



**Request for Proposals (RFP)
for a consultant in public facility planning and construction development
management and oversight, including construction cost estimations.**

To support Centro Campesino's mission, we aim to develop a Multi-Purpose Community Facility with high-speed internet access. This facility will be a cornerstone for education, job training, and healthcare access in our community.

**Florida City, Florida
April 19, 2024**

Centro Campesino seeks proposals from project development and construction management consultants who can provide expert guidance in public facility planning and construction management oversight. We are particularly interested in proposals that include detailed cost estimations for our projects and/or developments.

About Centro Campesino

Centro Campesino is a Community Development Corporation that strengthens families by providing affordable housing, homeownership support, economic advancement, and educational opportunities.

Centro Campesino was formed in 1972 as the Centro Campesino Farmworker Center in response to the deplorable living conditions of farmworkers and other low-income families in South Florida. Since then, Centro Campesino has constructed over 500 single-family homes for low-income families and 130 affordable rental units and rehabilitated more than 6,000 homes for rural low-income families in eleven Florida counties. Centro Campesino has provided job training and placement to more than 1,000 youth and farmworker adults in non-agricultural jobs and guided over 3,000 families through the homeownership process. Since 2008, Centro has assisted over 2,000 distressed homeowners facing South Florida's foreclosure crisis. In the aftermath of Hurricane Andrew (which devastated South Florida in 1992), and during every hurricane season, Centro Campesino was instrumental in developing and implementing hurricane relief and recovery efforts. Since the hurricane's devastation in 2004, Centro Campesino has repaired and/or replaced over 217 damaged homes.

Today, Centro Campesino's lines of business are housing development, homeownership solutions, property management, education/workforce development, community revitalization, and leadership development in Central and South Florida. Its board of Directors includes ten volunteer members. Its paid Staff includes an Executive Director, 30 FTEs, and 22 members. *Organizational 2023 Neighborhood American Outcomes Metrics are attached.

Centro Campesino is part of the national **NeighborWorks Network of Excellence**, an affiliation of more than 240 nonprofit organizations located in every state, the District of Columbia, and Puerto Rico (<https://www.neighborworks.org/>). The NeighborWorks network was founded and is supported by **NeighborWorks America**, whose mission is to create opportunities for people to live in affordable homes, improve their lives, and strengthen their communities.

More information and details about Centro Campesino can be found on our website at <https://centrocampesino.org>

Scope of Services

Each consultant who submits a proposal in response to this RFP will outline and recommend the process that has been efficient and successful for their previous clients. During and after the selection of the consultant(s), they may meet with the Centro Campesino Executive Director and key staff to discuss and finalize details of the process with the consultant(s).

The consultant(s) will provide at least the following Scope of Services:

- Have initial (and ongoing) meetings with Centro Campesino's Executive Director, Board Real Estate Development Committee, and key staff to clarify the expected outcomes.
- Inform the overall design process, create and implement methods to gather information, and identify emerging themes.
- The real estate development and project management consultant will
 - oversee the complete development process and team,
 - oversee zoning, environmental, legal, and other
 - select contractors with the development team,
 - review expenditures and disbursement requests, and
 - assist with monitoring the budget to actual expenditures and cash flow
 - actively work with the Centro Campesino Development and Finance teams
 - provide ongoing reporting on progress
- Identify capacity-building strategies for staff and the development and oversight of the real estate lines of business.

RFP Submission Requirements

Centro Campesino seeks a consultant who is knowledgeable in project management and real estate development, including public facility planning and construction management oversight, including cost estimations of projects and/or developments, and who is creative, engaging, efficient, and cost-competitive. To respond to this RFP, please submit the following.

- Statement of Qualifications.
- Statement of Methodology/Approach to deliver the proposed scope of services.
- Proposed Fee for Service. A complete project price based on the above scope of work is requested. Separately include an estimate of additional fees or reimbursable expenses that may apply, such as travel, etc. Please also share your hourly rate and preferred payment schedule. Include any recommendations for shared work for Centro Campesino staff to perform that could reduce overall costs.
- Proposed timeline with critical benchmarks.
- Two professional references with contact information.

Submissions by email rather than by hard copy are encouraged.

Please email your submission to John Martinez, Executive Director, Centro Campesino, at

JMartinez@CCFCFL.org no later than **May 17, 2024, at **12 noon Eastern Time**. If you have questions or wish to discuss this opportunity further, please feel free to email or call John Martinez at (305) 245-7738 extension 228. Please leave a voice message if we are not able to connect on the call.**