

**REQUEST FOR PROPOSALS FOR THE  
DEVELOPMENT OF  
BLOCK 55  
PLAT BOOK "B" PAGE 41  
249 NW 6<sup>TH</sup> STREET, MIAMI, FLORIDA**

**RFP NUMBER  
17-02**

**ISSUE DATE  
Wednesday, July 26, 2017**

**SUBMISSION DATE AND TIME  
Tuesday, September 26, 2017 at 11:00 a.m.**

At:

**The Office of the City Clerk  
City of Miami  
3500 Pan American Drive  
Miami, Florida 33133**

**DESIGNATED CONTACT**

Brian Zeltsman, RA  
Director of Architecture and Development  
Southeast Overtown/Park West  
Community Redevelopment Agency  
819 NW 2<sup>nd</sup> Ave, 3<sup>rd</sup> Floor  
Miami, Florida 33136  
Phone: 305-679-6827  
Fax: 305-679-6835

Email: [bzeltsman@miamigov.com](mailto:bzeltsman@miamigov.com)

Website: <http://www.miamicra.com/seopwcra/pages/procurement.html>



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## PUBLIC NOTICE

SOUTHEAST OVERTOWN / PARK WEST  
COMMUNITY REDEVELOPMENT AGENCY

**REQUEST FOR PROPOSALS FOR THE  
DISPOSITION AND DEVELOPMENT OF  
BLOCK 55  
PLAT BOOK "B" PAGE 41  
249 NW 6<sup>th</sup> STREET, MIAMI, FLORIDA**

**RFP NO: 17-02**

The Southeast Overtown/Park West Community Redevelopment Agency (the "SEOPW CRA") is seeking proposals for the disposition and development of Block 55, a 3.44 acre land parcel located at 249 NW 6<sup>th</sup> Street, Miami, Florida 33136. The SEOPW CRA is declaring its intent to dispose of its interest in the above-referenced property, and is seeking proposals from private developers or any persons interested in undertaking to develop the property.

**Completed Responses must be delivered** to the City of Miami - City Clerk's Office, 3500 Pan American Drive, Miami, Florida 33133 **no later than 11:00 am on Tuesday, September 26, 2017**. Any Responses received after the above date and time or delivered to a different address or location will not be considered.

RFP documents may be obtained on or after **Wednesday, July 26, 2017**, from the SEOPW CRA offices,  
819 NW 2nd Ave, 3rd Floor, Miami, Florida 33136, or from the SEOPW CRA webpage:  
<http://www.miamicra.com/seopwcra/pages/procurement.html>

The SEOPW CRA reserves the right to accept any Responses deemed to be in the best interest of the SEOPW CRA, to waive any minor irregularities, omissions, and/or technicalities in any Responses, or to reject any or all Responses and to re-advertise for new Responses as deemed necessary by the SEOPW CRA without notice.

For more information please contact the SEOPW CRA office at (305) 679-6800.



## SECTION 1

### **1.0: INTRODUCTION**

#### **1.1 Invitation**

The Southeast Overtown/Park West Community Redevelopment Agency, (“SEOPW CRA”) is seeking proposals for the disposition and development of Block 55, a 3.44 acre land parcel located at 249 NW 6<sup>th</sup> Street, Miami, Florida 33136.

#### **1.2 Description of Property**

See description below for a general property description.

Folio: 01-0105-050-1120

Address: 249 NW 6<sup>th</sup> Street, Miami, Florida 33136

Current Zoning: T6-12-0-Urban Core

Total Property Size: 149,856 square feet more or less

**Improvements:** The Property is an unimproved block located in the Overtown community and is being offered in its “AS IS, WITH ALL FAULTS” condition. To the extent required by the City of Miami Zoning Code, the developer of the project shall be responsible for the plat/re-plat of the development site.

All available information on the referenced property may be obtained from the SEOPW CRA at 819 N.W. 2<sup>nd</sup> Avenue, Miami, Florida 33136. For further information, please contact Brian Zeltsman, SEOPW CRA Director of Architecture and Development, at (305) 679-6827 or [bzeltsman@miamigov.com](mailto:bzeltsman@miamigov.com). All interested parties are encouraged to inspect the property.

#### **1.3 Background**

The SEOPW CRA is a public agency formed under Fla. Stat: 163.330 and is responsible for carrying out community redevelopment activities and projects within the SEOPW CRA Redevelopment Area. The general boundaries of the SEOPW CRA Redevelopment Area, where the subject Property is located, extend north from NW 5<sup>th</sup> Street to NW 22<sup>nd</sup> Street, and west from Biscayne Blvd or N. Miami Avenue to NW 7<sup>th</sup> Avenue. The neighborhood is further intersected by the I-95 and I-395 elevated expressways. NW 3<sup>rd</sup> and 2<sup>nd</sup> Avenues are major north-south traffic arteries through the neighborhood, with local retail shops mixed with residential uses. NW 7<sup>th</sup> Street (“Sawyers Walk”) and NW 9<sup>th</sup> Street (9<sup>th</sup> Street Pedestrian Mall”) serve as pedestrian-oriented east-west corridors.

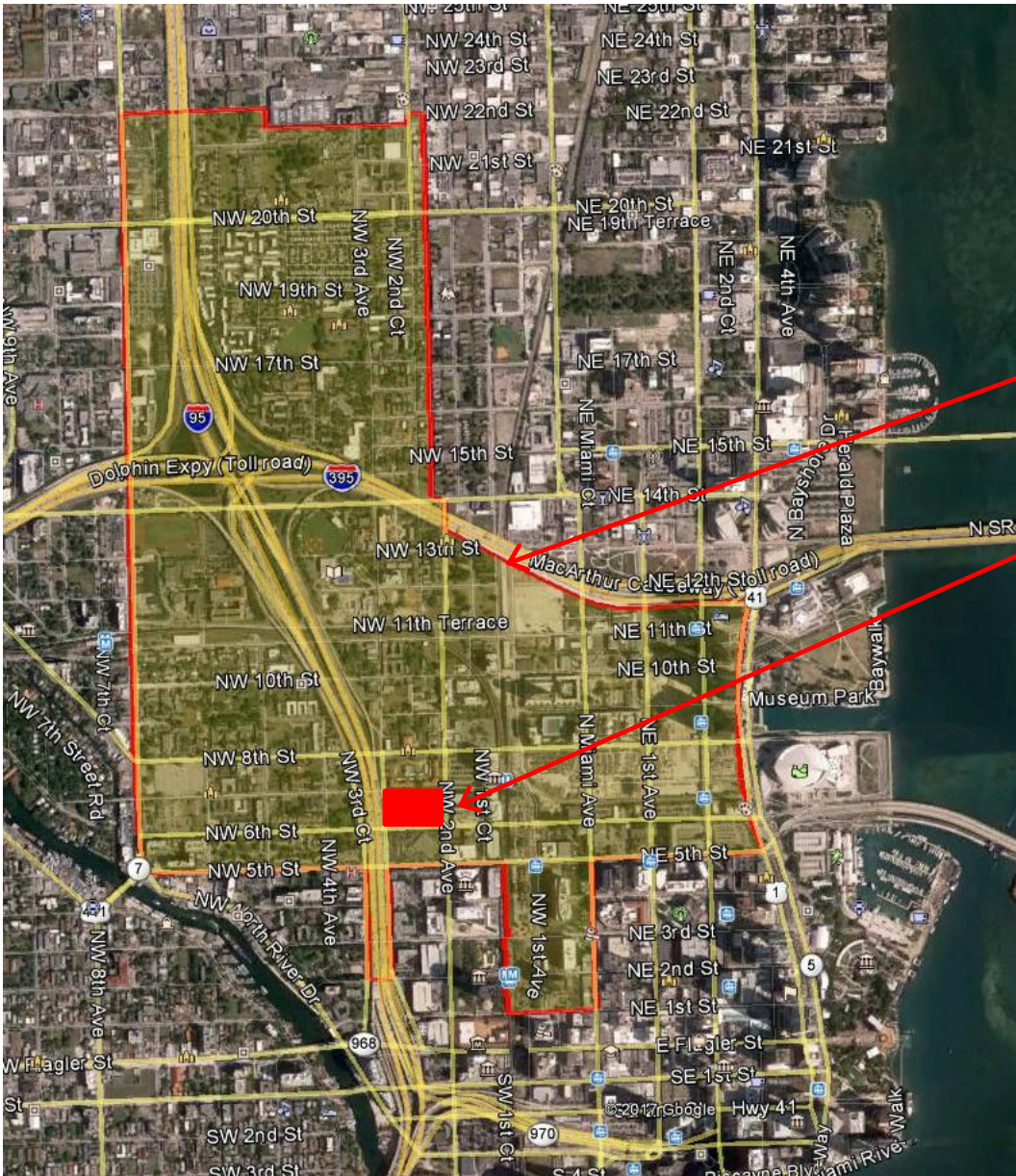
The SEOPW CRA has maintained a planning and supervisory role for the revitalization of the Overtown community that includes, but is not limited to the development of approximately 600 acres of blighted real estate adjacent to Miami’s central business district. The SEOPW CRA owns several parcels of land scattered throughout the historic Overtown community, including Block 55.



KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director



SEOPW CRA  
REDEVELOPMENT AREA  
BOUNDARIES

Property Location





## 1.4 The Property

Bock 55 is one of the remaining large parcels of undeveloped real estate located in the Overtown community, adjacent to downtown Miami. The Property is minutes away from the Central Business District of Miami. Currently, several projects are under construction within walking distance of the Property, including Miami WorldCenter, 3 MiamiCentral, and MiamiCentral which will entail the Brightline and Tri-Rail platforms.



Subject Property  
and Surrounding  
Context



Property  
Location &  
Current  
Conditions



## **SECTION 2**

### **2.0: CONTENTS AND FORMAT OF SUBMITTAL**

#### **2.1 The Submittal**

The goal of this RFP is to select a developer or a development team for the development of the Property in a manner satisfactory to the local community and the SEOPW CRA. All proposals must be consistent with the SEOPW CRA Redevelopment Plan dated November 2004 by Dover Kohl & Partners as updated by the Final Update of May 2009 by the City of Miami Planning Department (Version 2.0) which is available at:

[http://www.miamicra.com/seopwcra/docs/2009\\_SEOPW\\_Redevelopment\\_Plan.pdf](http://www.miamicra.com/seopwcra/docs/2009_SEOPW_Redevelopment_Plan.pdf)

The proposals should present a comprehensive, well-articulated development for the Property, complete with supporting documentation to include a development concept, financing plan, developer's qualifications and experiences, current and comparable projects, and user commitments and local community support. To that end, the following provisions shall be applicable:

#### **1. Cover Page**

Show the Proposer(s) name, address, telephone number, name of contact person, date, and the proposal name and RFP number.

#### **2. Table of Contents**

Include a clear identification of the material by section and by page number.

#### **3. Letter of Transmittal**

Provide a letter which provides a brief history of the Proposer's entity, summarizes the key points of the response and is signed by an officer or employee of the respondent's firm who is authorized to act on behalf of the entity. Please limit your transmittal letter to two (2) pages.

#### **4. Development Concept**

The development concept shall include at least the following:

- A detailed description of the project, a site plan, and renderings;
- A demonstration on how the Proposer's vision of the Property will create an economically viable destination that will complement recent economic development activity in the surrounding area, create jobs, and compliment the rich history of the Overtown community;
- A timetable for implementation of the project, from the execution date of a development agreement through project occupancy, including a development schedule with a timetable for review and approval of design and construction



documents, construction commencement date, occupancy date, and a phasing plan, if applicable; and

- A proposed transaction structure for the project, i.e., purchase, lease, or ground lease, specifying the financing structure, such as purchase price, lease payments, etc.

## **5. Financing Plan**

The financing plan shall include at least the following:

- Project budget/breakdown of all hard and soft costs required to implement project including, but not limited to: property due diligence tasks, approvals, professional fees, construction, marketing, legal fees, etc.;
- Sources, amounts, terms, and conditions of financing and Proposers' equity consistent with the project budget. If financing is not completely in place (for project or one or more of its components), Proposer must provide letters of interest from financing sources. If necessary, indicate status of fund-raising efforts and schedule;
- Pro forma cash flow statements, with documentation of assumptions for a 15 year period;
- Evidence of financing consistent with project budget;
- Evidence of financial capacity of lenders and equity sources; and
- Any public financing assistance that may be required.

The SEOPW CRA may request proposers to submit revised, updated, or a more detailed financing plan as deemed helpful or relevant, in the sole discretion of the SEOPW CRA, in evaluating the Proposer or any aspect of its proposal.

## **6. Qualifications and Experience**

The proposals shall provide a narrative statement describing all entities responsible for the development and management of the project, including the following:

- A description of the Proposer's qualifications and experience relevant to project development, design, construction, and management. Include information on all firms which comprise the Proposer and their role in the project, as well as experience working together on previous projects;
- An organizational chart;
- Demonstrate the experience and ability to successfully complete the project; and
- Identify key staff, including brief resumes that include length of time providing such services and contact information (including location, phone and e-mail address). The proposal should indicate each team member's responsibility for project tasks; and





- Proposer(s) most recent reviewed financial statements including an audited balance sheet and income statement prepared by an independent Certified Public Accountant.

## 7. **Current Developments & Comparable Projects**

The proposal shall include a list of current related or relevant projects where the Proposer is either the owner and/or partner. Please list the financial structure of each project including, but not limited to the public and private contributions. Include photographs of the developments discussed herein and other developments completed in the past which are relevant to the scope and scale of this proposed project.

## 8. **Community Benefits**

The proposals should address the community benefits to the Redevelopment Area including, but not limited to the following:

- Coordination and partnerships with local small business;
- Job opportunities for local area residents and businesses to allow them to participate in the construction of the development and local job fairs prior to the commencement the project;
- Permanent job opportunities for local residents post-construction, including newly generated trade and service jobs and local job fairs upon completion of the project; and
- Opportunities for local subcontractors and professional services during the design and/or construction of the project.

## 9. **References**

The proposals shall include three (3) references of which at least one (1) shall be from a financial institution and the others preferably developmental references, all to include addresses, telephone numbers, and relationships to the Proposer(s).

### 2.2 **Submission Process**

Proposer(s) shall submit one (1) printed original, six (6) printed copies, and one (1) copy submitted electronically on a USB drive storage device, CD or DVD. All submittals must be on 8 1/2" x 11" paper, neatly typed on one side only, with normal margins, and spacing. Handwritten responses will not be accepted. Said proposal must be submitted in a labeled and sealed envelope and delivered **only** to the following address:

**CITY OF MIAMI  
The Office of the City Clerk  
3500 Pan American Drive  
Miami, Florida 33133**

KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director

Responses must be **clearly marked on the outside of the package referencing:**

**RFP NO. 17-02  
REQUEST FOR PROPOSALS FOR THE  
DEVELOPMENT OF  
BLOCK 55  
PLAT BOOK "B" PAGE 41  
249 NW 6<sup>TH</sup> STREET, MIAMI, FLORIDA**

Responses are due no later than **Tuesday, September 26, 2017 at 11:00 a.m.**

Note: Submissions will not be accepted at the SEOPW CRA's office, nor any other location. Responses received after the date and time stated in the RFP will not be accepted and shall be returned unopened to the Proposer(s).



## **SECTION 3**

### **3.0: RFP GENERAL CONDITIONS**

#### **3.1 Additional Information or Clarification**

Request for additional information or clarifications must be made in writing to designated contact of the SEOPW CRA at the location listed on the cover page of this RFP. Proposer(s) may also fax or email their requests for additional information or clarifications to the attention of the designated contact. Facsimiles must have a cover sheet that includes the Proposer(s) name and the RFP number.

#### **3.2 Changes / Alterations**

The Proposer(s) may change or withdraw a Response at any time prior to the Response Submission Deadline. All changes or withdrawals shall be in writing. Oral / verbal changes, modifications, or withdrawals will not be recognized and will be disregarded. Written modifications will not be accepted after the Response Submission Deadline. Proposer(s) shall not assign or otherwise transfer their Response to another individual or entity.

#### **3.3 Sub-consultants**

A Sub-consultant is an individual or firm contracted by the Proposer or Proposer's firm to assist in the performance of services required under this RFP. A sub-consultant shall be paid through Proposer or Proposer's firm and not paid directly by the SEOPW CRA. Sub-consultants are allowed by the SEOPW CRA in the performance of the services delineated within this RFP. The Proposer must clearly reflect in its Response the major Sub-consultants to be utilized in the performance of required services. The SEOPW CRA retains the right to accept or reject any Sub-consultant proposed in the Response of Successful Proposer(s) or proposed prior to Agreement execution. Any and all liabilities regarding the use of a Sub-consultant must be maintained in good standing and approved by the SEOPW CRA throughout the duration of the Agreement. Neither the Successful Proposer(s) nor any of its Sub-consultants are considered to be employees or agents of the SEOPW CRA. Failure to list all major Sub-consultants and provide the required information may disqualify any proposed Sub-consultants from performing work under this RFP.

Proposer(s) shall include in their Response the requested Sub-consultants information and include all relevant information and include all relevant information required of the Proposer(s).

Proposer(s) are expressly prohibited from substituting Sub-consultants contained in the Response. Such substitution, for any reason, after receipt of the Response, and prior to award by the SEOPW CRA, shall result in disqualification of the Response from further consideration for award.





### **3.4 Discrepancies, Errors, and Omissions**

Any discrepancies, errors, or ambiguities in the RFP should be immediately reported in writing to the SEOPW CRA. Should it be necessary, the CRA will issue an addendum clarifying such conflicts or ambiguities.

### **3.5 Disqualification**

The SEOPW CRA reserves the right to disqualify Responses before or after the submission date, upon evidence of collusion with intent to defraud or other illegal practices on the part of the Proposer(s).

Any Response submitted by a Proposer(s) who is in arrears, e.g., money owed or otherwise in debt by failing to deliver goods or services to the CRA (including any agency or department of the City of Miami) or where the CRA has an open claim against a Proposer(s) for monies owed the SEOPW CRA at the time of Proposal submission, will be disqualified and shall not be considered for award.

Any Proposer(s) who submits in its Response any information that is determined by the SEOPW CRA, in its sole opinion, to be substantially inaccurate, misleading, exaggerated, or incorrect, shall be disqualified from consideration.

### **3.6 Proposer(s) Expenditures**

The Proposer(s) understand and agree that any expenditure they make in preparation and submittal of Responses or in the performance of any services requested by the SEOPW CRA in connection with the Responses to this RFP are exclusively at the expense of the Proposer(s). The SEOPW CRA shall not pay or reimburse any expenditure or any other expense incurred by any Proposer(s) in preparation of a Response and/or anticipation of a contract award and/or to maintain the approved status of the Successful Proposer(s) if an Agreement is awarded, and/or administrative or judicial proceedings resulting from the solicitation process.

### **3.7 Legal Requirements**

This RFP is subject to all applicable federal, state, and local laws, codes, ordinances, rules, and regulations that in any manner affect any of the services covered herein. Lack of knowledge by the Proposer shall in no way be cause for relief from responsibility.

### **3.8 Collusion**

The Proposer, by submitting a Proposal, certifies that its proposal is made without previous understanding, agreement, or connection either with any person, firm, or corporation submitting a Proposal for the same services, or with the SEOPW CRA. The Proposer certifies that its Proposal is fair, without control, collusion, fraud, or other illegal action. The Proposer further certifies that it is in compliance with the conflict of interest and code of ethics laws. The SEOPW CRA will investigate all situations where collusion may have occurred and the SEOPW CRA reserves the right to reject any and all Proposal where collusion may have occurred.



### **3.9 Key Personnel**

Subsequent to submission of a Proposal and prior to award of an Agreement, key personnel or staff shall not be changed. Any changes in key personnel will result in the Proposal being rejected and not considered for award.

### **3.10 SEOPW CRA Reservations**

The SEOPW CRA reserves the right, in its sole and absolute discretion, to:

- (1) Modify, waive, or otherwise vary the terms and conditions of this RFP at any time, including but not limited to, deadlines for submission and proposal requirements.
- (2) Accept the proposal which best serves the interest of the SEOPW CRA. The SEOPW CRA shall be the sole judge of which submission is in its best interest.
- (3) Accept or reject any or all submissions, request resubmissions and to enter into negotiations with Proposers as warranted.
- (4) Negotiate with any or all Proposers in order to obtain terms most beneficial to the SEOPW CRA.
- (5) Select one or more proposals to develop the entire site or a portion thereof; or award the development rights for the site to more than one developer.
- (6) Waive irregularities in the Responses and determine the nature of any minor irregularities.
- (7) Cancel and withdraw this RFP at any time.

### **3.11 Public Records**

Proposer(s) understand that the public shall have access, at all reasonable times, to all documents and information pertaining to SEOPW CRA contracts, subject to the provisions of Chapter 119, Florida Statutes, and agrees to allow access by the SEOPW CRA and the public to all documents subject to disclosure under applicable law. Proposer's failure or refusal to comply with the provision of this section shall result in the immediate cancellation of the Agreement (if awarded) by the SEOPW CRA.



## **SECTION 4.0**

### **4.0: EVALUATION / SELECTION PROCESS**

#### **Review for Responsiveness**

Each Proposal will be reviewed to determine if it is responsive to the submission requirements outlined in the RFP. A “responsive” Proposal is one which meets the requirements of the RFP, is submitted in the format outlined in the RFP, is of timely submission, and has appropriate signatures/attachments as required on each document.

The procedure for response evaluation and selection is as follows:

1. Receipt of RFP responses.
2. Opening and listing of all Proposals received.
3. Preliminary review by SEOPW CRA staff for compliance with the submission requirements of the RFP, including verification that each Proposal includes all documents required.
4. Review by professional staff and/or Selection Committee certifying that the Proposer is qualified to render the required services.
5. The Selection Committee, appointed by the SEOPW CRA Executive Director, shall meet to evaluate each responsive Proposal in accordance with the requirements of this RFP. The Selection Committee will rank the firms from the most qualified to the least qualified. At the option of the Selection Committee, they may decide to hold brief presentations and/or interview sessions with all Proposers or the top three (3) firms deemed to be the most qualified.
6. The Selection Committee will forward its recommendation to the CRA Executive Director, listing the Proposals in rank order.
7. After considering the recommendation of the Selection Committee, at a publicly noticed meeting the SEOPW CRA Executive Director will recommend the SEOPW CRA Board of Commissioners accept the rankings of the Selection Committee and authorize the SEOPW CRA Executive Director to enter into negotiation with the top-ranked qualified firm.
8. Thereafter, the SEOPW CRA Executive Director shall enter into negotiations for a development agreement (“Agreement”) with the top-ranked qualified firm.
9. Upon successful negotiation of an Agreement, the SEOPW CRA Executive Director will recommend the SEOPW CRA Board of Commissioners award the Project to the top-ranked firm and authorize the SEOPW CRA Executive Director to execute the Agreement.

All SEOPW CRA Board of Commissioners considerations shall be made at a public meeting, as required by Section 286.011, Florida Statutes. The SEOPW CRA Board of Commissioners shall have the final decision-making authority concerning the selection of a successful proposal for the disposition of SEOPW CRA-owned real property or interest therein.





The factors outlined below shall be applied to all eligible proposals. Note: fulfillment of project goals; quality and sensibility of design and compatibility with the neighborhood and immediate surrounding will be considered when reviewing the proposals. All references will be subject to appropriate evaluation.

<b>EVALUATION CRITERIA</b>	<b>POINT VALUE</b>
Development Concept	20
Feasibility of the financing plan and realistic ability to complete the project within the proposed schedule and with the fewest financial contingencies	20
Qualifications & Experience of Development Team, including experience with projects of similar scale and complexity	20
Fulfillment of SEOPW CRA Redevelopment goals; quality and sensitivity of design and compatibility with Overtown and immediate surroundings	30
Financial capability of the Proposer	10
<b>TOTAL POINTS</b>	<b>100</b>



**SECTION 5**

**5.0: RFP RESPONSE FORMS**

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**5.1. RFP INFORMATION FORM**

**RFP No. 17-02:      REQUEST FOR PROPOSALS FOR THE DEVELOPMENT OF BLOCK 55  
PLAT BOOK "B" PAGE 41 - 249 NW 6<sup>TH</sup> STREET, MIAMI, FLORIDA**

I certify that any and all information contained in this RFP is true. I certify that this RFP is made without prior understanding, agreement, or connections with any corporation, firm or person submitting a RFP for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I agree to abide by all terms and conditions of the RFP, and certify that I am authorized to sign for the Proposer's firm. Please print the following and sign your name:

\_\_\_\_\_  
Firm's Name

\_\_\_\_\_  
Principal Business Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Authorized Signature

**FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**



## SECTION 5

### 5.0: RFP RESPONSE FORMS

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#### 5.1a. ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUMS FORM

**RFP No. 17-02:      REQUEST FOR PROPOSALS FOR THE DEVELOPMENT OF BLOCK 55  
PLAT BOOK "B" PAGE 41 - 249 NW 6<sup>TH</sup> STREET, MIAMI, FLORIDA**

I acknowledge the receipt and have familiarized myself with all addendums for this RFP, and certify that I am authorized to sign for the Proposer's firm. Any and all addendums can be found on the SEOPW CRA website by the Response Submission Date. Please print the following and sign your name:

\_\_\_\_\_  
Firm's Name

\_\_\_\_\_  
Principal Business Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Authorized Signature

**FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**





**5.2.1**

**CERTIFICATE OF AUTHORITY  
(IF CORPORATION)**

STATE OF )  
 ) SS:  
COUNTY OF )

I HEREBY CERTIFY that a meeting of the Board of Directors of \_\_\_\_\_

\_\_\_\_\_, a corporation existing under the laws of  
the State of \_\_\_\_\_, held on \_\_\_\_\_, 20\_\_\_\_, and the following resolution  
was duly passed and adopted:

"RESOLVED, that, \_\_\_\_\_, as \_\_\_\_\_ of the Corporation, be and  
is hereby authorized to execute the Response dated, \_\_\_\_\_, 20\_\_\_\_, for submission to  
the Southeast Overtown / Park West Community Redevelopment Agency; and this Corporation and the  
execution on its behalf thereof, attested by the Secretary of the Corporation, and with the Corporate Seal  
affixed, shall be the official act and deed of this Corporation."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the corporation this  
\_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

Secretary: \_\_\_\_\_

(SEAL)

**FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**



5.2.2

**CERTIFICATE OF AUTHORITY  
(IF PARTNERSHIP)**

STATE OF                    )  
  ) SS:  
COUNTY OF                )

I HEREBY CERTIFY that a meeting of the Partners of \_\_\_\_\_  
\_\_\_\_\_, organized and existing under the  
laws of the State of \_\_\_\_\_, held on \_\_\_\_\_, 20 \_\_\_\_\_, the  
following resolution was duly passed and adopted:

"RESOLVED, that, \_\_\_\_\_, as \_\_\_\_\_ of the Partnership, be  
and is hereby authorized to execute the Response dated, \_\_\_\_\_ 20\_\_\_\_\_, for submission to  
the Southeast Overtown / Park West Community Redevelopment Agency, and this Partnership and  
execution on its behalf, attested by the \_\_\_\_\_  
\_\_\_\_\_ shall be the official act and deed of this Partnership."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Secretary: \_\_\_\_\_

(SEAL)

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**

KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director

5.2.3

**CERTIFICATE OF AUTHORITY  
(IF JOINT VENTURE)**

STATE OF \_\_\_\_\_ )  
 ) SS:  
COUNTY OF \_\_\_\_\_ )

I HEREBY CERTIFY that a meeting of the Principals of the \_\_\_\_\_  
\_\_\_\_\_ organized and existing under the laws of the State of \_\_\_\_\_,  
held on \_\_\_\_\_, 20\_\_\_\_\_, the following resolution was duly passed and  
adopted:

"RESOLVED, that \_\_\_\_\_ as \_\_\_\_\_ of the Joint  
Venture be and is hereby authorized to execute the Response dated, \_\_\_\_\_ 20\_\_\_\_, for  
submission to the Southeast Overtown / Park West Community Redevelopment Agency, as an official act  
and deed of this Joint Venture."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_, day of  
\_\_\_\_\_, 20\_\_\_\_\_.

Secretary: \_\_\_\_\_

(SEAL)

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FOR MAY DISQUALIFY YOUR RESPONSE**

KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director

**5.2.4**

**CERTIFICATE OF AUTHORITY  
(IF INDIVIDUAL)**

STATE OF )  
 ) SS:  
COUNTY OF )

I HEREBY CERTIFY that as an individual, I \_\_\_\_\_

(Name of Individual)

\_\_\_\_\_ and as a d/b/a (doing business as)

\_\_\_\_\_ (if applicable)

\_\_\_\_\_ exist under the laws of the State of Florida.

"RESOLVED, that, as an individual and/or d/b/a (if applicable), is hereby authorized to execute the Response dated, \_\_\_\_\_, 20\_\_\_\_, for submission to the Southeast Overtown / Park West Community Redevelopment Agency, as an individual and/or a going business concern with the a fictitious name, \_\_\_\_\_ (if applicable) and that my execution thereof, attested by a Notary Public of the State, shall be the official act and deed of this attestation."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of Notary Public this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC: \_\_\_\_\_

Commission No.: \_\_\_\_\_

I personally know the individual/do not know the individual (Please Circle)

Driver's License # \_\_\_\_\_

(SEAL)

**FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**



### 5.3 DEBARMENT AND SUSPENSION

(a) Authority and requirement to debar and suspend:

After reasonable notice to an actual or prospective contractual party, and after reasonable opportunity to such party to be heard, the SEOPW CRA shall have the authority to debar a contractual party for the causes listed below from consideration for award of SEOPW CRA contracts. The debarment shall be for a period of not fewer than three (3) years. The SEOPW CRA shall also have the authority to suspend a Proposer from consideration for award of SEOPW CRA contracts if there is probable cause for debarment. Pending the debarment determination, the authority to debar and suspend Proposer shall be exercised in accordance with regulations, which shall be issued by the SEOPW CRA after approval by the CRA Board of Commissioners.

(b) Causes for debarment or suspension include the following:

1. Conviction for commission of a criminal offense incident to obtaining or attempting to obtain a public or private contract or subcontract, or incident to the performance of such contract or subcontract.
2. Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty.
3. Conviction under state or federal antitrust statutes arising out of the submission of bids or Responses.
4. Violation of contract provisions, which are regarded by the SEOPW CRA to be indicative of non-responsibility. Such violation may include failure without good cause to perform in accordance with the terms and conditions of a contract or to perform within the time limits provided in a contract, provided that failure to perform caused by acts beyond the control of a party shall not be considered a basis for debarment or suspension.
5. Debarment or suspension of the contractual party by any federal, state or other governmental entity.
6. False certification pursuant to paragraph (c) below.
7. Any other cause judged by the SEOPW CRA to be so serious and compelling as to affect the responsibility of the contractual party performing SEOPW CRA contracts.



KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director

(c) Certification:

All contracts for goods and services, sales, and leases by the SEOPW CRA shall contain a certification that neither the contractual party nor any of its principal owners or personnel has been convicted of any of the violations set forth above or debarred or suspended as set forth in paragraph (b) (5).

The undersigned hereby certifies that neither the contractual party nor any of its principal owners or personnel has been convicted of any of the violations set forth above, or debarred or suspended as set forth in paragraph (b) (5).

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**

KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director

**FORM 'A'**

**INFORMATION FOR DETERMINING JOINT VENTURE ELIGIBILITY**

If the Proposer is submitting as a joint venture, please be advised that this form **MUST** be completed and the **REQUESTED** written joint-venture agreement **MUST** be attached and submitted.

1. Name of joint venture: \_\_\_\_\_
2. Address of joint venture: \_\_\_\_\_
3. Telephone number: \_\_\_\_\_
4. List the firms/entities/individuals that comprise the joint venture:

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5. Identify by name and firm, those individuals (and their titles) who are responsible for the day-to-day management and policy decision making, including, but not limited to, those with prime responsibility for:

(a) Financial decisions: \_\_\_\_\_

(b) Management decisions, such as:

(i) Estimating: \_\_\_\_\_

(ii) Marketing and sales: \_\_\_\_\_

(iii) Hiring/firing of management and non-management personnel:

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(iv) Purchasing of major items or supplies:

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(v) Supervision of field operations:

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KEON HARDEMON  
Board Chair



CLARENCE E. WOODS, III  
Executive Director

**FORM 'A' (Continued)**

**NOTE:** If, after filing this form and before the completion of the joint venture's work on the Project, there is any significant change in the information submitted, the joint venture must inform the SEOPW CRA in writing.

The following Affidavit was must completed by the principal of each party participating in the joint venture.

**AFFIDAVIT**

"The undersigned swears or affirms that the foregoing statements are correct and include all material information necessary to identify and explain the terms and operation of the joint venture and the intended participation by each member of the joint venture in the undertaking. Further, the undersigned covenants and agrees to provide to the Southeast Overtown/Park West Community Redevelopment Agency current, complete and accurate information regarding work performed by the joint venture in connection with the Project and any proposed changes regarding any member of the joint venture relevant to the joint venture. Any material misrepresentation will be grounds for terminating the Agreement between the SEOPW CRA and the joint venture which may be awarded for the Project.

Joint Ventures:

Name of Firm/Entity/Individual: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Printed Name of Signatory: \_\_\_\_\_  
Title of Signatory: \_\_\_\_\_  
Date: \_\_\_\_\_

Name of Firm/Entity/Individual: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Printed Name of Signatory: \_\_\_\_\_  
Title of Signatory: \_\_\_\_\_  
Date: \_\_\_\_\_

Name of Firm/Entity/Individual: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Printed Name of Signatory: \_\_\_\_\_  
Title of Signatory: \_\_\_\_\_  
Date: \_\_\_\_\_

**FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE**