



Hallandale Beach Community Redevelopment Agency

Board of Directors Meeting

Agenda Cover Memo

Meeting Date:	October 17, 2016	Item Type:	Resolution X	Ordinance	Other
Fiscal Impact:	Yes	No	Ordinance Reading:		1st Reading
		X	Public Hearing:		2nd Reading
				Yes	No
				X	X
Funding Source:	N/A		Advertising Requirement:	Yes	No
					X
Account Balance:	N/A				
Project Number :	N/A		RFP/RFQ/Bid Number:	N/A	
Contract/P.O. Required:	Yes	No X	Strategic Priority (Enter X in box): <div style="display: flex; justify-content: space-between;"> <div> Capital Improvements Goal 1 - Undertake Total Improvements of Public Realm Goal 2 -Promote Public/Public and Public/Private Partnership </div> <div style="text-align: right;"> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div> Promote Projects with Large-Scale Impacts Goal 1 – Issue a Request for Proposals (RFP) for NW infill Housing Goal 2 – Issue a Request for Qualifications (RFQ) for Dixie Highway/Foster Road parcel </div> <div style="text-align: right;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div> Priority Area: North West Quadrant FEC Corridor Southwest Quadrant Northeast Quadrant Southeast Quadrant </div> <div style="text-align: right;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> </div>		
Sponsor Name:	Daniel A. Rosemond, HBCRA Executive Director		Department:	HBCRA	



Short Title:

A RESOLUTION OF CHAIR AND BOARD OF DIRECTORS OF THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY ADOPTING AN EVALUATION PROCESS FOR UNSOLICITED PROPOSALS RECEIVED BY THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY; AND PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background:

The Hallandale Beach Community Redevelopment Agency's (HBCRA) mission is to promote economic development and enhance quality of life by eliminating and preventing blighted conditions through the facilitation of community partnerships, business growth, job creation, and neighborhood rehabilitation. To that end, the HBCRA will often carry out its mission through public private partnerships (P3) in an effort to leverage the public funds it administers.

Redevelopment projects on HBCRA owned land are often initiated through formal solicitations (Requests for Proposals, Invitation to Bid, etc.). However, from time to time, interested parties will submit an unsolicited proposal to the HBCRA for its consideration. During the past 2 years, the HBCRA has seen increased interest in the development of some of its properties. Consequently, in March 2016, the City Commission passed Resolution 2016-43 adopting procurement procedures for public-private-partnerships and amending the fee schedule booklet to include an application fee for unsolicited proposals pursuant to F.S. 255.065.

It should be noted that the HBCRA utilizes the services of the City's Procurement Department to administer any solicitation for goods and services. Additionally, the HBCRA follows the City's adopted procurement code and practices.

Current Situation:

The purpose of this agenda item is to present a recommendation to the HBCRA Board of Directors for receipt and evaluation of unsolicited proposals by the HBCRA. In January of this year, staff recommended to the Board that the HBCRA follow the process currently used by the City of Hollywood, which follows F.S. 255.065. However, the only approved outcome of Staff's recommendation was the implementation of a \$25,000 application fee for unsolicited proposals.

City Staff has researched the process that other CRA's utilize when unsolicited proposals are received for development projects. The consideration of said practices, and the establishment of an evaluation process for unsolicited proposals will allow the HBCRA to move forward with potential projects in the immediate future.



Analysis:

The research performed by staff provided the following criteria that are used by other government CRAs to review and analyze unsolicited proposals received:

- Review the proposal to ensure it provides a benefit to the CRA and constitutes a desirable element to the overall vision of the CRA
- Does the unsolicited proposal comply with existing codes, regulations and guidelines, growth targets for the area, potential benefits to residents, and merchants etc.
- Review and evaluate constructability, design options, aesthetics of the unsolicited proposal
- Review for future benefits such as jobs, revenues, potential success, and liability
- Does the proposal remove slum and blight
- Is there CRA funding match being requested
- Does the project match the overall goals of the CRA plan

Initial Steps upon receipt of Unsolicited Proposed

1. Notify the Board that an unsolicited proposal has been received and publish a notice to that effect (unsolicited proposals are to be accompanied by the required \$25,000 application fee).
2. Allow for a reasonable time for submission of competing application(s) – not less than 30 days or more than 90 days from date of the published notice.
3. Cone of Silence becomes in effect; meaning no communication by the proposer and/or any representatives or affiliates of the proposer with the CRA Board of Directors, CRA Executive Director, CRA Attorney and/or CRA staff about the proposal or proposing entity.

Proposed Evaluation Process for Unsolicited Proposals

Unsolicited proposals received by the HBCRA are to be reviewed by the Executive Director or his designee to determine if it meets the basic tenets of a project for consideration on the proposed site. While the HBCRA purposes to closely follow the procedures outlined in F.S. 255.065, it should be noted, that under this statute, qualifying projects are those whose facility serve a public purpose. Typically, the purpose and intent of redevelopment projects on HBCRA owned properties is not for a public purpose.

If the project is deemed viable for further consideration, the following criteria are to be used for its evaluation:



- ✓ Highest and best use for the site
- ✓ Does the project fulfill the determined use of the site
- ✓ Financial wherewithal and development capacity of the applicant (ability to proceed)
- ✓ Financial deal terms (are they in the best interest of the HBCRA)

Upon completion of the established period for receipt of other proposals, the Executive Director or his designee(s) shall commence the evaluation process. If no other proposals are received, the Executive Director or his designee(s) will negotiate, and if not satisfied with the results of the negotiations, may terminate negotiations. If negotiations are successful, the unsolicited proposal will be presented to the Board accompanied by a recommendation from the Executive Director.

If additional proposals are received, the Executive Director or his designee(s) will rank the proposals received in order of preference. In ranking the proposals, factors that may be considered include, but are not limited to, professional qualifications, general business terms, innovative design techniques or cost-reduction terms, and finance plans. The Executive Director or his designee(s) will negotiate with the highest-ranked firm. If not satisfied with the results of the negotiations, the Executive Director or his designee(s) may terminate negotiations with the proposer and negotiate with the second-ranked or subsequent-ranked firms, in the order consistent with this procedure. If negotiations are successful, the proposal will be presented to the Board accompanied by a recommendation from the Executive Director.

In any event, the Executive Director may reject all proposals at any point in the process.

The evaluation process and timeline of unsolicited proposals review should be done in a manner to properly vet a project before taking any official action.

Proposed Action:

Staff recommends the Board of Directors allow staff to utilize the process stipulated and stated above when an unsolicited proposal is received by the HBCRA.

Attachment(s):

Exhibit 1 - Resolution

Exhibit 2 - Summary of notes from queried CRA's #1

Exhibit 3 - Summary of notes from queried CRA's #2