

**REQUEST FOR QUALIFICATIONS No. 15-001  
For**

**DEVELOPMENT ON N.W. 79TH STREET CORRIDOR COMMUNITY  
REDEVELOPMENT AGENCY OWNED LAND**

**ISSUED BY MIAMI-DADE COUNTY:**

Office of Management and Budget (OMB)  
for

N.W. 79th Street Corridor Community Redevelopment Agency (CRA)

**COUNTY CONTACT FOR THIS SOLICITATION:**

Basil A. Binns, II

Address: 111 NW 1<sup>st</sup> Street, Suite 2200, Miami, Florida 33128

Telephone: (305) 375-5143

E-mail: [bbinns@miamidade.gov](mailto:bbinns@miamidade.gov)

**PROPOSALS ARE DUE NO LATER THAN:**

**May 8, 2015 at 2:00 PM** (local time)

at

**OFFICE OF MANAGEMENT AND BUDGET**

Stephen P. Clark Center

111 NW 1<sup>st</sup> Street, 22<sup>nd</sup> Floor

Miami, Florida 33128-1983

All proposals received and time stamped prior to the proposal submittal deadline shall be accepted as timely submitted. The circumstances surrounding all proposals received and time stamped after the proposal submittal deadline will be evaluated by the Agency in consultation with the Agency Attorney's Office to determine whether the proposal will be accepted as timely. Proposals will be opened promptly at the time and date specified. The responsibility for submitting a proposal on or before the stated time and date is solely and strictly the responsibility of the Proposer. The Agency will in no way be responsible for delays caused by mail delivery or caused by any other occurrence. All expenses involved with the preparation and submission of proposals to the Agency, or any work performed in connection therewith, shall be borne by the Proposer(s).

The submittal of a proposal by a Proposer will be considered by the Agency as constituting an offer by the Proposer to perform the required services at the stated prices. A Proposer may submit a modified proposal to replace all or any portion of a previously submitted proposal up until the proposal due date. The Agency will only consider the latest version of the proposal.

Requests for additional information or inquiries must be made in writing and received by the Agency's contact person for this Solicitation. The Agency will issue responses to inquiries and any changes to this Solicitation it deems necessary in written addenda issued prior to the proposal due date.

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**7.0 FORMS****Form A-1: Proposal Cover Page****Form A-2: Affidavit of Miami-Dade County Lobbyist Registration for Oral Presentation****Form A-3: Acknowledgement of Addenda****Form A-4: Not Used****Form A-5: Subcontractor/Supplier Listing****Form A-7: Fair Subcontracting Policies****8.0 Exhibit A: Legal description of property and map****1.0 PROJECT OVERVIEW AND GENERAL TERMS AND CONDITIONS****1.1 INTRODUCTION**

- The N.W. 79<sup>th</sup> Street Community Redevelopment Agency (“Agency”), hereinafter referred to as the Agency, is soliciting proposals for Developer Services to maximize and expedite the development potential of a vacant Agency owned parcel as indicated herein and provide a financial return to the Agency. Through this solicitation (RFQ), the Agency seeks to qualify a Proposer(s) to develop an existing Agency owned site to accomplish the goals stated below.
- Selected Proposer(s) are allowed a period not to exceed one (1) year from the date of award of a site to commence development. In the event development has not commenced within an Eighteen month period from the date of award of a site, the Proposer will forfeit its right to the site, and the Agency may take other action to develop that site.

**General Information:**

- In order to stimulate the redevelopment of the N.W. 79th Street area pursuant to the Community Redevelopment Act of 1969, Part III of Chapter 163, Florida Statutes, the Board of County Commissioners adopted the following: (a) Resolution No. 566-09 dated May 5, 2009 determining blight, as defined in Section 163.340 Florida Statutes, within the Redevelopment Area; (b) Ordinance No. 11-55 dated July 19, 2011 creating the CRA and appointing the members of the CRA Board; (c) Resolution No. 604-11 dated July 19, 2011 approving the Redevelopment Plan; and (d) Ordinance 11-55 dated July 19, 2011 establishing a redevelopment trust fund pursuant to Section 163.387 Florida Statutes, for deposit of tax increment revenues generated from the Redevelopment Area. Additional information on the CRA including the Agency’s Redevelopment Plan is available at: [www.miamidade.gov/redevelopment/nw-79th-street-corridor.asp](http://www.miamidade.gov/redevelopment/nw-79th-street-corridor.asp)

**The Agency’s Development Goals:**

- The Agency’s primary goal is to eliminate and prevent the spread of blighted conditions and aid in rehabilitation, conservation, and redevelopment of the redevelopment area. The Agency seeks to match an experienced developer(s) to an Agency owned property in order to help meet this objective.
- The Agency seeks to participate in any revenue or income streams produced by the new development. This may include, but is not limited to, ground lease payments, net revenues, developer fees, reimbursement of Agency’s and administrative expenses (assume at 2% of total development cost) and other sources as may be provided by developers.
- The Agency seeks to provide employment opportunities for very low, low, and moderate income residents housed in the development areas, and improve the quality of life through the development of the site.

**Property Descriptions:** Property site included in this RFQ is described as indicated in **Exhibit A**.

**Developers:** Developers may be non-profit (including faith-based) or, for-profit entities, for development and ownership purposes. The commercial spaces may be sold (subject to a ground lease and/or other agreement), or rented. The Agency will retain ownership of the land and may participate in the partnership that owns the improvements, and expects to share in any revenue generated by new development.

This solicitation (RFQ No. 2015-01) is subject to the budget and fiscal provisions under which the Agency operates.

The Agency anticipates entering into developer agreement(s) that contemplate the execution of additional documents, which comply with all applicable federal, state and local requirements with selected developers subject to the Selected developer(s) successfully obtaining financing. The term of any agreement will be negotiated with selected developer(s).

