



REQUEST FOR APPLICATIONS (RFA)

For

**New Construction of Affordable Single-Family Homes Development
at 1625 NW 23rd Avenue, Fort Lauderdale, Florida 33311**

Fiscal Year 2027

Issued: Monday, September 28, 2026

Deadline: Monday, October 26, 2026

12:00 P.M. (EST)

The RFA is available on-line at:

<http://www.broward.org/Housing/RFAs>

Issued by:

Broward County Housing and Urban Planning Division
1 North University Drive, Box 102
Plantation, Florida 33324
Attn: Angela M. Chin, AICP, PMP

APPLICATION DISCLAIMER

Applicants should check the County's website regarding questions and responses related to this RFA.

****ALL DATES ARE SUBJECT TO CHANGE****

PROCESS & TIMELINE	
PHASE ONE – Window of Opportunity for Assistance	
a. Request for Applications (the “RFA”) Issued	September 28, 2026
b. Email all questions to Angela M. Chin, AICP, PMP, Program and Redevelopment Manager, at: achin@broward.org	September 28, 2026 – October 21, 2026 @ 12:00 P.M. (EST)
c. The County has elected to apply the Cone of Silence as provided in the Broward County Ordinances to this RFA. After the advertisement of the RFA, potential Applicants and their representatives are substantially restricted from communicating regarding the RFA with the Board of County Commissioners (“BOCC”) or BOCC staff, the County Administrator (“County Administrator”), Deputy County Administrator, Assistants to the County Administrator, their respective support staff, Evaluation Committee members, or any County staff involved in the evaluation or recommendation of selection under this RFA.	From September 28, 2026, until the BOCC takes action, which ends the RFA process.
PHASE TWO – Deadline for Applications	
a. Deadline for Submission of Responses to the RFA (each response, an “Application”): An Application must contain one (1) original clearly marked original, eight (8) copies, and one (1) searchable and tabbed copy on a USB flash drive.	October 26, 2026, at 12:00 P.M. (EST)
PHASE THREE – Review, Evaluation & Recommendation Process	
a. Fatal Flaw Review	October 26, 2026
b. Staff Review of Applications	October 26 - October 30, 2026
c. Evaluation Committee Review of Applications	November 2 - November 6, 2026
d. Scoring of Applications & Recommendations	November 9, 2026
e. Appeals Process	November 9, 2026 - November 16, 2026 Deadline: November 16, 2026 @ 4:00 P.M. (EST)
f. BOCC Meeting/Selection of Project(s).	February 2027
PHASE FOUR – Agreement Contracting Process	
At the time of Application submission, each Applicant must provide the Broward County Housing and Urban Planning Division (“HUPD”) with conditional funding commitments or other satisfactory evidence demonstrating the Applicant’s financial ability to construct and develop the proposed project (“Construction Financing”). The selected Applicant must close all Construction Financing necessary for the proposed project within twenty-four (24) months after the Board of County Commissioners (“BOCC”) approves the project. The selected Applicant may request an extension of up to twelve (12) additional months by submitting a written request to the Director of HUPD (“Director”) no later than forty-five (45) days before expiration of the initial 24-month period. The granting or denial of any extension shall be within the Director’s sole discretion. Failure to close all Construction Financing by the applicable deadline shall result in automatic rescission of the project award. The County shall have no obligation to convey the Property unless and until all requirements for conveyance set forth in this RFA and the applicable County documents have been satisfied or waived by the County.	

PHASE FIVE – Rescind Application(s)
The County reserves the right to rescind the project award if the selected Applicant’s Construction Financing or other funding sources fail to satisfy the requirements of this RFA or are materially different from those represented in the Application, as determined in the sole and absolute discretion of the County Administrator, or such other person designated by the County Administrator, in writing.

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BROWARD COUNTY HOUSING AND URBAN PLANNING DIVISION (HUPD)
REQUEST FOR APPLICATIONS (RFA)
FY 2027

1. APPLICANT COVER SHEET

A. Applicant Information

B. Project Name: _____

1. Applicant's Legal Name and Entity:	
2. Main Administrative Address:	
3. City & State:	4. Zip Code:
5. Telephone number including area code:	6. Fax Number:
7. E-mail Address:	8. Website:
9. CEO/Executive Officer:	10. Office Phone Number:
11. Chief Financial Officer:	12. Office Phone Number:
13. Contact Person's Name:	14. Telephone number including area code:
15. Mailing Address, City, State, Zip Code, Email	
16. Type of Entity: Private For-Profit Corporation () Limited Liability Company (LLC) () General Partnership () Limited Partnership () Not-For-Profit ()	
17. Authorized to transact business in the State of Florida (Only units of government can check N/A) Yes () No () N/A () <i>If applicable, provide Certificate of Status as Attachment A</i>	
18. Federal Taxpayer Identification Number:	

C. Certification of Accuracy, Compliance, Representations and Warranties

On behalf of the Applicant, I do hereby certify, represent and warrant all of the following:

1. All certifications, facts, figures, representations and warranties made in this Application are true, accurate and correct.
2. Applicant is in compliance with all applicable statutes, laws, terms, conditions, regulations and procedures, including but not limited to those contained in this RFA Application and any resulting contracts.
3. Applicant shall close all Construction Financing required for the proposed project within twenty-four (24) months after BOCC approval of the project, unless the Director grants an extension in accordance with the terms of this RFA.
4. The information contained in Appendix A, including all proposed sources and uses of funds, is true, accurate, complete, and represents Applicant's good-faith estimate of the funds necessary to construct, develop, complete, market, and sell the proposed project in accordance with this RFA.
5. Applicant has determined that the proposed project can be completed, and all required single-family homes can be constructed, marketed, and sold, within the development schedule and budget submitted with the Application.
6. The submission of this Application has been duly authorized by Applicant, and the undersigned is duly authorized to execute and submit the Application and to make the certifications, representations and warranties contained herein on behalf of Applicant. Applicant acknowledges and agrees that electronic signatures or digital signatures shall have the same legal effect as a handwritten signature.
7. By execution of this Application by an authorized representative of Applicant, Applicant hereby attests under penalty of perjury that Applicant does not use coercion for labor or services, as such terms are defined in Section 787.06, Florida Statutes. Under penalties of perjury, the undersigned authorized representative of Applicant declares that they have read the foregoing statement and that the facts stated in it are true.
8. Applicant represents that the submission of its Application does not violate the Public Entity Crimes Act, Section 287.133, Florida Statutes. Applicant represents that it has not been placed on the "discriminatory vendor list" as provided in Section 287.134, Florida Statutes, that it has not been identified as a company or other entity subject to scrutiny under Sections 215.473 or 215.4725, Florida Statutes, and that it is not a terrorist organization or a member of a terrorist organization, as defined in Section 943.03102, Florida Statutes. Applicant represents and certifies that it is not, and if awarded, will not be, ineligible to contract with the County on any of the grounds stated in Section 287.135, Florida Statutes. Applicant represents that it is, and if awarded, will remain in full compliance with Section 286.101, Florida Statutes. Violation of this section may result in rescission of the award under this RFA.
9. Applicant must comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations including, without limitation, Americans with Disabilities Act, 42 U.S.C. § 12101, and Section 504 of the Rehabilitation Act of 1973.

