



**Hallandale Beach Community Redevelopment Agency  
Board of Directors Meeting  
Agenda Cover Memo**

<b>Meeting Date:</b>	March 19, 2018	<b>Item Type:</b>	Resolution X	Ordinance	Other
<b>Fiscal Impact:</b>	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b>		<b>1<sup>st</sup> Reading</b>
	X		<b>Public Hearing:</b>		<b>2<sup>nd</sup> Reading</b>
				<b>Yes</b>	<b>No</b>
				X	X
<b>Funding Source:</b>	(Enter Account Code & Line Item Description or N/A)		<b>Advertising Requirement:</b>	<b>Yes</b>	<b>No</b>
					X
<b>Account Balance:</b>	\$186,974				
<b>Project Number :</b>	N/A		<b>RFP/RFQ/Bid Number:</b>	BID # FY 2017-2018-CRA002	
<b>Contract/P.O. Required:</b>	<b>Yes</b>	<b>No</b>	<b>Strategic Priority (Enter X in box):</b>  <b>Capital Improvements</b> Goal 1 - Undertake Total Improvements of Public Realm <input type="checkbox"/> Goal 2 - Promote Public/Public and Public/Private Partnership <input type="checkbox"/>  <b>Promote Projects with Large-Scale Impacts</b> Goal 1 – Issue a Request for Proposals (RFP) for NW infill Housing <input type="checkbox"/> Goal 2 – Issue a Request for Qualifications (RFQ) for Dixie Highway/Foster Road parcel <input type="checkbox"/>  <b>Priority Area:</b> North West Quadrant <input checked="" type="checkbox"/> FEC Corridor <input type="checkbox"/> Southwest Quadrant <input checked="" type="checkbox"/> Northeast Quadrant <input checked="" type="checkbox"/> Southeast Quadrant <input type="checkbox"/>		
	X				
<b>Sponsor Name:</b>	Roger Carlton HBCRA Executive Director		<b>Department:</b>	HBCRA	



**Short Title:**

**A RESOLUTION OF CHAIR AND BOARD OF DIRECTORS OF THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY, HALLANDALE BEACH, FLORIDA, ACCEPTING THE BID BY AZULEJO, INC. IN THE AMOUNT OF \$152,931.84 TO INVITATION TO BID # FY 2017-2018-CRA002; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH AZULEJO, INC. IN AN AMOUNT NOT TO EXCEED \$152,931.84; NEGOTIATE AND EXECUTE CONTRACTOR'S AGREEMENTS FOR EACH PARTICIPATING RESIDENTIAL UNIT FOR RESIDENTIAL CONSTRUCTION IMPROVEMENTS UNDER THE FDEM GRANT; AUTHORIZE STAFF TO SPEND THE ENTIRE AMOUNT OF THE GRANT AWARD TO COVER CONSTRUCTION COSTS, ADMINISTRATIVE EXPENSES AND ANY CONTINGENCIES THAT MAY ARISE DURING THE PROJECT NOT TO EXCEED \$194,000; AND PROVIDING AN EFFECTIVE DATE.**

**Staff Summary:**

**Background:**

In May of 2017, the Hallandale Beach Community Redevelopment Agency (HBCRA) received a Hurricane Loss Mitigation Program Grant (HLMP) from the Florida Division of Emergency Management for \$194,000 (HLMP RFP-DEM-16-17-048). At the time of grant award, the HBCRA Board was informed that the grant amount would allow the HBCRA to mitigate approximately eight (8) residential units.

The funds will be utilized to assist residential property owners in the City of Hallandale Beach to prevent or reduce damage to existing homesteaded residential housing units due to wind and flooding. Improvements will increase the strengthening conditions of the residential properties and may reduce reconstruction costs after a disaster.

**Current Situation:**

In February 2018 the HBCRA requested the submittal of Bids from contractors that were interested in providing the labor, materials, tools, and equipment necessary for the for the implementation of the HLMP grant funding for the housing Improvements. Instead of the eight (8) homes that the HBCRA Board was informed of in 2017, the project will now consist of nine (9) homes.

The notice for the Bid was sent via email to one hundred ninety-four (194) vendors from the City's existing Vendor list. The Bid was advertised in the Hallandale Beach Chamber of Commerce website, the City's website, DEMANDSTAR, and City and HBCRA social media pages. The Bid was also advertised through the Miami Minority Business Development Agency Business Center, the U.S. Small Business Administration, and the Broward County Community Relations and Outreach Section Office of Economic and Small Business Development. Staff worked



extremely hard in trying to get as many applicants for the program as possible, but were unsuccessful in finding additionally qualified residential units that would allow staff to utilize the entire \$194,000 of possible reimbursable grant dollars.

There were five (5) vendors and seven (7) staff members in attendance at the Mandatory Pre-Proposal Conference and three (3) vendor that attended the mandatory site visit. In addition to providing the opportunity for vendors to ask questions during the Mandatory Pre-Proposal Conference, the Bid allowed for additional questions to be sent via email by no later than March 12, 2018, at 11:00 am.

On March 19, 2018, at 11 am, the Procurement Department received two bids. The responding bidders were:

1. Marvibuilders LLC. - \$173,630.89
2. Azulejo, Inc. - \$152,931.84

Due to the fact that the schedule for this project as outlined by the State of Florida is extremely aggressive, with a final project completion date of May 31, 2018, HBCRA Staff and Capital Improvement Projects Staff have been working feverishly to try and meet that difficult deadline. From the time at which the HBCRA Board approves the Bid Award to the time of project completion at the end of May, the HBCRA will only have approximately ten (10) weeks in which to permit nine (9) homes including all design and engineering submittals, and complete construction.

Failure to meet schedule would lose the grant funds and HBCRA funds would be needed.

#### **Fiscal Impact:**

The fiscal impact for the CRA should the contractor not meet the schedule would be the potential loss of \$ 194,000 in grant funding. If the project is completed by May 31, 2018, for the full amount of the Bid award, the HBCRA would not lose any funds, but would not have the opportunity to spend an additional \$41,069 of the remaining grant allocation which is based on a reimbursement basis.

#### **Why Action is Necessary:**

In accordance with the CRA bylaws, the CRA follows the City's Procurement code. Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000.00



shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts.

**Proposed Action:**

Based on the fact that Azulejo Inc. was the lowest responsive bidder; and because the firm was the previous contractor for RCMP16-018 - FY2015-2016 - Cycle 1, Staff recommends the HBCRA Board of Directors to award the Bid for the HLMP Grant to Azelejo Inc.

<b>Attachment(s):</b>
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Exhibit 1 – Resolution

Exhibit 2 – Bid Tabulation Summary for Bid # FY 2017-2018-CRA002

A handwritten signature in blue ink, appearing to read "Richard Lendor", written over a horizontal line.

Prepared by: Richard K. Lendor, HBCRA Construction Manager

A handwritten signature in blue ink, appearing to read "Jeremy Earle", written over a horizontal line.

Reviewed by: Jeremy Earle, Assistant City Manager