The anticipated schedule for this Solicitation is as follows:

Solicitation issued:	March 6, 2015
Deadline for receipt of questions:	April 17, 2015
Proposal due date:	May 8, 2015: See front cover for time and place.
Evaluation process:	May 11 – May 22, 2015
Projected award date:	June, 2015

## **1.2 Definitions**

The following words and expressions used in this Solicitation shall be construed as follows, except when it is clear from the context that another meaning is intended:

1. The word “Contractor” to mean the Proposer that receives any award of a contract from the Agency as a result of this Solicitation, also to be known as “the prime Contractor”.
2. The word “County” to mean Miami-Dade County, a political subdivision of the State of Florida.
3. The word “Agency” or “CRA” to mean the N.W. 79<sup>th</sup> Street Corridor Community Redevelopment Agency, a public body corporate and politic.
4. The word “Proposer” to mean the person, firm, entity or organization, as stated on Form A-1, submitting a response to this Solicitation.
5. The words “Scope of Services” to mean Section 2.0 of this Solicitation, which details the work to be performed by the Contractor.
6. The word “Solicitation” to mean this Request for Qualifications (RFQ) or Request for Qualifications (RFQ) document, and all associated addenda and attachments.
7. The word “Subcontractor” or “Consultant” to mean any person, firm, entity or organization, other than the employees of the Contractor, who contracts with the Contractor to furnish labor, or labor and materials, in connection with the Services to the Agency, whether directly or indirectly, on behalf of the Contractor.
8. The words “Work”, “Services”, “Program”, or “Project” to mean all matters and things that will be required to be done by the Contractor in accordance with the Scope of Services and the terms and conditions of this Solicitation.
9. The word “Proposal” shall mean the response to the Request for Qualifications (RFQ) forwarded by Proposer(s) to the Agency.
10. The words “qualified Proposer(s)” to mean the Proposer(s) which have been evaluated, scored, and ranked by the Agency’s Evaluation/Selection Committee. The words “Selected Proposer(s)” to mean the Proposer(s) which have been selected by the Agency to develop a site.

## **1.3 General Proposal Information**

The Agency may, at its sole and absolute discretion, reject any and all or parts of any or all responses; accept parts of any and all responses; further negotiate project scope and fees; postpone or cancel at any time this

Solicitation process; or waive any irregularities in this Solicitation or in the responses received as a result of this process. Proposers may take exceptions to any of the terms of this Solicitation unless the Solicitation specifically states where exceptions may not be taken. The Agency may accept or reject the exceptions at its sole discretion and the Proposer's proposal shall be binding on the Proposer as if submitted without exception. The Agency reserves the right to request and evaluate additional information from any respondent after the submission deadline as the Agency deems necessary.

Proposals once opened, shall be irrevocable until contract award unless the proposal is withdrawn. A proposal may be withdrawn in writing only, addressed to the Agency's contact person for this Solicitation, prior to the proposal due date or upon the expiration of 180 calendar days after the opening of proposals.

Proposers are hereby notified that all information submitted as part of, or in support of proposals will be available for public inspection after opening of proposals, in compliance with Chapter 119, Florida Statutes, popularly known as the "Public Records Law". The Proposer shall not submit any information in response to this Solicitation which the Proposer considers to be a trade secret, proprietary or confidential. The submission of any information to the Agency in connection with this Solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to Proposer. In the event that the Proposer submits information to the Agency in violation of this restriction, either inadvertently or intentionally, and clearly identifies that information in the proposal as protected or confidential, the Agency may, in its sole discretion, either (a) communicate with the Proposer in writing in an effort to obtain the Proposer's written withdrawal of the confidentiality restriction or (b) endeavor to redact and return that information to the Proposer as quickly as possible, and if appropriate, evaluate the balance of the proposal. Under no circumstances shall the Agency request the withdrawal of the confidentiality restriction if such communication would in the Agency's sole discretion give to such Proposer a competitive advantage over other Proposers. The redaction or return of information pursuant to this clause may render a proposal non-responsive.

Any Proposer who, at the time of proposal submission, is involved in an ongoing bankruptcy as a debtor, or in a reorganization, liquidation, or dissolution proceeding, or if a trustee or receiver has been appointed over all or a substantial portion of the property of the Proposer under federal bankruptcy law or any state insolvency law, may be found non-responsible. To request a copy of any ordinance, resolution and/or administrative order cited in this Solicitation, the Proposer must contact the Office of Management and Budget at (305) 375-5143.

#### **1.4 Cone of Silence**

A "Cone of Silence" is imposed upon this RFQ after advertisement and terminates at the time a written recommendation is issued. The Cone of Silence prohibits any communication regarding RFQs or RFQs between, among others:

- the Mayor, County Commissioners or their respective staffs and the Agency's professional staff including, but not limited to, the staff of the Office of Management and Budget; and
- potential Proposers, service providers, lobbyists or consultants, any member of the Agency's professional staff, the Mayor, County Commissioners or their respective staffs any member of the board of commissioners of the Agency, **and** any member of the respective selection committee.

The provisions do not apply to, among other communications:

- oral communications with the staff of the Office of Management and Budget, the responsible Procurement Agent or Contracting Officer, provided the communication is limited strictly to matters of process or procedure already contained in the solicitation document;
- oral communications at pre-proposal conferences, oral presentations before selection committees, contract negotiations during any duly noticed public meeting, public presentations made to the N.W. 79th Street Community Redevelopment Agency during any duly noticed public meeting; or
- communications in writing at any time with any county employees, official or member of the N.W. 79th Street Community Redevelopment Agency unless specifically prohibited by the applicable RFQ documents.