10. Applicant shall not discriminate against any employee or applicant for employment on the basis of race, religion, age, color, sex, gender, national origin, marital status, political affiliation, disability, or any other basis prohibited by applicable law. Applicant shall post notices setting forth the provisions of this nondiscrimination requirement in conspicuous places available to employees and applicants for employment. Applicant shall ensure that its contractors, subcontractors, and subconsultants, if any, are aware of and comply with the requirements of this section.
11. Applicant shall comply with all applicable federal, state, and local fair housing and nondiscrimination laws in connection with the development, marketing, and sale of the single-family homes, including, without limitation, the Fair Housing Act, 42 U.S.C. § 3601 et seq., and the Broward County Human Rights Act, Chapter 16½ of the Broward County Code of Ordinances. Applicant shall not discriminate against any person in connection with the marketing or sale of any home on any basis prohibited by applicable law and shall require its contractors, brokers, sales agents, and other persons acting on its behalf to comply with such requirements.
12. Applicant is expressly prohibited from using any funds provided by County or under this RFA to promote diversity, equity, or inclusion initiatives, or for any program or activity that relates to diversity, equity, or inclusion. As a condition of eligibility for an award under this RFA, Applicant certifies that Applicant does not and will not use County or municipal funds to require its employees, contractors, volunteers, vendors, or agents to ascribe to, study, or be instructed using materials relating to diversity, equity, and inclusion. As used herein, "diversity, equity, or inclusion" has the meaning set forth in Section 125.595(1)(b), Florida Statutes. This provision does not prohibit Applicant from engaging in any activity permitted by Section 125.595, Florida Statutes, including but not limited to any action required for compliance with state or federal laws or regulations.
13. I agree to follow all terms and conditions outlined in the RFA, and all applicable federal, state and local statutes, laws, rules or ordinances.

Print Authorized Official's Name

Authorized Official's Title

Authorized Official's Signature

Date

2. FATAL FLAW CHECKLIST

Failure to timely provide or satisfy any Required Item identified below that is applicable to the Applicant shall constitute a Fatal Flaw and result in the Application being removed from further consideration.

Required Items		Yes	No
1.	The Application was received by the due date and time.		
2.	The Certification of Accuracy, Compliance, Representations and Warranties is signed by the principal of the Applicant authorized to submit the Application.		
3.	The Application is responsive, addressing the requirements of this RFA.		
4.	If the Applicant is a nonprofit entity, the Applicant included as Attachment B, a copy of the IRS determination of 501(c)(3).		
5.	Attachment E (Litigation History Form) is attached, completed and signed.		
6.	Applicant has not submitted more than one (1) Application for the Property under this RFA.		
7.	The project includes at least thirty-five (35) single-family homes that will be affordable for households whose income is one hundred twenty percent (120%) of the area median income for Broward County ("AMI"), as adjusted for family size.		
8.	Applicant's construction and development plan includes all required features for each single-family home, as set forth in the "Development Standards" in Section 7, page 12 of this RFA.		

An Applicant whose Application is rejected in connection with the above Fatal Flaw criteria may appeal the decision by notifying the Director in writing within five (5) business days after receiving written notice of a Fatal Flaw (See Appeals Process, Section 17, page 20). An Applicant may only appeal its own Application. The Director will evaluate each appeal and provide a written response within two (2) business days after receiving the appeal. The Director's decision is final.

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3. OBJECTIVE

The objective of this RFA is to solicit project Applications from qualified affordable housing developers for the design, construction, development, marketing, and sale of a residential project on the Property (defined below), consisting of at least thirty-five (35) new, affordable, sustainable, and energy-efficient single-family homes for sale to income-eligible individuals and families whose total annual household income does not exceed one hundred twenty percent (120%) of AMI, as adjusted for family size.

Each single-family home will be subject to affordability restrictions for a period of fifteen (15) years, as further provided in this RFA and the documents required by the County in connection with the conveyance and development of the Property. This supports the BOCC's goal of ensuring residents have an affordable place to live by offering sustainable, compatible, innovative, accessible, affordable housing options for all income levels, including integrated, permanent supportive housing and zoning that helps residents build equity.

4. WHO MAY APPLY

Governmental entities, for-profit entities authorized to transact business in the State of Florida, and not-for-profit entities authorized to transact business in the State of Florida and recognized by the Internal Revenue Service as tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code may apply.

5. PROPERTY

Broward County ("County") is the fee simple owner of certain real property located at 1625 NW 23rd Avenue, Fort Lauderdale, Florida 33311, and identified by tax folio no.: 4942-32-22-0012 ("Property"). The Property consists of approximately 7.2883 acres (317,480 square feet) of vacant land.

The County makes no representation, warranty, or guaranty, express or implied, regarding the Property, including its physical condition, environmental condition, suitability, development capacity, entitlement status, zoning, availability of utilities, infrastructure, access, soil conditions, or fitness for any particular purpose.

Each Applicant is solely responsible for conducting such investigations, inspections, studies, and other due diligence as Applicant deems necessary or appropriate and for independently determining all conditions affecting the feasibility, cost, design, construction, development, marketing, and sale of the proposed project.

The proposed project shall comply with all applicable Broward County and City of Fort Lauderdale ("City") land use, zoning, building, and development regulations. The Property is designated "Commerce" under the Broward County Land Use Plan ("BCLUP") and is zoned "CC (Commerce Center)" under the City's Zoning Code. The selected Applicant shall be solely responsible, at its sole cost and expense, for obtaining all land use approvals, rezonings, variances, plat approvals, permits, licenses, utility approvals, and other governmental authorizations necessary to construct, develop, market, and sell the proposed project.

The Property is located within an area that permits the development of either one hundred percent (100%) deed-restricted affordable housing or mixed-income housing and is situated along an eligible corridor for the application of BCLUP Policy 2.16.3, which provides for residential development entitlements. Pursuant to BCLUP Policy 2.16.3, the selected Applicant may seek approval from the City to rezone the Property to an appropriate residential zoning district to accommodate the proposed project without requiring an amendment to the Property's BCLUP land use designation. The selected Applicant shall be solely responsible for obtaining all required rezonings, variances, permits, and other governmental authorizations necessary for the proposed project. Nothing in this RFA, including the description of BCLUP Policy 2.16.3, constitutes a representation or assurance by the County that any rezoning, entitlement, variance, permit, or other governmental approval will be granted.

Subject to BOCC approval and the selected Applicant's satisfaction of all requirements imposed by the County, the County intends to convey the Property to the selected Applicant for a nominal purchase price of Ten Dollars (\$10.00) for the construction and development of the proposed single-family homes. The selection of an Applicant by the BOCC does not constitute a conveyance of the Property.

Prior to conveyance, the selected Applicant must provide evidence, in form and substance satisfactory to the County, in its sole and absolute discretion, that all Construction Financing necessary to fully fund the construction and development of the proposed project has been firmly committed and is available to close and fund simultaneously with the conveyance of the Property. The County will not convey the Property unless and until all conditions to the closing and initial funding of the Construction Financing have been satisfied or waived to the County's satisfaction. The selected Applicant must also execute all documents required by the County in connection with the conveyance and development of the Property, including the applicable declaration of covenants and restrictions.

The County shall have no obligation to convey the Property unless and until the Construction Financing closes and funds simultaneously with the conveyance and all other conditions imposed by the County have been satisfied or waived by the County in its sole discretion. If the Construction Financing fails to close or fund for any reason, or any other condition to conveyance is not satisfied or waived, the County may decline to convey the Property without liability to the selected Applicant. The selected Applicant shall be solely responsible for, and the County shall have no liability for, any costs, expenses, losses, or other amounts incurred or claimed by the selected Applicant or any third party in connection with the Application, proposed project, Construction Financing, or anticipated conveyance of the Property.

The quitclaim deed conveying the Property and/or other applicable County documents will include a right of reverter and such other restrictions, covenants, development milestones, and remedies as the County determines necessary to ensure timely development of the Property and compliance with this RFA. Such development milestones may include deadlines for commencement and completion of construction and sale of single-family homes to income-eligible purchasers. Failure to satisfy any required development milestone or other material requirement may result in the exercise of the County's remedies, including its right of reverter, as provided in the applicable County documents.

6. SCOPE OF WORK

HUPD is accepting Applications from qualified Applicants for the design, construction, development, marketing and sale of at least thirty-five (35) new, affordable, sustainable, and energy efficient single-family homes for sale to income-eligible purchasers whose total annual household income does not exceed one hundred twenty percent (120%) of AMI, as adjusted for family size.

The selected Applicant shall be solely responsible for all aspects of the proposed project, including, without limitation, securing financing; planning and design; obtaining all required governmental approvals, entitlements, and permits; site development and construction; establishment of any required homeowners' association; marketing; identifying and qualifying eligible purchasers; and sale and conveyance of the single-family homes.

The Applicant should demonstrate experience in the development of affordable housing and land development projects, including experience navigating applicable planning, zoning, platting, permitting, construction, and other governmental development approval processes.

To ensure compliance with the affordability requirements of this RFA, the selected Applicant shall execute, deliver, and record such declarations of covenants and restrictions, deeds, agreements, and other instruments as the County may require.

Each single-family home shall remain subject to the applicable affordability and resale restrictions for a period of fifteen (15) years commencing on the date title to the home is conveyed to the initial income-eligible purchaser.

The Applicant shall construct and develop single-family homes for sale that are affordable to households with annual adjusted gross household incomes at or below one hundred twenty percent (120%) of the AMI, as adjusted for family size. One hundred percent (100%) of the single-family homes shall be sold to and occupied as a primary residence by one or more natural persons or a family whose total annual household income, determined in accordance with applicable County requirements, does not exceed one hundred twenty percent (120%) of AMI, as adjusted for family size. The purchaser of each single-family home should have monthly housing costs, including mortgage principal and interest, property taxes, and homeowner's insurance, that, in the aggregate, do not exceed thirty percent (30%) of the purchaser's monthly adjusted gross household income. However, as hereinafter provided, housing for which a household devotes more than thirty percent (30%) of its income shall be deemed affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the thirty percent (30%) benchmark.

Each Applicant shall organize its Application in a manner that enables the Evaluation Committee to readily determine the Applicant's compliance with the requirements of this RFA and evaluate the quality, feasibility, and completeness of the proposed project. The Application should demonstrate a clear understanding of the requirements of this RFA and present a development approach that promotes timely performance, project quality, financial feasibility, effective management, and minimization of risk to the County.

Each Applicant must include evidence satisfactory to the County demonstrating the Applicant's financial capacity to construct, develop, complete, market, and sell the proposed project and to satisfy all financial obligations required under this RFA.

The County reserves the right to rescind the project award if there are significant material changes to the proposed project as presented in the selected Applicant's Application, as determined in the sole and absolute discretion of the County Administrator, or such other person designated by the County Administrator, in writing.

7. GENERAL PROJECT REQUIREMENTS

Each proposed project shall, at a minimum, satisfy the following requirements:

Income and Affordability Restrictions

- **Eligible Purchasers:** Single-family units must be sold exclusively to buyer households earning at or below one hundred twenty percent (120%) of the AMI, as adjusted for family size.
- **Maximum Sales Price:** The final sales price of each home shall comply with the applicable U.S. Department of Housing and Urban Development ("HUD") ninety-five percent (95%) median purchase price limit for single-family housing in Broward County in effect at the time of sale.
- **Long-Term Affordability:** Each home shall be subject to a recorded Declaration of Covenants and Restrictions containing affordability and resale restrictions approved by the County. The required affordability period shall be fifteen (15) years and shall commence on the date title to a home is transferred to an initial eligible homebuyer.
- **Resale:** If a homeowner sells a home prior to the expiration of the 15-year affordability period, the home must be sold to an income-eligible purchaser and remain subject to the affordability restrictions for the remainder of the 15-year affordability period.

Marketing and Sales

- The development team shall include a licensed real estate professional with demonstrated experience marketing and selling affordable housing and familiarity with HUD income limits and affordable housing programs.
- Applicants shall identify the proposed real estate professional and describe the individual's qualifications as part of their Applications.
- Applicants shall submit a marketing and homebuyer outreach plan that includes strategies for identifying and recruiting eligible purchasers through coordination with local nonprofit organizations, lenders, housing counseling agencies, and County programs, as well as outreach activities such as community events, open houses, and targeted marketing.

Development Standards

- The homes shall comply with all applicable federal, state, County, and City laws, ordinances, codes, regulations, and permitting requirements.
- The homes shall meet all applicable Florida Building Code requirements, including applicable wind-load standards, energy-efficiency requirements, and any additional requirements established by the County or the City.
- Applicants shall provide a realistic project schedule for the permitting, construction, marketing, and sale of each home. Unless otherwise approved by the County, the target construction period shall be approximately twelve (12) months per home.

Each Applicant's construction and development plan must provide for distinct and varied front-elevation designs that promote streetscape diversity. At a minimum, each single-family home must include and satisfy all of the following features and standards:

- Three (3) bedrooms and at least two (2) full bathrooms.
- An attached, fully enclosed two-car garage.
- A minimum of one thousand five hundred (1,500) square feet of heated and cooled living area, exclusive of the garage, porches, patios, and other unenclosed areas.
- Compliance with or exceeding all applicable Florida Building Code wind-load requirements.
- Impact-resistant windows, exterior doors, and garage doors.
- A six-foot-high white PVC privacy fence along the side and rear property lines.
- Energy-efficient appliances.
- An energy-efficient air conditioning system.
- An energy-efficient water heater.
- Ceiling fans with integrated lighting in all bedrooms.
- Landscaping designed in accordance with Florida-Friendly Landscaping principles.
- Water-conserving plumbing fixtures.

Compliance with these minimum standards does not relieve the selected Applicant from satisfying any more stringent requirements imposed by applicable law, code, governmental approval, permit, or other authorities having jurisdiction over the Property.

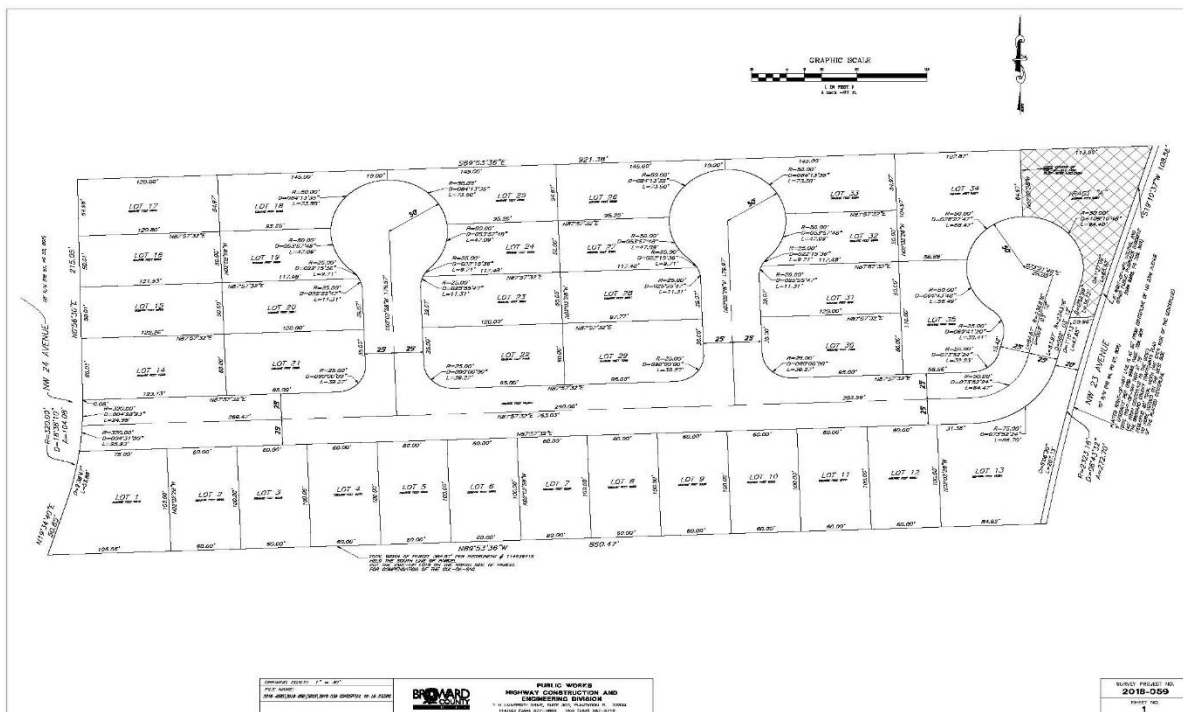
Development Team Qualifications

The County seeks Applications from qualified development teams capable of managing all phases of the land development and affordable housing development process. Because the Property is being offered in its existing "AS IS, WHERE IS, WITH ALL FAULTS" condition, Applicants should demonstrate experience developing raw, vacant, or underutilized land and successfully navigating applicable planning, zoning, platting, permitting, construction, and other governmental development approval processes. Applicants should demonstrate a successful track record of obtaining governmental approvals necessary for comparable residential development projects, including, as applicable, land use approvals, rezoning, site plan approval, subdivision platting, permitting, utility approvals, and certificates of occupancy.

