

**REQUEST FOR APPLICATIONS
FOR THE CITY OF LAKELAND
LOCAL GOVERNMENT AREA
OF OPPORTUNITY INCENTIVE
2021
LAKELAND, FLORIDA**

The City of Lakeland is issuing this Request for Applications (RFA) to solicit proposals from developers for the construction of affordable multi-family housing which will benefit extremely low to moderate income households within the City of Lakeland. The purpose of this RFA is to select a single qualified developer with proven experience and financial resources to develop, market, lease, and manage quality, affordably priced, multi-family rental units. The City of Lakeland will provide funding to a single qualified developer in an amount equal to the minimum required to qualify for a Local Government Area of Opportunity Preference through a related application for housing credit financing to the Florida Housing Finance Corporation (RFA 2020-201 Medium and Small Counties).

All responses must be submitted on or before **5:00 p.m., Wednesday, September, 30, 2020**, by **US Postal Mail: THE CITY OF LAKELAND PLANNING AND HOUSING DIVISION, 1104 Martin Luther King Jr. Avenue, Lakeland, FL 33805** or email: **housing@lakelandgov.net**.

Mark the outside of the envelope or title the email, **“CITY OF LAKELAND: RENTAL DEVELOPMENT INCENTIVE RFA LGAO-2021”**.

Project Description:

The City of Lakeland is soliciting applications from qualified developers to leverage City funds for the successful award of housing credit financing for the development of an affordable, multi-family community within the city limits.

Requirements:

1. The developer must be certified by the City of Lakeland as an affordable housing developer.
2. The developer must be selected for housing credit financing by the Florida Housing Finance Corporation for the RFA 2020-201 Competitive Program.
3. The development must dedicate 50% of the units for extremely low to low income families and sign an Affidavit Affirming Affordable Construction.

Location:

The development must be within the city limits of the City of Lakeland, Florida

Process:

The process will be a single review and award process by a Selection Committee consisting of representatives from the City and the Affordable Housing Advisory Committee, with the selected firm(s) subject to a development agreement with specific benchmarks according to design standards approved by The City of Lakeland.

The most highly ranked Developer is expected to have experience in the construction and management of multi-family rental homes.

Preference will be given to developers that will:

- a. Utilize the funding as a “local government contribution” in their application for funding through the Florida Housing Finance Corporation; and
- b. Provide units with a minimum size of two (2) bedrooms or more.

The respondent’s financial capability to perform its obligations to complete the project is a fundamental consideration in the ranking of applications. The City reserves the right to request such information or require execution of such documents as may be reasonably necessary to determine the financial viability of any respondent.

Terms and conditions of site control will be negotiated in the form of a development agreement with the most highly ranked Team(s).

Contact Agency:

City of Lakeland
Community and Economic Development
Planning and Housing Division
1104 Martin Luther King Jr. Avenue
Lakeland, FL 33805

Attention:

Annie Gibson
Office Phone: 863-834-3360
Email: housing@lakelandgov.net

Instructions:

Please respond to all sections of the RFA Outline in the same sequence as they are presented.

Return the responses to this RFA by email titled “CITY OF LAKE LAND- RENTAL DEVELOPMENT INCENTIVE PROGRAM 2021” to housing@lakelandgov.net, or by mail; mark the outside of the envelope “CITY OF LAKE LAND- RENTAL DEVELOPMENT INCENTIVE RFA LGAO-2021” to the PLANNING AND HOUSING DIVISION by 5:00 p.m., Wednesday, September, 30, 2020.

Application Outline

Checklist for Request for Application

Developer

1. Complete the attached Certified Affordable Housing Developer Application (if not completed previously).
2. A summary of the qualifications of the Developer and the principal who would be directly responsible for supervising the planning, design and construction, especially with regards to their prior experience over the past five (5) years in accomplishing development projects of similar type.

Project

1. Complete the attached RFA 2021 application.
2. Provide a detailed description of the project including: the number of units, breakdown of the unit mix by income level, size, and number of bedrooms, and estimated cost of the project. Please include a site plan and conceptual drawings.
3. Provide detailed budget Estimate for the project.
4. Provide documentation showing site control of proposed development.
5. Provide a statement detailing the financial performance of other similar projects with which the Developer has an involvement, including location, site size, development costs and sales prices as appropriate.
6. Provide proforma of other financial resources.
7. If any of the above submission items are not included in the response, please describe why you are unable to provide the information.

Review Process

The review process will be handled through a Selection Committee that will be formed specifically for the purpose of reviewing the responses and providing a formal recommendation to the City of Lakeland City Commission. The Selection Committee will review all qualifications, and may develop a short list of the top-ranked candidates. The Selection Committee will then evaluate these proposals and recommend the top development team for approval by the City Commission. Priority will be given to developers that will utilize the funding as a “local government contribution” in their application for funding through Florida Housing Finance Corporation. The City expects to enter into an exclusive development agreement with the selected developer. In the course of the exclusive negotiations, the City will negotiate all aspects of the development program including any lot transfers and the provision of any City assistance. This will result with a development agreement and may include a real estate sales contract. Notwithstanding its intention to select a developer and negotiate a development agreement, the City reserves the right to reject any and all proposals submitted.

The City of Lakeland anticipates presenting final recommendations to the City Commission by October 19, 2020. However, the City at its sole discretion may elect to extend the submittal date to a future date and time. The City, in its sole and absolute discretion, with or without cause, and without liability of any kind to any Respondent, reserves the right to:

- Accept or reject any and /or all responses, either in whole or in part, with or without cause, waive any informality of any response, cancel this RFA at any time and or take any action in the best interest of the City of Lakeland, subject to City Commission approval. The City's decision in all matters shall be final;
- Retain all responses for official record purposes, including a copy of all supporting documentation, studies, reports, and evaluations and/or use them in whatever manner it deems appropriate;
- Elect not to accept any request by any respondent to correct errors or omissions in any information, calculations or competitive price(s) submitted once a response is received;
- Investigate the financial capacity, capability, integrity, experience and quality of performance of each respondent including all major stockholders and principals;

Other Requirements

Compliance with Applicable Laws, Rules and Regulations.

The Developer who are awarded funding must act in accordance with the relative laws, rules and regulations. This includes, but is not limited to the following:

1. Uniform Administrative Requirements;
2. Cost Principles;
3. DUNS;
4. Civil Rights Act;
5. Religious Activities;
6. Debarment and Suspension (Executive Orders 12549 and 12689);
7. Byrd Anti-Lobbying Amendment;
8. Flood Disaster Protection;
9. Energy Policy and Conservation Act;
10. Other Federal regulations (Environmental Review and Davis Bacon) if applicable

All Respondents to this RFA do so at their sole expense and risk. The City assumes no financial or other obligation to Respondents to this RFA.