When the Cone of Silence is in effect, all potential vendors, service providers, bidders, lobbyists and consultants shall file a copy of any written correspondence concerning the particular RFQ with the Office of Management and Budget, which shall be made available to any person upon request. The Agency shall respond in writing (if the Agency deems a response necessary) and file a copy with the Office of Management and Budget, which shall be made available to any person upon request. Written communications may be in the form of e-mail, with a copy to the Office of Management and Budget [bbinns@miamidade.gov](mailto:bbinns@miamidade.gov)

### **1.5 Public Entity Crimes**

Pursuant to Section 287.133(2)(a), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal for a contract to provide any goods or services to a public entity; may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work; may not submit proposals on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and, may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two (\$10,000) for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

### **1.6 Lobbyist Contingency Fees**

- A) In accordance with Section 2-11.1(s) of the Code of Miami-Dade County, after May, 16, 2003, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to another person. No person may, in whole or in part, receive or agree to receive a contingency fee.
- B) A contingency fee is a fee, bonus, commission or non-monetary benefit as compensation which is dependent on or in any way contingent upon the passage, defeat, or modification of: 1) any ordinance, resolution, action or decision of the County Commission; 2) any action, decision or recommendation of the County Mayor or any County board or committee; or 3) any action, decision or recommendation of any County personnel during the time period of the entire decision-making process regarding such action, decision or recommendation which foreseeably will be heard or reviewed by the County Commission or a County board or committee. Additionally, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to any member of the board of commissioners of the Agency or their Agency's staff nor shall such persons, in whole or in part, receive or agree to receive a contingency fee.

### **1.7 Collusion**

Where two (2) or more related parties, as defined herein, each submit a proposal for any contract, such proposals shall be presumed to be collusive. The foregoing presumption may be rebutted by the presentation of evidence as to the extent of ownership, control and management of such related parties in preparation and submittal of such proposals. Related parties shall mean Proposer or the principals thereof which have a direct or indirect ownership interest in another Proposer for the same contract or in which a parent company or the principals thereof of one Proposer have a direct or indirect ownership interest in another Proposer for the same contract. Furthermore, any prior understanding, agreement, or connection between two or more corporations, firms, or persons submitting a proposal for the same services shall also be presumed to be collusive. Proposals found to be collusive shall be rejected. Proposers who have been found to have engaged in collusion may be considered non-responsible, and may be suspended or debarred, and any contract resulting from collusive bidding may be terminated for default.

### **1.8 Expedited Purchasing Program** INTENTIONALLY BLANK

### **1.9 Contract Measures** INTENTIONALLY BLANK

### **1.10 Applicable State Statutes** Section 255.05, Fla. Stat. Section 255.20, Fla. Stat. Section 163.380, Fla. Stat.

**1.11 Required Personnel**

In addition to architectural/engineering, financial and property management services and any other required services, developer shall procure a general contractor (preferably using a low-bid process) that has the experience, bonding and Insurance capacity to build the project(s) of interest to developer. Bonds and Insurance shall comply with the standards outlined in Section herein.

**1.12 Compliance with State and Federal Requirements**

Selected Proposers shall comply with applicable state statutes for the Work to be completed assigned under contract with the Agency, including, but not limited to, compliance with Florida Statute 255.05 and 255.20. Additionally, the Selected Proposer shall comply with all applicable federal laws, mixed-finance regulations, County orders, ordinances, rules and regulations which may pertain to this RFQ, including but not limited to:

- a) Executive Order 11246 "Equal Employment Opportunity", as amended by executive Order 11375 and as supplemented in Department of Labor regulations (41 CFR Chapter 60), as well as the Americans with Disabilities Act of 1990 and implementing regulations, the Rehabilitation Act of 1973, as amended, Chapter 553 of Florida Statutes and any and all other local, State and Federal directives, ordinances, rules, orders, and laws relating to people with disabilities..
- b) Miami-Dade County Florida, Department of Small Business Development Participation Provisions, as may be applicable.
- c) Environmental Protection Agency (EPA), as applicable to this RFQ.
- d) Miami-Dade County Code, Chapter 11A. All contractors and subcontractors performing work in connection with this RFQ and the agreement to be negotiated shall provide equal opportunity for employment without regard to race, religion, color, age, sex, national origin, familial status, sexual orientation, disability, or marital status. The aforesaid provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Proposer agrees to post in conspicuous place available for employees and applicants for employment, such notices as may be required by the Miami-Dade Commission on Human Rights, or other authority having jurisdiction over the work setting forth the provisions of the nondiscrimination law.
- e) "Conflicts of Interest" Section 2-11 of the County Code, and Ordinance 01-199.
- f) Miami-Dade County Code Section 10-38 "Debarment".
- g) Miami-Dade County Ordinance 99-5, codified at 11A-60 et. seq. of Miami-Dade Code pertaining to complying with the County's Domestic Leave Ordinance.
- h) Miami-Dade County Ordinance 99-152, prohibiting the presentation, maintenance, or prosecution of false or fraudulent claims against Miami-Dade County.
- i) Mandatory standards and policies related to energy efficiency which are contained in the State of Florida energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
- j) The prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and regulations issued pursuant thereto (24 CFR Part 146).
- k) The prohibitions against discrimination on the basis of disability under the Americans with Disabilities Act and regulations pursuant thereto (28 CFR Part 36).

**2.0 SCOPE OF SERVICES****2.1 Background**

The NW 79 Street CRA has identified a property as described in **Exhibit: A**. Development activities may include more than one site. Development may include, but is not limited to, development vacant land owned by the Agency as new commercial facilities.

**2.2 Objective**

The objective is to establish a contract for developer services to maximize and expedite the development of the Agency owned sites, as indicated herein, as timely as possible, and provide a financial return to the Agency. Development activities may include more than one site. The Agency may consider alternate options for disposition of the property including the sale of the property.

