

City of Miami

819 NW 2nd Ave
3rd Floor
Miami, FL 33136
<http://miamicra.com>



Meeting Agenda

Thursday, March 09, 2023

10:00 AM

City Hall
3500 Pan American Drive
Miami, FL 33133

SEOPW Community Redevelopment Agency

*Christine King, Chair, District Five
Alex Díaz de la Portilla, Vice Chair, District One
Sabina Covo, Board Member, District Two
Joe Carollo, Board Member, District Three
Manolo Reyes, Board Member, District Four*

SEOPW CRA OFFICE ADDRESS:
819 NW 2ND AVENUE, 3RD FLOOR
MIAMI, FL 33136
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CALL TO ORDER**CRA PUBLIC COMMENTS****MINUTES APPROVAL****Minutes of Meetings - December 16, 2019 to November 17, 2022****CRA RESOLUTIONS****1. CRA RESOLUTION****13342**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA"), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM THE GRANTS AND AIDS" ACCOUNT NO. 10050.920101.883000.0000.000000 IN AN AMOUNT TO NOT EXCEED TWO HUNDRED AND FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00) ("FUNDS") TO CAMILLUS HOUSE, INC., A FLORIDA NOT FOR PROFIT CORPORATION, TO ASSIST WITH THE MIAMI SHELTER PROGRAM, WHICH PROVIDES DAILY BEDS TO HOMELESS INDIVIDUALS; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR THE ALLOCATION OF THE FUNDS FOR THE PURPOSE STATED HEREIN. PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

File #13342 - Bid Waiver Memo
File #13342 - Notice to the Public
File #13342 - Backup
File #13342 - Backup 2023-01-26

2. CRA RESOLUTION**13343**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA") BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RETROACTIVELY RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S DECISION, RECOMMENDATION, AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM THE "GRANTS AND AIDS" ACCOUNT NO. .10050.920101.883000.0000.00000 IN AN AMOUNT NOT TO EXCEED NINETY-EIGHT THOUSAND NINE HUNDRED AND THIRTY-FOUR DOLLARS AND FIFTY-FOUR CENTS (\$98,934.54) ("FUNDS") TO COMMUNITY WORK TRAINING PROGRAM, INC., ("CWTP"), TO ASSIST WITH THE OVERTOWN EMPLOYMENT ASSISTANCE CENTER'S JOB PLACEMENT PROGRAM ("PROGRAM") FOR THE PERIOD OF NOVEMBER 2021 TO JUNE 2022 ; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH CWTP, INCLUDING ANY AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR THE ALLOCATION OF THE FUNDS; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

File #13343 - Bid Waiver Memo
File #13343 - Notice to the Public
File #13343 - Backup
File #13343 - Backup 2023-01-26

3. CRA RESOLUTION**13533**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA"), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RETROACTIVELY RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S DECISION, RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA AND WAIVING THE REQUIREMENTS FOR SAID PROCEDURES; AUTHORIZING THE EXPENDITURE OF FUNDS FROM ACCOUNT CODE NO. 10050.920101.549000.0000.00000 IN THE AMOUNT NOT TO EXCEED SEVENTY-FIVE THOUSAND FIVE HUNDRED SEVENTY-EIGHT DOLLARS AND SIXTY-SIX CENTS (\$75,578.66) ("FUNDS") FOR THE 13TH ANNUAL OVERTOWN HOLIDAY TREE LIGHTING CEREMONY AND COMMUNITY TOY GIVEAWAY HELD WITHIN THE REDEVELOPMENT AREA ("PURPOSE"); FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE ANY AND ALL NECESSARY DOCUMENTS, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR THE PURPOSE STATED HEREIN; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

File #13533 - Bid Waiver Memo
File #13533 - Notice to the Public
File #13533 - Backup

4. CRA RESOLUTION**13344**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA"), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM ACCOUNT CODE NO. 10050.920101.883000.0000.00000 TO NEW WASHINGTON HEIGHTS COMMUNITY DEVELOPMENT CONFERENCE, INC., A FLORIDA NOT FOR PROFIT CORPORATION, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED EIGHTY SEVEN THOUSAND DOLLARS AND ZERO CENTS (\$287,000.00) ("FUNDS"), TO ASSIST WITH THE "FOLK LIFE FRIDAYS" OPEN-AIR MARKET PROGRAM ("PROGRAM") IN THE REDEVELOPMENT AREA FOR 2023 - 2024; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL NECESSARY DOCUMENTS, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL, FOR THE ALLOCATION OF GRANT FUNDS FOR THE PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

File #13344 - Bid Waiver Memo
File #13344 - Notice to the Public
File #13344 - Backup
File #13344 - Backup 2023-01-26

5. CRA RESOLUTION**13531**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA"), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM ACCOUNT NO. 10050.920101.883000.0000.00000 IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY TWO THOUSAND AND SIXTY DOLLARS AND ZERO CENTS (\$292,060.00) ("FUNDS") TO TRANSITION INC., A FLORIDA NOT FOR PROFIT CORPORATION ("TRANSITION") FOR THE ADULT EMPLOYMENT & TRAINING PROGRAM ("PROGRAM") FOR THE PERIOD OF MARCH 2023 TO SEPTEMBER 2023; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL NECESSARY DOCUMENTS, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL, WITH TRANSITION FOR THE ALLOCATION OF FUNDS FOR THE PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

File #13531 - Bid Waiver Memo
File #13531 - Notice to the Public
File #13531 - Backup

6. CRA RESOLUTION**13610**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA") BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, IN A FORM ACCEPTABLE TO THE GENERAL COUNSEL, WITH SUPPORTING DOCUMENTS FOR THE ALLOCATION OF FUNDS TO 241 NW17TH STREET, LLC, A FLORIDA LIMITED LIABILITY COMPANY IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED AND TWENTY FIVE THOUSAND THREE HUNDRED AND TWO DOLLARS AND TWENTY CENTS (\$425,302.20) ("FUNDS") FOR ADDITIONAL COSTS ASSOCIATED WITH THE RENOVATION AND REHABILITATION OF THE PROPERTY LOCATED AT 241 N.W. 17TH STREET, MIAMI, FLORIDA 33136 ("PROPERTY"); FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR SAID PURPOSE AND TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION, ALL SUBJECT TO THE AVAILABILITY OF FUNDS; FUNDS TO BE ALLOCATED FROM THE SEOPW CRA TAX INCREMENT FUND, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000 AND PROVIDING FOR AN EFFECTIVE DATE.

File # 13610 - Bid Waiver Memo
File # 13610 - Notice to the Public
File # 13610 - Backup

7. CRA RESOLUTION**13611**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA") BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE ALLOCATION OF FUNDS TO THE POINCIANA VILLAGE CONDOMINIUM ASSOCIATION, INC. ("POINCIANA VILLAGE"), IN AN AMOUNT NOT TO EXCEED FIVE HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$500,000.00) ("FUNDS") FOR IMPROVEMENTS TO THE PROPERTY LOCATED AT 201 AND 269 N.W. 7TH STREET, MIAMI, FLORIDA 33136 ("PROPERTY"); AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR SAID PURPOSE; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE THE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM THE SEOPW CRA TAX INCREMENT FUND, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000, SUBJECT TO THE AVAILABILITY OF FUNDING AND PROVIDING FOR AN EFFECTIVE DATE.

File # 13611 - Bid Waiver Memo

File # 13611 - Notice to the Public

File # 13611 - Backup

8. CRA RESOLUTION**13612**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ("SEOPW CRA") BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR'S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE ALLOCATION OF GRANT FUNDS TO LE CHIEN GOURMET, LLC ("LE CHIEN") IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND DOLLARS AND ZERO CENTS (\$15,000.00) ("FUNDS") FOR BUILD-OUT IMPROVEMENTS AND REPAIRS FOR THE PROPERTY LOCATED AT 1038 N.W. 3RD AVENUE, MIAMI, FLORIDA 33136 ("PROPERTY"); AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR SAID PURPOSE; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; DERIVING FUNDS FROM THE SEOPW CRA TAX INCREMENT FUND, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000, SUBJECT TO THE AVAILABILITY OF FUNDS AND PROVIDING FOR AN EFFECTIVE DATE.

File # 13612 - Bid Waiver Memo

File # 13612 - Notice to the Public

File # 13612 - Backup


ADJOURNMENT

SEOPW Board of Commissioners Meeting
March 9, 2023

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Christine King and Members of the CRA Board Date: January 23, 2023 File: 13342

Subject: 4/5ths Bid Waiver Camillus House, Inc.

From:  James McQueen
Executive Director

Enclosures: File #13342 - Bid Waiver Memo
File #13342 - Notice to the Public
File #13342 - Backup
File #13342 - Backup 2023-01-26

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive’s Director’s recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of grant funds in an amount not to exceed \$250,000.00 (“Funds”), to support Camillus House, Inc., is a Florida not for profit corporation (“Camillus”). Camillus has requested funds from the SEOPW CRA for the Miami Shelter Program (“Program”) which will provide beds and assistance to homeless individuals.

For over 50 years, the Program has been operating in the SEOPW CRA Redevelopment Area. Its mission of restoring hope and dignity to the most vulnerable in the community has always been aligned with the SEOPW CRA’s goals and principles. The Coronavirus Disease 19 (“Covid-19”) pandemic has been a challenging time for the poor and homeless population, and the Program has been at the forefront of addressing the diverse needs of its clients. The Program depends on fundraising to underwrite its services. Two of their major annual fundraisers are “The Auction” and “Hope for All Gala.” The SEOPW CRA has supported these events in the past.

JUSTIFICATION:

Pursuant to Section 163.340(9), Florida Statutes, Section 163.340(9) of the Community Redevelopment Act, (the “Act”), “community redevelopment means projects of a ... community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slum and blight”.

Section 163.340(7) of the Act further defines “slum area” as including “[t]he existence of conditions that endanger life”.

Section 2, Goals 6, on page 10 of the Updated Plan lists “improv[ing] the quality of life for residents” as a stated redevelopment goal.

FUNDING:

\$250,000.00 allocated from SEOPW - “Other Grants and Aids” Account Code No. 10050.920101.883000.0000.00000.

FACT SHEET:

Company name: Camillus House, Inc.

Address: 1603 N.W. 7th Avenue, Miami, FL 33136

Number of participants: Average 75 individuals for the extended beds.

Funding request: \$250,000.00

Age range of participants: All ages

Scope of work or services (Summary): Emergency shelter is a housing and services program that provides a place to sleep, meals and case management services to homeless individuals.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: **March 9, 2023**

CRA Section:

Brief description of CRA Agenda Item:

Authorizing expenditure of funds in the amount not to exceed \$250,000.00, to support Camillus House, Inc program.

Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$250,000.00</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:


James McQueen, Executive Director

1/23/2023

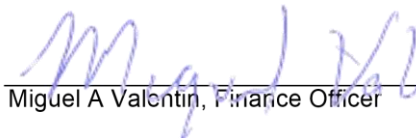

James McQueen, Executive Director

2/17/2023

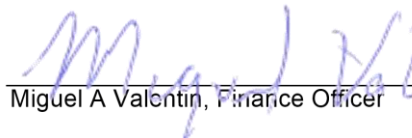

James McQueen, Executive Director

3/3/2023

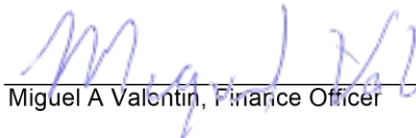
Approval:


Miguel A Valentin, Finance Officer

1/23/2023


Miguel A Valentin, Finance Officer

2/16/2023


Miguel A Valentin, Finance Officer

3/3/2023



Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13342

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM THE GRANTS AND AIDS" ACCOUNT NO. 10050.920101.883000.0000.00000 IN AN AMOUNT TO NOT EXCEED TWO HUNDRED AND FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00) (“FUNDS”) TO CAMILLUS HOUSE, INC., A FLORIDA NOT FOR PROFIT CORPORATION, TO ASSIST WITH THE MIAMI SHELTER PROGRAM, WHICH PROVIDES DAILY BEDS TO HOMELESS INDIVIDUALS; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR THE ALLOCATION OF THE FUNDS FOR THE PURPOSE STATED HEREIN. PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its redevelopment area in accordance with the 2018 Updated Southeast Overtown/Park West Redevelopment Plan (the “Updated Plan”); and

WHEREAS, Section 2, Goal 6, on page 10 of the Updated Plan lists “improving the quality of life for residents” as a stated redevelopment goal; and

WHEREAS, for over 50 years, Camillus House, Inc., a Florida not for profit corporation (“Camillus”) has been operating in the SEOPW CRA redevelopment area and its mission of restoring hope and dignity to the most vulnerable in the community has always been aligned with the SEOPW CRA’s goals and principles; and

WHEREAS, Camillus is an emergency shelter that includes housing and service programs that provide a place to sleep, meals and case management services to homeless individuals. and

WHEREAS, The Coronavirus Disease 19 (“Covid-19”) pandemic has been a challenging time for the poor and homeless population, and Camillus has been at the forefront of addressing the diverse needs of its clients; and

WHEREAS, under Florida Statutes, Section 163.340(9) of the Community Redevelopment Act, (the “Act”), “community redevelopment means projects of a ... community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slum and blight”; and

WHEREAS, under Section 163.340(7) of the Act further defines “slum area” as including “the existence of conditions that endanger life ...”; and

WHEREAS, Camillus has requested funding from the SEOPW CRA for the Miami Shelter Program (“Program”) which will provide beds and assistance to area homeless individuals; and

WHEREAS, the Board of Commissioners wishes to authorize funding in the amount not to exceed Two Hundred and Fifty Thousand Dollars (\$250,000.00) (“Funds”) to Camillus for the Program; and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution would further the SEOPW CRA redevelopment goals and objectives; and

WHEREAS, based on the recommendation and findings of the Executive Director, it is in the SEOPW CRA’s best interest for the Board of Commissioners to authorize, by an affirmative four-fifths (4/5ths) vote, a waiver of competitive sealed bidding procedures pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended (“City Code”), as adopted by the SEOPW CRA, and to authorize the Executive Director to negotiate and executive any and all agreements necessary, all in forms acceptable to the General Counsel, with Camillus for provision of grant funds in an amount not to exceed \$250,000.00 subject to the availability of funds;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5th) affirmative vote, after an advertised public hearing, the Executive Director’s recommendation and written findings that competitive negotiation methods and procedures are not practicable or advantageous to the SEOPW CRA, pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, and waiving the requirements for said procedures is ratified, approved, and confirmed.

Section 3. The Executive Director is hereby authorized to disperse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation from the Grants and Aids" Account No. 10050.920101.883000.0000.00000 for the Program at Camillus.

Section 4. The Executive Director is authorized to negotiate and execute an agreement, including any and all necessary documents, and all-in forms acceptable to the General Counsel, for said purpose.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

~~Vincent T Brown, Staff Counsel~~ 2/17/2023 ~~Vincent T Brown, Staff Counsel~~ 3/3/2023

~~Vincent T Brown, Staff Counsel~~ 1/23/2023

**THE SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Christine Forde-King
Members of the SEOPW CRA Board

Date: February 23, 2023

File:

Subject: 4/5ths Bid Waiver to waive the Executive Director's competitive negotiation procedures per City Code authorizing the allocation of grant funds to Camillus House, Inc., to assist with the Miami Shelter Program.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of grant funds in an amount not to exceed \$250,000.00 ("Funds"), to support Camillus House, Inc., is a Florida not for profit corporation ("Camillus"). Camillus has requested funds from the SEOPW CRA for the Miami Shelter Program ("Program") which will provide beds and assistance to homeless individuals.

For over 50 years, the Program has been operating in the SEOPW CRA Redevelopment Area. Its mission of restoring hope and dignity to the most vulnerable in the community has always been aligned with the SEOPW CRA's goals and principles. The Coronavirus Disease 19 ("Covid-19") pandemic has been a challenging time for the poor and homeless population, and the Program has been at the forefront of addressing the diverse needs of its clients. The Program depends on fundraising to underwrite its services. Two of their major annual fundraisers are "The Auction" and "Hope for All Gala." The SEOPW CRA has supported these events in the past.

RECOMMENDATION

Camillus House, Inc., is located within the redevelopment area and has a proven track record of helping the chronic homeless population. As a result, the Executive Director recommends approval of a bid waiver.

Attachment: File #13342 - Bid Waiver Memo (13342 : 4/5ths Bid Waiver Camillus House, Inc.)

Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”)**NOTICE OF PUBLIC HEARING**

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider the award of grant funds to **Camillus House, Inc.**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite a portion of the costs associated with **emergency shelter beds and associated services for the homeless referred by the City of Miami.**

In accordance with the Board’s 2018 Redevelopment Plan (“Plan”) and Florida Statutes 163, the Board will consider the funding, in an amount not to exceed \$250,000.00 to underwrite the expenditures and costs associated with operating 23 of the 100 beds. This funding is critical, which is envisioned to reduce slum and blight in addition to providing shelter.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.



Todd B. Hannon
Clerk of the Board
Ad No.40242

Attachment: File #13342 - Notice to the Public (13342 : 4/5ths Bid Waiver Camillus House, Inc.)

City of Miami Shelter Program Proposal

Submitted to the SEOPW CRA by Camillus House, Inc.

Program Description:

Camillus House has successfully managed and operated the City of Miami Emergency Shelter Program since 2016. The program has historically supported 75 emergency shelter beds and associated services for street homeless referred by the City of Miami Police Department, and for FY 2022-23 will be moving to 100 beds. Emergency shelter is a housing and services program that provides a place to sleep, meals and case management services to homeless individuals. This request to the Southeast Overtown/ Park West CRA is for \$250,000 to cover the cost of operating 23 of the 100 beds at a cost of \$30 beds per day. The program is further supported by the Downtown Development Authority, OMNI CRA and from City of Miami general funds.

Background

In order to continue its commitment to assist homeless persons within its jurisdictional boundaries, and its desire to comply with the Pottinger Settlement Agreement, the City of Miami contracted with Camillus House to secure emergency shelter beds at our main facility, located at 1603 NW 7th Avenue, Miami. With the overturn of Pottinger, Camillus continues to work with the City and the City of Miami Police as well as City of Miami Outreach to continue the previously mandated services as a known best-practice in addressing issues of the on-street homeless.

Under the City of Miami Shelter Bed Program, ten (10) beds are available for 24-hour placements, and ninety (90) beds will be available for individuals who request additional services (e.g. Extended Stay Beds). Clients are placed in this program by City of Miami Police officers and are homeless individuals coming primarily from areas with the highest concentration of homelessness within the City, including the area encompassing the SEOPW CRA.

The program has historically been funded through a partnership with the City of Miami and its affiliates the Miami Downtown Development Authority (DDA) and the OMNI CRA. The funding commitments are as follows:

1. City of Miami: \$558,550
2. OMNI CRA: \$250,000
3. DDA: \$40,000

Through this proposal, Camillus House is requesting a SEOPW CRA contribution in the amount of \$250,000. This funding is essential to ensure the expansion and a continued level of bed availability for the City to provide emergency housing placements, in particular for City Police. At present, there is limited daily bed availability in all homeless shelters, with average wait times for City of Miami Homeless Outreach placements between two-three weeks.

Services Provided:

Camillus House provides the following services to homeless persons referred to the program which will include, but are not limited to:

- a. To the extent possible, make available lower level beds (when bunks beds are present) or regular single beds to facilitate access for persons with disabilities;
- b. Up to three (3) meals a day;

- c. Basic case management, information, and/or referral to ancillary services (i.e., independent living skills preparation, etc.);
- d. Access to basic health, substance abuse, and/or mental health screening on a voluntary basis;
- e. Participation in the other routine services of the Camillus House Day Center program, including but not limited to, access to: showers, clothing exchange, toilet facilities, mail room, library, computers, electrical outlets, telephones, socialization, and other recreational activities;
- f. Assistance to receive entitlement benefits (i.e., SSI, VA, TANF, Medicaid and other entitlements), referral to educational, recreational and vocational services as appropriate, and referral to transitional and/or advanced care housing;
- g. Camillus provides the following amenities to homeless persons referred to the Program:
 - i. Space sufficient to accommodate 100 beds including 23 SEOPW supported beds;
 - ii. Organized sleeping arrangements;
 - iii. Personnel to provide necessary care;
 - iv. Functioning restrooms;
 - v. Electricity to provide light;
 - vi. A potable water source or space to accommodate water;
 - vii. Staff personnel adequate to maintain a safe environment at the facility;
 - viii. Adequate supplies necessary to comply with all terms of this Agreement;
 - ix. Appropriate medical care and supplies when necessary, and within the scope of the agency’s competence, in its sole discretion;
 - x. A dog kennel;
 - xi. Personnel property storage; and
 - xii. Basic personal hygiene products available at no cost, such as soap, shampoo, tooth paste, toothbrush etc.

Reporting:

Camillus House provides the City, DDA and can provide to the SEOPW CRA with monthly reports detailing:

1. Total number of persons served
2. Average monthly and Daily Bed Vacancy
3. Average length of stay
4. Length of stay by participant
5. Outplacement Outcomes

Budget:


The expenses allocated the funded portions of City of Miami Shelter Program are as follows:

Line Item	Combined City Funding Program Cost (\$)	SEOPW Funding (\$250,000)
Salaries	320,000	73,620
Benefits	65,000	15,050
Food Service costs	100,000	23,100
General, Administrative, Insurances, Supplies	100,000	23,100
Direct & Ancillary support to clients	130	30
Facility Expenses	500,000	115,100
TOTAL COST	1,085,130	250,000

In addition to the expenses above, there are \$200,000 in additional expenses associated with service delivery and administrative overheads based on actual costs per bed.

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM**

To: Board Chair Christine King and Members of the CRA Board Date: January 23, 2023 File: 13343



From: James McQueen Subject: 4/5ths Bid Waiver Grant to
Executive Director Community Work Training Program,
Inc.

Enclosures: File #13343 - Bid Waiver Memo
File #13343 - Notice to the Public
File #13343 - Backup
File #13343 - Backup 2023-01-26

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) seeks to retroactively ratify and approve an expenditure of funds in an amount not to exceed \$98,934.54 (“Funds”) to Community Work Training Program, Inc. is a Florida not for profit corporation (“CWTP”) for the Overtown Employment Assistance Center (“Assistance Center”) from the period of November 2021 to June 2022. The Assistance Center is within the Redevelopment area at the Overtown Business Resource Center, located at 1490 N.W. 3rd Avenue, Suite 106, Miami, FL 33136 (“Property”).