Proposed Layout

To maximize the efficient development of affordable single-family housing on the Property, each Applicant must submit a proposed site layout demonstrating how the Applicant proposes to develop at least thirty-five (35) single-family homes on the Property. The conceptual plan below is provided only as general planning and design guidance. Applicants are not required to replicate the conceptual plan, and proposed layouts may differ based on site conditions, design considerations, and requirements imposed by the City, County, or any other governmental authority having jurisdiction.

The conceptual plan is provided solely for informational and illustrative purposes and does not constitute any representation, warranty, approval, commitment, or guaranty by the County regarding the feasibility, density, entitlement, zoning, permitting, design, construction, or approvability of the conceptual plan or any proposed project. Applicants must independently evaluate the Property and may not rely upon the conceptual plan as evidence that any particular development plan or number of homes will be approved by any governmental authority.



An aerial photograph of the Property is provided below. The photograph depicts the Property's boundaries and surrounding area, including its proximity to Interstate 95, arterial roadways, and local amenities.

The development approval process through the County and the City may include, as applicable, a Land Use Plan Amendment, rezoning, variance approval, plat approval, site plan approval, building permits, utility approvals, and other governmental authorizations. These processes may take approximately nine (9) to eighteen (18) months or longer to complete. Any timeframe provided in this RFA is an estimate only and does not constitute a representation or guaranty by the County regarding the duration or outcome of any governmental approval process.



8. EVALUATION CRITERIA

The Evaluation Committee will evaluate all responsive Applications using a 100-point scale. Each Applicant must identify the specific page number(s) in its Application containing the information relied upon to support each applicable Scoring Category set forth below.

Scoring Category	Maximum Points
Project Description & Timeline: Applicant must provide a detailed development plan describing the proposed project, including the number and type of homes, floor plans, site layout, construction approach, anticipated sales prices, home and design features, project objectives, target population, and anticipated development schedule. Applicant must provide a detailed timeline identifying all major project milestones, anticipated duration of each phase, critical tasks, and the individual or entity responsible for each task. The schedule should include, as applicable, entitlement, design, site plan and plat approval, permitting, financing, construction, marketing, homebuyer qualification, and sale of the homes. Applicant must also provide an anticipated sales-price and purchaser-affordability analysis demonstrating the affordability of the proposed homes to eligible purchasers at or below 120% of AMI.	20 Points
Sources and Uses of Funds: Applicant must provide a complete Sources and Uses of Funds in Appendix A (page 27), together with a detailed budget narrative demonstrating that the proposed sources are sufficient and reasonably available to fund all anticipated Project Costs and that the proposed uses are reasonable and sufficient to complete the proposed project. The Evaluation Committee will consider the completeness, feasibility, and reliability of the proposed financing structure and development budget.	20 Points
Construction Financing: Applicant must demonstrate the availability and sufficiency of Construction Financing necessary to complete the proposed project. Evidence may include enforceable or conditional loan commitments, lines of credit, documented cash on hand, equity commitments, or other financing sources.	20 Points
Applicant Experience, Qualifications & Capacity: Applicant must identify the key members of the proposed development team and provide resumes and descriptions of relevant experience for each. Applicant must also provide information regarding comparable residential or affordable housing developments successfully completed by Applicant or its key development team members. The description of comparable projects should include, as applicable, photographs, site plans, number and type of homes, sales prices, project cost, development schedule, time required to market and sell the homes, and any other information demonstrating Applicant's ability to timely develop, construct, market, and sell the proposed project. The Evaluation Committee will consider Applicant's demonstrated experience in affordable housing and land development, including experience navigating governmental planning, zoning, platting, permitting, construction, and development approval processes.	20 Points
Broward County and City of Fort Lauderdale Experience: Applicant provides written evidence of its successful completion of affordable housing projects involving Broward County and/or the City of Fort Lauderdale.	5 Points
Exterior Front Façade Design Treatments: Applicant will be evaluated on the quality, variety, compatibility, and visual appeal of the proposed exterior front-façade designs, including the use of architectural materials, structural and decorative features, lighting, finishes, and other design elements that enhance streetscape diversity and neighborhood compatibility.	3 Points
Marketing Plan and Approach for Identifying Eligible Buyers: Applicant must provide a detailed marketing and homebuyer outreach plan identifying the proposed licensed real estate professional and describing that individual's experience marketing and selling comparable housing. The plan must describe proposed outreach efforts to identify and recruit eligible purchasers, including coordination with nonprofit organizations, lenders, housing counseling agencies, County programs, community organizations, and other outreach partners.	5 Points

Green Building Techniques: Applicant will be evaluated on proposed green-building, sustainability, energy-efficiency, and water-conservation measures that exceed or enhance the minimum Development Standards required by this RFA.	2 Points
References: Applicant must provide at least three (3) professional references from municipalities, governmental entities, and/or lenders for which Applicant has successfully completed a residential development project comparable in scope or complexity to the proposed project. Each reference must include sufficient contact information to permit verification by the County.	5 Points
Total	100 Points

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9. CONTACT PERSON

Questions regarding this RFA must be submitted by e-mail to Angela M. Chin, AICP, PMP, Program and Redevelopment Manager, at achin@broward.org.

Such contact shall be for clarification purposes only. The County must receive all questions in writing no later than Wednesday, October 21, 2026, by 12:00 P.M. Eastern Standard Time. Questions and answers will be posted to the County's website <https://www.broward.org/Housing/Pages/RFAs.aspx>.

10. APPLICATION PREPARATION AND SUBMITTAL REQUIREMENTS:

- One (1) original clearly marked "original," within a secure binder, and eight (8) copies within secure binders. Applications will not be accepted if not in secure binders.
- One **searchable** electronic copy on a USB flash drive. Documents such as site plans, workflow diagrams, photographs, and other documents not routinely suitable for searching are exempt from the searchable requirement.
- Applications must be submitted on 8 1/2" X 11" paper, single-sided, neatly typed, and with margins of 1", text of 12-point font size, and double spaced.
- Pages and attachments in the original Application and in all copies (paper and electronic) must be tabbed according to the sections, and sequentially numbered.
- Attachments must be included within each specific item, exhibit, appendix or section referenced within the Table of Contents.

APPLICATIONS RECEIVED AFTER 12:00 PM (EST) October 26, 2026, WILL NOT BE ACCEPTED.

Send to: Broward County Housing and Urban Planning Division

1 North University Drive, Box 102, Plantation, Florida 33324

Attn: Angela M. Chin, AICP, PMP, Program & Redevelopment Manager

REQUEST FOR APPLICATIONS

11. GENERAL PROGRAM REQUIREMENTS

At the time of Application submission, each Applicant must provide HUPD with evidence satisfactory to HUPD demonstrating the availability of Construction Financing sufficient to construct and complete the proposed project. The selected Applicant must close all Construction Financing within twenty-four (24) months after BOCC approval of the proposed project. The selected Applicant may request an extension of up to twelve (12) additional months by submitting a written request to the Director no later than forty-five (45) days before expiration of the initial 24-month period. The Director may grant or deny the requested extension in the Director's sole discretion. Failure to close all Construction Financing by the applicable deadline shall result in automatic rescission of the project award. The County shall have no obligation to convey the Property unless and until all requirements for conveyance set forth in this RFA and the applicable County documents have been satisfied or waived by the County.