**2.3 Developer Qualifications**

The Agency seeks developers with demonstrated capabilities, expertise, and resources to perform the Scope of Work for property sites of interest to developer. Developer qualifications include, but may not be limited to:

- 2.3.2 Demonstrated experience and capacity to finance, develop, and operate high quality affordable, sustainable and commercial development or for projects of interest to developer; and
- 2.3.3 Experience and expertise to create an appropriate and feasible concept for development that will be compatible with and enhance the community; and
- 2.3.4 Demonstrated successful experience, within the last six (6) years, on similar and comparable development and management projects for projects of interest to developer; and
- 2.3.5 Demonstrated ability to secure financing and obtain necessary local, state and federal approvals in a timely manner; and
- 2.3.6 Ability to provide creative but realistic solutions to financing the development of a commercial project and leveraging local financial resources; and
- 2.3.7 Expertise to create a development and financing for projects of interest to developer that minimizes the need for local financial assistance; and experience and skill to assemble and manage a highly qualified development team including members having experience with environmental, sustainable design, building department and other agency approvals, design, construction, financing, marketing, property management and all other aspects related to successful development and management of commercial or other project(s) of interest to developer.

**END OF SECTION 2.0**

### 3.0 RESPONSE REQUIREMENTS

#### 3.1 Submittal Requirements

In response to this Solicitation, Proposer should **return the documents as noted below**. Proposers should carefully follow the format and instructions outlined therein. All documents and information must be fully completed and signed as required. The proposal shall be written in sufficient detail to permit the Agency to conduct a meaningful evaluation of the required services. However, overly elaborate responses are not requested or desired.

#### 3.2 Proposer Information

Complete and submit the Proposer Information Section herein.

Note: The Proposer Information document is available in an electronic format (Word) by submitting a written request via e-mail to the Agency contact person for this Solicitation.

#### 3.3 Form A-1, Cover Page of Proposal

Complete and sign (by Proposer or representative of the Proposer who is legally authorized to enter into a contractual relationship in the name of the Proposer) as required.

#### 3.4 Affidavits/Acknowledgements

Complete and sign the following forms:

Form A-2: Lobbyist Registration for Oral Presentations

Form A-3: Acknowledgement of Addenda

Form A-4: **Not Used**

Form A-5: Proposer's Disclosure of Subcontractors and Suppliers

Form A-6: Fair Subcontracting Policies

#### 3.5 Attachment A: Submittal Identification Form

#### 3.6 Attachment B:

#### 3.7 Exhibit E:

3.8 Submit in hardcopy format an original, complete Proposal Submission Package and ten (10) copies of the complete package, as well as two (2) complete Proposal Submission Packages on two Compact Disks (CD: one complete proposal for each CD), **by the Proposal Due Date** (see front cover of Solicitation) in a sealed envelope/container addressed as follows:

Proposer's Name:

Proposer's Address:

Proposer's Telephone Number:

Office of Management and Budget  
 Attention Basil Binns, II  
 Stephen P. Clark Center  
 111 NW 1st Street, 22nd Floor  
 Miami, FL 33128-1983

RFQ No.: 15-001

RFQ Title: Development of NW 79 Street Property

Proposal Due Date: May 8, 2015

**END OF SECTION 3.0**

## 4.0 EVALUATION PROCESS

### 4.1 Review of Proposals for Responsiveness

Each proposal will be reviewed to determine if the proposal is responsive to the submission requirements outlined in this Solicitation. A responsive proposal is one which follows the requirements of this Solicitation, includes all documentation, is submitted in the format outlined in this Solicitation, is of timely submission, and has the appropriate signatures as required on each document. Failure to comply with these requirements may result in the proposal being deemed non-responsive.

### 4.2 Evaluation Criteria

Proposals will be evaluated by an Evaluation/Selection Committee which will evaluate and rank all proposals received for each project site on criteria listed below. The Evaluation/Selection Committee will be comprised of appropriate County personnel with the appropriate experience and/or knowledge, striving to ensure that the Evaluation/Selection Committee is balanced with regard to both ethnicity and gender. The criteria are itemized with their respective weights for a maximum total of one hundred (100) points per Evaluation/Selection Committee member. Additionally, Proposer will receive an extra five points if they qualify for optional points based on local business preferences qualification; making the total maximum number of points per Evaluation/Selection Committee member 105 points.

<u>Technical Criteria</u>	<u>Points</u>
1. Successful experience of the Proposer in commercial and/or special purpose facilities similar to project site of interest to developer and; including developers experience, investments and/or initiatives in the immediate neighborhood area of property site(s) of interest to developer, and the Proposer's financial capacity.	60
2. Relevant experience and qualifications of the development team, including key personnel of professional consultants performing services, that will be assigned to this project, experience and qualifications of consultants. Capacity and capability of the development team to manage and deliver all projects of interest.	35
3. Proposer's plan for subcontracting of businesses, and hiring and of individuals located within the redevelopment area (zip codes 33147 and 33150).	5

### 4.3 Oral Presentations

Oral presentations will be conducted upon request of the board of commissioners of the Agency.

### 4.4 Local Certified Service-Disabled Veteran's Business Enterprise Preference

This Solicitation includes a preference for Miami-Dade County Local Certified Service-Disabled Veteran Business Enterprises in accordance with Section 2-8.5.1 of the Code of Miami-Dade County. A VBE is entitled to receive an additional five percent (5%) of the total technical evaluation points on the technical portion of such Proposer's proposal. If a Miami-Dade County Certified Small Business Enterprise (SBE) measure is being applied to this Solicitation, a VBE which also qualifies for the SBE measure shall not receive the veteran's preference provided in this section and shall be limited to the applicable SBE preference.

### 4.5 Local Preference

The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses (see Form A-4). If, following the completion of final rankings by the Evaluation/Selection Committee, a non-local Proposer is the highest ranked

responsive and responsible Proposer, and the ranking of a responsive and responsible local Proposer is within 5% of the ranking obtained by said non-local Proposer, then the Evaluation/Selection Committee will recommend that a contract be negotiated with said local Proposer

#### **4.6 Purpose of this RFQ**

The purpose of this RFQ is to enter into a contract with a qualified developer for the site. The Evaluation/Selection Committee will evaluate, score and rank proposals for the site received for this RFQ.

#### **4.7 Negotiations**

The Agency, intends to negotiate a development agreement with qualified proposer(s) for the project site for which one or more proposals were received. At its sole discretion, the Agency may negotiate with the highest ranked qualified proposer, or may request best and final offers from qualified proposers. Negotiations may continue until a contract acceptable to the Agency has been approved by the N.W. 79th Street Community Redevelopment Agency and executed by the Chairperson or negotiations have been terminated by the Agency. No Proposer shall have any rights against the Agency arising from such negotiations or termination thereof. The Agency reserves the right not to award the particular site as it may not be in the Agency's best interest.

Any qualified Proposer(s) shall:

- a) Complete a Non-Collusion Affidavit, in accordance with Sections 2-8-1.1 of the Miami-Dade County Code as amended by Ordinance 08-113. (If a Proposer fails to submit the required Non-Collusion Affidavit, said Proposer shall be ineligible for award.)

Any qualified Proposer(s) may be required to provide to the Agency a development application including;

- a) Its most recent certified business financial statements as of a date not earlier than the end of the Proposer's preceding official tax accounting period, together with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial condition. A copy of the most recent business income tax return will be accepted if certified financial statements are unavailable.
- b) Information concerning any prior or pending litigation, either civil or criminal, involving a governmental agency, including but not limited to those against Miami-Dade County, or the Agency, or which may affect the performance of the services to be rendered herein, in which the Proposer, any of its employees or consultants is or has been involved within the last three years.
- c) Development Plan Summary for Specific Site(s) of interest to qualified Proposer(s):

Provide a development plan including:

1. General approach to developing the property site.
2. Existing site amenities: to be demolished (if applicable), to be rehabilitated (if applicable), and to remain as is.
3. A description of the range of commercial use
4. A description of on-street and off-street parking.
5. Re-zoning, if applicable.
6. A site plan indicating a schematic concept.
7. Advise whether Proposer intends to pair this site with any "non-Agency owned sites" for financing related applications and if so, describe accordingly. (See also County approvals)
8. Plan of action indicating what major steps that must be taken by Proposer to accomplish the development concept and financial strategies.
9. Provide a detailed scope of work for the preservation/rehabilitation or new construction to be done at the site.

10. Describe a development schedule and timeline for the specific site(s), addressing all phases of development
11. Plan Review (ASPR, if applicable), design, permit approvals, financing applications and approvals/closings, construction, marketing and lease-up.

d) Financial Plan Summary for Specific Site(s) of interest to qualified Proposer(s):

Provide the following:

1. Briefly describe the approach to financing a project on the specific site. Describe financing terms, service and/or commercial space use, etc.
2. Describe participation by the Agency in any revenue and income streams, including but not limited to, ground lease and/or other agreement payments, net revenues, developer fees, reimbursement of Agency's administrative expenses (assume at 2% of total development costs), and other participation. Provide detailed pro-forma identifying all funding sources and their use.
3. Identify all costs which the developer requires the Agency to pay prior to financial closing and subsequent to financial closing.

e) Selected Proposer(s) shall be required to comply with the following:

a) Design, Construction and accessibility requirements:

1. Selected Proposer(s) shall provide information in a form and format as required by the Agency including but not limited to, information required for environmental review and demolition and/or disposition applications.
2. Selected Proposer(s) shall conduct value engineering reviews during design and construction document phases to minimize construction cost and maximize scope of work to be done with allocated funding.
3. Selected Proposer(s) shall monitor various available funding sources, including competitive grants, and apply as applicable to project site(s) of interest.
4. The Agency-owned property is located in the North Central Urban Area District (NCUAD). The property is designated Mixed-Use Corridor. Selected Proposer(s) must comply with the NCUAD zoning. Information in the NCUAD zoning can be found at: <http://www.miamidade.gov/zoning/library/reports/standard-urban.pdf>
5. Selected Proposer shall meet all applicable federal requirements, State of Florida requirements and Miami-Dade County. All projects receiving any type of federal funds, including subsidy shall meet, federal requirements on all phases of the project.
6. Selected Proposers shall maximize energy and water conservation systems, materials, equipment and initiatives.

f) Approvals

1. In general, all aspects of the new construction redevelopment plan shall be submitted for review, comment and approval by the Agency prior to implementation.
2. Selected Proposers shall forward a "financing application schedule" advising the Agency of the type of financing it intends to apply for and the dates in which applications are due. Prior to submitting any application for financing and with sufficient time for review by the Agency, Selected Proposer shall provide a "finance application summary" indicating all pertinent project information

for evaluation and the Agency's approval. Finance application summary may also include, when requested by the Agency, the anticipated scoring of a funding related application for each scoring component of the application and the probability of a funding award.

3. Selected Proposer shall forward the drawings for preservation/rehabilitation and/or new construction to the Agency as these are developed for review, comment and approval.
4. Selected Proposer(s) shall closely coordinate with the Agency and attend meetings as required by the Agency to inform and receive input from community stakeholders on all aspects of the development plans. Selected Proposer shall incorporate input received, in coordination with the Agency, as feasible and consistent with applicable codes, zoning, federal requirements, etc. The Agency will coordinate and schedule meetings with Selected Proposer(s) and community stakeholders.
5. The focus of this RFQ is to develop a vacant Agency owned site. The Agency reserves the right to withhold approval of any application that is not deemed to be in the Agency's best interest.

#### **4.9 Contract Award**

Any recommendation to award a site, resulting from negotiations as indicated herein, will be submitted to the Agency. All Proposers will be notified in writing when the Agency makes an award recommendation. The Agency's decision of whether to award a site and to which Proposer shall be final.

#### **4.10 Rights of Protest**

**INTENTIONALLY OMITTED**

**END OF SECTION 4.0**

## **5.0 TERMS AND CONDITIONS**

The terms and conditions summarized below are of special note.