Since 2010, CWTP has operated the Assistance Center which has worked directly with employers to identify their hiring needs and matched them with qualified candidates that have undergone the CWTP’s job training program. Throughout the years, CWTP has fostered relationships with countless employers and has placed numerous job seekers. It seeks to continue and expand its successful efforts in providing employment assistance to the residents of the Redevelopment Area.

JUSTIFICATION:

Section 2, Goals 4 and 6, at page 10 of the Southeast Overtown/Park West Community Redevelopment Plan (“Updated Plan”) lists the “creati[on of] jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals.

Section 2, Principle 6, at page 14 of the Updated Plan provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities”

FUNDING:

\$98,934.54 allocated from SEOPW Tax Increment Fund, entitled “Other Grants and Aids” Account No. 10050.920101.883000.0000.00000.

FACT SHEET:

Company name: Community Works Training Program, Inc.

Address: 1490 N.W. 3rd Avenue, Suite 106, Miami, FL 33136

Number of participants: 150 plus Overtown residents

Funding request: \$98,934.54

Term: Retro-active payment from November 2021 to June 2022.

Stipend provided? N/A

Age range of participants: Adult aged individuals.

Scope of work or services (Summary): Worked directly with employers to identify their hiring needs and matched them with qualified candidates that have undergone the job training program.

Item proven accomplishments (*if applicable*):

- Labor workers hired at the Block 55 work site.

Current SEOPW CRA projects that will benefit (*if applicable*):

1. Block 55
2. Construction Projects within the area.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: **March 9, 2023**

CRA Section:

Brief description of CRA Agenda Item:

Ratifying expenditure of funds in an amount not to exceed \$98,934.54 to Community Work Training Program, Inc. for the Overtown Employment Assistance Center from the period of November 2021 to June 2022 .

Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$98,934.54</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:	\$	
Balance in the line item:	\$	
Amount needed in the line item:	\$	
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:


James McQueen, Executive Director

1/23/2023

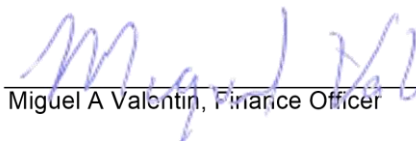

James McQueen, Executive Director

2/17/2023

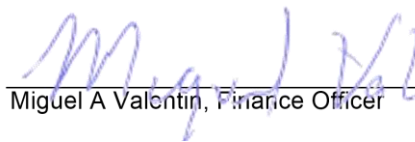

James McQueen, Executive Director

3/3/2023

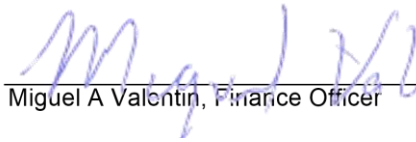
Approval:


Miguel A Valentin, Finance Officer

1/23/2023


Miguel A Valentin, Finance Officer

2/16/2023


Miguel A Valentin, Finance Officer

3/3/2023



Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13343

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”) BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RETROACTIVELY RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S DECISION, RECOMMENDATION, AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM THE “GRANTS AND AIDS” ACCOUNT NO. .10050.920101.883000.0000.00000 IN AN AMOUNT NOT TO EXCEED NINETY-EIGHT THOUSAND NINE HUNDRED AND THIRTY-FOUR DOLLARS AND FIFTY-FOUR CENTS (\$98,934.54) (“FUNDS”) TO COMMUNITY WORK TRAINING PROGRAM, INC., (“CWTP”), TO ASSIST WITH THE OVERTOWN EMPLOYMENT ASSISTANCE CENTER’S JOB PLACEMENT PROGRAM (“PROGRAM”) FOR THE PERIOD OF NOVEMBER 2021 TO JUNE 2022 ; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH CWTP, INCLUDING ANY AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR THE ALLOCATION OF THE FUNDS; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its redevelopment area in accordance with the 2018 Southeast Overtown/Park West Redevelopment Plan (“Plan”); and

WHEREAS, Section 2, Goals 4 and 6, at page 10 of the Updated Plan lists the “creati[on of] jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals; and

WHEREAS, Section 2, Principle 6, at page 14 of the Updated Plan provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ...”; and

WHEREAS, since 2010, Community Work Training Program, Inc. (“CWTP”), a Florida for profit corporation has operated the Overtown Employment Assistance Center (“Assistance Center”), a job training and placement program (“Program”) at the Overtown Business Resource Center, located at 1490 N.W. 3rd Avenue, Suite 106, Miami, FL 33136 (“Property”); and

WHEREAS, CWTP works directly with employers to identify their hiring needs and match them with qualified candidates that have undergone CWTP’s Program; and

WHEREAS, over the years, CWTP has fostered relationships with countless employers and has placed numerous job seekers and desires to continue and expand its successful efforts in providing employment assistance to the residents of the redevelopment area; and

WHEREAS, the Board of Commissioners finds that authorizing the allocation of grant funds in an amount not to exceed Ninety-Eight Thousand Nine Hundred Thirty Four Dollars and Fifty-Four Cents (\$98,934.54) (“Funds”), subject to availability of funds, to CWTP for the Program will further the aforementioned redevelopment goals and objectives; and

WHEREAS, the Executive Director has made a written finding pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended (“City Code”), as adopted by the SEOPW CRA that competitive negotiation methods and procedures are not practicable or advantageous to the SEOPW CRA for the allocation of Funds for the Program and has recommended to the Board of Commissioners that the finding be adopted and that competitive bidding methods and procedures be waived;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5th) affirmative vote, after an advertised public hearing, the Executive Director’s recommendation, and written findings pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, approved, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Executive Director is hereby authorized to disperse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation from the “Other Grants and Aids” Account No. 10050.920101.883000.0000.00000 to CWTP for the Program for the period November 2021 to June 2022.

Section 4. The Executive Director is authorized to negotiate and execute an agreement, including any and all documents necessary, all-in forms acceptable to the General Counsel for the Program.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

~~Vincen. T Brown, Staff Counsel~~ 2/17/2023

~~Vincen. T Brown, Staff Counsel~~ 1/23/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
and Members of the SEOPW CRA Board

Date: February 23, 2023

File:

Subject: 4/5ths Bid Waiver to waive the Executive Director's competitive negotiation procedures per City Code, authorizing the allocation of grant funds to Community Work Training Program, located within the SEOPW CRA.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

This Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving and confirming the executive director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the city of Miami, Florida, as amended, as adopted by the cra; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the cra; authorizing the allocation of grant funds to Community Work Training Program, Inc. ("CWTP"), in an amount not to exceed \$98,934.54 ("Funds"), to underwrite costs associated with the operation and management of the Overtown Employment Assistance Center ("Assistance Center") from the period of November 2021 to June 2022, located at the Overtown Business Resource Center, 1490 N.W. 3rd Avenue, Suite 106, Miami, FL 33136 ("Property").

Since 2010, CWTP has operated the Assistance Center which has worked directly with employers to identify their hiring needs and matched them with qualified candidates that have undergone the CWTP's job training program. Throughout the years, CWTP has fostered relationships with countless employers and has placed numerous job seekers. It seeks to continue and expand its successful efforts in providing employment assistance to the residents of the Redevelopment Area.

RECOMMENDATION:

Community Work Training Program, Inc. is located within the redevelopment area and has a proven track record of fostering relationships with countless employers and has placed numerous job seekers throughout the redevelopment area. As a result, the Executive Director's recommends approval of a bid waiver.

Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”)**NOTICE OF PUBLIC HEARING**

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider ratifying an expenditure of funds to **Community Work Training Program., Inc.**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite costs associated with the **management of the Overtown Employment Assistance Center (“Assistance Center”)** from the period of November 2021 to June 2022, located at the Overtown Business Resource Center, 1490 N.W. 3rd Avenue, Suite 106, Miami, FL 33136.

In accordance with the Board’s 2018 Redevelopment Plan (“Plan”) and Florida Statutes 163, the Board will consider ratifying and expenditure, in an amount not to exceed \$98,934.54 to underwrite cost associated with management of the Overtown Employment Assistance Center (“Assistance Center”) from the period of November 2021 to June 2022, located at the Overtown Business Resource Center, 1490 N.W. 3rd Avenue, Suite 106, Miami, FL 33136.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

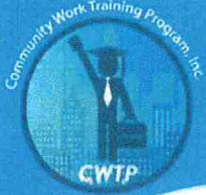
This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.



Todd B, Hannon
Clerk of the Board
Ad No.40243

1490 NW 3rd Avenue, Suite 110 • Miami, Florida 33136

Phone: (855) 298-7462 • Fax: (888) 689-4811

Email: cwtp@cwtpinc.com

SEPTEMBER 23, 2022

INVOICE # 1-2021-22 Thru #16-2021-22

NOVEMBER 2021- JUNE 2022

LINE ITEMS	CURRENT EXPENSES
PROGRAM COORDINATOR	\$33,344.00
ASSISTANT PROGRAM COORDINATOR	\$8,754.00
PROGRAM ADMINISTRATOR	\$23,344.00
ADMINISTRATIVE ASSISTANT	\$23,344.00
FICA / PAYROLL EXPENSES	\$7,000.00
INSURANCE	\$2,355.79
COMMUNICATION	\$0.00
LICENSES FEES	\$0.00
OFFICE FURNITURE	\$0.00
PARTICIPANT SUPPLIES	\$0.00
COMPUTER SUPPLIES	\$0.00
OFFICE SUPPLIES	\$0.00
RENT	\$792.75
TOTAL	\$98,934.54

Emanuel Washington
President and Chief Operating Officer

"We Put The Community To Work"

Attachment: File #13343 - Backup (13343 : 4/5ths Bid Waiver Grant to Community Work Training Program, Inc.)

SEOPW Board of Commissioners Meeting
March 9, 2023

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Christine King and Members of the CRA Board Date: February 16, 2023 File: 13533



From: James McQueen
Executive Director

Subject: 4/5ths Bid Waiver 13th Annual
Overtown Holiday Tree Lighting
Ceremony and Toy Giveaway.

Enclosures: File #13533 - Bid Waiver Memo
File #13533 - Notice to the Public
File #13533 - Backup

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director’s recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA seeks to retroactively ratify and approve an expenditure of funds in the amount of \$75,578.66 (“Funds”) for the 13th Annual Overtown Holiday Tree Lighting Ceremony held on December 1, 2022, and Toy Giveaway held on December 9, 2022, held within the Redevelopment Area (“Purpose”).

The SEOPW CRA oversees and facilitates the annual holiday event, which serves to engage residents and attract visitors to the Redevelopment Area. Community partners donated over \$20,000.00 worth of services and toys that were distributed to children in the Overtown community during the celebration. Overtown’s annual tree was lit as artificial snow fell in the area. Visitors were able to enjoy free food and beverages, as well as participate in various activities at vendor booths.

JUSTIFICATION:

Under Section 163.340(9), Florida Statutes, Section 163.340(9) of the Community Redevelopment Act, (the “Act”), “community redevelopment means projects of a ... community redevelopment agency in a community redevelopment area for the elimination and prevention of the development or spread of slum and blight”.

Section 2, Goal 5 on page 10 of 2018 Updated Southeast Overtown/Park West Community Redevelopment Agency Plan (the “Updated Plan”) lists the “[p]romotion and marketing of the community” and “[i]mproving quality of life for residents”, as a stated redevelopment goal.

Section 2, Goal 6 on page 10 of the Updated Plan lists the “[i]mproving quality of life for residents”, as a stated redevelopment goal.

Section 2, Principle 6 on page 14 of the Updated Plan lists the promotion of “local cultural events, institutions, and businesses” as a stated redevelopment principle.

Section 2, Principle 14 on page 15 of the Updated Plan lists restoration of “a sense of community and unif[ication] of the area culturally” as a stated redevelopment principle.

FUNDING:

\$75,578.66 allocated from SEOPW – Other Current Charges and Obligations, Account Code No. 10050.920101.549000.0000.00000.

FACT SHEET:

Company name: Southeast Overtown/Park West Community Redevelopment Agency

Address: 9th Street Pedestrian Mall

Number of participants: 200-300

Funding request: N/A

Term: Annually

Stipend provided? N/A

Age range of participants: 2-12 Years Old

Scope of work or services (Summary): The Historic Overtown Tree Lighting and Toy Giveaway provides residents of Overtown an opportunity to enjoy the holiday spirit, express community pride, and receive toys for the holiday season.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: March 9, 2023



CRA Section:

Brief description of CRA Agenda Item:


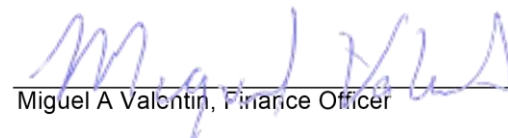
Ratifying expenditure of funds in the amount of \$75,578.66 for the 13th Annual Overtown Holiday Tree Lighting Ceremony held on December 1, 2022 and Toy Giveaway.

Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.549000.0000.00000</u> Amount: <u>\$75,578.66</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:
Approved by:

 _____ James McQueen, Executive Director 2/17/2023	 _____ James McQueen, Executive Director 3/3/2023
--	--

Approval:

 _____ Miguel A Valentin, Finance Officer 2/17/2023	 _____ Miguel A Valentin, Finance Officer 3/3/2023
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Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13533

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RETROACTIVELY RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S DECISION, RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA AND WAIVING THE REQUIREMENTS FOR SAID PROCEDURES; AUTHORIZING THE EXPENDITURE OF FUNDS FROM ACCOUNT CODE NO. 10050.920101.549000.0000.00000 IN THE AMOUNT NOT TO EXCEED SEVENTY-FIVE THOUSAND FIVE HUNDRED SEVENTY-EIGHT DOLLARS AND SIXTY-SIX CENTS (\$75,578.66) (“FUNDS”) FOR THE 13TH ANNUAL OVERTOWN HOLIDAY TREE LIGHTING CEREMONY AND COMMUNITY TOY GIVEAWAY HELD WITHIN THE REDEVELOPMENT AREA (“PURPOSE”); FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE ANY AND ALL NECESSARY DOCUMENTS, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR THE PURPOSE STATED HEREIN; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its redevelopment area in accordance with the 2018 Updated Southeast Overtown/Park West Community Redevelopment Plan (the “Updated Plan”); and

WHEREAS, Section 2, Goal 5 on page 10 of the Updated Plan lists the “[p]romotion and marketing of the community” and “[i]mproving quality of life for residents”, as a stated redevelopment goal; and

WHEREAS, Section 2, Goal 6 on page 10 of the Updated Plan lists the “[i]mproving quality of life for residents”, as a stated redevelopment goal; and

WHEREAS, Section 2, Principle 6 on page 14 of the Updated Plan provides for the promotion of “local cultural events, institutions, and businesses” as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 14 on page 15 of the Plan lists restoration of “a sense of community and unification of the area culturally” as a stated redevelopment principle; and

WHEREAS, the SEOPW CRA oversees and facilitates the annual holiday events which serves to engage residents and attract visitors to the redevelopment area; and

WHEREAS, the Board of Commissioners wishes to ratify an expenditure of funds in an amount not to exceed Seventy Five Thousand Five Hundred Seventy-Eight Dollars and Sixty-Six Cent (\$75,578.66) ("Funds") for the 13th Annual Overtown Holiday Tree Lighting Ceremony held on December 1, 2022, and Community Toy Giveaway held on December 9, 2022, within the Redevelopment Area ("Purpose"); and

WHEREAS, the Executive Director has made a written finding pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended ("City Code"), as adopted by the SEOPW CRA that competitive negotiation methods and procedures are not practicable or advantageous to the SEOPW CRA for the allocation of Funds for the Purpose and has recommended to the Board of Commissioners that the finding be adopted and that competitive bidding methods and procedures be waived;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

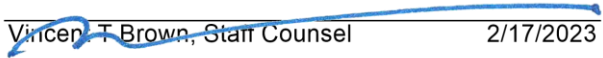
Section 2. By a four-fifths (4/5th) affirmative vote, after an advertised public hearing, the Executive Director's recommendation, and written findings pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, approved, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Board of Commissioners hereby ratifies the expenditure of the Funds from the SEOPW CRA "Other Current Charges and Obligations", Account Code No. 10050.920101.549000.0000.00000. for said Purpose.

Section 4. The Executive Director is authorized to negotiate and execute any and all documents, all-in forms acceptable to the General Counsel, for said Purpose.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

 Vincen T. Brown, Staff Counsel

2/17/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
and Members of the SEOPW CRA Board

Date: February 23, 2023

File:

Subject: 4/5ths Bid Waiver to waive the Executive Director's competitive negotiation procedures per City Code, ratifying an expenditure of funds, in the amount of \$75,578.66, for the 13th Annual Overtown Holiday Tree Lighting Ceremony and Toy Giveaway.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA seeks to retroactively ratify and approve an expenditure of funds in the amount of \$75,578.66 ("Funds") for the 13th Annual Overtown Holiday Tree Lighting Ceremony held on December 1, 2022, and Toy Giveaway held on December 9, 2022, held within the Redevelopment Area ("Purpose").

The SEOPW CRA oversees and facilitates the annual holiday event, which serves to engage residents and attract visitors to the Redevelopment Area. Community partners donated over \$20,000.00 worth of services and toys that were distributed to children in the Overtown community during the celebration. Overtown's annual tree was lit as artificial snow fell in the area. Visitors were able to enjoy free food and beverages, as well as participate in various activities at vendor booths.

RECOMMENDATION

The event was primarily catering to children and families of the redevelopment area and was partially supported by community partners. As a result, the Executive Director recommends approval of a bid waiver.

Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”)**NOTICE OF PUBLIC HEARING**

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider ratifying an expenditure of funds in the amount of \$75,578.66 to underwrite costs associated with the **13th Annual Overtown Holiday Tree Lighting Ceremony** held on December 1, 2022, and Toy Giveaway held on December 9, 2022, in the Redevelopment Area.

In accordance with the Board’s 2018 Redevelopment Plan (“Plan”) and Florida Statutes 163, the Board will consider ratifying an expenditure of funds in the amount of \$75,578.66 to underwrite costs associated with the 13th Annual Overtown Holiday Tree Lighting Ceremony. **The SEOPW CRA oversees and facilitates the annual holiday event, which serves to engage residents and attract visitors to the Redevelopment Area.**

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.



Todd B, Hannon
Clerk of the Board
Ad No.40244

Historic Overtown Holiday Tree Lighting & Toy Giveaway

Holiday Budget 2022	
Christmas Decor	\$69,445.00
Food & Beverage	\$3,834.61
Marketing (Photo, Video, Flyers)	\$3,029.00
Equipment (Tents, Barricades)	\$2,100.00
Toys	\$5,913.05
Program (DJ, Santa, Snow)	\$3,907.00
Repair of Light Fixtures	\$7,350.00
Donations	\$(20,000.00)
TOTAL:	\$75,578.66



Attachment: File #13533 - Backup (13533 : 4/5ths Bid Waiver 13th Annual Overtown Holiday Tree Lighting Ceremony and Toy Giveaway.)

Historic Overtown Holiday Tree Lighting & Toy Giveaway



Attachment: File #13533 - Backup (13533 : 4/5ths Bid Waiver 13th Annual Overtown Holiday Tree Lighting Ceremony and Toy Giveaway.)

SEOPW Board of Commissioners Meeting
March 9, 2023

SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM

To: Board Chair Christine King and Members of the CRA Board Date: January 23, 2023 File: 13344



From: James McQueen
Executive Director

Subject: 4/5ths Bid Waiver Grant to New Washington Heights Community Development Conference, Inc.

Enclosures: File #13344 - Bid Waiver Memo
File #13344 - Notice to the Public
File #13344 - Backup
File #13344 - Backup 2023-01-26

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency of the City of Miami ("SEOPW CRA") by a four-fifths (4/5^{ths}) affirmative vote, after an advertised public hearing, ratifying, approving and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the city of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of grant funds to New Washington Heights Community Development Conference, Inc. ("New Washington Heights") in an amount not to exceed \$287,000.00 ("Funds"), to assist with the production of "Folk Life Fridays" in the Redevelopment Area for 2023.

New Washington Heights developed "Folk Life Fridays", a monthly open-air market that showcases various local vendors selling a variety of items, such as arts and crafts, books, jewelry, clothing, and food ("Folk Life Fridays"), on the 9th Street Pedestrian Mall. The event is held every first Fridays of the month from 12:00 p.m. to 10:00 p.m. New Washington Heights requests continued assistance in hosting this monthly community event.

Since 2010, the Board has supported New Washington Heights' open air market "Folk Life Fridays", by Resolution Nos. CRA-R-10-0017, CRA-R-11-0005, CRA-R-11-0016, CRA-R-12-0030, CRA-R-13-0010, CRA-R-14-0017, CRA-R-14-0072, CRA-R-15-0056, CRA-R-17-0003, CRA-R-18-0015, CRA-R-19-0007, CRA-R-20-0028, and CRA-R-22-0004.

JUSTIFICATION:

Section 2, Goal 5, on page 10 of the 2018 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") lists the promotion and marketing of the community" as a stated redevelopment goal.

Section 2, Principles 6 and 14 at page 14 and 15 of the Plan list the promotion of “local cultural events, institutions, and businesses,” and “restoring a sense of community and unifying the area culturally” as stated redevelopment principles.

FUNDING:

\$287,000.00 allocated from SEOPW Tax Increment Fund, entitled “Other Grants and Aids” Account No. 10050.920101.883000.0000.00000.

FACT SHEET:

Company name: New Washington Heights Community Development Conference, Inc.

Address: 1600 N.W. 3rd Avenue, Miami, FL 33136 – 1810

Number of participants: 75 - 100

Funding request: \$287,000.00

Term: September 2023

Age range of participants: All ages

Scope of work or services (Summary): Open air market to encourage economic development and entrepreneurship within the Overtown community to make the area a tourist destination.

Item proven accomplishments (*if applicable*):

- Increase vendor participation within the Overtown Community during the Summer months of June, July and August.
- Increased live engagement activities within the Overtown Community to help assist with the tourism within the area.
- Exposure of the Overtown Community on Channel 10 local news.

Current SEOPW CRA projects that will benefit (*if applicable*):

1. EyeUrbanTV.com, LLC
2. Human Resource of Miami, Inc.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: **March 9, 2023**

CRA Section:

Brief description of CRA Agenda Item:

Authorizing the issuance of a grant, in an amount not to exceed \$287,000.00, to New Washington Heights Community Development Conference, Inc. to underwrite costs associated with the production and operation of "Folk Life Fridays" in the redevelopment area for 2023-2024.

Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$287,000.00</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:

Approved by:


James McQueen, Executive Director

1/23/2023


James McQueen, Executive Director

2/17/2023


James McQueen, Executive Director

3/3/2023

Approval:


Miguel A Valentin, Finance Officer

1/23/2023


Miguel A Valentin, Finance Officer

2/17/2023


Miguel A Valentin, Finance Officer

3/3/2023



Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13344

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM ACCOUNT CODE NO. 10050.920101.883000.0000.00000 TO NEW WASHINGTON HEIGHTS COMMUNITY DEVELOPMENT CONFERENCE, INC., A FLORIDA NOT FOR PROFIT CORPORATION, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED EIGHTY SEVEN THOUSAND DOLLARS AND ZERO CENTS (\$287,000.00) (“FUNDS”), TO ASSIST WITH THE “FOLK LIFE FRIDAYS” OPEN-AIR MARKET PROGRAM (“PROGRAM”) IN THE REDEVELOPMENT AREA FOR 2023 - 2024; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL NECESSARY DOCUMENTS, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL, FOR THE ALLOCATION OF GRANT FUNDS FOR THE PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2018 Updated Southeast Overtown/Park West Redevelopment Plan (the “Updated Plan”); and

WHEREAS, Section 2, Goal 5 on page 11 of the Updated Plan lists the “[p]romotion and marketing of the community” as a stated redevelopment goal; and

WHEREAS, Section 2, Principle 6 on page 15 of the Update Plan lists the promotion of “local cultural events, institutions, and businesses” as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 14 on page 16 of the Updated Plan also lists “restor[ing] a sense of community and unify[ing] the area culturally,” as a stated redevelopment principle; and

WHEREAS, New Washington Heights Community Development Conference Inc., a Florida not for profit corporation (“New Washington Heights”) has developed “Folk Life Fridays” as an open-air market to be held every first Friday of the month from 12:00 p.m. to 10:00 p.m. (“Program”); and

WHEREAS, the Program showcases various local vendors selling a variety of items such as arts and crafts, books, jewelry, clothing, and food on the 9th Street Pedestrian Mall in the Redevelopment Area; and

WHEREAS, since 2010 the Board of Commissioners (the “Board”), has adopted Resolution Nos. CRA-R-10-0017, CRA-R-11-0005, CRA-R-11-0016, CRA-R-12-0030, CRA-R-13-0010, CRA-R-14-0017, CRA-R-14-0072, CRA-R-15-0056, CRA-R-17-0003, CRA-R-18-0015, CRA-R-19-0007, CRA-R-20-0028, and CRA-R-22-0004 which has supported the Program; and

WHEREAS, the Board wishes to continue its support by allocating a grant, in the amount not to exceed Two Hundred Eight-Seven Thousand Dollars and Zero cents (\$287,000.00) (“Funds”) for the Program; and

WHEREAS, the Executive Director has made a written finding pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended (“City Code”), as adopted by the SEOPW CRA that competitive negotiation methods and procedures are not practicable or advantageous to the SEOPW CRA for the allocation of Funds for the Program and has recommended to the Board of Commissioners that the finding be adopted and that competitive bidding methods and procedures be waived;

WHEREAS, the Board of Commissioners finds that such a grant would further the aforementioned redevelopment goals and objectives;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5^{ths}) affirmative vote, after an advertised public hearing, the Executive Director’s recommendation, and written findings pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, approved, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Executive Director is hereby authorized to disperse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation from SEOPW CRA Tax Increment Fund, entitled “Other Grants and Aids,” Account Code No. 10050.920101.883000.0000.00000 to New Washington Heights for 2023 for the Program.

Section 4. The Executive Director is authorized to negotiate and execute an agreement, including any and all documents necessary, all-in forms acceptable to the General Counsel, for said purpose.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

~~Vincen T Brown, Staff Counsel~~ 2/17/2023

~~Vincen T Brown, Staff Counsel~~ 1/23/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
Members of the SEOPW CRA Board

Date: February 23, 2023

File:

Subject: 4/5ths Bid Waiver to waive the Executive Director's competitive negotiation procedures per City Code, authorizing the allocation of grants funds to New Washington Heights Community Development Conference, Inc. for an open-air market.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

This Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency of the City of Miami ("SEOPW CRA") by a four-fifths (4/5^{ths}) affirmative vote, after an advertised public hearing, ratifying, approving and confirming the executive director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the city of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of grant funds to New Washington Heights Community Development Conference, Inc. ("New Washington Heights") in an amount not to exceed \$287,000.00 ("Funds"), to assist with the production of "Folk Life Fridays" in the Redevelopment Area for 2023 - 2024.

New Washington Heights developed "Folk Life Fridays", a monthly open-air market that showcases various local vendors selling a variety of items, such as arts and crafts, books, jewelry, clothing, and food ("Folk Life Fridays"), on the 9th Street Pedestrian Mall. The event is held every first Fridays of the month from 12:00 p.m. to 10:00 p.m. New Washington Heights requests continued assistance in hosting this monthly community event.

Since 2010, the Board has supported New Washington Heights' operation of "Folk Life Fridays", by Resolution Nos. CRA-R-10-0017, CRA-R-11-0005, CRA-R-11-0016, CRA-R-12-0030, CRA-R-13-0010, CRA-R-14-0017, CRA-R-14-0072, CRA-R-15-0056, CRA-R-17-0003, CRA-R-18-0015, CRA-R-19-0007, CRA-R-20-0028, and CRA-R-22-0004.

RECOMMENDATION:

New Washington Heights Community Development Conference, Inc., is located within the redevelopment area and has a proven track record of promoting economic development throughout the redevelopment area. As a result, the Executive Director recommends approval of a bid waiver.

Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”)**NOTICE OF PUBLIC HEARING**

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider the award of grant funds to **New Washington Heights Community Development Conference, Inc.**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite a portion of the costs associated with **the production of “Folk Life Fridays” in the Redevelopment Area for 2023 - 2024.**

In accordance with the Board’s 2018 Redevelopment Plan (“Plan”) and Florida Statutes 163, the Board will consider the funding, in an amount not to exceed \$287,000.00 to underwrite the expenditures and costs associated with a monthly open-air market that showcases various local vendors selling a variety of items, such as arts and crafts, books, jewelry, clothing, and food, on the 9th Street Pedestrian Mall. This funding is critical, which is envisioned to promote, market, cultural and entertainment.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.



Todd B. Hannon
Clerk of the Board
Ad No.40245



New Washington Heights CDC Proposal

Overtown FolkLife Friday

March 2023- March 2024

Overview

New Washington Heights CDC is pleased to submit this proposal to the Southeast Overtown/Park West Community Redevelopment Agency. Funding is requested to support Overtown's FolkLife Fridays, a hidden jewel, the Overtown 9th street mall is home to FolkLife Friday, an open-air marketplace which serves as a hub of economic development activity within the Overtown community. Month on Friday of every month year-round, the marketplace is home to soul food, Hispanic and Caribbean food vendors, entrepreneurial retailers, renowned entertainers, local DJ's and a mix of residents, professionals and tourist enjoying good food, fun in Miami's sun and a blend of pop, R&B, and oldies but goodies.

Accomplishment

To date, this unique economic development project attracts Overtown residents, employs locals, entertains professionals, and even invites those who grew up in Overtown a chance to come back to the neighborhood to support the area and witness the SEOPW CRA transformative projects come to life. A socio-economic driver of progress, folklife Friday's help businesses meet their monthly revenue goals.

In addition, the festival provides the opportunity for broad-based community recognition, elected officials to meet and learn from residents, past attendees include the County and City Mayor, State representatives, Senators, School Board Members, and other elected and notable citizens.

Rationale


The Overtown 9th Street Mall was conceptualized by New Washington Heights CDC and community stakeholders in 1979 and was incorporated into the original SEOPW CRA redevelopment plan in 1981. It was put forth as an integral project to help rid the Overtown area of slum and blight and promote sustainable economic development activities in the area, the project has received investment by the SEOPW CRA over the last 10 years.

Objectives

- #1 Promote businesses within the Overtown Community
- #2 Market the Overtown community as a cultural heritage tourist destination

Scope Of Work

1




New Washington Heights CDC will conceptualize, develop, implement, and operate an open-air marketplace festival to occur within the boundaries of the Historic Overtown folk Life District, an area bounded by NW 5th St, NW 14th St, NW 3rd Ave. The goals of the project are to:

- Promote commerce
- Support local businesses within the Overtown community
- Diversity market and entertainment options for residents and surrounding communities
- Market the SEOPW Redevelopment Area as a cultural heritage tourist destination

Implementation Strategy

The execution strategy incorporates proven methodologies, extremely qualified personnel, and a highly responsive approach to managing deliverables. Following is a description of our project methods, including how the project will be developed, a proposed timeline of events, and reasons for why we suggest developing the project as described.

1. The event will occur Twice a Monthly on Friday January-December from 12:00pm - 10:00pm.
 2. A planned schedule of events will be prepared annually.
 3. The events operations will be accessible and for the enjoyment of the public.
 4. The event will actively engage businesses within and the Redevelopment Area to participate.
 5. The marketing strategies used will include community-based efforts, attending area meetings, speaking with area businesses, social media, and radio as needed.
 6. Efforts will be made to diversify participating vendor products, services, and pricing.
 7. Efforts will be made to attract vendors who will sell branded items that represent Historic Overtown.
- 

Festival Line-UP

Month	Description
January	MLK Birthday Celebration
February	Black history Month Celebration
March	Women's History Month Celebration
April	Gospel Explosion
May	Spring Celebration
June	Summertime Family Reunion
July	BBQ Cook-Off Competition
August	Overtown Business Expo
September	Back to School
October	Halloween Fun Zone
November	Giving Thanks
December	Soul basel

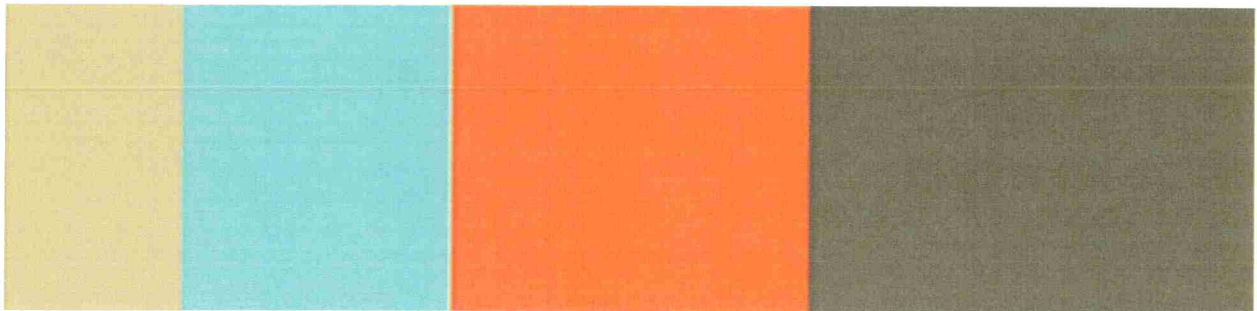


Deliverables

Key project dates are outlined below. Dates are best guess estimates and are subject to change until a contract is executed.

Description	Time frame	Duration
Submit Reimbursement/ Payment request	Monthly	Jan-Dec
Event Marketing	Weekly	Jan-Dec
Recruit and confirm. Vendors	Monthly	Jan-Dec
Recruit and confirm. Entertainment	Monthly	Jan-Dec

3



Budget

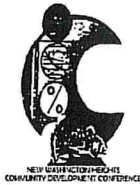
Budget Line-Item Description	PROPOSED BUDGET
Permits-special events	\$ 600
Insurance	\$ 3,000
Marketing / promotions/ public relations	\$45,900
Equipment rental/ stage	\$ 20,000
Economic Vendor's	\$ 50,000
Sanitation- clean up	\$ 8,000
Sanitation -portable restrooms	\$ 17,000
Equipment table/ chairs	\$ 15,000
Supplies and materials	\$ 20,000
Management /operation fees	\$ 45,000
Program Assistant	\$ 34,000
Staffing	\$ 18,000
Fire	\$ 5,000
Police	\$ 5,500
Total	\$ 287,000

Thank you for your Consideration,
JACKIE BELL
 Jackie Bell, Executive Director
 New Washington Heights CDC

Jackie Bell
 2/1/23

**attachment for Plan of Action for COVID-19 Center for
Disease Control Prevention.**





New Washington Heights CDC.

New Washington Heights Plan of Action for reopening post COVID-19.

New Washington Heights CDC will be following all City of Miami, Miami Dade County, CDC, and Florida Department of Health guidelines regarding following Social Distancing.

Plan of Action

- Meet with the planning team to discuss the emergency operations plan.
- Establish relationships with key community partners and stakeholders.
- Promote the daily practice of everyday preventive actions.
- Provide COVID-19 prevention supplies to event staff and participants.
- Space all Tents at least 6 Feet apart from each other.
- Have social distancing markings on the floor.
- Promote messages that discourage people who are sick from attending events.
- Identify a space that can be used to isolate staff or participants who may become ill at the event.
- Identify actions to take in the need to postpone or cancel events.
- Update and distribute timely and accurate emergency communication information.

Meet with the planning team

Emergency operations plans will be discussed and determined on how they may impact aspects of our events, such as personnel, security, services and activities, functions, and resources. We will work with the planning team to prepare for the key prevention strategies outlined in this guidance. A contingency plan will be developed that will address various scenarios which may be encountered during a COVID-19 outbreak.

Establish relationships with key community partners and stakeholders.

Form key relationships for events including the Florida Department of Health, community leaders, faith-based organizations, vendors, suppliers, hospitals, hotels, airlines, transportation companies, and law enforcement. Collaborate and coordinate with them on broader planning efforts. Contact the Florida Department of Health for a copy of their outbreak response and mitigation plan for the community. Participate in community-wide emergency preparedness activities.

Promote the daily practice of everyday preventive actions.

Use health messages and materials developed by the CDC or the Florida Department of Health to encourage event staff and participants to practice good personal health habits. Signs (physical and/or electronic) will be displayed throughout the event to provide frequent reminders to participants to engage in everyday preventive actions to help prevent the spread of COVID-19.

These include:

- Staying home when you are sick, except to get medical care.
- Cover your coughs and sneezes with a tissue, and then throw the tissue in the trash.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Clean frequently touched surfaces and objects daily.
- Handshakes and “high-fives” are often exchanged at meetings and sporting events and these can be ways in which COVID-19 can be transmitted from person to person. As a way of decreasing the social pressure to engage in these common behaviors, signs will be displayed (physical and/or electronic) that discourage these actions during the gathering.

Provide COVID-19 prevention supplies to event staff and participants.

- Prevention Supplies will be available for event staff and participants, such as hand sanitizing stations that contain at least 60% alcohol, tissues, trash baskets, disposable facemasks, and cleaners and disinfectants.
- Routinely clean and disinfect surfaces and objects that are frequently touched.

Consider alternatives for event staff and participants who are at increased risk for complications from COVID-19.

Currently, older adults and persons with severe underlying health conditions are at increased risk for severe illness and complications from COVID-19. Organizers will reassign duties for higher-risk staff to have minimal contact with other persons. People in higher-risk groups should consult with their healthcare provider about attending events.

Promote messages that discourage people who are sick from attending events.

This will include electronic messages sent to attendees prior to attending the event as well as messages requesting that people leave events if they begin to have symptoms of COVID-19, which include fever, cough, and shortness of breath. Attendees will be encouraged to seek medical advice promptly by calling ahead to a doctor’s office or emergency room to get guidance.

An area will be designated and can be used to isolate staff or participants who may become ill at the event.

A space will be designated for staff and participants who may become sick and cannot leave the event immediately. We will work with partners, such as local hospitals, to create a plan for treating staff and participants who do not live nearby. If any staff member or participant becomes sick at an event, they will be separated from others as soon as possible.

Event rescheduling.

We will work closely with local public health officials to assess local capacities in the area. During a COVID-19 outbreak, resource limitations among local healthcare systems and/or law enforcement can influence the decision to postpone or cancel your events. If possible, we will plan alternative ways for participants to enjoy the event.

Emergency communication information.

Everyone in our chain of communication will be identified and systems will be established for sharing information with them. Up-to-date contact information for everyone in the chain of communication will be maintained. Marketing platforms will be used to help disseminate information. Key community partners and stakeholders will be updated regularly.

Potential language, cultural, and disability barriers associated with communicating COVID-19 information to event staff and participants will be addressed.

Information will be shared and will easily be understood by everyone attending the events.

Follow-up after a COVID-19 Outbreak has ended

A COVID-19 outbreak could last for a long time. When public health officials determine that the outbreak has ended in our local community, we will work with them to identify criteria for scaling back COVID-19 prevention actions at your events. Base the criteria on slowing the outbreak in our local area.

- We will evaluate the effectiveness of our emergency operations and communication plans
- Gather feedback from event staff, participants (if possible), community partners, and stakeholders to improve plans. Identify any gaps in the plans and any needs you may have for additional resources.
- Look for ways to expand community partnerships. Identify agencies or partners needed to help prepare for infectious disease outbreaks in the future and try to add them to our planning team.


SEOPW Board of Commissioners Meeting
March 9, 2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM**

To: Board Chair Christine King and Members of the CRA Board Date: February 16, 2023 File: 13531

Subject: 4/5ths Bid Waiver Transition, Inc.,

Enclosures: File #13531 - Bid Waiver Memo
File #13531 - Notice to the Public
File #13531 - Backup

From:  James McQueen
Executive Director

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving and confirming the Executive Director’s recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the city of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of grant funds to Transition, Inc., (“Transition”), in an amount not to exceed \$292,060.00 (“Funds”), to underwrite costs associated with the management of the Adult Employment & Training Program from the period of March 2023 to September 2023, located at 1550 N.W. 3rd Avenue, Miami, FL 33136 (“Property”).

Transition, a non-profit corporation, was established over 48 years ago to assist former inmates and other under-served residents re-entering the community to overcome the obstacle of finding and maintaining gainful employment. Currently located in Overtown, Transition, Inc. has played a vital role in workforce readiness training, job placement, and transportation assistance. Each year, Transition has assisted in the job placement of more than 900 former inmates. Transition currently seeks assistance in the form of a grant for general operating support to continue providing its successful job training and placement services. It seeks to continue and expand its successful efforts in providing employment assistance to the residents of the Redevelopment Area.

JUSTIFICATION:

Section 2, Goals 4 and 6, at page 10 of the Southeast Overtown/Park West Community Redevelopment Plan (“Plan”) lists the “creati[on of] jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals.

Section 2, Principle 6, at page 14 of the Plan provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities.”

FUNDING:

\$292,060.00 allocated from SEOPW Tax Increment Fund, entitled “Other Grants and Aids” Account No. 10050.920101.883000.0000.00000.

FACT SHEET:

Company name: Transition, Inc.

Address: 1550 N.W. 3rd Avenue, Building C., Miami, Florida 33136

Number of participants: 200

Funding request: \$292,060.00

Term: March 2023 to September 2023

Stipend provided? N/A

Age range of participants: All adult aged individuals.

Scope of work or services (Summary):

1. Transition provides workforce readiness training, job training opportunities, career counseling and employment placement pre-release/post-release.
2. Completion of on-boarding application, conducting computerized interest profiler, Program Orientation/Workforce Readiness Training (Develop resume, Thank You Letter, Cover Letter, Mock Interview and Work Etiquette)
3. Participants meet weekly with a Placement Specialist, identifying and addressing employment barriers, and creating an individual.
4. Employment Plan including short-term and long-term goals.
5. Participants receive career counseling for two years.

Item proven accomplishments (if applicable):

- 200 employment placements were made.
- Services to over 4,000 Overtown residents
- 180 Boot camp re-entry participants
- 220 Mental Health Assessment

Current SEOPW CRA projects that will benefit (if applicable):

1. Suited for Success, Inc.
2. Human Resources of Miami Inc.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: March 9, 2023



CRA Section:

Brief description of CRA Agenda Item:


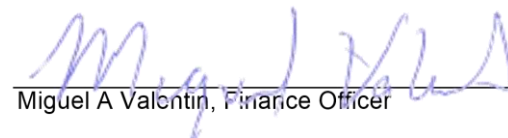
Authorizing the allocation of grant funds in an amount not to exceed \$292,060.00, to Transition, Inc, to assist with the Adult Employment and Training Program.

Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$292,060.00</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:
Approved by:

 _____ James McQueen, Executive Director 2/17/2023	 _____ James McQueen, Executive Director 3/3/2023
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Approval:

 _____ Miguel A Valentin, Finance Officer 2/16/2023	 _____ Miguel A Valentin, Finance Officer 3/3/2023
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Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13531

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”), BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO DISPERSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM ACCOUNT NO. 10050.920101.883000.0000.00000 IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY TWO THOUSAND AND SIXTY DOLLARS AND ZERO CENTS (\$292,060.00) (“FUNDS”) TO TRANSITION INC., A FLORIDA NOT FOR PROFIT CORPORATION (“TRANSITION”) FOR THE ADULT EMPLOYMENT & TRAINING PROGRAM (“PROGRAM”) FOR THE PERIOD OF MARCH 2023 TO SEPTEMBER 2023; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL NECESSARY DOCUMENTS, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL, WITH TRANSITION FOR THE ALLOCATION OF FUNDS FOR THE PROGRAM; PROVIDING FOR INCORPORATION OF RECITALS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its redevelopment area in accordance with the 2018 Southeast Overtown/Park West Redevelopment Plan (“Updated Plan”); and

WHEREAS, Section 2, Goals 4 and 6, at page 11 of the Updated Plan lists the “creation of jobs within the community” and “improving the quality of life for residents” as stated redevelopment goals; and

WHEREAS, Section 2, Principle 6, at page 15 of the Updated Plan provides that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities ...”; and

WHEREAS, Transition, Inc., a Florida not for profit corporation (“Transition”), was established over forty-eight (48) years ago to assist former inmates and other under-served residents re-entering the community to overcome the obstacle of finding and maintaining gainful employment; and

WHEREAS, over the years, Transition has helped in the job placement of more than nine hundred (900) former inmates; and

WHEREAS, Transition has played a vital role in workforce readiness training, job placement, and transportation assistance through its Adult Employment and Training Program (“Program”); and

WHEREAS, Transition currently seeks assistance with the Program in an effort to continue and expand its success in providing employment assistance to inmates, and underserved residents within the Redevelopment Area; and

WHEREAS, based on the recommendation and written findings of the Executive Director, it is in the best interest of the SEOPW CRA for the Board of Commissioners to authorize, by an affirmative four-fifths (4/5ths) vote, a waiver of competitive sealed bidding procedures pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended (“City Code”), as adopted by the SEOPW CRA, the issuance of grant funds in an amount not to exceed two hundred ninety-two thousand dollars and sixty and zero cents (\$292,060.00) (“Funds”); and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution will further the aforementioned redevelopment goals and objectives;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OR COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5th) affirmative vote, after an advertised public hearing, the Executive Director’s recommendation, and written findings pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Executive Director is hereby authorized to disperse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation from SEOPW CRA Tax Increment Fund, entitled “Other Grants and Aids,” Account Code No. 10050.920101.883000.0000.00000 to Transition for the Program.

Section 4. The Executive Director is authorized to negotiate and execute an agreement, including any and all documents necessary, all in forms acceptable to the General Counsel, for said purpose.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Vincen T Brown, Staff Counsel 2/17/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
and Members of the SEOPW CRA Board

Date: February 23, 2023

File:

Subject: 4/5ths Bid Waiver to waive the Executive Director's competitive negotiation procedures per City Code, authorizing the allocation of Grants funds to Transition Inc. for the Adult Employment & Training Program.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

This Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving and confirming the executive director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the city of Miami, Florida, as amended, as adopted by the cra; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the cra; authorizing the allocation of grant funds to Transition, Inc. ("Transition"), in an amount not to exceed \$292,060.00 ("Funds"), to underwrite costs associated with the operation and management of the Adult Employment & Training Program from the period of March 2023 to September 2023, located at 1550 NW 3rd Ave, Miami, FL 33136 ("Property").

Transition, Inc., a non-profit corporation, was established over 48 years ago to assist former inmates and other under-served residents re-entering the community to overcome the obstacle of finding and maintaining gainful employment. Currently located in Overtown, Transition, Inc. has played a vital role in workforce readiness training, job placement, and transportation assistance. Each year, Transition, Inc. has assisted in the job placement of more than 900 former inmates. Transition, Inc. currently seeks assistance in the form of a grant for general operating support to continue providing its successful job training and placement services. It seeks to continue and expand its successful efforts in providing employment assistance to the residents of the Redevelopment Area.

RECOMMENDATION:

Transition, Inc. is located within the redevelopment area and has a proven track record of assisting former inmates and other under-served residents re-entering the community to overcome the obstacle of finding and maintaining gainful employment throughout the redevelopment area. As a result, the Executive Director's recommends approval of a bid waiver.

Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”)**NOTICE OF PUBLIC HEARING**

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider the award of grant funds to **Transition, Inc.**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite costs associated with the management of the Adult Employment and Training Program from the period of March 2023 to September 2023, located at 1550 N.W. 3rd Avenue, Miami, FL 33136.

In accordance with the Board’s 2018 Redevelopment Plan (“Plan”) and Florida Statutes 163, the Board will consider the funding, in an amount not to exceed \$382,900.00, to underwrite costs associated with Adult Employment and Training Program to assist former inmates and other under-served residents re-entering the community to overcome the obstacle of finding and maintaining gainful employment. This funding is critical, which is envisioned to improve the quality of life for residents and to reduce slum and blight.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, February 23, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.



Todd B, Hannon
Clerk of the Board
Ad No.40246

2023 FEB 10 10:20 AM



2/1/2023

Transition's

Adult Reentry Employment &
Training Program

Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)



February 1, 2023

James McQueen, Executive Director
 Southeast Overtown/Park West
 Community Redevelopment Agency
 819 N.W. 2nd Avenue, 3rd Floor
 Miami, Florida 33136

Dear Mr. McQueen,

Transition, a nonprofit 501(c)(3) organization located in the heart of Overtown, mission is to assist under-served residents of Miami Dade County in becoming gainfully employed. Transition provides clients with workforce readiness training, career exploration, job placements, occupational skills training and pro-active coaching.

Transition targets its efforts towards assisting youthful offenders, returning residents, homeless, disabled persons, veterans and low-income individuals as well as others facing various employment barriers in the Overtown community. It is the agency's goal to remain pro-actively engaged with clients and to ensure they succeed in satisfying job performance standards as well as adopting additional life skills to remain financially stable and personally self-sufficient.

In the Fall of 2019, Transition received financial support from the Southeast Overtown/Park West C.R.A. which allowed us to continue offering reentry services to the Overtown community. Much-needed job development and training, referrals and placement services were provided. That year over 200 employment placements were made! However, our greatest work and impact was yet to come! During the Spring of 2020 our world shut down due to the COVID-19 pandemic. Thanks to the support of the Southeast Overtown/Park West C.R.A., we were prepared to help our community! As a Community Partner of the Department of Children and Families, Transition assisted hundreds of residents apply for food stamps and unemployment. While most non-profits closed their doors for months—ours remained opened, closing for only 10 weeks! As “front-line” workers we partnered with Community Partners and distributed boxes of food and hot meals from our office to Overtown residents. During these difficult and dark days, Transition assisted over 253 participants become employed. We could not have done this without the support of the Southeast Overtown/Park West C.R.A. Each year Transition provides services to over 4,000 residents. Overtown residents depend and rely on our services each day and we are honored to provide them!

Recently, Transition has partnered with Empowerment Zone Reentry Initiative (EZRI) to expand existing employment services by engaging pre-release and post-release participants with holistic

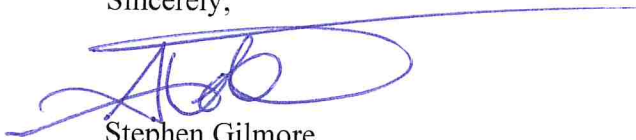
case management and psychosocial support. In addition, Transition partners with Miami Dade College to provide free Digital Education classes to Overtown residents and thanks to the Southeast Overtown/Park West C.R.A. and Miami Dade College we offer Certification in Construction Trades Program. Community Partners, Three Hundred Letters, Inc. help therapeutic support and childcare services to participants who qualify, and the Florida Rights Restoration Coalition (FRRC) help reduce prison fees incurred by participants to restore their voting rights. For over 15 years, Transition has partnered with Miami-Dade County Department of Corrections and Rehabilitation to provide Workforce Readiness Training for their Boot Camp Re-entry Program. Transition has almost 50 years of experience in positively impacting the lives of Miami-Dade residents.

We kindly request the Southeast Overtown/Park West C.R.A. to provide a grant in the amount of \$292,060 to support our “**Adult Employment & Training Program.**” This grant that will assist our efforts to reduce recidivism and empower Overtown residents.

Immediately below is our proposed budget supporting our request. What follows that is a description of our programs, curriculum, programmatic statistics, brochure, and pictures.

We stand ready to answer any further questions. We look forward to hearing from you soon.

Sincerely,



Stephen Gilmore
Executive Director

PROGRAM BUDGET		
Annual Budget		
<u>Salaries Staff</u>		
Executive Director		\$65,38
Lead Placement Specialist		\$33,07
Placement Specialist		\$27,20
Bookkeeper		\$20,00
Program Specialist/Front Desk		\$24,61
Peer Specialist		\$24,61
Total Staff Salaries		\$194,89
<u>Benefits/Contributions</u>		
Fringe		\$24,67
Sub-Total		\$24,67
<u>Non-Salary</u>		
Telephone and network		\$5,22
Office Supplies		\$6,00
Postage		\$75
Equipment Rental: Copier		\$6,52
General Liability Insurance		\$6,75
Paychex		\$3,75
Sub-Total		\$28,99
<u>Programming</u>		
Forklift Classes		\$6,00
Training (O.S.H.A.)		\$4,500
GED classes		\$5,250
Security Guard License (Class D)		\$4,500
Program Supplies		\$4,500
CDL		\$18,750
Total Programming		\$43,500
Total		292,06

Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)

Transition

Changing Lives... One Job at a Time!
Leaders in Assisting Previously Incarcerated People



Transition, Inc. has a history of providing job development, training, referrals, and placement services in South Florida to previously incarcerated people as well as non-offenders. We take pride in delivering comprehensive programs that positively impact our communities.

While Transition has a long-term proven success with our core mission of helping previously incarcerated people find and maintain meaningful, gainful employment, we have expanded beyond by providing “wrap-around” services, including GED preparation, transportation assistance, food stamps, and almost everything else short of housing. It is our experience that the participants we serve, and the other under-served communities we have come to serve, including troubled/disassociated youth, homeless persons, and veterans, have distinct, additional needs that must be filled for them to be able to undertake a meaningful opportunity for employment. Our clients do not have the time or bandwidth to make multiple appointments with different agencies to obtain other support.

We have found that when we refer people out for these services, the perception (and the reality) is we are not truly assisting them but, instead, sending them to a sea of red-tape, bureaucracy, and time and logistics sinks. On the other hand, when we have developed a positive rapport with our

clients (we have a knack for this), and then provide the range of assistance needed in a “one stop” format, we have the best opportunity to effectuate our core mission: helping them get and maintain employment.

Transition will provide the following services to the residents of Overtown:

Workforce Readiness and Employability Skills Workshops

Workforce readiness is a necessary component in searching for employment. In today’s competitive economy, it is critically important that job seekers know how to explore career options, research job opportunities and apply for jobs; know how to communicate their skills and competencies; know how to present themselves in the very best light during a job interview; know how to prepare business documents including a resume, cover letter and thank you letter; know how to obtain required documentation for work authorization; and know how to listen attentively, follow instructions, and complete work assignments to distinguish themselves with supervisors and associates.

Our Placement Specialists help participants increase their likelihood of employment by engaging participants. Through discussion and practice, participants will become acquainted with these and other workforce readiness concepts such as completing the onboarding process, satisfying job performance standards, and managing personal finances. They will also learn how to prepare a resume, cover letter, and thank you letter, conduct job searches, complete online job applications and participate in a mock job interview during class.



Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)

Career Exploration and Job Placement

Participants are assigned a Placement Specialist who works with them to explore career options, review their resumes, contact corporate employers, and schedule job interviews. The Placement Specialist then determines whether additional occupational skills training is necessary should a client wish to pursue employment opportunities in, for instance, the construction, logistics, IT, security, or health care industries. Prior to the interview, the participants will undergo a mock interview with his/her Placement Specialist to practice and tailor responses to the job he/she is pursuing. Participants are expected to meet regularly with their Placement Specialist until they secure employment.

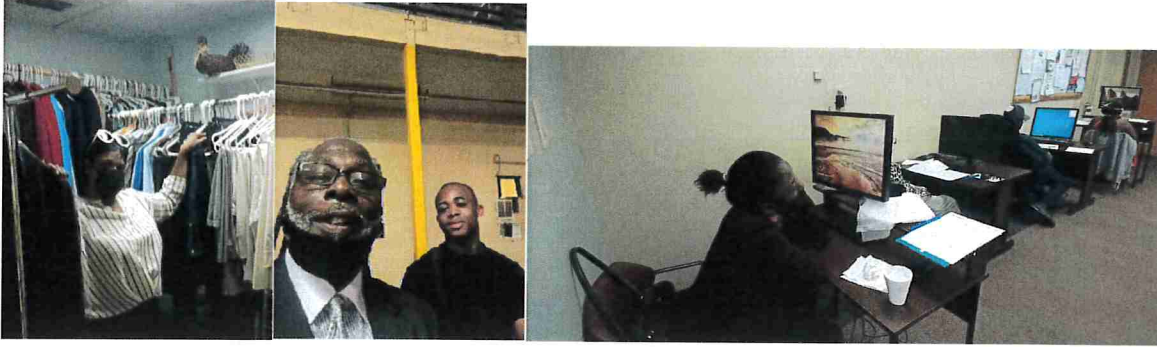


Proactive Coaching and Wrap-Around Services

Our Life Coach will maintain contact with participants from the point of recruitment through job placement and beyond. Staff work with clients to determine and provide critical wrap-around services and support to successfully secure and sustain employment, career advancement, and self-sustainability.

If participants encounter barriers or challenges, they have ready access to key staff for mentoring and/or life coach assistance.

Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)



Transition

Changing Lives... One Job at a Time!

Our Process

Participants' on-boarding will consist of completing digital program application and career assessment. Transition primarily uses the My Next Move Career Assessment. My Next Move is designed to help participants understand how a variety of personal attributes (i.e., data values, preferences, motivations, aptitudes, and skills) impact their potential success, satisfaction with different career options and work environments.

After each participant completes their application and career assessment, they will receive instruction in an orientation session prior to meeting their assigned Placement Specialist. The orientation will provide the history of the organization, a review of our programs and services, organization policies/rules and a breakdown of the requirements for participating in the Workforce Readiness Training Program.

Following orientation, each participant will be scheduled for a one-on-one meeting with their Placement Specialist. During this meeting an Initial Assessment (IA) will be completed. The Initial Assessment will offer insight into the employment barriers of each participant (i.e., lack of transportation, valid I-9 documents). In addition, Initial Assessment will shed light into other areas outside of employment that may require much-needed wrap-around services. The Placement Specialist and participant will also begin work on their Individualized Employment Plan (IEP). The IEP is jointly developed by the participant and the Placement Specialist and identifies the participant's employment goals, determines the combination of services needed for the participant to reach employment goals, and is one of the most effective ways to serve individuals with barriers to employment and to coordinate services. Short term and long employment goals including potential educational and job training opportunities serves as benchmarks on the IEP.

Each participant will meet for approximately 4 weeks, twice a week for Workforce Readiness Training Class and once a week for individual meetings with their Placement Specialist. The Workforce Readiness Training Program provides an opportunity for participants to learn how to create a cover letter; thank you letter and resume. In addition, activities such as mock interviews,

work etiquette and everyday job skills are covered during the course. A Financial Literacy component has been added to our program. The goal of this program is to help participants to develop a stronger understanding of basic financial concepts - that way, they can handle their money better.

Following the completion of the Workforce Readiness Training Program participants will begin receiving job referrals and job placement opportunities. Our staff will remain proactively engaged with participants to ensure they succeed in satisfying job performance standards as well as adopting additional life skills to remain financially stable and personally self-sufficient. Transition staff will perform 30-day, 60-day and 90-day follow-ups with participants to track their success or provide additional support. Furthermore, during the client's initial visit they met with the Empowerment Zone Reentry Initiative (EZRI) as part of our "One Umbrella Case Management" program. During this first meeting with a Social Worker, participants talk about additional wrap-around services that they made need outside of employment and job training. If a participant needs therapy or counseling sessions during the "initial assessment," EZRI will schedule follow-up appointments.

SERVICES PROVIDED

- Job Training and Job Placement
- Mental Health Counseling * Case Management * Transportation Assistance
- Mentor * Job Coaches * Work Clothing and Tools
- Obtain Identification Documents * Family Counseling * Advocacy
- Home Visits * Occupational Classroom Training

IMPACT REPORT

<u>Gender</u>		Median	37.6
Female (ages 18 – 88)	33%	Range	18-88
Male (ages 18 – 88)	62%	<u>Racial Identity</u>	
Other (ages 18 – 88)	5%	Black/African American	62%
<u>Annual Income</u>		Caucasian	14%
Mean	\$16,080	Bi-racial	6%
Median	\$15,480	Other	18%
<u>Age</u>		<u>Ethnicity</u>	
Mean	39.8	Hispanic	36%
		Non-Hispanic	61%
		Other	2%

Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)

BY THE NUMBERS

(10/1/2021 – 12/31/ 2022)

BOOT CAMP REENTRY PARTICIPANTS 180

*PARTICIPANTS IN MIAMI DADE CORRECTIONS AND REHABILITATION PROGRAM RECEIVING WORKFORCE READINESS TRAINING

ADULT REENTRY PARTICIPANTS 428

*PREVIOUSLY INCARCERATED ADULTS AND NON-OFFENDERS

JUSTICE INVOLVED PARTICIPANTS 390

*PREVIOUSLY INCARCERATED ADULTS 18 AND OVER

WORKFORCE READINESS PARTICIPANTS 401

*PARTICIPANTS RECEIVE INSTRUCTION IN WORK ETIQUETTE, RESUME DEVELOPMENT, COVER LETTER, AND THANK YOU LETTER

INDIVIDUAL EMPLOYMENT/REENTRY PLANS 479

*LONG TERM AND SHORT-TERM GOALS ARE ESTABLISHED FOR EMPLOYMENT, EDUCATION AND JOB TRAINING

OBTAINED EMPLOYMENT 336

*PARTICIPANTS GETTING HIRED

JOB TRAINING & EDUCATION OPPORTUNITIES 185

*PARTICIPANTS RECEIVE CERTIFICATION IN OSHA, FOOD HANDLERS, SECURITY GUARD, FORKLIFT AND GED

MENTAL HEALTH ASSESSMENT 220

*AN ASSESSMENT TO IDENTIFY NEEDED WRAP-AROUND SERVICES

CASE MANAGEMENT SERVICES/REFERRALS 364

* FACILITATES THE ACHIEVEMENT OF CLIENT WELLNESS AND AUTONOMY THROUGH ADVOCACY, ASSESSMENT, PLANNING, COMMUNICATION, EDUCATION, RESOURCE MANAGEMENT, AND SERVICE FACILITATION

COUNSELING SESSIONS 207

* PROFESSIONAL COUNSELORS HELP CLIENTS IDENTIFY GOALS AND POTENTIAL SOLUTIONS TO PROBLEMS WHICH CAUSE EMOTIONAL TURMOIL; SEEK TO IMPROVE COMMUNICATION AND COPING SKILLS; STRENGTHEN SELF-ESTEEM; AND PROMOTE BEHAVIOR CHANGE AND OPTIMAL MENTAL HEALTH.

Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)

EVENT MEDIA

FRUSTRATED IN YOUR PERSONAL RELATIONSHIPS? PROBLEMS AT WORK TOO DIFFICULT TO HANDLE?

JOIN OUR GROUP!
LEARN TO MANAGE YOUR ANGER, COPE WITH YOUR FEELINGS AND COMMUNICATE MORE EFFECTIVELY!

Do something great for yourself! Start the New Year right!

WHERE?
TRANSITION
1550 NW 3RD AVE, BUILDING C, MIAMI, FL 33136
WEEKLY SESSIONS BEGINNING WITH JANUARY 10, 2022
FOR MORE INFORMATION, PLEASE CONTACT: 305-571-2001

Transition, Inc.
The Florida Department of Motor Vehicles (DMV) will be at Transition for IDs and Driver Licenses services!
1550 NW 3rd Ave. **FLHSMV** **TRANSITION**
Building C.
Miami, FL 33136 Pin the date! July 6th, 2022
For more info call
TEL: 305-571-2001

SAVE THE DATES!

DDAA and the Florida Nurses Foundation presents
An Unleash of Hope Conference
Opportunities to Practice, Grow and Inspire
A Life Changing and Inspiring Forum & networking
Platform for our Past, Present & Future!

JANUARY 23 & 24, 2022
MIAMI DADA COLLEGE - HOLLAND CAMPUS
300 NE 120th AVENUE
MIAMI, FLORIDA 33132

FREE OVERTOWN VOTER REGISTRATION & EDUCATION CLINIC

Free. Available
At: Great North Building, 2nd Floor, North Station
On 14th Street, from 9am-5pm.

SPONSORS:
FLORIDA DEPARTMENT OF MOTOR VEHICLES
FLORIDA SECRETARY OF STATE
FLORIDA STATE UNIVERSITY
FLORIDA STATE UNIVERSITY
FLORIDA STATE UNIVERSITY

BUILD MORE THAN A JOB. BUILD A LIFE.

Correctional Transition Academy
APPLICATION ACCEPTED THROUGH FL DMV
CORRECTIONAL TRANSITION ACADEMY
1550 NW 3RD AVE, BUILDING C, MIAMI, FL 33136
LEARN HOW TO BE A BETTER AND BETTER
EMPLOYEE

AVANCE SUICIDE RISK \$15.00 PER HOUR

TRANSITION

TRANSITION'S FINANCIAL LITERACY WORKSHOP

FREE AND OPEN TO THE PUBLIC

BY THE END OF THE WORKSHOP YOU WILL BE ABLE TO UNDERSTAND
BUDGETING, CREDIT, SAVINGS AND MORE!

EVERY 2ND THURSDAY OF THE MONTH 10AM - 12:00PM

TRANSITION
1550 NW 3RD AVENUE
MIAMI, FL 33136

TO HELP OR FOR MORE INFORMATION PLEASE CALL 305-571-2001

CHASE | BILLY | BIRDA | INSC

CONSTRUCTION SKILLS TRAINING IN OVERTOWN!

TRANSITION AND MIAMI DADA COLLEGE OFFERS CERTIFICATION IN CONSTRUCTION TRADES PROGRAM

FREE OF CHARGE!

Get Hands-On Experience in our State of the Art Laboratory! Sessions offered at Transition and the Miami Dade College - North Campus!

PHOTOGRAPHY & VIDEO TRAINING
COURSE INCLUDES:
PHOTOGRAPHY AND VIDEO TRAINING
COURSE INCLUDES:
PHOTOGRAPHY & VIDEO TRAINING

Don't Delay! Space is Limited! CLASSES BEGIN JANUARY 2022!

To register or for more information, call: (305) 571-2001

TRANSITION

Interested in updating your computer skills or learning a new program?

Free Computer Training Class

Learn: Introduction to computers, updating and downloading, programs and files, Microsoft Office (Word, Excel, Power Point)

For more information please Transition at 305-571-2001

Classes Begin January 11, 2022

Tuesday and Thursdays
9am - 12pm
1550 NW 3RD AVE, MIAMI, FL 33136


COMCAST FOUNDATION

Attachment: File #13531 - Backup (13531 : 4/5ths Bid Waiver Transition, Inc.,)

SEOPW Board of Commissioners Meeting
March 9, 2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM**

To: Board Chair Christine King and Members of the CRA Board Date: March 3, 2023 File: 13610



From: James McQueen Subject: 4/5ths Bid Waiver 241 NW 17th Street, LLC.
Executive Director Enclosures: File # 13610 - Bid Waiver Memo
File # 13610 - Notice to the Public
File # 13610 - Backup

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5^{ths}) affirmative vote after an advertised public hearing, ratifying, approving, and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of funds to 241 NW 17th Street, LLC, a Florida limited liability Company, in an amount not to exceed Four Hundred and Twenty Five Thousand Three Hundred and Two Dollars and Twenty Cents (\$425,302.20) ("Funds") for additional costs associated with the renovation and rehabilitation ("Purpose") of Sir John Guest House located at 241 N.W. 17th Street, Miami, Florida 33136 ("Property").

In 2020, the SEOPW CRA Board of Commissioners approved resolution CRA-R-20-0008 authorizing the issuance of funds in the amount of \$400,000.00 to rehabilitate Sir John Guest House, a two-story residential building consisting of 23 single rooms and five (5) shared bathrooms. As an all-inclusive "flat-rate" housing building, Sir John Guest House will allow low-income residents to enjoy affordable, secure, safe, clean, and private housing in Historic Overtown.

Since the initial allocation of funds was approved, a required 40-year certification was conducted in August of 2021 that revealed significant structural issues placing the building in the jurisdiction of the Unsafe Structures Board and other required work items that were not part of the original scope of work and related funds requests. In addition, the Coronavirus disease ("COVID-19") pandemic has resulted in a significant increase in the cost and availability of materials and the cost of labor. Due to these issues, additional funding will be required to complete the purpose of the Property.

On January 30, 2023, the Property permit was approved, as a result, to comply with the Unsafe Structures Board, the Purpose of the Sir John Guest House must be completed by August 28, 2023.

JUSTIFICATION:

Section 2, Goals 4 and 6, of the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”) lists the "creating infill housing, diversity in housing types, and retaining affordable housing" as a stated redevelopment goal.

Florida Statutes, Section 163.335(6) of the Community Redevelopment Act found and declared that there exists " ... a severe shortage of housing affordable to residents of low or moderate income, including the elderly ... [and] such condition[s] affect the health, safety and welfare of the residents ... and retards their growth and economic and social development ".

Section 2, Principle 2 of the Plan also provides that the "neighborhood has to retain access to affordable housing even as the neighborhood becomes more desirable to households with greater means" as a stated redevelopment principle.

Section 2, Principle 3 of the Plan further provides that "there must be variety in housing options" as a stated redevelopment principle.

FUNDING:

\$425,302.20 to be derived from the SEOPW Tax Increment Fund, entitled “Other Grants and Aids,” Account Code No. 10050.920101.883000.0000.00000.

FACT SHEET

Company name: 241 NW 17th Street, LLC

Address: 241 N.W. 17th Street, Miami, FL 33136

Funding total: \$425,302.20

Scope of work: Additional costs towards the renovation and rehabilitation of Sir John Guest House project.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: **March 9, 2023**

CRA Section:

Brief description of CRA Agenda Item:

Authorizing a grant to 241 NW 17th Street, LLC in an amount not to exceed \$425,302.20 for additional costs associated with the renovation and rehabilitation.

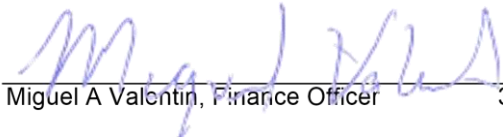
Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$425,302.20</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:
Approved by:



 James McQueen, Executive Director 3/3/2023

Approval:



 Miguel A Valentin, Finance Officer 3/3/2023



Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13610

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”) BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, IN A FORM ACCEPTABLE TO THE GENERAL COUNSEL, WITH SUPPORTING DOCUMENTS FOR THE ALLOCATION OF FUNDS TO 241 NW17TH STREET, LLC, A FLORIDA LIMITED LIABILITY COMPANY IN AN AMOUNT NOT TO EXCEED FOUR HUNDRED AND TWENTY FIVE THOUSAND THREE HUNDRED AND TWO DOLLARS AND TWENTY CENTS (\$425,302.20) (“FUNDS”) FOR ADDITIONAL COSTS ASSOCIATED WITH THE RENOVATION AND REHABILITATION OF THE PROPERTY LOCATED AT 241 N.W. 17TH STREET, MIAMI, FLORIDA 33136 (“PROPERTY”); FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR SAID PURPOSE AND TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION, ALL SUBJECT TO THE AVAILABILITY OF FUNDS; FUNDS TO BE ALLOCATED FROM THE SEOPW CRA TAX INCREMENT FUND, “OTHER GRANTS AND AIDS,” ACCOUNT CODE NO. 10050.920101.883000.0000.00000 AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its redevelopment area in accordance with the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”); and

WHEREAS, Section 2, Goals 4 and 6, of the SEOPW CRA Plan lists the "creating infill housing, diversity in housing types, and retaining affordable housing" as a stated redevelopment goal; and

WHEREAS, Florida Statutes, Section 163.335(6) of the Community Redevelopment Act found and declared that there exists " ... a severe shortage of housing affordable to residents of low or moderate

income, including the elderly ... and such conditions affect the health, safety and welfare of the residents ... and retards their growth and economic and social development "; and

WHEREAS, Section 2, Principle 2 of the Plan also provides that the "neighborhood has to retain access to affordable housing even as the neighborhood becomes more desirable to households with greater means" as a stated redevelopment principle; and

WHEREAS, Section 2, Principle 3 of the Plan further provides that "there must be variety in housing options" as a stated redevelopment principle; and

WHEREAS, 241 NW 17th Street, LLC ("Owner"), is the owner of the Sir John Guest House located at 241 N.W. 17th Street, Miami, Florida 33136 ("Property"); and

WHEREAS, in 2020, the SEOPW CRA Board of Commissioners approved resolution CRA-R-20-0008 authorizing the issuance of a grant in the amount of Four Hundred and Twenty Five Thousand Three Hundred and Two Dollars and Twenty Cents (\$425,302.20) for the rehabilitation of the Property; and

WHEREAS, the construction project for the Property requires additional funding for completion due to additional scope of work items relating to structural and other issues as part of the required 40-year recertification process in addition to an increase in material and labor costs ("Purpose") stemming from the Covid-19 pandemic; and

WHEREAS, the Owner has requested additional funds to complete the project; and

WHEREAS, based on the recommendation and finding of the Executive Director, it is in the SEOPW CRA's best interest for the Board of Commissioners to authorize, by an affirmative four-fifths (4/5ths) vote, a waiver of competitive sealed bidding procedures pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended ("City Code"), as adopted by the SEOPW CRA, the issuance of funds to the Owner, in an amount not to exceed Four Hundred and Twenty Five Thousand Three Hundred and Two Dollars and Twenty Cents (\$425,302.20) ("Funds") for the Property; and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution would further the aforementioned redevelopment goals and objectives;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, the Executive Director's recommendation, and written finding pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Executive Director is hereby authorized to negotiate and execute an agreement, in a form acceptable to the General Counsel, and to disperse the Funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation from the SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No.

10050.920101.883000.0000.00000, subject to the availability of funds to the Owner for the renovation and rehabilitation of the Property.

Section 4. The Executive Director is hereby authorized to execute all documents necessary, all in forms acceptable to the General Counsel for said Purpose.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:


Vincen T. Brown, Staff Counsel 3/3/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
and Members of the SEOPW CRA Board

Date: March 9, 2023

File:

Subject: 4/5ths Bid Waiver 241 NW 17th Street, LLC.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5ths) affirmative vote after an advertised public hearing, ratifying, approving, and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of funds to 241 NW 17th Street, LLC, a Florida limited liability Company, in an amount not to exceed Four Hundred and Twenty Five Thousand Three Hundred and Two Dollars and Twenty Cents (\$425,302.20) ("Funds") for additional costs associated with the renovation and rehabilitation ("Purpose") of Sir John Guest House located at 241 N.W. 17th Street, Miami, Florida 33136 ("Property").

In 2020, the SEOPW CRA Board of Commissioners approved resolution CRA-R-20-0008 authorizing the issuance of funds in the amount of \$400,000.00 to rehabilitate Sir John Guest House, a two-story residential building consisting of 23 single rooms and five (5) shared bathrooms. As an all-inclusive "flat-rate" housing building, Sir John Guest House will allow low-income residents to enjoy affordable, secure, safe, clean, and private housing in Historic Overtown.

Since the initial allocation of funds was approved, a required 40-year certification was conducted in August of 2021 that revealed significant structural issues placing the building in the jurisdiction of the Unsafe Structures Board and other required work items that were not part of the original scope of work and related funds requests. In addition, the Coronavirus disease ("COVID-19") pandemic has resulted in a significant increase in the cost and availability of materials and the cost of labor. Due to these issues, additional funding will be required to complete the purpose of the Property.

On January 30, 2023, the Property permit was approved, as a result, to comply with the Unsafe Structures Board, the Purpose of the Sir John Guest House must be completed by August 28, 2023.

RECOMMENDATION:

The SEOPW CRA recommends 241 NW 17th Street, LLC, to provide affordable, flat-rate housing to low-income individuals. As a result, the Executive Director recommends approval of a bid waiver.

Attachment: File # 13610 - Bid Waiver Memo (13610 : 4/5ths Bid Waiver 241 NW 17th Street, LLC.)

Christine Forde-King
Board Chair



James McQueen
Executive Director

Southeast Overtown/Park West Community Redevelopment Agency

NOTICE OF PUBLIC HEARING

The Board of Commissioners ("Board") of the Southeast Overtown/ Park West Community Redevelopment Agency ("SEOPW CRA") will hold a Public Hearing on Thursday, March 9, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider the award of grant funds to **241 N.W. 17th Street, LLC**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite additional costs associated with the renovation and rehabilitation of Sir John Guest House located at 241 N.W. 17th Street, Miami, Florida 33136.

In accordance with the SEOPW CRA 2018 Redevelopment Plan Update ("Plan") and Florida Statutes 163, the Board will consider funding, in an amount not to exceed \$425,302.20 ("Funds") which is envisioned to reduce slum and blight.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended ("Code"). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, March 9, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.

(SEOPW CRA Seal)
Ad No.

Todd B. Hannon
Clerk of the Board

Attachment: File # 13610 - Notice to the Public (13610 : 4/5ths Bid Waiver 241 NW 17th Street, LLC.)

**Sir John Guest House - 241 NW 17th ST - Rehabilitation
Estimated Project Cost**

Original 2020 Grant Amount	\$400,000
Expended Amount for Completed Work	\$32,470
Remaining Available Funds	\$367,530

Construction Proposal-rehab w/ responsible wages	\$920,466
Permit fees (master, sub-permits, & 40 year)	\$0 (Included in proposal)
Insurance and Bonds	\$0 (included in proposal)
Total Cost for Remaining & New Work	\$920,466
Remaining Available Funds	\$367,530
Additional Funds Required	\$552,936

Requested Grant Amount \$550,000

Changes in current grant request/proposal compared to original grant:

- 1. Original grant construction proposal was obtained prior to any plans being completed.
- 2. Since original grant a 40 year recertification for building was triggered. Engineer's report indicated additional scope items must be included in project including addressing structural issues (sagging floors, corroded steel stairs, and electrical upgrades).
- 3. The current/new construction proposal is based on completed and permitted detailed plans.
- 4. The current/new construction proposal includes responsible wages per grant agreement (increase of \$73,200 over previous proposal which did not have responsible wages).
- 5. Permit fees originally estimated were much lower than actual fees (increase of \$37,500).
- 6. Inflation since original proposal contributed to increased cost - original proposal was prior to Covid pandemic.

Attachment: File # 13610 - Backup (13610 : 4/5ths Bid Waiver 241 NW 17th Street, LLC.)

2/17/2023

Mr. McQueen,

I am writing to request a grant of \$550,000 to complete the affordable housing project located at 241 NW 17 Street Miami, FL 33136 ("Sir John").

Sir John is a two-story residential building consisting of 23 single rooms and 5 shared bathrooms. It is an ideal residence for members of the community to enjoy affordable, secure, safe, clean, and private housing in Historic Overtown. Historically, guest houses, or rooming houses, have been a large part of the fiber of historically African-American communities, first-generation immigrant communities, and many other communities in the City of Miami. As an all-inclusive "flat-rate" housing building, Sir John allows low-income residents to enjoy the housing environment they deserve. Residents of Sir John can save money without the worries of unpredictable utilities thus allowing them to financially prepare for transitioning from a room, with shared bath, to a full housing setting such as an apartment or home. Sir John creates an ideal opportunity for residents transitioning, either out of homelessness or an involuntary downscale, to avoid homelessness by creating a below-market housing option.

Since my initial grant request in April of 2020, a required 40-year certification was conducted in August of 2021 that revealed structural issues (which put the building in the jurisdiction of the Unsafe Structures Board) and other issues that were not part of the original scope of work and related grant request. In addition, the pandemic, inflation, the cost of materials, and the cost of labor has materially increased since my initial grant request. Overall, all of the foregoing factors have increased the project cost. Please note that construction will be a very basic retrofit to a 1941 building in order to refresh the interior and exterior, reinforce the structure, and bring the building up to code where required.

With respect to the construction status of the project, my plans were submitted in August 2022 with the permits approved on 1/30/23. As this building is currently under an order of the Unsafe Structures Board, all permits must be closed by 8/28/2023.

Thank you for your consideration.

Sincerely,

Amani Kancey

241 NW 17 Street LLC

Attachment: File # 13610 - Backup (13610 : 4/5ths Bid Waiver 241 NW 17th Street, LLC.)

IGWT Construction, Inc.
 5931 NW 173rd Drive Suite # 1
 Hialeah, FL 33015
 License No. CGC062699



Tel.786.518.2394 Fax.786.518.2465
 info@igwtconstructioninc.us
 www.igwtconstructioninc.us

2/17/2023

Proposal

PROPOSAL SUBMITTED TO:

**241 NW 17th Street LLC
 241 NW 17th St
 Miami, FL 33136**

WORK TO BE PERFORMED AT:

**Sir John Guest House
 241 NW 17th St
 Miami, FL 33136**

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

Scope of Work	Unit Price	Quant	Total	
Sitework and Complete Interior Retrofit				
	Resp. Wage Increase			L (Thous)
General Conditions	\$ 2,500.00	6	\$ 15,000.00	
Permitting	\$ 45,000.00	1	\$ 45,000.00	
Project Manager	\$ 20,000.00	1	\$ 20,000.00	
Demolition (Flooring; Walls; Ceilings)	\$ 4,500.00	\$ 22,000.00	1.5	\$ 33,000.00 18
Sitework (Water & Sewer; Fill & Grade; Paving & Striping; Sod)	\$ 2,000.00	\$ 67,500.00	1	\$ 67,500.00 8
Reinforce Floor Joists; Wall & Ceiling Framing	\$ 2,500.00	\$ 18,500.00	1	\$ 18,500.00 10
HVAC	\$ 5,000.00	\$ 3,000.00	22	\$ 55,000.00 20
Electric	\$ 6,000.00	\$ 42,000.00	1	\$ 42,000.00 24
Plumbing	\$ 5,000.00	\$ 38,000.00	1	\$ 38,000.00 20
Fire Protection (to Code)	\$ 1,000.00	\$ 7,500.00	1	\$ 7,500.00 4
Insulation	\$ 1,000.00	\$ 8,500.00	1	\$ 8,500.00 4
Drywall	\$ 5,000.00	\$ 35,500.00	1	\$ 35,500.00 20
Painting (Interior and Exterior)	\$ 5,000.00	\$ 29,500.00	1	\$ 29,500.00 20
Stair Assembly (Stairs & Metal Railings)	\$ 2,000.00	\$ 7,500.00	2	\$ 15,000.00 8
Impact Windows & Doors (Exterior)	\$ 10,000.00	\$ 2,000.00	70	\$ 140,000.00 40
Interior Doors	\$ 1,000.00	\$ 250.00	50	\$ 12,500.00 4
Roofing	\$ 5,000.00	\$ 1,500.00	24	\$ 36,000.00 20
Flooring Tile (Labor & Material)	\$ 4,000.00	\$ 2,400.00	10	\$ 24,000.00 12
Baseboards	\$ 2,000.00	\$ 500.00	25	\$ 12,500.00 8
Security		\$ 700.00	32	\$ 22,400.00
OH&P Fee	\$ 12,200.00	\$ 677,400.00	0.2	\$ 135,480.00
Increase Due to Surety Bond Requirement		\$ 812,880.00	0.03	\$ 24,386.40
Increase Due to Builder's Risk Requirement	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00
Increase Due to Responsible Rate	\$ 73,200.00	\$ 73,200.00	1	\$ 73,200.00
Total:			\$ 920,466.40	

Attachment: File # 13610 - Backup (13610 : 4/5ths Bid Waiver 241 NW 17th Street, LLC.)

All materials are guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work, and completed in a substantial workmanlike manner for the sum of:

Nine Hundred Twenty Thousand Four Hundred Sixty Six Dollars 40/00

\$ 920,466.40

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payments will be made as outlined above.


Signature _____

Date _____

SEOPW Board of Commissioners Meeting
March 9, 2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM**

To: Board Chair Christine King and Members of the CRA Board Date: March 3, 2023 File: 13611



From: James McQueen, Executive Director Subject: 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.

Enclosures: File # 13611 - Bid Waiver Memo
File # 13611 - Notice to the Public
File # 13611 - Backup

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5^{ths}) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of funds to Poinciana Village Condominium Association, Inc. ("Poinciana Village"), in an amount not to exceed \$500,000.00 ("Funds") for elevator modernization, concrete restoration, and exterior building painting to Poinciana Village located at 201 and 269 N.W. 7th Street, Miami, Florida 33136 (the "Property").

Built in phases during the 1980's and 1990's for the purpose of inspiring homeownership, wealth building and stimulating economic development in a challenged community, Poinciana Village is a condominium complex consisting of 64, two and three-bedroom units. Poinciana Village represents one of the few communities in the Redevelopment Area for homeowners, many of which have owned and resided in their units since its development. Poinciana needs several costly improvements including roof replacement, 25-year elevator modernization/replacement, concrete restoration, mailbox replacement, and exterior painting. Poinciana Village has initiated the process to secure a private loan for funding to cover costs on some of these items but is requesting assistance from the SEOPW CRA for the elevator work and exterior concrete repairs and painting. The requested funding of \$500,000.00 from the SEOPW CRA is part of a larger Poinciana Village project which totals over \$1,385,000.00.

JUSTIFICATION:

Section 2, Goal 3, of the SEOPW CRA 2018 Redevelopment Plan Update ("Plan") lists "encourag[ing]...affordable...housing within the CRA" as a stated redevelopment goal; and

Section 2, Principle 2, of the Plan also provides that “the neighborhood must retain access to affordable housing even as the neighborhood becomes more desirable to households with greater means” as a stated redevelopment principle; and

Section 2, Goal 6, Plan lists “creating housing...designed to improve the quality of life for Overtown residents in the CRA” as a stated redevelopment goal; and

Section 2, Principle 3, of the Plan further provides that “there must be variety in housing options” as a stated redevelopment principle; and

FUNDING:

\$500,000.00 to be derived from the SEOPW Tax Increment Fund, entitled “Other Grants and Aids,” Account Code No. 10050.920101.883000.0000.00000.

FACT SHEET

Company name: The Poinciana Village Condominium Association, Inc.

Address: 201 and 269 N.W. 7th Street, Miami, FL 33136

Funding request: \$500,000.00

Scope of work or services: Elevator modernization, concrete restoration replacement and exterior building painting.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: **March 9, 2023**

CRA Section:

Brief description of CRA Agenda Item:

Authorizing a grant to Poinciana Village Condominium Association, Inc. in an amount not to exceed \$500,000.00.

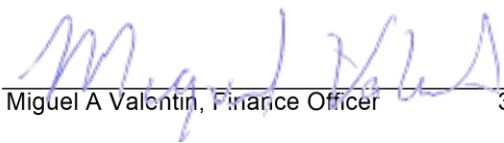
Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$500,000.00</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:
Approved by:



 James McQueen, Executive Director 3/3/2023

Approval:



 Miguel A Valentin, Finance Officer 3/3/2023



Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13611

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”) BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE ALLOCATION OF FUNDS TO THE POINCIANA VILLAGE CONDOMINIUM ASSOCIATION, INC. (“POINCIANA VILLAGE”), IN AN AMOUNT NOT TO EXCEED FIVE HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$500,000.00) (“FUNDS”) FOR IMPROVEMENTS TO THE PROPERTY LOCATED AT 201 AND 269 N.W. 7TH STREET, MIAMI, FLORIDA 33136 (“PROPERTY”); AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING ANY AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR SAID PURPOSE; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE THE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION FROM THE SEOPW CRA TAX INCREMENT FUND, “OTHER GRANTS AND AIDS,” ACCOUNT CODE NO. 10050.920101.883000.0000.00000, SUBJECT TO THE AVAILABILITY OF FUNDING AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”); and

WHEREAS, Section 2, Goal 3, of the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”) lists “encouraging...affordable...housing within the CRA” as a stated redevelopment goal; and

WHEREAS, Section 2, Principle 2, of the Plan also provides that “the neighborhood must retain access to affordable housing even as the neighborhood becomes more desirable to households with greater means” as a stated redevelopment principle; and

WHEREAS, Section 2, Goal 6, Plan lists “creating housing...designed to improve the quality of life for Overtown residents in the CRA” as a stated redevelopment goal; and

WHEREAS, Section 2, Principle 3, of the Plan further provides that “there must be variety in housing options” as a stated redevelopment principle; and

WHEREAS, The Poinciana Village Condominium Association, Inc. (“Poinciana Village”), owns the property located at 201 and 269 N.W. 7th Street, Miami, Florida 33136 (the “Property”); and

WHEREAS, the Property is in need of elevator replacement, exterior concrete restoration, and exterior painting (“Purpose”); and

WHEREAS, based on the recommendation and finding of the Executive Director, it is in the SEOPW CRA’s best interest for the Board of Commissioners to authorize, by an affirmative four-fifths (4/5ths) vote, a waiver of competitive sealed bidding procedures pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended (“City Code”), as adopted by the SEOPW CRA, an amount not to exceed Five Hundred Thousand Dollars and No Cents (\$500,000.00) (“Funds”) for the Property; and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution would further the aforementioned redevelopment goals and objectives;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, the Executive Director’s recommendation, and written finding pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Board of Commissioners hereby authorizes an allocation in an amount not to exceed Five Hundred Thousand Dollars and Zero Cents (\$500,000.00), for elevator replacement, exterior concrete restoration, and exterior painting to Poinciana Village for the Property.

Section 4. The Executive Director is authorized to negotiate and execute an agreement, including all documents necessary, all in forms acceptable to the General Counsel for said Purpose.

Section 5. The Executive Director is authorized to disburse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation.

Section 6. Funds to be derived from the SEOPW Tax Increment Fund, entitled “Other Grants and Aids,” Account Code No. 10050.920101.883000.0000.00000.

Section 7. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Vincen T Brown, Staff Counsel 3/3/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
and Members of the SEOPW CRA Board

Date: March 9, 2023

File:

Subject: 4/5ths Bid Waiver to Poinciana Village
Condominium Association, Inc.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("SEOPW CRA") by a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director's recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of funds to Poinciana Village Condominium Association, Inc. ("Poinciana Village"), in an amount not to exceed \$500,000.00 ("Funds") for elevator modernization, concrete restoration, and exterior building painting to Poinciana Village located at 201 and 269 N.W. 7th Street, Miami, Florida 33136 (the "Property").

Built in phases during the 1980's and 1990's for the purpose of inspiring homeownership, wealth building and stimulating economic development in a challenged community, Poinciana Village is a condominium complex consisting of 64, two and three-bedroom units. Poinciana Village represents one of the few communities in the Redevelopment Area for homeowners, many of which have owned and resided in their units since its development. Poinciana needs several costly improvements including roof replacement, 25-year elevator modernization/replacement, concrete restoration, mailbox replacement, and exterior painting. Poinciana Village has initiated the process to secure a private loan for funding to cover costs on some of these items but is requesting assistance from the SEOPW CRA for the elevator work and exterior concrete repairs and painting. The requested funding of \$500,000.00 from the SEOPW CRA is part of a larger Poinciana Village project which totals over \$1,385,000.00.

RECOMMENDATION:

Poinciana Village is one of the few communities in the Redevelopment Area for homeowners. Preserving safe, secure, and affordable homeownership is vital to redevelopment efforts. As a result, the Executive Director recommends approval of a bid waiver.

Christine Forde-King
Board Chair



James McQueen
Executive Director

Southeast Overtown/Park West Community Redevelopment Agency

NOTICE OF PUBLIC HEARING

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, March 9, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider the award a loan to **The Poinciana Village Condominium Association, Inc.**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite costs associated with elevator modernization and exterior building painting to Poinciana Village Condominiums located at 201 and 269 N.W. 7th Street, Miami, Florida 33136.

In accordance with the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”) and Florida Statutes 163, the Board will consider a loan, in an amount not to exceed \$500,000.00 (“Funds”) associated with the renovation and rehabilitation for buildings built during the 1980’s and 1990’s.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, March 9, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.

(SEOPW CRA Seal)
Ad No.

Todd B. Hannon
Clerk of the Board

Attachment: File # 13611 - Notice to the Public (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

The Poinciana Village Condominium Association Inc.

201 & 269 NW 7th Street

Miami – FL 33136

January 20, 2023

**Southeast Over-town Park West Community Redevelopment Agency
825 NW 2nd Ave
Miami, Fl. 33136**

To Director of Southeast Over-Town Park West Community Redevelopment Agency:

As President of Poinciana Village Condominium Association, I would like to thank you and your Staff for graciously accepting the meeting with us this past January 4th, 2023 and heard our concerns.

As you know this Association is located at 201 and 269 NW 7 Street, Poinciana Village Condominium an it was established in 1988 and is one of the oldest homesteads in Historic Over-town. Per presented reports the buildings have weathered 34 years standing central to construction occurring all around them, and now, is in dire need of structural, protective and decorative uplift with the following projects:

1. Building Painting (3 buildings)
2. Elevators Modernization (2)

For that reason, we would like to express our joy and gratitude for your contribution towards these projects that will be in an amount not to exceed the \$500,000.00.

The association fees are currently \$438.00 per month, monthly operating account is approximately \$30,000,00 and monthly expenses are \$28,000.00, which sometimes this allows us to have the opportunity to add to the Reserves when possible. Unfortunately, we have experienced a series of roofing, concrete, electrical and plumbing repairs, as well as assisting some homeowners with their home damages due to leaks or losses from common areas, especially for the past couple of years.

We continue to demonstrate an ability to maintain the operational upkeep, however; these above detailed expenses are the result of an aging building in need of upgrades.

We all want to thank you in advance for your consideration and for any assistance you can provide to our Association.

Association Board of Directors

Kaye Johnson-President

Rose Watts-Vice President

Daniella Corvalan-Treasurer

Ralph Supplice -Secretary

Barbara Cornaccia- Director

Amaran Group, LLC.
2342 West 79 Street
Hialeah, Florida 33016
786-609-0005



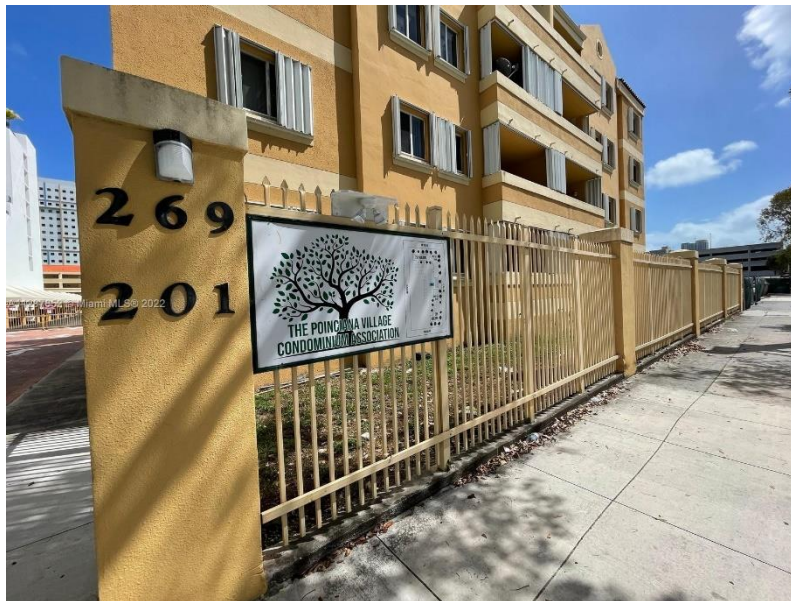
CONTRACT AGREEMENT

i This AGREEMENT is made as of Janury 26,2023 between Amaran Group, LLC and The Poinciana Village Condominium Association, Inc.

Client: The Poinciana Village Condominium Association

Project physical address : 201-269 NW 7 St Miami, FL 33136

Contractor agrees to furnish all material, labor, tools, equipment, supervision, and administration necessary to fully perform and complete the following scope of work in its entirety. Contractor agrees to perform all work in a professional, workmanlike manner according to required building codes and standard practices.



Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

SCOPE OF WORK

CONCRETE RESTORATION

- All work to be performed walkthrough
- Provide and install all required shoring and safety equipment.
- Demo /Remove any loose concrete debris for affected areas.
- Wire bush hand tool or power tool with circular wire brush to all re-bars found to be exposed or detect.
- Coat rebar/steel with rust inhibitor.
- Apply bonding agent to affected areas.
- Apply concrete to all affected areas.
- Waterproof and seal all previously mentioned affected areas.
- Materials, labor and equipment are included.
- All debris will be removed and all areas will be clean and free of dust.

BUILDING EXTERIOR PAINTING

Pressure Clean:

Pressure wash all exterior building stucco surfaces with a minimum 3000 psi pressure washer up to remove all loose paint, peeling, blistering, excess chalk and any other foreign matter to properly execute coating.

Mildew:

All mildew will be pre- treated with a mildewcide/fungicide cleaner to be able to prime properly.

Primer:

Seal all mentioned above areas, primer is used to bind any light chalk, minor peeling, or any other foreign matter still left after the pressure wash, and will provide a sound surface for the finish coat to adhere.

Cracks:

Cracks less than 1/16" shall be filled with brush grade **Elastomeric Patching Compound**, and have the edges feathered to insure a uniform surface with the surrounding surfaces. All masonry cracks greater than 1/16" shall be tooled out to form a 'v' shape. Completely fill all cracks with knife grade **Elastomeric Patching compound** over the patch to cover it to a depth of 1/16" then feathered to blend in with the surrounding stucco surface and texture as closely as possible.

Caulk:

All window and doors frames and other previously caulked areas shall be checked for caulk deterioration and re-caulk as needed .

All deteriorating caulking shall be repaired as well as any dirt or foreign matter, and then all caulking joints will be completely caulked according to the manufacturer’s recommendations.

Stucco Repairs:

Minor loose or missing stucco up to 6” will be removed and replace by chipping out enough concrete up to match existing stucco texture to adequately expose enough of the metal to be able to prime properly. **(Included in total price).**

Coating and Applications:

Apply finish coat with a wet film thickness of 4.0 mils wet to achieve 1.44 mils dry film thickness to the mentioned above surfaces. Finish coat will be rolled or sprays as needed with **RESILIENCE 10 YEARS WARRANTY ON LABOR AND MATERIAL PROVIDED BY SHERWIN WILLIAMS.**

ENTRANCE AND EXIT GATE WILL BE PAINT WITH ELECTROSTATIC PAINT METHOD

INCLUSIONS:

- 1-All stucco exterior walls including interior side of the buildings.
- 2-All exterior mechanicals and unit entrance doors if all fallows same pattern.
- 3- Walkways floors if they are previously paint.
- 4-All perimeter columns.

EXCLUSIONS:

- 1-Windows and sliding doors frames.
- 2-Light fixtures and or poles.
- 3-Screned balconies or patio where access is not allowing.
- 4- Owner’s ornamental decorative railing.
- 5-Club house
- 6-Parking Lot
- 7-Any other areas not mentioned above.
- 8-Shutters

No change order or additional charges will be summited in the course of the project.

TOTAL PAINTING PRICE:\$339,999.00

PAYMENT SCHEDULE

At contract sign	\$20,000.00
After first building pressure clean.....	\$80,000.00
At completion of first building concrete restoration.....	\$40,000.00
At completion of first building	\$50,000.00
At commencement of second building	\$80,000.00
At completion of second building concrete restoration.....	\$60,000.00
At job completed	\$9,000.00

Notes:

- City permit fees is not included in total price.
- Our company provides workers compensation, general liability and auto liability insurance, labor, materials and sales taxes are included in this price. This work is to be done with permit as approved by owner.
- This contract is subject to delays if any material is missing from the supply or the workers are affected the COVID-19.

Work will be performed during regular business hours excluding Holidays and weekends Monday thru Friday 8:00AM to 4:30PM. Saturdays or Sundays is needed coordination and approval from board of directors and contractor is needed.

Poinciana Village Condominiums



Elevator Modernizations 2 Units

Prepared for:

Poinciana Village
Marcos Osores
Property Manager
201 & 269 NW 7th ST
Miami, FL 33136
(786) 797 - 6950

INITIALS: *KS*

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)



ELEVATOR MODERNIZATION AGREEMENT

Hydraulic Elevator Modernization

Elevator Serial #'s:

42329, 42407

Purchaser: Poinciana Village Condominiums
201 & 269 NW 7th ST
Miami, FL 33136

Location: Poinciana Village
201 & 269 NW 7th ST
Miami, FL 33136

By: Vicente Martinez
FIJI Elevator Company
7351 Wiles RD, Suite 204
Coral Springs, FL 33067
Cell: (305) 968-9833 Email:
vicente.martinez@fijielevator.com

Date: January 03, 2023

INITIALS:

KS

SCOPE:

CONTROLLER

- New non-proprietary controller
- New machine room wiring
- New cabinet
- New hoistway leveling/landing system

GOVERNOR

- Battery Lowering

PUMP UNIT

- New Pump unit
- New Hydraulic oil
- New Oil Threader Setup
- New Shutoff valve kits
- Retain Oil Feed line
- New Isolation Couplings

CAR ENCLOSURE

- New guide shoes
- New slide guides

DOORS AND DOOR EQUIPMENT -

- New door operator kit
- New proximity edge
- New door restrictor kit
- New hatch and car-side door tracks
- New hanger rollers
- New pick-up rollers
- New spirators
- New interlocks
- New gate switch

FIXTURES

- New fixtures include:
 - Car fixtures, braille, plates, digital position indicators, custom key switch package, service cabinet
- Refurbish toe guards
- New high performance fan
- New car position indicators
- New car lanterns
- New emergency lighting
- New emergency wireless phone systems

HALL AND LOBBY FIXTURES

- New stainless steel vandal proof hall stations
- New egress hall stations and braille
- New hoistway access stations
- New jamb braille

HOIST WIRING

- New traveling cables
- New hoist wiring
- New raceway / piping

PIT

- Refurbish spring buffers
- Cleaning and painting of pit
- New pit ladder as required
- New jack Packing

INITIALS: *RJ*

PART 3 - MODERNIZATION EQUIPMENT FEATURES

1. CAR

- The existing car frame assembly will be retained.
- Furnish and install new guide shoes.

2. CAR ENCLOSURE -

- (Finish TBD by Purchase)
- SS rail with returned ends handrail.
- Return, vented kick plate and reveals.
- Ceiling lighting, a modular down ceiling w/ 6 LED lights.
- Cab Door finished brushed stainless steel #4.

3. CAR SIGNAL FEATURES

- Furnish and install new applied car operating panel finished in brushed stainless steel #4, at proper code and ADA height. Car operating panels will include:
- Round Stainless Steel, LED Ring Vandal Resistant Pushbuttons, with Braille
- Keyed stop switch
- Door open, door close & door hold buttons
- Independent service key switch
- ADA emergency phone, hands free
- Fan/light key switch
- Alarm button
- Fire Service Phase II cabinet in station
- Digital position indicator
- Emergency lighting fixture
- Fire Service cabinet w/ instructions
- Capacity denotation
- Certificate Frame

4. CONTROL & DRIVE SYSTEMS

- The existing obsolete controller will be replaced with a state-of-the-art microprocessor-based control system. The system will be field programmable and will meet all requirements as outlined the ANSI-A17 2010 code for elevators and escalators as well as all state and local codes.
- Hydraulic controller is a closed loop variable voltage variable frequency type automatic two-way leveling. The controller will have a solid state AC motor drive. The solid state power control shall be closed-loop design and shall provide the power output for the AC hoist motor. It shall be a compact self-contained unit that will provide step-less acceleration and deceleration and provide regulation at all speeds. The controller shall provide the required electrical operation of the elevator control system including the automatic application of the brake, which shall bring the car to rest upon failure of power.
- This controller is *NON-PROPRIETARY* and can be serviced by any competent traction elevator mechanic.
- Furnish and install car top Inspection Station.
- Furnish and install new Landing System.

5. DOORS & ENTRANCES -

- Furnish and install new GAL door operator.
- Furnish and install car side clutch.
- Furnish and install new door restrictor.
- Retain car door headers and tracks.
- Furnish and install all new hanger rollers, pickup rollers, gibs, and fire safety retainer tabs.
- Furnish and install new interlocks and car gate.
- Adjust doors for smooth operation.
- Existing hoist-way elevator door frames will be clad with SS finish.
- Furnish and install new 20 gauge door panels.
- New key-holes with escutcheons provided on hoist doors.

INITIALS:

KJ

6. HALL SIGNAL FIXTURES

- Furnish and install new surface mount hall push-button stations with key switches and light up push buttons at the proper code and ADA height. Lobby Station will include Fire Service Phase I and car position indicators.
- Furnish and install code required hoist-way entrance jamb Braille. There will be two (2) per entrance frame and they will be located 60" above the finished floor.

7. MACHINE & MOTORS

- The new pumping unit will be equipped with state-of-the-art submersible unit that will include new motor, pump, hydraulic valve, and muffler type motor that will greatly improving the overall performance of the elevator(s).

8. PIT EQUIPMENT

- New shut-off valve installed on oil feed line.
- The existing pit equipment will be cleaned and painted.
- Furnish and install a new pit stop switch. Pit stop switches prevent unexpected elevator movement and provide an alternative means of shutting off the elevator.

9. WIRING

- Furnish and install new machine room and hoist-way wire, existing raceways and conduit to be replaced as needed.
- Furnish and install new hoist-way and car wiring.
- Furnish and install new traveling cables.

10. MISCELLANEOUS WORK

- The existing buffer shall be retained and checked for proper consistency, rust shall be removed from buffer spring, buffer support and pit channels.
- Furnish and Install new toe guards, where required.
- Furnish and Install car top exhaust fan, and escape hatch switch safeties.

13. Hoistway Equipment

- Furnish and install new car guides.
- Furnish and install new normal and final terminal stopping devices.
- Furnish and install new emergency terminal stopping device.

PART 4 – INSTALLATION SEQUENCE AND SCHEDULE

1. WORK HOURS

All work will be performed during regular business hours Monday through Friday 8:00am – 4:30pm.

2. OUT OF SERVICE

Elevator will be performed consecutively and not simultaneously. Elevator will be out of service in the performance of the work as specified in section 3.

3. SCHEDULE

Prior to commencing work, a work schedule will be submitted to the Purchaser. Work will not commence until the schedule has been mutually agreed, in writing, to by both Parties.

At the time this proposal was drafted, the following lead time and schedules are considered upon contract execution:

Phase 1 – Engineering & Drawings:	2 Weeks
Phase 2 – Material Arrival:	12 -14 Weeks
Phase 3 – Substantial Completion of Car:	3 - 4 Weeks
Phase 4 — Completion of Cab Interior:	1 Week
Phase 4 – Final Inspection:	1-2 Days

INITIALS: KJ

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

PART 5 – TESTS

1. EMERGENCY FIRE SERVICE

Perform Phase I and Phase II Fire Service tests to conform to applicable codes.

2. REQUIRED TESTS

All required tests are to be performed during the regular working hours of the elevator trade. Should the Purchaser require these tests to be performed outside the regular working hours, there will be an added cost to the quoted contract amount.

3. TEST REPORTS

Completed copies of test reports will be provided to the Purchaser.

PART 6 - CLEAN UP, PURCHASER INSPECTION, & REMOBILIZATION

6.01 CLEAN UP

FIJI Elevator will remove all debris resulting from work on this contract. In addition, we will remove from the project site all equipment and unused or removed materials and restore building and premises to a neat, clean appearance.

6.02 INSPECTION

All materials and workmanship will be subject to inspection or testing. The Purchaser will have the right to reject defective or inferior material or workmanship installed under this contract and may require the correction of such without additional cost to the Purchaser.

6.03 REMOBILIZATION

The performance of the work hereunder is conditioned on your performing of the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our current labor rates.

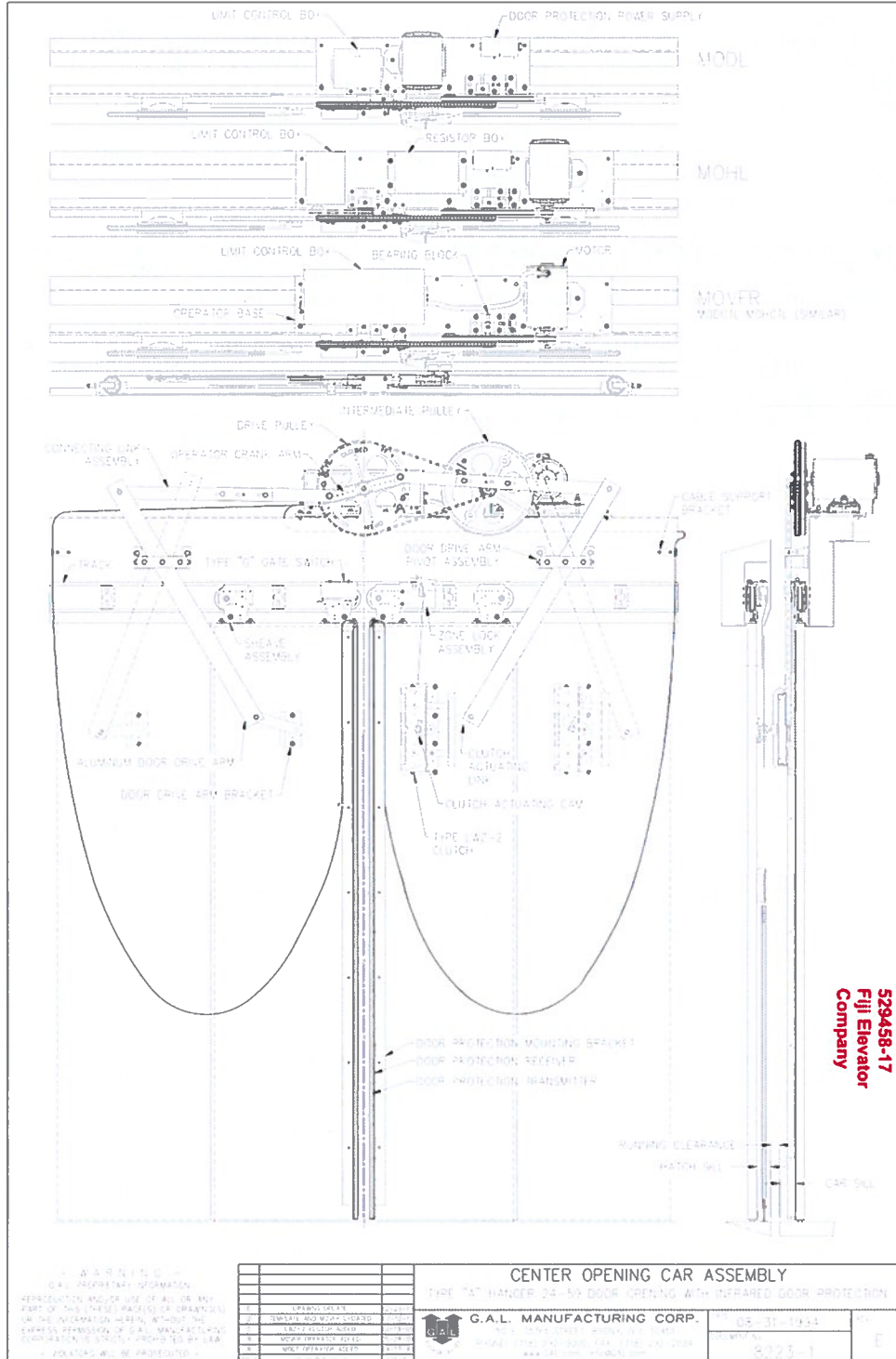
PART 7 – WORK NOT INCLUDED

This proposal does not include the following work, and is conditioned on the proper performance of such work by the Owner. A legal hoistway, properly framed and enclosed, and including a pit of proper depth provided with ladder, sump pump, lights, access doors and waterproofing, and as required and dewatering of pit(s) when necessary. A legal machine room(s), adequate for the elevator equipment, including floors, trap doors, gratings, foundations, lighting, ventilation and heat to maintain the room at an ambient temperature of 50 degrees Fahrenheit, minimum 90 degrees Fahrenheit maximum, non-condensing. Adequate supports and foundations to carry the loads of all equipment, including support for guide rail brackets. Adequate bracing of entrance frames to prevent distortion during wall construction. When required, divider beams at suitable points shall be provided for guide rail bracket support. It is agreed that in the event asbestos material is knowingly or unknowingly removed or disturbed in any manner at the jobsite, you will monitor our work place and prior to and during our manning of the job, you will certify that asbestos in the environment does not exceed .01 fibers per cc as tested by NIOSH 7400. In the event our employees or those of our subcontractors are exposed to an asbestos hazard, PCP's or other hazardous substances, you agree to indemnify, defend, and hold us harmless from all damages, claims, suits, expenses, and payments resulting from such exposure. Removal and disposal of asbestos containing material is the responsibility of the contractor. All sill supports, including steel angles where required, and sill recesses (if sill angles not supplied by Elevator Contractor) and the grouting of door sills. Provide O.S.H.A. compliant removable temporary enclosures or other protection (barricades and kickboards) from open hoistways during the time the elevator is being installed (protection must allow clearance for installation of entrance frames). Proper trenching and backfilling for any underground piping and/or conduit, Cutting and patching of walls, floors, etc., and removal of such obstructions as may be necessary for proper installation of the elevator. Setting anchors and sleeves. Pockets or blockouts for signal fixtures. Structural steel door frames with extensions to beam above if required on hoistway sides and sills for freight elevators, including finish painting of these items. Suitable connections from the power main to each controller and signal equipment feeders as required, including necessary circuit breakers and fused mainline disconnect switches per N.E.C. Wiring to controller for car lighting. (Per N.E.C. Articles 620-22 and 620-51). Electric power without charge, for construction, testing and adjusting of the same characteristics as the permanent supply. A means to automatically disconnect the main line and the emergency power supply to the elevator prior to the application of water in the elevator machine room will be furnished by the electrical contractor.

INITIALS: 

PART 10 – ILLUSTRATIONS

**Elevator Door Equipment
GAL MOVFR
CAR DOOR and HOIST DOOR EQUIPMENT**



529458-17
Fiji Elevator
Company

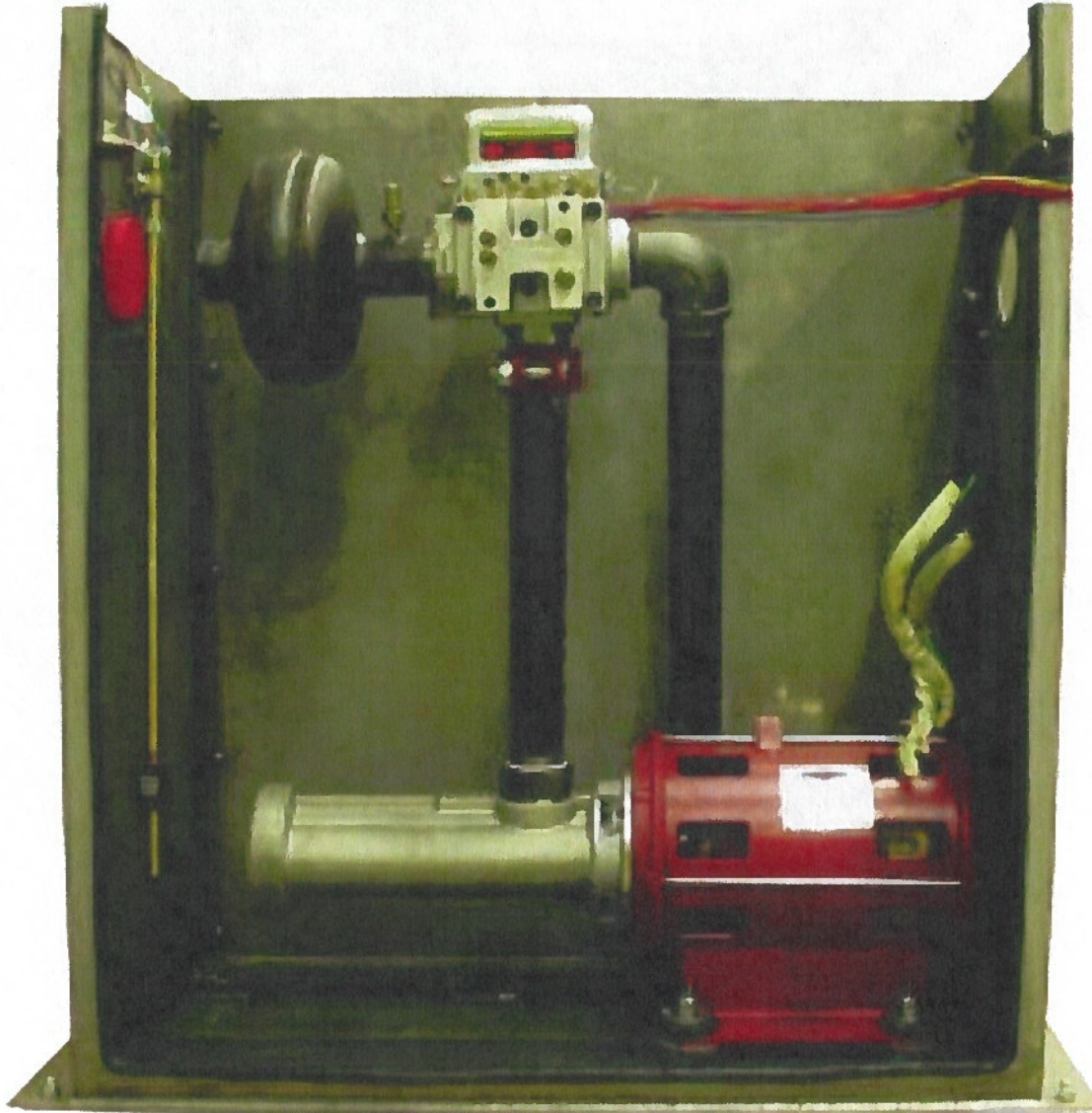
INITIALS: **KJ**

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

Hydraulic Pump Unit

REPLACEMENT OF CONTAMINATED PUMP

Pump unit with to be replaced with new self contained submersible pumps.
Includes new shutoff valve, self contained pump, muffler, and valve.
(Included)



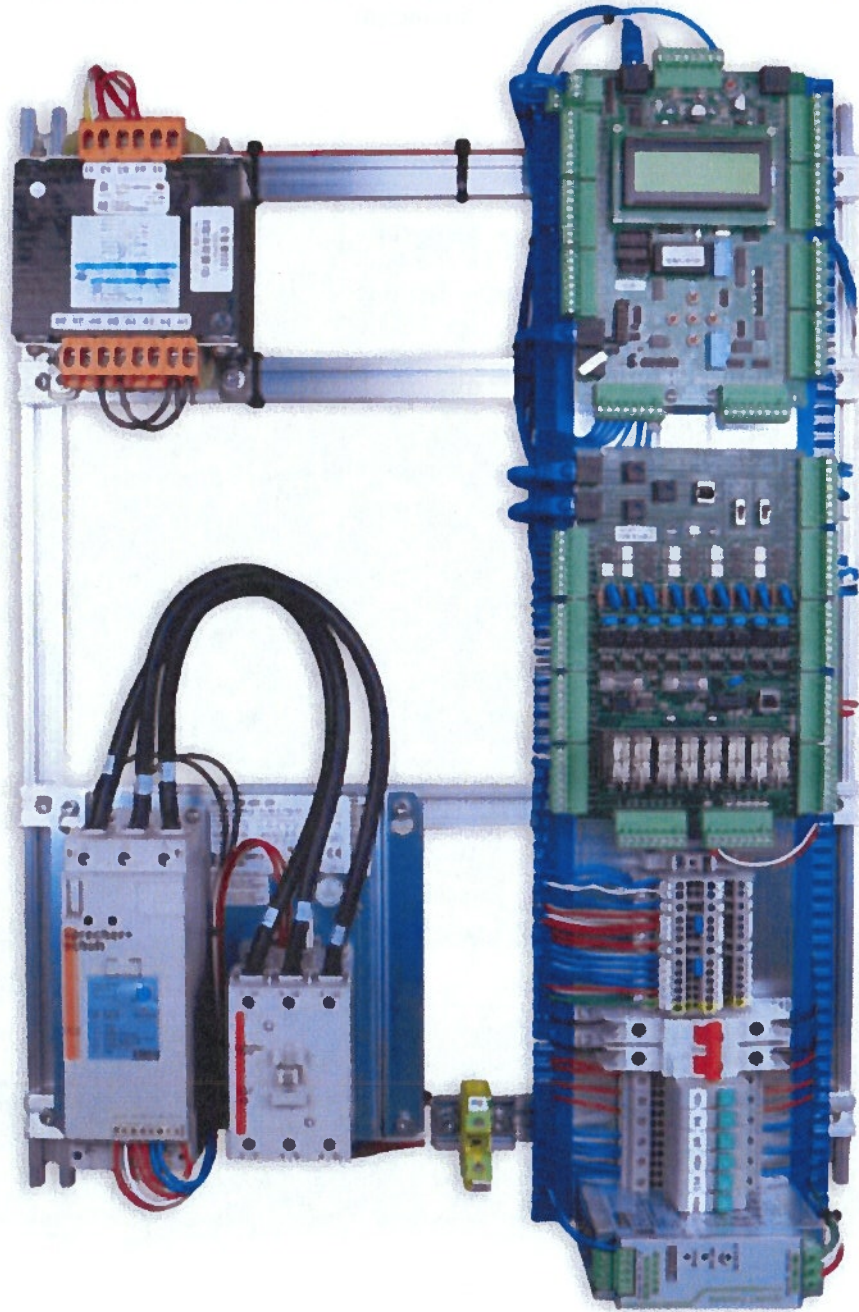
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INITIALS: KJ

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

Hydraulic Controller

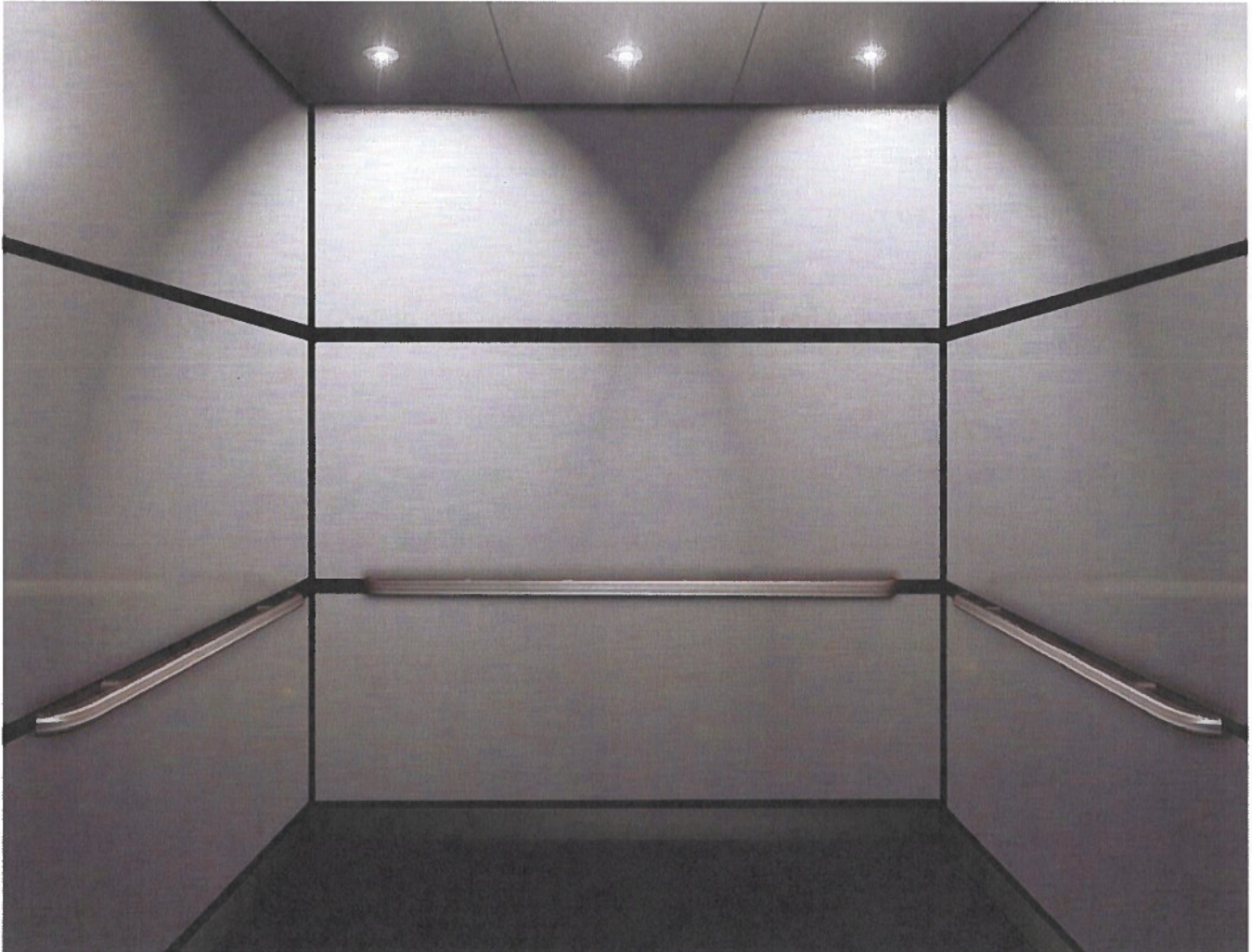
One of the only hydraulic elevator controllers on the market with velocity and distance feedback along with serial communication. It reduces valve adjustment time by showing the car's performance on the LCD screen.



INITIALS: KJ

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

New Cab Interior:
CUSTOM CAB INTERIOR.
(Texture to be selected by purchaser).
One new interior, interior stainless steel car door.



Standard Cab interior includes one handrail on rear wall, additional handrails not included.

INITIALS: *KJ*

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

PART 11 – WORK BY OTHERS



7351 Wiles Rd, Suite 204, Coral Springs, FL 33067 (888) 266 - 0042

January 03, 2023

**Poinciana Village Condominium
201 & 269 NW 7th ST
Miami, FL 33136**

**Attn.: Marcos Osoros
Tel: (786) 797 - 9731**

WORK BY OTHERS

**General Contracted Work
Electrical
HVAC**

FIJI Elevator proposes to furnish the necessary labor and materials providing Work by Others as code requirements for elevator upgrade.

Description of Work:

• General Contracted Work:

- a. Furnish and Install fire rated patches and fore stopping by a certified installer any existing holes or voids in the elevator machine room, hoistway and pit to meet code.
- b. Furnish and Install one (1) fire rated patch on the existing machine room door vent.
- c. Dedicated earth grounds per elevator machine room.
- d. Lowering relay contactors.
- e. Permit provided with this proposal (please allow 4 weeks after the owner information is submitted for permitting)
- f. Price is Based on re-using main line feeders. (Based on existing motor size)
Cutting and patching include hoist way machine room and hall fixtures.
- g. Paint machine room floor and walls.
- h. Paint pit floor.
- i. Cleaning and garbage disposal.

• Electrical: (All the electrical components in MR and Pit as needed)

- j. Main line safety switch with rejection clips and RK5 fuse. (Size of disconnect is based on existing Motor size)
- k. New cab car light safety switches.
- l. Code compliant machine room light fixtures with protective covers
- m. GFI receptacles in machine room.
- n. GFI receptacles in each pit.
- o. Phone Conduit and wire (connections by other)

INITIALS: *KJ*

- **HVAC:** (1.5 Ton Mini Split Air Conditioner) - GFI Relocation
 - p. Jackhammer concrete to run conduit and Greenfield to exterior location (as approved by client) beside machine room.
 - q. Furnish and install conduit and Greenfield through concrete and seal with appropriate caulking.

Warranty:

We warrant all work performed for five years covering parts and labor.

THIS SECTION INTENTIONALLY LEFT BLANK

INITIALS: *KS*

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

PART 12 – PRICE AND PAYMENT SCHEDULE

BASE PRICE PER ELEVATOR:

**ONE HUNDRED TWO THOUSAND NINE HUNDRED NINETY NINE DOLLARS AND
00/100**

(\$102,999.00)

PURCHASER AGREES TO PAY THE SUM OF:

**TWO HUNDRED FIVE THOUSAND NINE HUNDRED NINETY EIGHT DOLLARS AND
00/100**

(\$205,998.00)

PAYMENT SCHEDULE

1. The first 50% of contract amount is to accompany a signed and dated copy of this proposal. No work will be scheduled or material ordered until the signed proposal and first payment are received.
2. The second 30% of the contract amount is due upon materials delivery either to an agreed upon staging/storage facility or to the job site.
3. The remaining 20% shall be paid upon the substantial completion of each elevator.

FOR FIJI ELEVATOR COMPANY:

Vicente Martinez
(Signature of FIJI Representative)

Vicente Martinez
(Printed or Typed Name)

Business Development Manager
(Title)

02/07/2023
(Date)

FOR PURCHASER:

Kaye Johnson
(Signature of Authorized Representative)

President - Kaye Johnson
(Printed or Typed Name)

President
(Title)

2/8/2023
(Date)

FIJI ELEVATOR COMPANY APPROVAL:

By: _____
(Signature)

Title: _____


Date: _____

INITIALS: KJ

Attachment: File # 13611 - Backup (13611 : 4/5ths Bid Waiver to Poinciana Village Condominium Association, Inc.)

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE MEMORANDUM**

To: Board Chair Christine King and Members of the CRA Board Date: March 3, 2023 File: 13612



From: James McQueen Subject: 4/5ths Bid Waiver Le Chien
Executive Director Gourmet, LLC.

Enclosures: File # 13612 - Bid Waiver Memo
File # 13612 - Notice to the Public
File # 13612 - Backup

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) by a four-fifths (4/5^{ths}) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director’s recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of funds to Le Chien Gourmet, LLC (“Le Chien”), a Florida Limited Liability Company, in an amount not to exceed Fifteen Thousand Dollars and Zero Cents (\$15,000.00) (“Funds”) for miscellaneous build-out improvements and repairs (“Purpose”) for Le Chien Gourmet located at 1038 N.W. 3rd Avenue, Miami, Florida 33136 (“Property”).

Le Chien is a small, minority, and female-owned business located on the N.W. 3rd Avenue business corridor in the SEOPW CRA Redevelopment Area. The business originally started in 2017 as a holistic dog food company and in 2020 expanded to include pet grooming services. Le Chien has partnered with five (5) residential buildings in the area and anticipates hiring up to ten (10) locals for employment positions to address the demand of a growing influx of dog owners moving to Overtown.

The Le Chien location, as a full-service pet salon, requires electrical improvements including additional electrical receptacles and circuits to accommodate the salon equipment. The location also requires plumbing improvements to accommodate grooming services and to address sewer line issues. The requested funds will assist with miscellaneous improvements including exterior painting and signage.

JUSTIFICATION:

Section 2, Goals 4 and 6, of the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”) lists the “creati[on of] jobs within the community” and “improving quality of life for residents” as stated redevelopment goals.

Section 2, Principle 4, of the Plan provides that “employment opportunities be made available to existing residents ...”. Further, Section 2, Principle 6, at page 15 provides that in order to “address and improve

the neighborhood economy and expand economic opportunities of present and future residents and businesses[,] ... [it is necessary to] support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities”

FUNDING:

\$15,000.00 to be derived from the SEOPW Tax Increment Fund, entitled “Other Grants and Aids,”
Account Code No. 10050.920101.883000.0000.00000.

FACT SHEET

Company name: Le Chien Gourmet, LLC

Address: 1038 N.W. 3rd Avenue, Miami, Florida 33136

Funding request: \$15,000.00

Scope of work: Miscellaneous build-out improvements including electrical upgrades, plumbing repairs, exterior façade improvements, and signage.

**AGENDA ITEM
FINANCIAL INFORMATION FORM**

SEOPW CRA

CRA Board Meeting Date: **March 9, 2023**

CRA Section:

Brief description of CRA Agenda Item:

Authorization of funds to Le Chien Gourmet, LLC in an amount not to exceed \$15,000.00 for miscellaneous build-out improvements and repairs.


Project Number (if applicable):		
YES, there are sufficient funds in Line Item:		
Account Code: <u>10050.920101.883000.0000.00000</u> Amount: <u>\$15,000.00</u>		
NO (Complete the following source of funds information):		
Amount budgeted in the line item:		\$
Balance in the line item:		\$
Amount needed in the line item:		\$
Sufficient funds will be transferred from the following line items:		
ACTION	ACCOUNT NUMBER	TOTAL
Project No./Index/Minot Object		
From		\$
To		\$
From		\$
To		\$

Comments:
Approved by:



 James McQueen, Executive Director 3/3/2023

Approval:



 Miguel A Valentin, Finance Officer 3/3/2023



Southeast Overtown/Park West Community Redevelopment Agency

File Type: CRA Resolution

Enactment Number:

File Number: 13612

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY (“SEOPW CRA”) BY A FOUR-FIFTHS (4/5THS) AFFIRMATIVE VOTE, AFTER AN ADVERTISED PUBLIC HEARING, RATIFYING, APPROVING, AND CONFIRMING THE EXECUTIVE DIRECTOR’S RECOMMENDATION AND FINDING THAT COMPETITIVE NEGOTIATION METHODS AND PROCEDURES ARE NOT PRACTICABLE OR ADVANTAGEOUS PURSUANT TO SECTIONS 18-85 AND 18-86 OF THE CODE OF THE CITY OF MIAMI, FLORIDA, AS AMENDED, AS ADOPTED BY THE SEOPW CRA; WAIVING THE REQUIREMENTS FOR COMPETITIVE SEALED BIDDING AS NOT BEING PRACTICABLE OR ADVANTAGEOUS TO THE SEOPW CRA; AUTHORIZING THE ALLOCATION OF GRANT FUNDS TO LE CHIEN GOURMET, LLC (“LE CHIEN”) IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND DOLLARS AND ZERO CENTS (\$15,000.00) (“FUNDS”) FOR BUILD-OUT IMPROVEMENTS AND REPAIRS FOR THE PROPERTY LOCATED AT 1038 N.W. 3RD AVENUE, MIAMI, FLORIDA 33136 (“PROPERTY”); AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT, INCLUDING AND ALL DOCUMENTS NECESSARY, ALL IN FORMS ACCEPTABLE TO THE GENERAL COUNSEL FOR SAID PURPOSE; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO DISBURSE FUNDS, AT HIS DISCRETION, ON A REIMBURSEMENT BASIS OR DIRECTLY TO VENDORS, UPON PRESENTATION OF INVOICES AND SATISFACTORY DOCUMENTATION; DERIVING FUNDS FROM THE SEOPW CRA TAX INCREMENT FUND, “OTHER GRANTS AND AIDS,” ACCOUNT CODE NO. 10050.920101.883000.0000.00000, SUBJECT TO THE AVAILABILITY OF FUNDS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) is a community redevelopment agency created pursuant to Chapter 163, Florida Statutes, and is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”); and

WHEREAS, Section 2, Goals 4 and 6, of the Plan lists the “creation of jobs within the community” and “improving quality of life for residents” as stated redevelopment goals; and

WHEREAS, Section 2, Principle 4, of the Plan provides, that “employment opportunities be made available to existing residents ...”; and

WHEREAS, Section 2, Principle 6, at page 15 provides, that in order to “address and improve the neighborhood economy and expand economic opportunities of present and future residents and

businesses, ... it is necessary to support and enhance existing businesses and ... attract new businesses that provide needed services and economic opportunities”; and

WHEREAS, Le Chien Gourmet LLC (“Le Chien”), a Florida Limited Liability Company is the proprietor of the property located at 1038 N.W. 3rd Avenue, Miami, Florida 33136 (“Property”); and

WHEREAS, Le Chien has requested assistance in the form of a grant for miscellaneous build-out improvements and repairs to the Property; and

WHEREAS, based on the recommendation and finding of the Executive Director, it is in the SEOPW CRA’s best interest for the Board of Commissioners to authorize, by an affirmative four-fifths (4/5ths) vote, a waiver of competitive sealed bidding procedures pursuant to Section 18-85 and 18-86 of the Code of the City of Miami, Florida, as amended (“City Code”), as adopted by the SEOPW CRA, the issuance of grant funds to Le Chien, in an amount not to exceed Fifteen Thousand Dollars and Zero Cents (\$15,000.00) (“Funds”); and

WHEREAS, the Board of Commissioners finds that authorizing this Resolution would further the aforementioned redevelopment goals and objectives;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MIAMI, FLORIDA:

Section 1. The recitals and findings contained in the Preamble to this Resolution are adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. By a four-fifths (4/5ths) affirmative vote, after an advertised public hearing, the Executive Director’s recommendation, and written findings pursuant to Section 18-85 and 18-86 of the City Code, as adopted by the SEOPW CRA, are ratified, and confirmed and the requirements for competitive sealed bidding and competitive negotiation methods as not being practicable or advantageous to the SEOPW CRA are waived.

Section 3. The Executive Director is hereby authorized to disperse Funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation from the SEOPW Tax Increment Fund, entitled “Other Grants and Aids,” Account Code No. 10050.920101.883000.0000.00000 to Le Chien Gourmet, LLC for the build-out improvements and repairs at the Property.

Section 4. The Executive Director is authorized to negotiate and execute an agreement, including any and all documents, and all-in forms acceptable to the General Counsel, for said Purpose.

Section 5. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Vincent T. Brown, Staff Counsel

3/3/2023

**SOUTHEAST OVERTOWN/PARK WEST
COMMUNITY REDEVELOPMENT AGENCY
INTER-OFFICE 4/5ths RECOMMENDATION**

To: Board Chair Christine Forde-King
and Members of the SEOPW CRA Board

Date: March 9, 2023

File:

Subject: 4/5^{ths} Bid Waiver Le Chien Gourmet, LLC.

From: James McQueen
Executive Director

References:

Enclosures:

BACKGROUND:

A Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency (“SEOPW CRA”) by a four-fifths (4/5^{ths}) affirmative vote, after an advertised public hearing, ratifying, approving, and confirming the Executive Director’s recommendation and finding that competitive negotiation methods and procedures are not practicable or advantageous pursuant to sections 18-85 and 18-86 of the code of the City of Miami, Florida, as amended, as adopted by the SEOPW CRA; waiving the requirements for competitive sealed bidding as not being practicable or advantageous to the SEOPW CRA; authorizing the allocation of funds to Le Chien Gourmet, LLC (“Le Chien”), a Florida Limited Liability Company, in an amount not to exceed Fifteen Thousand Dollars and Zero Cents (\$15,000.00) (“Funds”) for miscellaneous build-out improvements and repairs (“Purpose”) for Le Chien Gourmet located at 1038 N.W. 3rd Avenue, Miami, Florida 33136 (“Property”).

Le Chien is a small, minority, and female-owned business located on the N.W. 3rd Avenue business corridor in the SEOPW CRA Redevelopment Area. The business originally started in 2017 as a holistic dog food company and in 2020 expanded to include pet grooming services. Le Chien has partnered with five (5) residential buildings in the area and anticipates hiring up to ten (10) locals for employment positions to address the demand of a growing influx of dog owners moving to Overtown.

The Le Chien location, as a full-service pet salon, requires electrical improvements including additional electrical receptacles and circuits to accommodate the salon equipment. The location also requires plumbing improvements to accommodate grooming services and to address sewer line issues. The requested funds will assist with miscellaneous improvements including exterior painting and signage.

RECOMMENDATION:

Le Chien is a new small business in the Redevelopment Area that provides a holistic dog food company which is not otherwise available. As a result, the Executive Director recommends approval of a bid waiver.

Attachment: File # 13612 - Bid Waiver Memo (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)

Christine Forde-King
Board Chair



James McQueen
Executive Director

Southeast Overtown/Park West Community Redevelopment Agency

NOTICE OF PUBLIC HEARING

The Board of Commissioners (“Board”) of the Southeast Overtown/ Park West Community Redevelopment Agency (“SEOPW CRA”) will hold a Public Hearing on Thursday, March 9, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133. The Board will consider the award of grant funds to **Le Chien Gourmet, LLC**, a legal entity authorized to transact business/render services in the State of Florida, to underwrite costs associated with build-out improvements and repairs for Le Chien Gourmet located at 1038 N.W. 3rd Avenue, Miami, Florida 33136.

In accordance with the SEOPW CRA 2018 Redevelopment Plan Update (“Plan”) and Florida Statutes 163, the Board will consider grant funding \$15,000.00 (“Funds”) to assist with the build-out improvements and repairs for a holistic Dog food company.

Inquiries regarding this notice may be addressed to James McQueen, Executive Director, SEOPW CRA, at (305) 679-6800.

This action is being considered pursuant to Sections 18-85 (a) of the Code of the City of Miami, Florida as amended (“Code”). The recommendation and findings to be considered in this matter are set forth in the proposed resolution and in Code Sections 18-85 (a), which are deemed to be incorporated by reference herein, and are available as with the scheduled CRA Board meeting of Thursday, March 9, 2023, at 10:00 a.m. or anytime thereafter in the City Commission chambers located at Miami City Hall, 3500 Pan American Drive, Miami, FL 33133.

All comments and questions with respect to the meeting and remote public participation should be addressed to James McQueen, Executive Director, at 819 N.W. 2nd Avenue, 3rd Floor, Miami Florida 33136 (305) 679-6800. Should any person desire to appeal any decision of the Board with respect to any matter considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made, including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (305) 250-5361 (Voice), not later than two (2) business days prior to the proceeding. TTY users may call 711 (Florida Relay Service), not later than two (2) business days prior to the proceeding.

(SEOPW CRA Seal)
Ad No.

Todd B. Hannon
Clerk of the Board

Attachment: File # 13612 - Notice to the Public (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)

Le Chien Gourment - grant request cost breakdown

Electrical upgrades - Elektrik Pros LLC proposal	\$2,945
Miscellaneous improvements - Amit Construction proposal	\$3,675
Sewer line camera investigation	\$520
Sewer line replacement/concrete slab replacement	\$3,021 (allowance)
Storefront glass film	\$1,009
Exterior sign	\$3,830
Total	\$15,000
Total Grant Amount	\$15,000

Attachment: File # 13612 - Backup (13612 : 4/5ths Bid Waiver Le Chien Gourment, LLC.)

12-05-2022

To whom it may concern.

My name is Rekha Kanhai and I am the sole owner of Le chien gourmet located on 1038 NW 3rd Avenue, we are opening up a dog grooming salon with a weekly mobile visit.

We are a small, minority and female owned business. Our ask from the CRA Overtown is to request funding to expand and finish our construction in our store, which include plumbing repairs, exterior painting front and back of the store, electrical work, tiling of the walls, install new flooring, leveling outdoor front entrance.

Le chien gourmet, started in 2017 as a holistic dog food company and as of 2020 we added our grooming concept to our existing brand. We work solely with local suppliers and are proud to be a local business in Miami. Our plan is to create 10 positions within our store, and to only hire locally, along with that we are partnering up with several schools that cater to students with disabilities to create more job placements.

We are excited to be an add-on to the wonderful existing small businesses in Overtown on NW 3rd avenue. We have partnered up with 5 residential buildings to offer 20% discounts in our loyalty program. Over the last 3 years we have seen an influx of dog owners moving to the city of Overtown besides the already existing family dog owners. We also noticed that there is a big flea/tick issue in Overtown and there is no immediate veterinarian to attend to. We would be provided a mobile vet our facility to make this more convenient and in walking distance from the community.



Regards,

Le chien gourmet LLC
1038 NW 3rd Avenue
Miami FL 33133
info@lechiengourmet.us



Electrik Pros LLC
5201 Blue Lagoon Dr #800Miami, FL 33126

BILL TO

Rekha Rayl
1038 Northwest 3rd Avenue
Miami, FL 33136 USA

ESTIMATE 40638538	ESTIMATE DATE Feb 02, 2023
-----------------------------	--------------------------------------

JOB ADDRESS

Rekha Rayl
1038 Northwest 3rd Avenue
Miami, FL 33136 USA

Job: 6742

ESTIMATE DETAILS

USB outlets and GFCI protection for all outlets: We will install 9 new 20A USB outlets in existing locations throughout the building. We will install 2 new 20A GFCI outlets in the existing locations in the bathrooms.
We will install 1 new circuit through existing conduit allowing us to add 4 new outlet locations, on a new circuit, as operation of multiple dryers on 1 circuit will cause an overload breaker trip.
We will install 4 new 20A USB outlets in the 4 new locations we will install in client desired locations.
We will install 5 new 20A GFCI breakers that control outlets in the building, assuring all outlets will be GFCI protected for personal safety during use.

***This installation could result in some drywall damage, which we will try and avoid if possible. Repair of drywall is not included in this scope.

TASK	DESCRIPTION	QTY	PRICE	TOTAL
GFCI protection of all outlets and USB outlet installation.	We will install 9 new 20A USB outlets in existing locations throughout the building. We will install 2 new 20A GFCI outlets in the existing locations in the bathrooms. We will install 1 new circuit through existing conduit allowing us to add 4 new outlet locations, on a new circuit, as operation of multiple dryers on 1 circuit will cause an overload breaker trip. We will install 4 new 20A USB outlets in the 4 new locations we will install in client desired locations. We will install 5 new 20A GFCI breakers that control outlets in the building, assuring all outlets will be GFCI protected for personal safety during use.	1.00	\$2,945.00	\$2,945.00

Attachment: File # 13612 - Backup (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)



Proposal

Prepared for:

1038 NW 3rd Ave, Miami, FL 33136

Created by:

Neil Amit
AMIT CONSTRUCTION LLC

AMIT CONSTRUCTION LLC

This Remodeling proposal is provided by: AMIT CONSTRUCTION LLC

Street 1250 South Miami Ave #1205

Email Amitconstructionllc@gmail.com

Phone (925)-391-4558

City, State, Zip Miami, Florida, 33130

License # CGC1528550

AMIT CONSTRUCTION LLC is a licensed provider of residential & commercial construction & remodeling services. We specialize in custom home builds, renovations, and building additions. We are fully licensed and bonded, and have been operating in the Miami area for 6 years.

We pride ourselves on offering top-notch quality at a reasonable price, and we stand by the craftsmanship that we provide. Each of our employees are thoroughly trained in their field of specialty, and we strive to always conduct ourselves with poise and professionalism.

When you choose AMIT CONSTRUCTION LLC as your residential construction contractor, you get a true partner dedicated to building your vision.

Project Description

Remodeling.

GENERAL – SCOPE OF WORK:

All work includes labor and material.

1. To paint store front white primer
2. To Install tile on the wall 14'-6"x5'-2" = 76 SQFT.
3. To replace the toilet
4. To patch the hole in the bathroom
5. To install light in the closet
6. To hand towel holder

Project Pricing

The table below shows our bid price for the project as it is described in this residential construction proposal.

Name	Price	QTY	Subtotal
1. To paint store front white primer.	\$750.00	1	\$750.00
2. To Install tile on the wall 14'-6"x5'-2" = 76 SQFT.	\$1,550.00	1	\$1,550.00
3. To replace the toilet.	\$400.00	1	\$400.00
4. To patch the hole in the bathroom.	\$250.00	1	\$250.00
5. To install light in the closet.	\$550.00	1	\$550.00
6. To hand towel holder	\$175.00	1	\$175.00
		Subtotal:	\$3,675.00
		Deposit 50%:	\$1,837.50

Attachment: File # 13612 - Backup (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)

3:53
◀ Messages

SEWER SOLUTIONS

WE FIX PIPES WITHOUT DIGGING


Rekha Rayo
1038 Northwest 3rd Avenue
Miami, FL 33136

 (347) 776-9513

ESTIMATE	#685
SCHEDULED DATE	Thu Dec 8, 2022 1:00pm
TOTAL	\$520.00

CONTACT US
13327 SW 135TH AVE
Miami, FL 33186

 (305) 423-2395

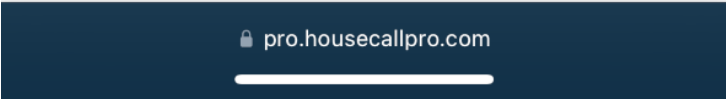
 pro.housecallpro.com

Attachment: File # 13612 - Backup (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)



Services	amount
Camera inspection	\$520.00
<p>Video camera plumbing inspection pinpoints the trouble spot and helps visually confirm the cause of the problem. There could be several reasons for continually slow draining pipes and repetitive clogs. Video camera plumbing inspection shows the exact cause of the problem.</p> <p>Video camera plumbing inspections have also been used to locate lost jewelry and other items accidentally flushed down the drain or toilet.</p>	
re install toilet	\$0.00
Subtotal	\$520.00
Tax (Credit Card Processing Fees 3.9%)	\$0.00
Total	\$520.00
<p>APPROVE</p> <p>DECLINE</p>	

WE FIX PIPES <http://www.sewersol.com>
 WITHOUT
 DIGGING



Initially Camera inspection is \$520.00 and additional cost for pipe repair is between \$7500-\$10,000.00

Attachment: File # 13612 - Backup (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)



No1373

7105 SW 8 STREET SUITE 206 MIAMI FL 33144 • TEL: 786 306 0639 • MAXSTUDIOSMIAMI@GMAIL.COM • WWW.PRINTINGBYMAX.COM

SOLD TO:	lechien gourmet	DATE:	12/06/2022
ADDRESS:		PHONE:	
CITY:		FAX:	

INVOICE		UNIT PRICE	NET PRICE
Job Description Frosted glass film windows installation 102 SQ FT (4) windows (1) door Deadline time frame 5-7 labor days after artworks are approved			\$1009.00
RECEIVED BY:	DATE: _____		
OBSERVATIONS:	<input type="checkbox"/> CASH: <input type="checkbox"/> CHECK # <input type="checkbox"/> CREDIT CARD	SUB TOTAL	\$1009.00
50% DEPOSIT ON ALL ORDERS We are not responsible for misprints after customer, inadvertently, has given final approval on a job. Up to two changes in graphic designs are free after the second one is \$20 per proof.		TAX	\$71.00
		TOTAL	\$1080.00
		DEPOSIT	\$540.00
		BALANCE	\$540.00

Attachment: File # 13612 - Backup (13612 : 4/5ths Bid Waiver Le Chien Gourmet, LLC.)



Adwave Signs
35 NW 27th Ave
Corner of Flagler & 27th Ave.
Miami, FL 33125

Estimate

Date	Estimate #
10/5/2022	13453

Name / Address
Le Chien Gourmet Theresa Tasker 1036 NW 3rd Ave Miami, FL 33136

Description	Qty	Rate	Total
Project: Le Chien Gourmet Location: 1036 NW 3rd Ave. Miami, FL 33136			
To manufacture and install: One (1) double sided non-illuminated projecting sign with graphics applied installed on exterior wall Copy: LOGO + LE CHIEN GOURMET (36"W-- as per drawing) - Full color printed @ 300 dpi - LED illuminated - UL listed - Adwave 2 year warranty	1	1,480.00	1,480.00T
One (1) single sided cabinet sign with graphics applied installed on exterior wall Copy: LOGO + LE CHIEN GOURMET (7"W-- as per drawing) - Full Color Printed @ 300 dpi - Adwave 2 Yr Warranty	1	1,250.00	1,250.00T
Permitting- Submittal of Drawings, plans & permit processing cost. * Does not include permit fees from the City, will be added as per receipt.	2	400.00	800.00T
Plan Review by FL Certified Engineer, Sign & Seal Notes: * A dedicated electrical line must be furnished by others in order to power sign * Astronomical timer is not included.	2	150.00	300.00T

- * Please note that a 50% Deposit is required on all orders to start processing.
- * Permit processing charges are Non-Refundable.
- * Our quotation does not include Permit Fees
- * Prices are valid for 30 days.

Sales Tax (0.0%) \$0.00

Total \$3,830.00

The fact that the said sign and/or equipment shall be affixed to the premises shall in no way be construed as making the said sign and/or equipment a part of the realty to which it is attached, it being the intention of the parties hereto that such sign and/or equipment shall remain personal property until paid in full. The Purchaser agrees to purchase such sign and/or equipment in pursuance of the terms hereof and to make the payments as above specified. IT IS AGREED that the deposit on this order is non-refundable and that purchaser is liable for any charges incurred thereafter. IT IS AGREED that title to such sign and/or equipment and all property used in connection therewith shall remain in the Company until payment in full shall have been made, as herein set forth, together with interest (maximum rate allowable in accordance with State law on any delinquent payments and until any note or security given therefore or any judgment obtained thereon is paid in full, and in case of default by the Purchaser in any payment or any portion thereof, when due, and in case of any other default by the Purchaser in the performance of any provision of this contract, the whole of such indebtedness and entire unpaid balance shall at once become due and payable at the option of the Company, and the Company shall have the right to enter and remove the said property wherever the same may be found without being guilty of trespass or tort or liable for any damages whatsoever, and to retain all payments thereto for made as compensation for the use therefore. Purchaser will be responsible for any and all fees associated with the removal of the said sign/equipment and will also be responsible for reinstallation fees, if applicable. The Purchaser will be liable for unpaid balance together with all exchange charges and all costs or expenses incurred in collection of this unpaid balance or any part thereof by suit or otherwise, including reasonable attorney's fees, if placed in the hands of an attorney for collection. The Company agrees to have the above described equipment ready for delivery or installation within the period stated above (if stated above) from date of permit providing all necessary permits and approvals required from proper governing authorities are delivered within a reasonable amount of time. In the event that the premises are not in condition to receive the equipment on the above specified delivery date, or in the event that no delivery date shall be specified in this agreement, the Company shall not be held responsible for placing such equipment in position on said premises on other than a straight time basis, and the Purchaser shall be required to give seven (7) days notice in writing to the Company, stating therein the exact date on which the premises will be in condition to receive the equipment. UNLESS OTHERWISE SPECIFIED, ALL PRIMARY ELECTRICAL, CIRCUITS AND TIME CLOCKS WILL BE PROVIDED BY THE PURCHASER. Primary electrical circuit must be within 8ft of the sign location. The Purchaser, if a lessee, agrees that he has full rights to have signs placed on said premises, and will obtain whatever authorization is or may be necessary from his Lessor. If after the initial visit for final inspection by the Company to the installation location, the inspection is denied for reasons that are not the direct responsibility of the Company, the Purchaser will be responsible for all fees incurred in relation to ameliorating the problem. The Company shall not be liable for any failure in the performance of its obligations under this agreement, which may result from strikes or acts of Labor Unions, fires, floods, earthquakes, or Acts of God, war or other conditions or contingencies beyond its control, and shall not be liable for wear or breakage, windstorm, or hurricane, or acts caused by negligence on the part of the purchaser, his agents and employees. The foregoing covers the entire agreement between the parties hereto, and no statement, remark, agreement, or understanding, verbal or written not contained herein, will be recognized. The full remaining balance is due upon installation of the sign, and not upon final inspection. Permits are obtained under Adwave Graphics, Inc contractor's license and the permits will be closed within the time allotted by the municipality and is not a reason for nonpayment.

APPROVED BY _____ **DATE:** _____

Phone #	Fax #	E-mail	Web Site
305-643-8020	305-456-8324	info@adwavegraphics.com	www.adwavegraphics.com