Income Limits and Affordability:

Income limits are updated annually by HUD and distributed by the Florida Housing Finance Corporation. Pursuant to Section 420.9071 (2), Florida Statutes, the definition of "Affordable" means that monthly mortgage payments including taxes and insurance do not exceed thirty percent (30%) of the amount representing the applicable percentage of the median annual gross income for the households, as provided in Sections 420.9071 (20), (21), and (30), Florida Statutes.

However, it is not the statutory intent to limit an individual household's ability to devote more than thirty percent (30%) of its income for housing, and housing for which a household devotes more than thirty percent (30%) of its income shall be deemed affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the thirty percent (30%) benchmark. See Exhibit 1, page 25, for Broward County's 2026 Income Limits (Subject to Change).

In accordance with the Broward County Land Use Plan, the definition of "Affordable Housing" means housing for which monthly rents or monthly mortgage payments (including taxes, utilities and insurance) do not exceed 30 percent of an amount representing the percentage (very low = 50%; low = 80%; moderate = 120%) of the median income limits adjusted for family size for the households.

Very Low-Income Person means one or more natural persons or a family whose total annual gross household income does not exceed fifty percent (50%) of the area median annual income, as determined by the most recent HUD data for Broward County and adjusted for household size.

Low-Income Person means one or more natural persons or a family whose total annual gross household income is greater than fifty percent (50%) but does not exceed eighty percent (80%) of the area median annual income, as determined by the most recent HUD data for Broward County and adjusted for household size.

Moderate-Income Person means one or more natural persons or a family whose total annual gross household income is greater than eighty percent (80%) but does not exceed one hundred twenty percent (120%) of the area median annual income, as determined by the most recent HUD data for Broward County and adjusted for household size.

12. TOTAL DEVELOPMENT COST

Applicants must provide a complete development budget identifying all anticipated Project Costs and all proposed sources of funding. Supporting documentation must identify the amount, source, status, material terms, anticipated lien position, and availability of each financing source.

Proposed Total Development Cost of the project \$ _____

13. REGULATORY PROCESSES

Applicants shall be solely responsible for obtaining all entitlements, approvals, permits, and other governmental authorizations required by the County and the City for the proposed development of the Property, and for all costs associated therewith.

The Property and each single-family home developed thereon shall be subject to a fifteen (15)-year affordable housing land use restriction, which shall remain in effect notwithstanding any sale, transfer, refinancing, or other disposition of any portion of the Property. **Broward County reserves the right, in its sole discretion, to modify the terms and conditions of any agreement, deed, declaration, restrictive covenant, or other document required in connection with the proposed project before execution.**

14. ESTIMATED PROJECT SCHEDULE (MILESTONES)

Applicants must provide a detailed project development schedule through completion and sale of all homes. The schedule must include anticipated dates and performance benchmarks for all material phases of the project, including financing, entitlement, design, site plan approval, platting, permitting, site development, construction, marketing, homebuyer qualification, and sale of the homes. See requirements in Appendix B, page 30.

15. STANDARD DISCLOSURES INSTRUCTIONS FOR APPLICANTS

Litigation History

- a. All Applicants must disclose all material legal or administrative proceedings filed, pending, threatened in writing, or resolved during the three (3) years preceding the Application deadline involving Applicant, any parent or subsidiary of Applicant, any predecessor entity, or any principal of Applicant. A case is considered to be "material" if it relates, in whole or in part, to any of the following:
 1. A similar type of work that the vendor is seeking to perform for the County under the current RFA;
 2. An allegation of negligence, error, omission, or malpractice against the Applicant or any of its principals or agents who would be performing work under the current RFA;
 3. An Applicant's default, termination, suspension, failure to perform, or improper performance in connection with any contract;
 4. The financial condition of the Applicant, including any bankruptcy petition (voluntary and involuntary) or receivership; or
 5. A criminal proceeding or hearing concerning business-related offenses in which the Applicant or its principals (including officers) were/are defendants.

For each material case, the Applicant is required to provide all information identified on the Litigation History Form attached as Attachment E. The County will consider an Applicant's litigation history information in its review and determination of responsiveness. If the Applicant is a joint venture, the information provided should encompass the joint venture and each of the entities forming the joint venture. An Applicant is also required to disclose to the County any and all case(s) that exist between the County and any of the Applicant's contractors and subcontractors/subconsultants proposed to work on this project. Failure to disclose a material proceeding or to provide requested information regarding such proceeding may result in the Application being deemed nonresponsive or may constitute grounds for rescission of a project award if discovered after selection.

b. Additional Information

- | | | | |
|----|--|-----|----|
| 1. | Is your firm or any of its principals or officers currently principals or officers of another organization? If yes, specify details in an attached written response. | Yes | No |
| 2. | Have any voluntary or involuntary bankruptcy petitions been filed by or against your firm, its parent or subsidiaries, or predecessor organizations during the last three years? If yes, specify details in an attached written response. | Yes | No |
| 3. | Has your firm, its principals, officers, or predecessor organization(s) been debarred or suspended by any government entity within the last three years? If yes, specify details in an attached written response. | Yes | No |
| 4. | Has your firm's surety ever intervened to assist in the completion of a contract or have Performance and/or Payment Bond claims been made to your firm or its predecessor's sureties during the last three years? If yes, specify details in an attached written response, including contact information for the owner and surety. | Yes | No |
| 5. | Has your firm ever failed to complete any work awarded to you, services, and/or delivery of products during the last three (3) years? If yes, specify details in an attached written response. | Yes | No |
| 6. | Has your firm ever been terminated from a contract within the last three years? If yes, specify details in an attached written response. | Yes | No |

16. EVALUATION/SELECTION PROCESS

HUPD staff will evaluate Applications received by the submittal deadline for completeness, responsiveness, and verification that both the Applicant and the proposed project align with the solicitation requirements of this RFA. Applications determined to be incomplete and/or non-responsive will not be considered or evaluated. All responsive Applications will be forwarded to the Evaluation Committee, which will evaluate and score the Applications from highest to lowest based upon the specific evaluation criteria and point scores contained in Section 8, page 15 of this RFA. Applicants are encouraged to organize their applications according to these categories.

The Evaluation Committee Meeting to rank and score Applications will be held on November 9, 2026, in the 2nd Floor Hearing Room, Governmental Center West, 1 University Drive, Plantation, Florida 33324. The criteria are itemized with their respective weights for maximum points. An Applicant may receive the maximum points or a portion of the available points, depending on the merit of its application. For each Application, the scores of the Evaluation Committee members will be totaled and averaged to determine the project score.

Ten-minute presentations followed by a fifteen-minute question-and-answer period with the Evaluation Committee will be required for all responsive Applications. Final Evaluation Committee scoring will take place after all presentations are completed.

An application must receive an average score of at least seventy-five (75) points to be considered for an award under this RFA. The number of projects eligible for consideration for an award under this RFA will depend on the number of Applications that meet or exceed the minimum score of seventy-five (75) points.

If two (2) or more Applications receive the same final score, the Application proposing the greatest aggregate square footage of heated and cooled living area across all single-family homes, exclusive of garages, porches, patios, and other unenclosed areas, shall be ranked higher.

17. APPEALS PROCESS

After the Evaluation Committee meeting, all appeals must be submitted by 4:00 PM (EST) on November 16, 2026. All appeals must be in writing and emailed to the Director at the e-mail address listed below. All appeals must be based on the evaluation scoring criteria, and the Applicant must provide the basis for the appeal. The Director will evaluate all appeals and provide a written response within two (2) business days of receiving the appeals letter via email. The Director will not substitute his judgment for that of the Evaluation Committee. The Director will limit the review to the points raised by any Applicant in their written appeal. The Director's decision is final and will be reported to the Evaluation Committee. Recommendation of the selected Application will be submitted to the BOCC for final approval.

