

DEPARTMENTAL INPUT CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Rev 1

<input checked="" type="checkbox"/>	New contract	<input type="checkbox"/>	OTR	<input type="checkbox"/>	CO	<input type="checkbox"/>	SS	<input type="checkbox"/>	BW	<input type="checkbox"/>	Emergency	Previous Contract/Project No. RFQ710
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<input type="checkbox"/>	Re-Bid	<input type="checkbox"/>	Other (Government Access)	LIVING WAGE APPLIES: <input type="checkbox"/> YES <input type="checkbox"/> NO
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Requisition/Project No: RQID1500073 / RTQ-00212 TERM OF CONTRACT: 8 years

Requisition/Project Title: COMMUNITY REDEVELOPMENT CONSULTING PREQUALIFICATION POOL

Description: This Request to Qualify (RTQ) will establish a pool of pre-qualified bidders capable of delivering/providing community redevelopment consulting services for the Office of Management and Budget. Entry into the pre-qualification pool is not a contract between MDC and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified bidders will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling bidders to qualify at any time after the initial RTQ opening date.

User Department(s): Office of Management and Budget

Issuing Department: ISD / PM Contact Person: Brad Skinner Phone: 305-375-1075

Estimated Cost: \$800,000 Funding Source: General Fund REVENUE GENERATING: No

ANALYSIS

Commodity/Service No:
 N/GP [918-27] Community Development Consulting
 [918-32] Consulting Services (not Otherwise Classified)
 [918-35] Disadvantage Business Enterprise (dbe) and Historically Underutilized Business (hub) Consulting Including Technical Assistance
 [918-46] Feasibility Studies (consulting)
 [918-58] Governmental Consulting
 [918-75] Management Consulting
 N/GP [918-83] Organizational Development Consulting
 [918-89] Real Estate/land consulting (including Land Survey Consulting)
 [918-92] Urban Planning Consulting
 N/GP [952-81] Slum/community Redevelopment Services

90664	PLANNING SERVICES, URBAN (COMMUNITY, REGIONAL,
918	CONSULTING SERVICES
91846	FEASIBILITY STUDIES, CONSULTING SERVICES
91858	GOVERNMENTAL CONSULTING SERVICES
91875	MANAGEMENT CONSULTING SERVICES
91889	REAL ESTATE/LAND CONSULTING SERVICES

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases For Previous Three (3) Years
 Check Here if this is a New Contract/Purchase with no Previous History

	EXISTING	2 ND YEAR	3 RD YEAR
Contractor:			
Small Business Enterprise:			
Contract Value:			
Comments:			

Continued on another page (s): Yes No

RECOMMENDATIONS

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Rev 1

SBE	Set-Aside	Sub-Contractor Goal	Bid Preference	Selection Factor
		%		
		%		
		%		
		%		

Basis of Recommendation:

Signed: *Brad Skinner*

Date to SBD: April 20, 2015

Date Returned to PM: _____

SECTION 2 – SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of pre-qualified bidders capable of delivering/providing community redevelopment consulting services for the Office of Management and Budget. Entry into the pre-qualification pool is not a contract between MDC and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified bidders will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling bidders to qualify at any time after the initial RTQ opening date.

These bidders shall then be deemed to be pre-qualified to participate in subsequent Request for Quotation (RFQ) purchases as required by the County on either an as-needed or on a periodic basis.

2.2 TERM

The pre-qualification pool will begin on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Internal Services Department, Procurement Management Services Division, and contingent upon the completion and submittal of all required RFQ documents. The pre-qualification pool shall expire on the last day of the last month of the ninety-six (96) month period.

2.3 QUALIFICATION CRITERIA

Bidders shall submit all of the qualifying information with their submittal form. However, the County may, at its sole discretion and in its best interests, allow bidders to supplement submitted documents in order to satisfy the prequalification criteria. During the term of the RTQ, the County reserves the right to add and/or delete pre-qualified bidders whenever necessary.

2.3.1 MINIMUM QUALIFICATION REQUIREMENTS

Pre-qualification under this solicitation will be made to all responsive, responsible bidders who meet the following minimum qualifications:

- A. Bidders must have a minimum of 5 years' experience practicing in Florida including 3 years' experience representing one or more government agency(cies) similar in scope for services pertaining to community redevelopment.
- B. Bidders must have knowledge of Part III, Chapter 163, Florida Statutes and regulations that dictate functions of all State of Florida Community Redevelopment Areas. (The bidder will be asked to affirm this statement with a simple checkmark)

- C. bidders will provide contact information for references that would be able to confirm that they have had past experience in providing consulting services related to FON Studies and or the creation of a Community Redevelopment Plan..
- D. Bidders shall provide contact information to include: Name of contact, email address, website information, phone number, and fax number for Primary (Required) and Secondary (Optional) staff within their company who will be responsible for providing a response to spot market quotes issued by the County. These services shall typically be required Monday through Friday within the business hours of 8:00 a.m. and 5:00 p.m. (Eastern Standard Time).

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE OF WORK

This Request to Qualify (RTQ) will establish a pool of pre-qualified bidders capable of delivering/providing community redevelopment consulting services for the Office of Management and Budget. Entry into the pre-qualification pool is not a contract between MDC and any member of the pool, but rather is an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified bidders will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling bidders to qualify at any time after the initial RTQ opening date.

These bidders shall then be deemed to be pre-qualified to participate in subsequent Request for Quotation (RFQ) purchases as required by the County on either an as-needed or on a periodic basis.

3.2 Background

Community Redevelopment Agencies (CRAs) are a mechanism for financing community redevelopment activities in areas which are determined to have conditions of slum and blight. Regulated by Part III, Chapter 163, Florida Statutes, CRAs use revenues from an expanding tax base to fund redevelopment efforts addressing these conditions. The definitions of slum and blight shall be those that are presented in Part III, Chapter 163, Florida Statutes, Community Redevelopment Act of 1969. A slum area is generally defined as an area having physical or economic conditions conducive to disease, infant mortality, juvenile delinquency, poverty, or crime because there is a predominance of buildings or improvements, whether residential or nonresidential, which are impaired by reason of dilapidation, deterioration, age, or obsolescence. A blighted area is generally defined as an area in which there are a substantial number of deteriorated or

deteriorating structures, in which conditions, as indicated by government maintained statistics or other studies, are leading to economic distress or endanger life or property.

3.3 SERVICES TO BE PROVIDED

Pool members will provide the following services, as requested:

1. Finding of Necessity (FON) Studies

Prepare a study based on the existence of certain conditions in a community as described in the Act.

The FON Studies shall include the following:

Substantial data and analysis to support a selected Proposer's determination of whether or not conditions of slum and/or blight exist within a geographic area, and whether or not there is a shortage of housing affordable to residents of low or moderate income, including the elderly, in that area. Photographs, charts, and other graphics to support findings where applicable. If conditions of slum and blight are found to exist a determination of whether redevelopment of the area is in the interest of public health, safety, morals, or welfare of the residents of Miami-Dade County.

2. Community Redevelopment Plans

Prepare a community redevelopment plan (the "Plan") to address and correct adverse conditions indicated in the applicable FON Study. Community redevelopment is generally defined as undertakings, activities, or projects of a county, municipality, or community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slum and blight, or for the reduction or prevention of crime, or for the provision of affordable housing, whether for rent or for sale, to residents of low or moderate income, including the elderly. The Plan shall address and include the following:

- a. A legal description of the boundaries of the community redevelopment area and the reasons for establishing such boundaries as are shown in the Plan.
- b. By diagram and in general terms, the amount of open space to be provided, the street layout, limitations on the type, size, height, number, and proposed use of buildings, the approximate number of dwelling units and any property to be used as public parks, recreation areas, streets, public utilities, and public improvements.
- c. Opportunities for private enterprise in redeveloping community redevelopment areas.
- d. An evaluation of community policing innovations and the purchase or disposition of property. This shall be done with special consideration to the health, safety, and welfare of children residing in the redevelopment area.

- e. An evaluation of infrastructure improvements in the redevelopment area. These improvements may address traffic congestion, parks, streetscapes, beautification efforts, playgrounds or other public improvements. This shall be done with special consideration to the health, safety, and welfare of children residing in the redevelopment area.
- f. Conformance to the Miami-Dade County comprehensive plan and include any appropriate zoning and planning changes, land uses, maximum densities and building requirements.
- g. Provision for affordable housing in the area, or state the reasons for not addressing affordable housing. If the redevelopment area already contains low or moderate income housing, the Plan shall contain a neighborhood impact element which describes in detail the impact of the redevelopment upon the residents of the redevelopment area and the surrounding areas in terms of relocation, traffic circulation, environmental quality, availability of community facilities and services, effect on school population, and any other matters affecting the physical and social quality of the neighborhood.
- h. Provision for an element of residential use in the redevelopment area if such use exists in the area prior to the adoption of the Plan or if the Plan is intended to remedy a shortage of housing affordable to residents of low or moderate income, including the elderly, or if the Plan is not intended to remedy such shortage, the reasons why.
- i. A reasonable method for relocating persons temporarily or permanently displaced from housing facilities within the community redevelopment area without undue hardship to such persons.
- j. Identification of any publicly funded capital projects to be undertaken within the redevelopment area.
- k. A detailed statement of the projected costs of all redevelopment activities, including the amount to be spent on publicly funded capital projects in the redevelopment area and any indebtedness of the community redevelopment agency, Miami-Dade County, or the municipality proposed to be incurred for such redevelopment if such indebtedness is to be repaid with tax increment revenues.
- l. Provision for the retention of controls and the establishment of any restrictions or covenants running with land sold or leased for private use for such periods of time and under such conditions as the governing body deems necessary to effectuate the purposes of this part.
- m. Provision for a time certain for completing all redevelopment financed by tax increment revenues.
- n. Safeguards that the redevelopment work will be carried out pursuant to the Plan.

3.4 **Additional Services**

At the County's sole discretion, a Pool member may be requested to provide additional services related to previously awarded Work Orders. These additional services may include the revision of previously submitted FON studies or Plans as required by the County. The County reserves the right to award Additional Services for, and updates to, a previously awarded Work Order to the same Pool member that was awarded the original Work Order.