### **5.1 Vendor Registration**

Prior to being recommended for award, the Proposer shall complete a Miami-Dade County Vendor Registration Package. Effective June 1, 2008, the new Vendor Registration Package, including a Uniform Affidavit Packet (Affidavit form), must be completed. The Vendor Registration Package, including all affidavits can be obtained by downloading from the DPM website at <http://www.miamidade.gov/procurement/vendor-registration.asp> or from the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL. The recommended Proposer shall affirm that all information submitted with its Vendor Registration Package is current, complete and accurate, at the time they submitted a response to the Solicitation, by completing an Affirmation of Vendor Affidavit form.

### **5.2 Insurance Requirements**

The Contractor shall furnish to the Agency, prior to the commencement of any work under any agreement, Certificate(s) of Insurance which indicate insurance coverage has been obtained that meets the stated requirements.

### **5.3 Inspector General Reviews**

According to Section 2-1076 of the Code of Miami-Dade County, as amended by Ordinance No. 99-63, Miami-Dade County has established the Office of the Inspector General which may, on a random basis, perform audits on all County contracts, throughout the duration of said contracts, except as otherwise indicated.

**END OF SECTION 5.0**

**6.0 PROPOSER INFORMATION****Developer for N.W. 79th Street Community Redevelopment Agency Owned Land****A. Proposer's Experience and Past Performance**

1. Provide a cover letter, not to exceed four (4) pages, summarizing the most pertinent experience and qualifications of the Proposer on projects similar to projects of interest to Proposer. Including:
  - a) past performance and experience in developing similar projects to projects of interest.
  - b) past performance and experience in obtaining financing on similar projects.
  - c) state the number of years that the Proposer has been in existence.
  - d) location of main office and other offices, if applicable.
  - e) the current number of employees in each office.
  - f) the primary markets served.
  - g) the total number of units developed and corresponding total development costs.
  - h) for the last six years, the total number of units developed and the corresponding total development costs.
  
2. For the most recent and most comparable three (3) projects (completed or in progress) to the project(s) of interest to developer for which funding/financing has been secured, provide the following information:
  - a) table of organization (TO) indicating the development team for the project
  - b) the client and contact information (name, title, phone number and email)
  - c) project name
  - d) project location/address
  - e) a brief description of the work
  - f) developer's project manager
  - g) current project status (design, construction, etc.)
  - h) site acreage and density
  - i) size and use of commercial or special purpose space
  - n) total development costs and development cost per square foot.
  - o) total construction cost and construction cost per square foot
  - p) amounts of participation in the project by owner including:
    - ground lease and/or other applicable agreement payments
    - percentage of net revenues
    - percentage of developer fee and total developer fee
    - reimbursement of owners administrative costs
    - any other participation by owner
  - q) dates covering the term of the contract,
  - r) notice to proceed (NTP) date
  - s) pre-construction activities duration (in months), construction duration (in months) and lease-up activities (in months)
  - t) financial closing date
  - u) substantial completion date
  - v) funding/financing sources and amounts for each received, contact names and phone numbers for all funding/financing sources
  - w) funding sources gaps (if applicable) and how these were funded
  - x) project pro-forma indicating all funding sources and uses.
  - y) community and supportive services provided (if applicable)
  - z) job training programs provided (if applicable)

- aa) property manager (if different from developer, briefly explain relationship)
  - bb) architect(s)
  - cc) general contractor(s)
  - dd) in 8 ½ x 11 format, provide a rendered site plan and exterior renderings or photographs (no more than 3) depicting the design and general character of the project
3. Briefly describe the developers experience, investments and/or initiatives in the immediate neighborhood (within a ½ mile radius) of each of the properties of interest to the developer.
  4. List all contracts which the Proposer has performed or is performing for Miami-Dade County, other governmental entities or other community redevelopment agencies. As such the Proposer must list and describe all work performed for Miami-Dade County and include for each project:
    - a) Name of the Agency or Department which administers or administered the contract,
    - b) description of work,
    - c) total dollar value of the contract,
    - d) dates covering the term of the contract,
    - e) County contact person and phone number,
    - f) statement of whether Proposer was the prime contractor or subcontractor, and
    - g) the results of the project.

**B. Key Personnel and Professional Consultants Performing Services**

1. Provide an organizational chart showing all key personnel, including their titles, to be assigned to the project(s) of interest to Proposer(s). This chart must clearly identify the Proposer's employees and those of the consultants, and shall include the functions and duration of involvement by key personnel. Key personnel shall include all partners, senior management, managers and other professional staff that will perform work and/or services in this project. Describe your management approach for the projects of interest to the Proposer.
2. List the names and addresses of all first tier consultants, and describe briefly the extent of work to be performed by each first tier subcontractor. Briefly describe the experience, qualifications and other vital information, including relevant experience on previous similar projects of the consultants who will be assigned to this project and its key personnel.
3. If multiple projects are of interest to Proposer, describe Proposer's approach to managing multiple projects and the capacity to deliver multiple and simultaneous projects of the size and complexity of all projects of interest to Proposer.

**Note: After proposal submission, but prior to the award of any site issued as a result of this Solicitation, the Proposer has a continuing obligation to advise the Agency of any changes, intended or otherwise, to the key personnel identified in its proposal.**

**C. Approach to Providing the Services**

1. Identify if Proposer has taken any exception to the terms of this Solicitation. If so, indicate what alternative is being offered and the cost implications of the exception(s).

**D. Management Experience**

1. Provide a maximum one-page narrative chronicling the developer's experience in overseeing the operation, management, maintenance, and financial reporting for all of its commercial buildings, with identification of family and senior developments.

2. Provide a separate list describing all commercial buildings owned and/or controlled by the developer which have a vacancy rate of more than 5 percent, or have any missed payments of debt. Include the development name and address, length of time in operation, and number of commercial units.
3. Provide the latest year's audited financial statement for the most comparable development (i.e., in operation for one year).

**E. Design Architect Experience**

- 1 Briefly describe in no more than three (3) pages, not more than three completed developments within the last six (6) years where the design architect was the lead architect on completed projects that are comparable to the development of interest.
- 2 Include the development name and address and tabulation of units, commercial or other spaces (as applicable), construction cost, and year completed.
- 3 Describe sustainable design experience and any other innovative design/construction approaches by the architect on similar projects (if applicable).
- 4 If available, provide an 8-1/2 x 11 or smaller site plan and photos or renderings (not to exceed three) of the exteriors of these developments that display architectural design features, relationships of buildings, and relationships with adjacent properties.

**END OF SECTION 6.0**

**7.0 COUNTY FORMS**

**Form A-1**

**PROPOSER'S NAME (Name of firm, entity or organization):**

**FEDERAL EMPLOYER IDENTIFICATION NUMBER:**

**NAME AND TITLE OF PROPOSER'S CONTACT PERSON:**

Name:

Title:

**MAILING ADDRESS:**

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

**TELEPHONE:**

(\_\_\_\_) \_\_\_\_\_

**FAX:**

(\_\_\_\_) \_\_\_\_\_

**E-MAIL ADDRESS:**

\_\_\_\_\_

**PROPOSER'S ORGANIZATIONAL STRUCTURE:**

\_\_\_\_ Corporation      \_\_\_\_ Partnership      \_\_\_\_ Proprietorship      \_\_\_\_ Joint Venture

\_\_\_\_ Other (Explain): \_\_\_\_\_

**IF CORPORATION:**

Date Incorporated/Organized: \_\_\_\_\_ State Incorporated/Organized: \_\_\_\_\_

States registered in as foreign corporation: \_\_\_\_\_

**PROPOSER'S SERVICE OR BUSINESS ACTIVITIES OTHER THAN WHAT THIS SOLICITATION REQUESTS FOR:**

**LIST NAMES OF PROPOSER'S SUBCONTRACTORS OR SUBCONSULTANTS FOR THIS PROJECT:**

**LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE:**

A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and b) prior to proposal submittal is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes. At the time of proposal submission, the Local Certified Service-Disabled Veteran Business Enterprise must affirm in writing its compliance with the certification requirements of Section 295.187 of the Florida Statutes and submit said affirmation and a copy of the actual certification along with the proposal submission.

Place a checkmark here only if affirming Proposer is a certified Local Certified Service-Disabled Veteran Business Enterprise. A copy of the required certification must be submitted with the proposal.

**CRIMINAL CONVICTION DISCLOSURE:**

Pursuant to Miami-Dade County Ordinance No. 94-34, any individual who has been convicted of a felony during the past ten years and any corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten years shall disclose this information prior to entering into a contract with or receiving funding from the Agency.

Place a checkmark here only if Proposer has such conviction to disclose to comply with this requirement.

**PROPOSER'S AUTHORIZED SIGNATURE**

The undersigned hereby certifies that this proposal is submitted in response to this solicitation.

**THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED BELOW BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF ITS OFFER.**

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_



Form A-2
AFFIDAVIT OF MIAMI-DADE COUNTY
LOBBYIST REGISTRATION FOR ORAL PRESENTATION

(1) Project Title: \_\_\_\_\_ Project No.: \_\_\_\_\_
(2) Department: \_\_\_\_\_
(3) Proposer's Name: \_\_\_\_\_
Address: \_\_\_\_\_ Zip: \_\_\_\_\_
Business Telephone: (\_\_\_\_) \_\_\_\_\_

(4) List All Members of the Presentation Team Who Will Be Participating in the Oral Presentation:

Table with 4 columns: NAME, TITLE, EMPLOYED BY, TEL. NO. and 6 rows of blank lines for entry.

(ATTACH ADDITIONAL SHEET IF NECESSARY)

The individuals named above are Registered and the Registration Fee is not required for the Oral Presentation ONLY.

Any person who appears as a representative for an individual or firm for an oral presentation before a County certification, evaluation, selection, technical review or similar committee must be listed on an affidavit provided by the Agency. The affidavit shall be filed with the Clerk of the Board at the time the response is submitted. The individual or firm must submit a revised affidavit for additional team members added after submittal of the proposal with the Clerk of the Board prior to the oral presentation. Any person not listed on the affidavit or revised affidavit may not participate in the oral presentation, unless he or she is registered with the Clerk's office and has paid all applicable fees.

Other than for the oral presentation, Proposers who wish to address the county commission, county board or county committee concerning any actions, decisions or recommendations of County personnel regarding this solicitation in accordance with Section 2-11.1(s) of the Code of Miami-Dade County MUST register with the Clerk of the Board and pay all applicable fees.

I do solemnly swear that all the foregoing facts are true and correct and I have read or am familiar with the provisions of Section 2-11.1(s) of the Code of Miami-Dade County as amended.

Signature of Authorized Representative: \_\_\_\_\_ Title: \_\_\_\_\_
STATE OF \_\_\_\_\_
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_,
by \_\_\_\_\_, a \_\_\_\_\_, who is personally known
(Individual, Officer, Partner or Agent) (Sole Proprietor, Corporation or Partnership)
to me or who has produced \_\_\_\_\_ as identification and who did/did not take an oath.

(Signature of person taking acknowledgement)

(Name of Acknowledger typed, printed or stamped)

(Title or Rank) (Serial Number, if any)

**Form A-3**  
**ACKNOWLEDGEMENT OF ADDENDA**

**Instructions:** Complete Part I or Part II, whichever is applicable.

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**PART I:** Listed below are the dates of issue for each Addendum received in connection with this solicitation.