ADDRESS APPEALS TO:

Darby P. Delsalle, AICP, Director
Broward County Housing and Urban Planning Division
1 University Drive, Box 102
Plantation, Florida 33324
Subject: Request for Applications
ddelsalle@broward.org

With a copy to:

Angela M. Chin, AICP, PMP, Program and Redevelopment Manager
Broward County Housing and Urban Planning Division
1 University Drive, Box 102
Plantation, Florida 33324
achin@broward.org

18. CONE OF SILENCE

The Cone of Silence, as provided in Section 1-266 of the Broward County Code of Ordinances, applies to this RFA. The County's Cone of Silence Ordinance prohibits certain communications, after the advertisement of the RFA and throughout the evaluation process, between potential Applicants and County Commissioners or their staff, the County Administrator, Deputy County Administrator, Assistants to the County Administrator, their respective support staff, Evaluation Committee members, or any County staff involved in the evaluation or recommendation of selection under this RFA. Any violation of the Cone of Silence by an Applicant or its representative may be reported to the County's Office of Intergovernmental Affairs and Professional Standards.

The Cone of Silence shall remain in effect until an award is made, a contract is approved, or the County takes any other action which ends the procurement process. The Cone of Silence Ordinance is available at:

<https://www.broward.org/Purchasing/Documents/ConeOfSilence.pdf>

19. MAXIMUM DEVELOPER FEE AND GENERAL CONTRACTOR'S FEE:

Any Developer Fee shall not exceed sixteen percent (16%) of Project Costs, as defined below. Any General Contractor Fee shall not exceed fourteen percent (14%) of the actual construction costs.

"Project Costs," solely for purposes of calculating the Developer Fee, means the actual, reasonable, and necessary costs incurred by the Applicant to design, permit, finance, construct, and complete the proposed project, as reflected in the proposed project's development budget. Project Costs exclude the Developer Fee; the acquisition value of the Property or any other land; marketing and sales commissions; operating, replacement, and other reserves; and any other costs not directly attributable to the construction, development and completion of the affordable single-family homes required under this RFA.

The County reserves the right to determine whether any cost is properly included in Project Costs for purposes of calculating the Developer Fee.

20. MINIMUM SUBMISSION REQUIREMENTS

Applicant Submission

The information listed below must be submitted in the written Application Summary. This is an opportunity for the Applicant to convey to the Evaluation Committee, in its own words, how its proposed project best advances the objectives of this RFA, maximizes the efficient development of affordable housing on the Property; is financially feasible and timely; minimizes risk to the County; and provides high-quality affordable homeownership opportunities. Failure to provide any required information may result in the Application being deemed nonresponsive. The Application Summary must address each of the following items:

THE APPLICANT AND DEVELOPMENT TEAM:

- A. The Application must describe the proposed development team and identify the individuals and organizations that will participate in the proposed project. The Application must provide a description of the project managers and their experience and specifically identify the lead project manager. The development team must include, at a minimum, the Applicant, architect, engineers, and consultants and may also include the general contractor, lenders, attorneys, accountants, investors, and other professionals. The Application must provide background information, including firm resumes and resumes for principals and employees expected to be assigned to the project.

- B. The Application must include the Applicant's legal name, address, and telephone number, the name of any representative authorized to act on the Applicant's behalf, the name and contact information of the person to whom all correspondence should be directed, and the name and primary responsibilities of each individual on the development team.
- C. If the Applicant is not an individual conducting business in their own name, the Application must describe the Applicant's organizational structure and legal status, including whether it is a for-profit or nonprofit entity, charitable institution, general or limited partnership, corporation, limited liability company, limited liability partnership, business association, or joint venture. Applicant must identify all persons or entities possessing a direct or indirect controlling interest in Applicant. The Application must also identify each jurisdiction in which the Applicant is organized and authorized to conduct business. A nonprofit Applicant must provide a current list of its board of directors and identify each director's area of expertise.
- D. In accordance with Section 287.05701, Florida Statutes, the County will not request documentation of or consider an Applicant's social, political, or ideological interests when determining whether the Applicant is responsible and will not give preference to an Applicant based on such social, political, or ideological interests.
- E. The Application must identify all principals, partners, joint venturers, co-applicants, and other participants in the proposed transaction and disclose the nature and percentage of each participant's ownership interest in, and anticipated compensation from the proposed project.
- F. The Application must describe the process and anticipated timeline for establishing the homeowners' association, including the preparation and recording of all required governing documents and the selection of a qualified homeowners' association management company, if applicable.
- G. The Application must provide all litigation disclosures required by Section 15 and Attachment E.
- H. The Application must certify that neither Applicant nor any principal or controlling entity of Applicant owes delinquent federal, state, or local taxes, assessments, or other governmental obligations, except amounts being contested in good faith through appropriate proceedings and disclosed in the Application.
- I. County Business Enterprise ("CBE"): The County and Applicant agree that contractor and vendor awards to CBEs are critical to the achievement of the County's CBE participation objectives. Although this RFA does not have assigned CBE goals, Applicant agrees that wherever possible, every effort will be made to utilize the services of Broward County-certified CBE firms and Applicant shall include this provision in any subcontract it enters into pursuant to this RFA. Applicant must provide a brief narrative that demonstrates Applicant's knowledge of Broward County Business Opportunity Act, as amended, and outline a plan for utilization of CBE. For detailed information regarding the CBE Program contact the OESBD at (954) 357-6400 or visit the website at:
<https://www.broward.org/econdev/generalinfo/LocalCertificationPrograms>

21. INSURANCE REQUIREMENTS

Applicant shall, at its sole expense, procure and maintain the minimum insurance coverages required by Exhibit 2, page 26 and this Section 21 for the periods specified by the County. Applicant shall maintain insurance coverage against claims relating to any act or omission by Applicant, its agents, representatives, employees, contractors, or subcontractors/subconsultants in connection with the project. County reserves the right at any time to review and adjust the limits and types of coverage required under this section.

Applicant shall ensure that "Broward County" is listed and endorsed as an additional insured on all policies required under this section.

At least fifteen (15) days prior to commencement of the work required of Applicant, Applicant shall provide County with a copy of all Certificates of Insurance or other documentation sufficient to demonstrate the insurance coverage required in this section. If and to the extent requested by County, Applicant shall provide complete, certified copies of all required insurance policies and all required endorsements within thirty (30) days of County's request.

Applicant shall ensure that all insurance coverages required by this section shall remain in full force and effect without any lapse in coverage and until all performance required of Applicant has been completed, as determined by the Director. Applicant or its insurer shall provide notice to County of any cancellation or modification of any required policy at least thirty (30) days prior to the effective date of cancellation or modification, and at least ten (10) days before the effective date of any cancellation due to nonpayment and shall concurrently provide County with a copy of its updated Certificates of Insurance evidencing continuation of the required coverage(s).

All required insurance policies must be placed with insurers or surplus line carriers authorized to conduct business in the State of Florida with an A.M. Best rating of A- or better and a financial size category class VII or greater, unless otherwise approved by the County's Risk Management Division in writing.

If Applicant maintains broader coverage or higher limits than the insurance requirements stated in Exhibit 2, County shall be entitled to all such broader coverages and higher limits. All required insurance coverages shall provide primary coverage and not require contribution from any County insurance, self-insurance, or otherwise, which shall be in excess of and shall not contribute to the required insurance provided by Applicant.

Applicant shall declare in writing any self-insured retentions or deductibles over the limit(s) prescribed in Exhibit 2 and submit to County for approval at least fifteen (15) days prior to commencement of the work required of Applicant. Applicant shall be solely responsible for and shall pay any deductible or self-insured retention applicable to any claim against County. County may, at any time, require Applicant to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. Any deductible or self-insured retention may be satisfied by either the named insured or County, if so elected by County, and Applicant shall obtain the same in endorsements to the required policies.

Unless prohibited by the applicable policy, Applicant waives any right to subrogation that any of Applicant's insurer may acquire against County and shall obtain the same in an endorsement of Applicant's insurance policies.

Applicant shall require that each contractor, or subcontractor/subconsultant maintains insurance coverage that adequately covers the work provided by that contractor, or subcontractor/subconsultant on substantially the same insurance terms and conditions required of Applicant under this section. Applicant shall ensure that all such contractors, or subcontractors/subconsultants comply with these requirements and that "Broward County" is named as an additional insured under the applicable insurance policies. Applicant shall not permit any contractor or subcontractor/subconsultant to provide work unless and until all applicable requirements of this section are satisfied. If requested by County, Applicant shall provide, within one (1) business day, evidence of each contractor's, or subcontractor's/subconsultant's compliance with this section.

If any of the policies required under this section provide claims-made coverage: (1) any retroactive date must be before the effective date; (2) the required coverage must be maintained after termination or expiration for at least the duration stated in Exhibit 2, and (3) if coverage is canceled or nonrenewed and is not replaced with another claims-made policy form with a retroactive date before the effective date, Applicant must obtain and maintain "extended reporting" coverage that applies after termination or expiration for at least the duration stated in Exhibit 2.

If Applicant or any required insured party fails to maintain required insurance, the County may exercise any remedy available under this RFA, the conveyance documents, or any agreement entered into in connection with the project, including suspension of performance, withholding of approvals, or termination or rescission, as applicable.

**RISK MANAGEMENT'S INSURANCE REQUIREMENT EXHIBIT TEMPLATE TO BE
INCORPORATED INTO COUNTY CONTRACTS AS EXHIBIT 2**

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Exhibit 1
BROWARD COUNTY
2026 INCOME LIMITS

The following chart sets forth the 2026 income limits applicable to Broward County. Income limits are updated annually by the U.S. Department of Housing and Urban Development (HUD) and published by the Florida Housing Finance Corporation (FHFC). In determining buyer eligibility for the single-family homes, Applicants must apply the maximum household income limits for households earning up to 120% of Area Median Income (AMI), adjusted for family size.

Broward County Median Income: \$102,500

Effective Date: May 1, 2026

The income limits shown below are provided for reference only. Buyer eligibility shall be determined by using the applicable income limits in effect at the time eligibility is determined.

<i>Income Limit by Number of Persons in Household</i>	<i>Percentage Category</i>			
	50% AMI	60% AMI	80% AMI	120% AMI
1	\$44,350	\$53,220	\$70,960	\$106,440
2	\$50,700	\$60,840	\$81,120	\$121,680
3	\$57,000	\$68,400	\$91,200	\$136,800
4	\$63,400	\$76,080	\$101,440	\$152,160
5	\$68,450	\$82,140	\$109,520	\$164,280
6	\$73,550	\$88,260	\$117,680	\$176,520
7	\$78,650	\$94,380	\$125,840	\$188,760
8	\$83,700	\$100,440	\$133,920	\$200,880
9	\$88,760	\$106,512	\$142,016	\$213,024
10	\$93,832	\$112,598	\$150,131	\$225,197

HUD FY 2026 Income Limits Established by Federal Guidelines - Subject to Change

Exhibit 2

(Insurance Requirements)

Project: New Construction of Affordable Single-Family Homes located at 1625 NW 23 rd Avenue, Fort Lauderdale, FL 33311 Agency: Housing and Urban Planning Division					
TYPE OF INSURANCE	ADDITIONAL INSURANCE	SUBMITTER	MINIMUM LIABILITY LIMITS		
				Each Occurrence	Aggregate
GENERAL LIABILITY - Broad form ☒ Commercial General Liability ☒ Premises-Operations ☒ XCU Explosion/Collapse/Underground ☒ Products/Completed Operations Hazard ☒ Contractual Insurance ☒ Broad Form Property Damage ☒ Independent Contractors ☒ Personal Injury Per Occurrence or Claims-Made: ☒ Per Occurrence ☐ Claims-Made Gen'l Aggregate Limit Applies per: ☐ Project ☐ Policy ☐ Loc. ☐ Other _____	☒	☒	Bodily Injury Property Damage Combined Bodily Injury and Property Damage Personal Injury Products & Completed Operations	 \$5,000,000 	 \$5,000,000
AUTO LIABILITY ☒ Comprehensive Form ☒ Owned ☒ Hired ☒ Non-owned ☒ Any Auto, If applicable <i>Note: May be waived if no driving will be done in performance of services/project.</i>			Bodily Injury (each person) Bodily Injury (each accident) Property Damage Combined Bodily Injury and Property Damage	 \$1,000,000 	
☐ EXCESS LIABILITY / UMBRELLA Per Occurrence or Claims-Made: ☐ Per Occurrence ☐ Claims-Made <i>Note: May be used to supplement minimum liability coverage requirements.</i>					
☒ WORKERS' COMPENSATION <i>Note: U.S. Longshoremen & Harbor Workers' Act & Jones Act is required for any activities on or about navigable water.</i>	N/A	☒	STATUTORY LIMITS		
☒ EMPLOYERS LIABILITY			Each Accident	\$1,000,000	
☐ PROFESSIONAL LIABILITY (ERRORS & OMISSIONS) All engineering, surveying and design professionals.	N/A		Each Claim:		
			*Maximum Deductible:	\$100,000	
☒ POLLUTION/ENVIRONMENTAL LIABILITY			Each Claim:	\$2,000,000	
			*Maximum Deductible:	\$10,000	
☒ BUILDER'S RISK <i>Note: Coverage must be "All Risk" Completed Value. Broward County is listed as a Loss Payee.</i>			*Maximum Deductible (Wind and/or Flood):	Not to exceed 5% of completed value.	Completed Value
			*Maximum Deductible:	\$10,000	
Description of Operations: Broward County is additional insured for liability. Insured's insurance shall provide primary coverage and shall not require contribution from the County, self-insurance or otherwise. Waiver of subrogation applies in favor of Broward County. County shall be provided 30 days' written notice of cancellation, 10 days' notice of cancellation for non-payment. For Claims-Made policies insurance must be maintained and evidence of insurance must be provided for at least three (3) years after completion of the contract of work.					
CERTIFICATE HOLDER: Broward County 115 South Andrews Avenue Fort Lauderdale, Florida 33301			 Digitally signed by COLLEEN POUNALL Date: 2026.02.05 15:45:57 -05'00' Risk Management Division		

Appendix A

SOURCES AND USES OF FUNDS

As an attachment, provide the following for each financial source currently in place to complete this project.

- Name, address, telephone number, contact person of lender or proposed lender.
- Dollar amount requested, including interest rate, terms, and annual debt service.
- Type of financing (e.g., conventional/subsidized loan, federal or private grant, deferred payment loan, equity, volunteer equity, other-specify).
- Date funded, requested, and expected, and enforceable financing commitments (attach copy of commitment letters).

FUNDS AMOUNT	SOURCE	TERMS AND CONDITIONS
A.		
B.		
C.		

PROJECT COSTS				
Itemized Cost	Total Cost	Source A	Source B	Source C
A. Site Work 1. Site Work (not included in construction contract costs) 2. Other, please explain				
B. Construction (Construction contract costs) 1. Site Work 2. New Building 3. Parking Structure or Surface Lot 4. Other, please explain				
C. Architectural & Engineering Fees 1. Architect Fee-Design 2. Architect Fee-Supervision 3. Consultant or Processing Agent 4. Engineering Fees 5. Other, please explain				
D. Other Owner Costs 1. Appraisal 2. Building Permits 3. Tap Fees 4. Soil Borings/Environmental Survey 5. Real Estate Attorney 6. Legal Construction Loan 7. Title and Recording 8. Other, please explain				
E. Interim Costs 1. Construction Insurance 2. Construction Interest 3. Construction Loan / Origination Fee				
F. Permanent Financing Fees & Expenses 1. Credit Report 2. Permanent Loan / Origination Fee 3. Title and Recording 4. Counsel's Fee				
G. Developer Fee				
H. General Contractor Fee				
I. Contingency				
J. Utility / Infrastructure Costs				
K. Marketing and Sales Costs				

PROJECT COSTS (continued)				
Itemized Cost	Total Cost	Source A	Source B	Source C
L. Homeowners' Association Startup Costs, if applicable				
M. Project Administration/Management 1. Marketing/Management 2. Operating Expenses 3. Taxes 4. Insurance				
N. Total Uses				
O. Total Financial Sources				

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Appendix B

GENERAL PROJECT REQUIREMENTS	
Project Development Schedule: complete the following checklist by indicating the actual or expected date for the following activities.	
Actual or Scheduled Activity	Month/Day/Year
Site:	
Acquisition	
Other	
Land Use / Entitlements:	
Due Diligence Completion	
Land Use Approvals	
Rezoning	
Site Plan Approval	
Plat	
Variance(s)	
Utility Approvals	
Other Governmental Approvals	
Design / Permitting:	
Design Completion	
Conditional Use Permit	
Plot Plan Review	
Grading Permit	
Building Permit Application	
Building Permit Issuance	
Construction Financing:	
Loan Application	
Enforceable Commitment	
Closing and Disbursement	
Other Loans and Grants: <i>Type and Source</i>	
Application	
Closing and Award	
Construction and Occupancy	
Site Development Commencement	
Vertical Construction Commencement	

GENERAL PROJECT REQUIREMENTS (continued)	
Construction Completion	
Certificates of Occupancy	
Marketing / Sales	
Marketing Commencement	
Homebuyer Outreach	
Initial Buyer Qualification	
First Home Closing	
Final Home Closing	

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Appendix C

APPLICANT CERTIFICATION AND ACKNOWLEDGEMENT FORM

By submitting the Application, the Applicant acknowledges, agrees and certifies that:

1. The proposed project can be completed, and all required single-family homes can be constructed, marketed, and sold within the development schedule and budget submitted to HUPD.
2. Applicant's exact legal name is the name stated in the Application. Applicant will take title to the Property and execute all agreements, deeds, declarations, restrictive covenants, and other documents required by the County in connection with the project. Applicant shall not change its legal identity, ownership structure, controlling interests, or control of Applicant without prior written approval as required by the County.
3. Applicant shall promptly notify HUPD in writing of any proposed or actual material change to any financing source, financing amount, development team member, project design, unit count, development schedule, ownership interest, or other material aspect of the proposed project. Any such change may require the County to reevaluate the project and may result in rescission of the project award.
4. All information, financial pro formas, architectural concepts, plans, schedules, certifications, representations, and supporting documentation submitted in or with the Application are true, accurate, complete, and not misleading in any material respect.
5. Applicant has independently investigated and evaluated the Property and has determined that the proposed project is financially, structurally and legally feasible under the submitted development schedule and budget.
6. Applicant accepts the Property in its existing **"AS IS, WHERE IS, WITH ALL FAULTS"** condition, subject to the terms of the County's conveyance documents, and acknowledges that the County makes no representation or warranty regarding the Property's condition, development capacity, entitlement status, or suitability for the proposed project.
7. All single-family homes constructed on the Property must be sold to households whose total annual gross household income does not exceed one hundred twenty percent (120%) of AMI, as adjusted for family size.
8. Applicant, its team, and all financial beneficiaries have reviewed the requirements of this RFA, have read all applicable County rules governing this RFA, have read the instructions for completing this RFA, and agree to comply with all applicable federal, state, County, and City laws, rules, regulations, ordinances, approvals, and program requirements.
9. Applicant has accurately described the proposed project to all third parties providing information, financing commitments, certifications, or other documentation submitted with the Application.
10. The individual signing the Application is duly authorized to execute and submit the Application and make these acknowledgments, agreements, representations, warranties, and certifications on behalf of, and legally bind, Applicant.

Under the penalties of perjury, I declare and certify that I have read the foregoing and that the information is true, correct, and complete.

Print Applicant Name: _____

Signature of Applicant: _____

Date: _____

SECTION I
ATTACHMENTS

Attachment A

CERTIFICATE OF STATUS – SECRETARY OF STATE

Attachment B

IRS Determination Letter Evidencing Section 501(c)(3) Status

Attachment C

COUNTY BUSINESS ENTERPRISE POLICY

The Applicant will choose, whenever possible, contractors, subcontractors, vendors, suppliers, and providers of services who are certified as County Business Enterprise (CBE) through Broward County's Office of Economic and Small Business Development (OESBD).

The County and Applicant agree that contractor and vendor awards to CBEs are critical to the achievement of County's CBE participation objectives. Although this RFA does not have assigned CBE goals, Applicant agrees that wherever possible, every effort will be made to utilize the services of Broward County-certified CBE firms and Applicant shall include this provision in any subcontract it enters into pursuant to this RFA.

The selected applicant and/or general contractor agrees to provide the Office of Economic and Small Business Development (OESBD) with advance written notice of any opportunities for small businesses to perform services related to the design and construction of the New Construction of Affordable Single-Family Homes Development. Upon receiving this notice, OESBD will assist the applicant or general contractor in identifying CBE-certified firms qualified to provide the required services. The applicant or general contractor will allow these firms to submit bids for the work, and all submissions should be evaluated in good faith by the applicant or general contractor.

When design and construction work begins, the selected applicant and/or general contractor agrees to submit Quarterly Progress Reports (QPRs) using the County's current form or reporting system. Each QPR must detail the CBE firms utilized during the applicable quarter. The QPR must be submitted to the OESBD Director, or designee, no later than the tenth (10th) calendar day following the end of the preceding quarter. If the tenth day falls on a Saturday, Sunday, or holiday, the QPR may be submitted on the next business day.

OESBD will provide the required form or system for submitting QPRs once construction has commenced and all contractors and subcontractors have been assembled.

For purposes of the quarterly reports, the quarters shall be as follows:

First quarter: October 1 through December 31

Second quarter: January 1 through March 31

Third quarter: April 1 through June 30

Fourth quarter: July 1 through September 30

OESBD maintains an online directory of CBE firms. The online directory is available for use by Vendors at <https://b2gnow.gob2g.com/FrontEnd/searchcertifieddirectory.asp?TN=Broward>

For detailed information regarding the CBE Program contact the OESBD at (954) 357-6400 or visit the website at: <https://www.broward.org/econdev/generalinfo/LocalCertificationPrograms>

Attachment D

General Contractor's License

Attachment E

Last Three (3) Years of Litigation History Form

The completed form(s) should be returned with the Applicant's submittal. The Applicant may be deemed non-responsive for failure to fully comply within stated timeframes.

_____ There are no material cases for this Applicant; or

_____ Material Case(s) are disclosed below:

Is this for a (check type) Parent _____ Subsidiary _____ Predecessor Firm _____	If yes, name of parent/Subsidiary/Predecessor:
Party	
Case Number, Name, and Date Filed	
Type of Case	
Claim or Cause of Action and Brief Description of each Count	
Brief description of the Subject Matter and Project Involved	
Disposition of Case (Attach copy of any applicable judgment, Settlement Agreement and Satisfaction of judgment.)	
Opposing Counsel	Name: _____ Email: _____ Telephone Number: () _____

Complete a separate entry for each material legal or administrative proceeding required to be disclosed under Section 15 of this RFA. Attach additional pages as necessary.

Print Applicant Name: _____

Signature of Applicant: _____

Date: _____

SECTION II

Copies of the Résumés of the Proposed Project Team