

# City of Miami

*City Hall*  
3500 Pan American Drive  
Miami, FL 33133  
[www.miamigov.com](http://www.miamigov.com)



## Meeting Agenda

Thursday, October 24, 2013

12:00 PM

Special SEOPW CRA Meeting

Miami City Hall  
3500 Pan American Drive Miami , Fl. 33133

## SEOPW Community Redevelopment Agency

*Michelle Spence-Jones, Chair*  
*Wifredo (Willy) Gort, Vice Chair*  
*Marc David Sarnoff, Commissioner*  
*Frank Carollo, Commissioner*  
*Francis Suarez, Commissioner*  
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**SEOPW CRA OFFICE ADDRESS:**  
1490 NW 3rd Avenue, Suite 105  
Miami, FL 33136  
Phone: (305) 679-6800, Fax: (305) 679-6835  
[www.miamicra.com](http://www.miamicra.com)

**RESOLUTIONS**

1. **CRA RESOLUTION**  
13-01205 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ACCEPTING FUNDS, IN AN AMOUNT NOT TO EXCEED \$900,000, CONSISTING OF A GRANT AWARD FROM THE U.S. DEPARTMENT OF COMMERCE'S ECONOMIC DEVELOPMENT ADMINISTRATION FOR THE ADAPTIVE RE-USE OF AND REHABILITATION OF THE HISTORIC EBENEZER CHURCH, 300 NW 11 STREET, MIAMI, FLORIDA; RATIFYING THE EXECUTIVE DIRECTOR'S EXECUTION OF THE FINANCIAL ASSISTANCE AWARD AGREEMENT ATTACHED HERETO; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL OTHER AMENDMENTS, EXTENSIONS, MODIFICATIONS, AND OTHER NECESSARY DOCUMENTS IN ORDER TO IMPLEMENT THE ACCEPTANCE OF AND COMPLIANCE WITH SAID GRANT AWARD.
  
2. **CRA RESOLUTION**  
13-01207 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A PARTNERSHIP AGREEMENT WITH THE MIAMI FOUNDATION, INC. FOR THE MANAGEMENT OF PRIVATE FUNDS RECEIVED FROM THIRD PARTY DEVELOPERS AS A RESULT OF COMMUNITY BENEFIT AGREEMENTS ENTERED INTO FOR LARGE SCALE DEVELOPMENT PROJECTS THROUGHOUT THE REDEVELOPMENT AREA; DIRECTING THE EXECUTIVE DIRECTOR TO PRESENT A FINAL PARTNERSHIP AGREEMENT TO THE BOARD FOR ITS CONSIDERATION.
  
3. **CRA RESOLUTION**  
13-01208 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A PARTNERSHIP AGREEMENT WITH THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD FOR THE DEVELOPMENT OF A FIRST SOURCE JOB REGISTRY AND HIRING REFERRAL PROGRAM; DIRECTING THE EXECUTIVE DIRECTOR TO PRESENT A FINAL PARTNERSHIP AGREEMENT TO THE BOARD FOR ITS CONSIDERATION.
  
4. **CRA RESOLUTION**  
13-01209 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$3,333,333, TO TOWN PARK PLAZA NORTH CONDOMINIUM ASSOCIATION, INC. FOR THE RENOVATION AND REHABILITATION OF RESIDENTIAL UNITS AND COMMONS AREAS AT 475 NW 19 STREET, MIAMI, FLORIDA (FOLIO NO. 01-3136-083-0870); AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

5.

13-01210

**CRA RESOLUTION**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$50,000, TO SUITED FOR SUCCESS, INC. TO UNDERWRITE COSTS ASSOCIATED WITH THE PROVISION OF TRAINING AND OTHER EMPLOYMENT SUPPORT SERVICES TO JOB SEEKERS FROM THE REDEVELOPMENT AREA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

6.

13-01211

**CRA RESOLUTION**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$75,000, TO THE CITY OF MIAMI TO UNDERWRITE COSTS ASSOCIATED WITH THE INSTALLATION AND OPERATION OF THE SHOTSPOTTER FLEX GUNFIRE ALERT AND ANALYSIS SERVICE AS A PILOT PROGRAM THROUGHOUT THE REDEVELOPMENT AREA; 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; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

7.

13-01212

**CRA RESOLUTION**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$50,000, TO MIAMI DADE COLLEGE ("MDC") TO UNDERWRITE COSTS ASSOCIATED WITH THE CURRENT OPERATION OF THE HOSPITALITY AND CULINARY INSTITUTE ("INSTITUTE"); FURTHER AUTHORIZING THE ISSUANCE OF AN ADDITIONAL GRANT, IN AN AMOUNT NOT TO EXCEED \$900,000, TO MDC FOR OPERATION OF THE INSTITUTE AT THE EBENEZER CHURCH, 300 NW 11 STREET, MIAMI, FLORIDA ("SITE"), FOR A FOUR-YEAR PERIOD, IN AN AMOUNT NOT TO EXCEED \$225,000 PER YEAR, PROVIDED THAT SAID ADDITIONAL GRANT ONLY BE AVAILABLE TO MDC UPON REIMBURSEMENT OF FUNDS FROM THE U.S. DEPARTMENT OF COMMERCE'S ECONOMIC DEVELOPMENT ADMINISTRATION IN CONNECTION WITH THE ADAPTIVE RE-USE AND REHABILITATION OF

THE SITE; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

**AGENDA ITEM # 1**

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

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To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013

File: 13-01205

Subject: Resolution Authorizing Acceptance of EDA  
Grant for Rehabilitation of Historic Ebenezer  
Church.

From: Clarence E. Woods, III   
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") accepts funds, in an amount not to exceed \$900,000, consisting of a grant award from the U.S. Department of Commerce's Economic Development Administration for the adaptive re-use and rehabilitation of the historic Ebenezer Church, 300 NW 11 Street, Miami, Florida ("site").

Through grant support from the CRA, Miami Dade College ("MDC") operates the Hospitality Institute, which provides training and employment opportunities to residents of the Redevelopment Area. MDC has expanded the Hospitality Institute to include culinary arts training; however, MDC is in need of dedicated space to operate the expanded programming.

To assist MDC with its expansion, the CRA has agreed to allow the Hospitality Institute to operate at the site, but the site is in need of being rehabilitated. In an effort to assist the CRA with leveraging its funding support of the Hospitality Institute, the CRA applied for a grant in the amount of \$900,000.00 from the U.S. Department of Commerce's Economic Development Administration ("EDA") for the adaptive re-use and rehabilitation of the site. The application also required participation by MDC, and the City of Miami ("City"), given that the CRA is one of its agencies.

On October 1, 2013, EDA awarded a grant, in an amount not to exceed \$900,000.00 for the adaptive re-use and rehabilitation of the site ("grant award"), and requires the City and the CRA to accept the award within thirty (30) days. Acceptance of this grant award would enable the CRA to rehabilitate the site and allow MDC to continue its expanded programming.

**JUSTIFICATION:**

Section 163.370(2)(g), Florida Statutes, allows a community redevelopment agency to "to borrow money and to apply for and accept advances, loans, grants, contributions, and any other form of financial assistance from the Federal Government."

Section 2, Goal 1, at page 11, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") provides for the preservation of historic buildings and community heritage as a stated redevelopment goal. The Plan, at pages 89 – 90, also describes the Ebenezer Church, 300 NW 11 Street, Miami, Florida ("site"), as being historically significant, and encourages the renovation of such buildings throughout the Redevelopment Area.

**FUNDING:**

This Resolution does not commit funding.



**City of Miami**  
**Legislation**  
**CRA Resolution**

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

File Number: 13-01205

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY ACCEPTING FUNDS, IN AN AMOUNT NOT TO EXCEED \$900,000, CONSISTING OF A GRANT AWARD FROM THE U.S. DEPARTMENT OF COMMERCE'S ECONOMIC DEVELOPMENT ADMINISTRATION FOR THE ADAPTIVE RE-USE OF AND REHABILITATION OF THE HISTORIC EBENEZER CHURCH, 300 NW 11 STREET, MIAMI, FLORIDA; RATIFYING THE EXECUTIVE DIRECTOR'S EXECUTION OF THE FINANCIAL ASSISTANCE AWARD AGREEMENT ATTACHED HERETO; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL OTHER AMENDMENTS, EXTENSIONS, MODIFICATIONS, AND OTHER NECESSARY DOCUMENTS IN ORDER TO IMPLEMENT THE ACCEPTANCE OF AND COMPLIANCE WITH SAID GRANT AWARD.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 163.370(2)(g), Florida Statutes, allows a community redevelopment agency to "to borrow money and to apply for and accept advances, loans, grants, contributions, and any other form of financial assistance from the Federal Government," and

WHEREAS, Section 2, Goal 1, at page 11, of the Plan, provides for the preservation of historic buildings and community heritage as a stated redevelopment goal; and

WHEREAS, the Plan, at pages 89 - 90, describes the Ebenezer Church, 300 NW 11 Street, Miami, Florida ("site"), as being historically significant, and encourages the renovation of such buildings throughout the Redevelopment Area; and

WHEREAS, through grant support from the CRA, Miami Dade College operates the Hospitality Institute, which provides training and employment opportunities to residents of the Redevelopment Area; and

WHEREAS, Miami Dade College has expanded the Hospitality Institute to include culinary arts training; however, Miami Dade College is in need of dedicated space to operate the expanded programming; and

WHEREAS, to assist Miami Dade College with its expansion, the CRA has agreed to allow the Hospitality Institute to operate at the site, but the site is in need of being rehabilitated; and

WHEREAS, in an effort to assist the CRA with leveraging its funding support of the Hospitality Institute, the CRA applied for a grant in the amount of \$900,000.00 from the U.S. Department of Commerce's Economic Development Administration ("EDA") for the adaptive re-use and rehabilitation

of the site; and

WHEREAS, the application also required participation by Miami Dade College, and the City of Miami ("City"), given that the CRA is one of its agencies; and

WHEREAS, on October 1, 2013, EDA awarded a grant, in an amount not to exceed \$900,000.00 for the for the adaptive re-use and rehabilitation of the site ("grant award"), and requires the City and the CRA to accept the award within thirty (30) days; and

WHEREAS, the Board of Commissioners wishes to accept the award, wishes to ratify the Executive Director's execution of the Financial Assistant Award Agreement attached hereto, and authorizes the Executive Director to execute all other amendments, extensions, modifications, and other necessary documents in order to implement the acceptance of and compliance with said grant award; and

WHEREAS, the Board of Commissioners finds that the acceptance of the grant award for the purposes set forth above 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. The Board of Commissioners hereby accepts funds, in an amount not to exceed \$900,000, consisting of a grant award from the U.S. Department of Commerce's Economic Development Administration for the adaptive re-use of and rehabilitation of the historic Ebenezer Church, 300 NW 11 Street, Miami, Florida ("grant award").

Section 3. The Board of Commissioners ratifies the Executive Director's execution of the Financial Assistance Award Agreement attached hereto.

Section 4. The Executive Director is authorized to execute all other amendments, extensions, modifications, and other necessary documents in order to implement the acceptance of and compliance with said grant award.

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. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

  
\_\_\_\_\_  
JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL



SUP  
DOCUMENTATION



OCT 13 12:00 PM

**UNITED STATES DEPARTMENT OF COMMERCE**  
**Economic Development Administration**  
**Atlanta Regional Office**  
Suite 1820  
401 West Peachtree St., N.W.  
Atlanta, Georgia 30308-3510

SEP 25 2013

In reply refer to:  
Investment No. 04-79-06827

Mr. Clarence Woods  
Executive Director  
Southeast Overtown/Park West Community Redevelopment  
1490 NW 3<sup>rd</sup> Avenue, Suite 105  
Miami, Florida 33136

and

Mr. Johnny Martinez  
City Manager  
City of Miami  
444 S.W. 2<sup>nd</sup> Avenue  
Miami, Florida 33130

and

Dr. Rolando Montoya  
College Provost  
Miami Dade College  
300 NE 2<sup>nd</sup> Avenue  
Miami, Florida 33132

Dear Gentlemen:

I am pleased to inform you that the Department of Commerce's Economic Development Administration (EDA) has approved your application for a \$900,000 EDA investment to encompass the adaptive re-use and rehabilitation of an historic former church building to accommodate the newly expanded Hospitality and Culinary Institute.

Enclosed are two signed copies of the Financial Assistance Award. Your agreement to the terms and conditions of the award should be indicated by the signature of your principal official on each of the signed copies of the Financial Assistance Award. One of the executed copies should be returned to H. Philip Paradice, Jr., Regional Director, Atlanta Regional Office, Economic Development Administration, 401 West Peachtree Street, N.W, Suite 1820, Atlanta, Georgia 30308-3510. If not signed and returned within 30 days of receipt, EDA may declare the Award null and void.

Please do not make any commitments in reliance on this award until you have carefully reviewed and accepted the terms and conditions. Any commitments entered into prior to obtaining the approval of EDA in accordance with its regulations and requirements will be at your own risk.

EDA's mission is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy. EDA implements this mission by making strategic investments in the nation's most economically distressed communities that encourage private sector collaboration and creation of higher-skill, higher wage jobs. EDA investments are results driven, embracing the principles of technological innovation, entrepreneurship and regional development.



Mr. Clarence Woods  
Mr. Johnny Martinez  
Dr. Rolando Montoya  
Page Two

I share your expectations regarding the impact of this investment and look forward to working with you to meet the economic development needs of your community.

Sincerely,

A handwritten signature in black ink, appearing to read "H. Philip Paradice, Jr.", written over a horizontal line.

H. Philip Paradice, Jr.  
Regional Director

Enclosures: Form CD-450 Financial Assistance Award (2)  
Exhibit A – Special Award Conditions  
Attachment No. 1 – Form ED-508 Budget  
EDA Standard Terms and Conditions for Construction Projects, dated March 12, 2013

GRANT  COOPERATIVE AGREEMENT

**FINANCIAL ASSISTANCE AWARD**

RECIPIENT NAME  
**Southeast Overtown/Park West Community Redevelopment Agency**

AWARD PERIOD  
**45 months after date of EDA approval**

STREET ADDRESS  
**1490 NW 3rd Avenue, Suite 105**

AWARD NUMBER  
**04-79-06827**

CITY, STATE, ZIP CODE  
**Miami, Florida 33136**

FEDERAL SHARE OF COST  
**\$ 900,000.00**

RECIPIENT NAME  
**City of Miami**

RECIPIENT SHARE OF COST  
**\$ 1,069,437.00**

STREET ADDRESS  
**444 S.W. 2nd Avenue**

TOTAL ESTIMATED COST  
**\$ 1,969,437.00**

CITY, STATE, ZIP CODE  
**Miami, Florida 33130**

RECIPIENT NAME  
**Miami Dade College**

STREET ADDRESS  
**300 NE 2nd Avenue**

CITY, STATE, ZIP CODE  
**Miami, Florida 33132**

AUTHORITY  
**Public Works and Economic Development Act of 1965, as amended (42 U.S.C. § 3121 et seq.)**

CFDA NO. AND PROJECT TITLE  
**11.307 Economic Adjustment / Building Rehabilitation**

BUREAU	FUND	FCFY	PROJECT-TASK	ORGANIZATION	OBJECT CLASS
20	40	13	0406827-000	04	4110

This Award approved by the Grants Officer is issued in triplicate and constitutes an obligation of Federal funding. By signing the three documents, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, two signed Award documents shall be returned to the Grants Officer and the third document shall be retained by the Recipient. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally terminate this Award.

- Department of Commerce Financial Assistance Standard Terms and Conditions
- Special Award Conditions (see Exhibit A)
- Line Item Budget (Attachment No. 1)
- 15 CFR Part 14, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, Other Nonprofit, and Commercial Organizations
- 15 CFR Part 24, Uniform Administrative Requirements for Grants and Agreements to State and Local Governments
- OMB Circular A-21, Cost Principles for Educational Institutions
- OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments
- OMB Circular A-122, Cost Principles for Nonprofit Organizations
- 48 CFR Part 31, Contract Cost Principles and Procedures
- OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations
- Other(s): **EDA Standard Terms and Conditions for Construction Projects, dated March 12, 2013**

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER	TITLE	DATE
<i>H. Phillip Paradise, Jr.</i>	Director, Atlanta Regional	9/25/13
<i>Clarence Woods</i>	Executive Director, Southeast Overtown/Park West Community Redevelopment	10/01/13
<i>Johnny Martinez</i>	City Manager, City of Miami	
<i>Dr. Rolando Montoya</i>	College Provost, Miami Dade College	10/19/2013

U.S. DEPARTMENT OF COMMERCE  
ECONOMIC DEVELOPMENT ADMINISTRATION

**PUBLIC WORKS PROJECT COST CLASSIFICATIONS**

EDA Investment No. 04-79-06827

State: Florida

County: Miami-Dade

<u>Cost Classification</u>	<u>Proposed</u>	<u>Approved</u>
Administrative and legal expenses	\$	\$
Land, structures, and rights-of-way appraisals, etc.		
Relocation expenses and payments (Cost incidental to transfer of titles)		
Architectural and engineering fees	121,817	121,817
Other architectural and engineering fees		
Project inspection fees and audit		
Site Work		
Demolition and removal		
Construction	1,602,061	1,602,061
Equipment		
Miscellaneous		
Contingencies	245,559	245,559
<b>TOTAL PROJECT COSTS</b>	<b>\$ 1,969,437</b>	<b>\$ 1,969,437</b>

Remarks:

EXHIBIT "A"

U.S. DEPARTMENT OF COMMERCE  
Economic Development Administration (EDA)

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Public Works and Development Facilities

Investment No.: 04-79-06827

Recipient: Southeast Overtown/Park West community Redevelopment Agency, City of Miami and  
Miami Dade College, Florida

SPECIAL AWARD CONDITIONS

1. PROJECT DEVELOPMENT TIME SCHEDULE: The Recipient agrees to the following Project development time schedule:

Time allowed after Receipt of Financial Assistance Award for:

Return of Executed Financial Assistance Award..... 30 days  
Start of Construction..... 18 Months from Date of Grant Award  
Construction Period..... 24 Months

Project Closeout – All Project closeout documents including final financial information and any required program reports shall be submitted to the Government not more than 90 day after the date the Recipient accepts the completed project from the contractor(s).

The Recipient shall pursue diligently the development of the Project so as to ensure completion within this time schedule. Moreover, the Recipient shall notify the Government in writing of any event, which could delay substantially the achievement of the Project within the prescribed time limits. The Recipient further acknowledges that failure to meet the development time schedule may result in the Government's taking action to terminate the Award in accordance with the regulations set forth at 15 CFR 24.43 (53 Fed. Reg. 8048-9, 8102, March 11, 1988).

2. GOALS FOR WOMEN AND MINORITIES IN CONSTRUCTION: Department of Labor regulations set forth in 41 CFR 60-4 establish goals and timetables for participation of minorities and women in the construction industry. These regulations apply to all Federally assisted construction contracts in excess of \$10,000. The Recipient shall comply with these regulations and shall obtain compliance with 41 CFR 60-4 from contractors and subcontractors employed in the completion of the Project by including such notices, clauses and provisions in the Solicitations for Offers or Bids as required by 41 CFR 60-4. The goal for the participation of women in each trade area shall be as follows:

From April 1, 1981, until further notice: 6.9 percent

All changes to this goal, as published in the Federal Register in accordance with the Office of Federal Contract Compliance Programs regulations at 41 CFR 60-4.6, or any successor regulations, shall hereafter be incorporated by reference into these Special Award Conditions.

Goals for minority participation shall be as prescribed by Appendix B-80, Federal Register, Volume 45, No. 194, October 3, 1980, or subsequent publications. The Recipient shall include the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" (or cause them to be included, if appropriate) in all Federally assisted contracts and subcontracts. The goals and timetables for minority and female participation may not be less than those published pursuant to 41 CFR 60-4.6.

3. **REPORT ON UNLIQUIDATED OBLIGATIONS:** All Recipients of an EDA grant award of more than \$100,000 whose Award has not been fully disbursed is required to submit Form SF-425, "*Financial Status Report*" to EDA semi-annually to report on the status of unreimbursed obligations. This report will provide information on the amount of allowable Project expenses that have been incurred, but not claimed for reimbursement by the Recipient. The first report shall be as of March 30 of each year and shall be submitted to EDA no later than April 30 of each year, and the second report shall be as of September 30 of each year and shall be submitted to EDA no later than October 30 of each year. The Recipient must submit a final financial report using Form SF-425 within 90 days of the expiration date of the Award (or from the date the Recipient accepts the Project from the contractor, whichever occurs earlier). Noncompliance with these requirements will result in the suspension of disbursements under this Award. Financial reports are to be submitted to the Project Officer.
  
4. **PRESERVATION OF OPEN COMPETITION AND GOVERNMENT NEUTRALITY TOWARDS GOVERNMENT CONTRACTORS LABOR RELATIONS ON FEDERAL AND FEDERALLY FUNDED CONSTRUCTION PROJECTS:** Pursuant to E.O. 13202, "Preservation of Open Competition and Government Neutrality Towards Government Contractors' Labor Relations on Federal and Federal Funded Construction Projects," unless the Project is exempted under section 5(c) of the order, bid specifications, project agreements, or other controlling documents for construction contracts awarded by Recipients of grants or cooperative agreements, or those of any construction manager acting on their behalf, shall not:  
a) include any requirement or prohibition on Bidders, Offerors, Contractors, or Subcontractors about entering into or adhering to agreements with one or more labor organizations on the same or related construction Project(s); or b) otherwise discriminate against Bidders, Offerors, Contractors, or Subcontractors for becoming or refusing to become or remain signatories or otherwise to adhere to agreements with one or more labor organizations, on the same or other related construction Project(s).

5. **ENGINEERING CERTIFICATE/CERTIFICATE OF TITLE:** The Recipient, prior to Solicitation of bids for construction of this Project, shall furnish to the Government an acceptable Engineering Certificate showing all lands, rights-of-way and easements necessary for construction of this Project along with an acceptable Certificate of Title on said lands, rights-of-way and easements showing good and merchantable title free of mortgages or other foreclosable liens.
6. **CONSTRUCTION START:** If significant construction (as determined by EDA) is not commenced within two years of approval of the project or by the date estimated for start of construction in the grant award (or the expiration of any extension granted in writing by EDA), whichever is later, the EDA grant will be automatically suspended and may be terminated if EDA determines, after consultation with the grant recipient, that construction to completion cannot reasonably be expected to proceed promptly and expeditiously.
7. **NONRELOCATION:** In signing this award of financial assistance, Recipient(s) attests that EDA funding is not intended by the Recipient to assist its efforts to induce the relocation of existing jobs that are located outside of its jurisdiction to within its jurisdiction in competition with other jurisdictions for those same jobs. In the event that EDA determines that its assistance was used for those purposes, EDA retains the right to pursue appropriate enforcement action in accord with the Standard Terms and Conditions of the Award, including suspension of disbursements and termination of the award for convenience or cause.
8. **REFUND CHECKS, INTEREST OR UNUSED FUNDS:** Treasury has given the EDA two options for having payments deposited to our account with it:

The first one is Pay.Gov. This option allows the payee to pay EDA through the Internet. The payee will have the option to make a one-time payment or to set up an account to make regular payments.

The second option is Paper Check conversion. All checks must identify on their face the name of the DoC agency funding the award, award number, and no more than a two-word description to identify the reason for the refund or check. A copy of the check should be provided to the Federal Project Officer. This option allows the payee to send a check to NOAA's accounting office, who processes EDA's accounting functions at the following address: U.S. Department of Commerce, National Oceanic and Atmospheric Administration, Finance Office, AOD, EDA Grants, 20020 Century Boulevard, Germantown, MD 20874. The accounting staff will scan the checks in encrypted file to the Federal Reserve Bank, and the funds will be deposited in EDA's account. While this process will not be an issue with most payees who are corporations, it could be an issue for individuals sending EDA funds. Please make note of the following.

Notice to Customers Making Payment by Check

If you send EDA a check, it will be converted into an electronic funds transfer by copying your check and using the account information on it to electronically debit your account for the amount of the check. The debit from your account will usually occur within 24 hours and will appear on your regular account statement.

You will not receive your original check back. Your original check will be destroyed, but a copy of it will be maintained in our office. If the EFT cannot be processed for technical reasons, the copy will be processed in place of the original check. If the EFT cannot be completed because of insufficient funds, we will charge you a one-time fee of \$25.00, which will be collected by EFT.

9. SCOPE OF WORK: Recipient(s) agrees to undertake, prosecute and complete the Scope of Work (SOW) for this Project funded by this Award which SOW is approved and agreed to by the Government as subsequently amended in mutually agreed upon written change order(s) and/or SOW amendment(s), if any. The SOW shall be as set forth and described in a.) the application submitted by Recipient(s) and/or Recipient's authorized representative(s) to the Government for this Award together with b.) all enclosures, materials, documents and other submittals accompanying and supporting the application, c.) all additional materials, documents and/or correspondence requested by the Government and submitted by Recipient(s) and/or Recipient's authorized representative(s) in support and furtherance of the application and d.) such change(s) and/or SOW amendments, if any, requested in writing by the Recipient(s) and/or Recipient's authorized representative subsequent to the date of this Award and approved and agreed to in writing by the Government. To the extent such additional materials, documents and/or correspondence amends and/or clarifies the application, such amendment or clarification shall be controlling. It is agreed that the Recipient(s) and Government intend that the SOW describes a discrete, detailed and specific project that is funded and authorized by this Award and to that end the application and the above described additional information shall be fairly construed to and shall describe the SOW. The scope of work for this project is further described below:

This investment will rehabilitate a 7,780 square foot former church. The exterior work will involve the restoration of windows and doors. All non-original exterior window and door openings will be closed and modified original openings will be restored to the original size with new impact windows and doors. The roof will be repaired and re-shingled. A new accessible ramp will replace the old exterior ramp. Other exterior modifications will be completed. A steel structure will be added to the balcony to create a 1,110 square foot office mezzanine. A glass wall will enclose the offices and preserve the continuity of the sloped ceiling while affording views of the banquet hall below.



10. **LIMITED LIABILITY FOR MIAMI DADE COLLEGE:** This Award is made to the following multiple Recipients: a.) The City of Miami, Florida (City), b.) The Southeast Overtown/Park West Community Redevelopment Agency (Agency), and c.) Miami Dade College, (College). The College has requested and the Government has agreed to limit the College's responsibility and liability under this Award as provided in this Special Award Condition. It is agreed by the Government and the Recipients that all responsibility and liability for the funds disbursed from this Award or provided by Recipients and all construction activities (including, but not limited to, the property acquisition, design, plans management, completion, disposal, use, title, engineering, architecture, insurance, environmental impact, historic preservation and maintenance) undertaken and paid, in part, from funds from this Award shall be borne by the Agency and the City. The College shall have no responsibility or liability for the funds disbursed from this Award or provided by Recipients and no responsibility or liability for construction activities undertaken and paid, in part, from funds from this Award. The College shall be responsible for the performance of instruction and programs at the College's Hospitality and Culinary Institute on the site improved with funds from this Award as provided in the application for this Award.
11. **ARCHITECT/ENGINEER AGREEMENT:** Prior to the disbursement of funds by EDA, the Recipient shall submit to the Government for approval an Architect/Engineer agreement that meets the requirements of Section IV E of the "Summary of EDA Construction Standards, October 2007 as amended on November 28, 2007" as well as the competitive procurement standards of 15 CFR Part 24 or 15 CFR Part 14, as applicable. The fee for basic Architect/Engineer services shall be a lump sum or an agreed maximum and no part of the fees for other services shall be based upon a cost-plus-a-percentage-of-cost or a cost using a multiplier.
12. **ENVIRONMENTAL:** Prior to advertisement for construction bids, Recipient shall provide evidence satisfactory to the Government that the asbestos containing materials (ACMs) and lead-based paint noted in the October 4, 2010 report by Dynatech Engineering Corp and the November 4, 2010 by AirQuest Environmental, respectively, will be safely encapsulated and/or evidence satisfactory to the Government that the ACMs and lead-based paint have been removed and disposed in accordance with applicable State regulations.
13. **ENVIRONMENTAL:** Prior to construction or alteration, