

KEEP SAFE MIAMI

Keep Safe Miami

2021 REQUEST FOR QUALIFICATIONS

**FOR PROFESSIONAL
Resilience Consulting Services**

Dated: March 8, 2021

I. PROJECT BACKGROUND

Enterprise is soliciting submissions from Resilience Consultants to prequalify them to support its Keep Safe Miami initiative. Enterprise will launch Keep Safe Miami in February 2021, which will equip affordable housing owners and operators with tools to assess their building's resilience to climate change and natural disasters and provide them with actionable strategies and guidance on financing to address these vulnerabilities.

[Keep Safe Miami](#), a new set of resources for developers and owners of affordable apartment homes, will be made available in February 2021 for the first time. The easy-to-use online resilience audit tool will help affordable multifamily owners identify vulnerabilities in their portfolios and individual properties and guide them in how to access capital for making necessary upgrades that minimize the impact of weather events.

Keep Safe Miami includes four components, available to affordable multifamily properties in Miami-Dade County:

For Developers

- **Portfolio Risk Analysis Tool** - identify at a high-level the most and least resilient properties in a portfolio.
- **Property Resilience Audit Tool** - evaluate specific needs of properties and identify resilience strategies at the building level through site assessments.
- **Funding Resources Guide** - provide information to affordable owners and portfolio managers about available resources as they work to secure capital.

For Residents

- **Training** – Residents can sign up to receive free training on disaster preparedness, as well as actions they can take to increase their energy efficiency and save on costs. (Link to trainings or direct to sign ups if below.)

Enterprise is seeking to prequalify consultants to help housing owners, operators and developers with the analysis, audit, and implementation components of the program.

Enterprise is designing the audit tools to be accessible directly by owners and managers of properties for self-assessment. However, we recognize that some affordable housing owners and operators may desire to formally engage a consultant to assist with the audit process, analysis of results, and development of an implementation plan. Thus, we have developed this Request for Qualifications (RFQ) to select the nation's leading professionals in applying disaster mitigation and resilience principles to the affordable housing sector. Qualifications shall relate to professional services that enable affordable housing owners and their project teams to assess their properties, analyze results, and then plan for and implement disaster mitigation retrofit strategies.

*****Please note that this RFQ does not guarantee any engagement. In addition, Enterprise will not engage any consultants directly, but rather will share the list of approved qualified consultants with participating property owners.***

All accepted consultants will be in the database for a period of up to two years. At the end of that period, you may be required to reapply to remain in the database.

II. Benefits of Partnership

Resilience Contractors are trusted partners to housing owners who can provide technical and strategic assistance to affordable housing sector owners in the areas of disaster mitigation, adaptation, emergency planning and resiliency. Here is what you can expect to receive by getting approved to be a contractor:

- Public listing on our website
- Sharing of contact information with participating property owners
- Promotion as a trusted advisor and expert in the field of resilience and mitigation

III. Background Qualifications

Contractors are expected to have exceptional subject matter expertise in the categories they're applying; working and applied knowledge of the affordable housing industry; examples of project success when applying their subject matter expertise to the affordable housing industry; documented processes for evaluation of their own work; and a track record of conscientious and timely communication with clients. Expertise must be relevant to rehabilitation (retrofit) of multifamily housing or newly constructed multi-family housing:

Areas of subject matter expertise may include one, several, or all the following, to be clearly indicated within the RFQ response:

Resilience Vulnerability Assessment and Analysis Experience

- Assist property owners in conducting physical need/assessment audits of portfolios and properties, then analyzing results and recommended actions;
- Experience working with property owners on climate adaptation planning and emergency planning services.
- Experience working with owners on operations and maintenance plans for facilities that have experienced risks from flooding, fire, and other climate related risks/conditions;
- Design, Engineering, or Operational Expertise and Background in Climate Mitigation and Adaptation.

Resilience

Specific services shall have included assisting affordable housing developers, residents, and stakeholders by providing expertise in on or several of the following areas:

- Emergency Planning
- Emergency Management
- Disaster Relief
- Education

III. SUBMISSION REQUIREMENTS

Interested parties are encouraged to submit a response to this RFQ. Applications must be submitted through [Slideroom](#) and include answers to the following questions:

A. Lead Applicant Organization Data

1. Legal Name of Organization
2. Primary Contact

3. Contact's Title
4. Contact's Telephone and Email Address
5. Physical Address (specify headquarters, relevant satellite offices and geographic scope of services for each)
6. Web Address (URL)
7. Age of Organization
8. Legal Status of Organization
9. Number of Employees
10. Organizational History

B. Team Description

1. Resumes for key personnel, including experience with similar projects per the areas of expertise listed within the background Qualifications (section III). ***(Submit as an attachment)***

C. Relevant Experience and Capabilities

1. Clearly indicate which areas of expertise, per the Background Qualifications (section III), are most relevant to your team and key personnel.
2. Please upload project examples for relevant work. The examples should have occurred during the last three years and demonstrate the experience and capabilities of your team and key personnel. Include project-type experience including multifamily affordable housing.
3. Describe recent experience of your team and key personnel as it relates to delivering services to the affordable housing industry.
4. Describe your team and key personnel's recent history of responsiveness to clients, experience with diverse project teams, and stakeholder coordination. May include up to two statements from references.

IV. EVALUATION CRITERIA

Complete applications submitted prior to the deadline will be assessed separately for each area of expertise using the following criteria:

- Subject matter expertise and key personnel capabilities related to resiliency, mitigation and/or adaptation.
- Demonstrated recent success in applying this subject matter expertise and these capabilities to the affordable housing market
- Excellent written and oral communications skills: Ability to understand and discuss technical issues clearly and concisely with non-technical stakeholders in a responsive manner
- Attention to quality

V. SUBMISSION GUIDELINES

Responses to this RFQ must be submitted through [Slideroom](#) using the following schedule:

- **RFQ responses will be accepted on a monthly basis, reviewed at the end of each month on a rolling basis.**
- Please submit questions to Sara Haas at shaas@enterprisecommunity.org. Questions will be accepted through December 1, 2021.