- Addendum #1, Dated \_\_\_\_\_, 201\_\_
- Addendum #2, Dated \_\_\_\_\_, 201\_\_
- Addendum #3, Dated \_\_\_\_\_, 201\_\_
- Addendum #4, Dated \_\_\_\_\_, 201\_\_
- Addendum #5, Dated \_\_\_\_\_, 201\_\_
- Addendum #6, Dated \_\_\_\_\_, 201\_\_
- Addendum #7, Dated \_\_\_\_\_, 201\_\_
- Addendum #8, Dated \_\_\_\_\_, 201\_\_
- Addendum #9, Dated \_\_\_\_\_, 201\_\_

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**PART II:**

\_\_\_\_\_ No Addendum was received in connection with this solicitation.

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Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**FORM A-5**

**SUBCONTRACTOR/SUPPLIER LISTING**

**(Ordinance 97-104)**

Name of Proposer \_\_\_\_\_

This form, or a comparable listing meeting the requirements of Ordinance No. 97-104, **MUST** be completed by all bidders and Proposers on County contracts for purchase of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders and Proposers on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. **This form, or a comparable listing meeting the requirements of Ordinance No. 97-104, must be completed and submitted even though the bidder or Proposer will not utilize subcontractors or suppliers on the contract. The bidder or Proposer should enter the word "NONE" under the appropriate heading in those instances where no subcontractors or suppliers will be used on the contract.** A bidder or Proposer who is awarded the contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified except upon written approval of the Agency.

Business Name and Address of First Tier Subcontractor/Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/Subconsultant	(Principal Owner)	
			Gender	Race
Business Name and Address of Direct Supplier	Principal Owner	Supplies/Materials/Services to be Provided by Supplier	(Principal Owner)	
			Gender	Race

I certify that the representations contained in this Subcontractor/Supplier Listing are to the best of my knowledge true and accurate.

---

Signature of Proposer's Authorized Representative                      Print Name                      Print Title                      Date

(Duplicate if additional space is needed)  
Form A-5(new 5/7/99)

**Form A-6**

*FAIR SUBCONTRACTING POLICIES*  
(Section 2-8.8 of the Miami-Dade County Code)

**FAIR SUBCONTRACTING PRACTICES**

In compliance with Section 2-8.8 of the Miami-Dade County Code, the Proposer submits the following detailed statement of its policies and procedures for awarding subcontracts:

\_\_\_\_\_

I hereby certify that the foregoing information is true, correct and complete.

Signature of Authorized Representative: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Firm Name: \_\_\_\_\_

**EXHIBIT A**

**DESCRIPTION OF EXISTING SITE AVAILABLE FOR DEVELOPMENT OR REHABILITATION**

Property Search Application - Miami-Dade County

Page 1 of 1

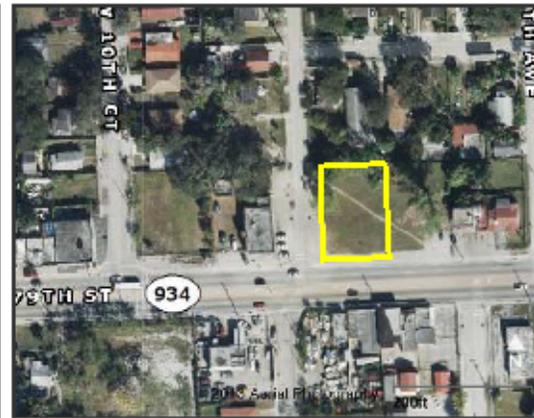


**OFFICE OF THE PROPERTY APPRAISER**

**Summary Report**

Generated On : 9/2/2014

Property Information	
Folio:	30-3111-008-0160
Property Address:	997 NW 79ST
Owner	NW 79TH ST CORRIDOR COMMUNITY REDEV AGENCY
Mailing Address	111 NW 1 ST 22ND FL MIAMI, FL33128
Primary Zone	6400 COMMERCIAL - CENTRAL
Primary Land Use	1066 VACANT LAND - COMMERCIAL : EXTRA FEA OTHER THAN PARKING
Beds / Baths / Half	0 / 0 / 0
Floors	0
Living Units	0
Actual Area	0 Sq.Ft
Living Area	0 Sq.Ft
Adjusted Area	0 Sq.Ft
Lot Size	13,750 Sq.Ft
Year Built	0



Assessment Information			
Year	2014	2013	2012
Land Value	\$130,625	\$130,625	\$130,625
Building Value	\$0	\$0	\$0
XF Value	\$1,655	\$1,675	\$1,921
Market Value	\$132,280	\$132,300	\$132,546
Assessed Value	\$132,280	\$132,300	\$132,546

Benefits Information				
Benefit	Type	2014	2013	2012
County	Exemption	\$132,280	\$132,300	\$132,546

Note: Not all benefits are applicable to all Taxable Values (i.e. County, School Board, City, Regional).

Short Legal Description
LITTLE RIVER FRUIT LANDS 1ST ADD PB 11-62 LOT 7 & LOT 8 BLK 6 LOT SIZE 13750 SQUARE FEET OR 20382-4608 D402 3

Taxable Value Information			
	2014	2013	2012
<b>County</b>			
Exemption Value	\$132,280	\$132,300	\$132,546
Taxable Value	\$0	\$0	\$0
<b>School Board</b>			
Exemption Value	\$132,280	\$132,300	\$132,546
Taxable Value	\$0	\$0	\$0
<b>City</b>			
Exemption Value	\$0	\$0	\$0
Taxable Value	\$0	\$0	\$0
<b>Regional</b>			
Exemption Value	\$132,280	\$132,300	\$132,546
Taxable Value	\$0	\$0	\$0

Sales Information			
Previous Sale	Price	OR Book-Page	Qualification Description
04/23/2014	\$0	29124-0961	Federal, state or local government agency
09/01/1988	\$110,000	13842-1705	Qual by verifiable & documented evidence
02/01/1985	\$136,000	12419-0213	Qual by verifiable & documented evidence

The Office of the Property Appraiser is continually editing and updating the tax roll. This website may not reflect the most current information on record. The Property Appraiser and Miami-Dade County assumes no liability, see full disclaimer and User Agreement at <http://www.miamidade.gov/info/disclaimer.asp>

Version: