examine poverty rates, homelessness rates, underserved and economically disadvantaged populations, the elderly, disabled etc. and identify concentrated areas of poverty, homelessness, and economically disadvantaged populations connected to developing fair housing policies.

#### 2.3.2 **Provide Data on Housing Stock, Supply, Trends and Projections**

- 2.3.2.1 Review current housing inventory and affordability, providing specific metrics on housing conditions, ownership, types of dwelling, age of units, multiple-family units, neighborhood character, availability of utilities, access to services, and other data.
- 2.3.2.2 Assist in providing and analyzing an inventory of existing subsidized housing, including availability, new or future subsidized housing and other dwellings which serve as transitional and emergency housing.
- 2.3.2.3 Research proposed housing units, planned developments, and housing trends across Miami-Dade County and how they relate and address housing needs.

#### 2.3.3 **Conduct Miami-Dade County Housing Market Analyses**

- 2.3.3.1 Study residential real estate trends of all types of housing including an analysis of past residential sales prices, length of time on the market, and other relevant real estate metrics.
- 2.3.3.2 Report on historical data and future projections of the housing market while projecting future housing market trends.

#### 2.3.4 **Develop Holistic Implementation Strategies and Recommendations for Increasing Housing Opportunities.**

- 2.3.4.1 Develop recommendations for specific types, rates and other housing needs for the County and provide recommendations on opportunities to increase housing affordability and housing choices by considering job opportunities, education, strategies for employers, economic growth and access to services.
- 2.3.4.2 Identify sources of funding (federal, state, local and private resources) for technical assistance for housing and other related programs included in the current housing initiatives.

#### 2.3.5 **Share Nationwide Housing Best Practices**

- 2.3.5.1 Review and study current programs from other public housing agencies and housing stakeholders for best and promising practices related to the expansion of affordable housing and other housing related matters.
- 2.3.5.2 Provide a comparative overview of local housing unit goals, including recent initiatives in localities such as Atlanta, Los Angeles, Dallas and others.

#### 2.3.6 **Update and maintain the Miami-Dade County Housing Affordability Tracker**

- 2.3.6.1 Quarterly update of the Miami-Dade County Housing Affordability Tracker (MDC-HAT). In October 2019, the County through its Department of PHCD sponsored, "Closing In On 10,000—A Housing Summit." An ambitious goal was set of creating an environment that would be supportive of at least 10,000 new affordable/workforce housing units being completed or in progress (financially closed or under construction) by November 2020. The event highlighted over 14,000 affordable and workforce housing units that were in various stages of development. The MDC-HAT provides a

snapshot of the status of those projects, inclusive of additions and changes in scope. The MDC-HAT can be viewed by clicking the following link: <https://www.miamidade.gov/global/housing/housing-affordability-tracker.page>.

- 2.3.6.2 Update should require contact with developers of identified projects to ascertain progress; identifying new projects through research of printed and online periodicals and data sources; interviews with County and municipal departments involved with affordable and workforce housing finance and development.
- 2.3.6.3 Create a new tracker for affordable housing units built after November 2020. This task will include identifying the proper time period under which reporting will take place and how often such reports will be updated.
- 2.3.6.4 Create a new tracker for affordable housing with a baseline beginning on December 1, 2021. This task shall include identifying the proper time period under which reporting will take place and how often such reports will be updated. As with the 11/2019-11/2020 Tracker, the 12/2021-12/2025 Tracker will begin with a base number of affordable and workforce housing projects and units, that are under construction and/or will reach financial closing in annual tranches. The information shall be updated at least quarterly using the best tools and research techniques available. Within 10 working days of award of this contract, the selected Proposer shall provide an estimate for the year 12/21 – 12/22 of the number of units that will have been completed, under construction, and or will have reached financial closing.

## **2.4 Deliverables**

Anticipated deliverables include:

- 2.4.1 Technical Memorandum or Report on Demographic, Geographic and Economic Data for Miami-Dade County and South Florida including maps, graphics, charts, and/or other relevant depictions of the information gathered.
- 2.4.2 Technical Memorandum or Report on Miami-Dade County housing stock, supply, trends, and projections summarizing the existing housing inventory, projected housing trends, and relevant needs.
- 2.4.3 Housing Market Analysis
- 2.4.4 Technical Memorandum or Report on Implementation Strategies and Recommendations for increased housing opportunities in Miami-Dade County
- 2.4.5 Technical Memoranda or Reports including updates on nationwide housing best practices
- 2.4.6 Update of the “Miami-Dade County Affordable Housing Affordability Tracker”
- 2.4.7 Creation and maintenance of a new housing affordability tracker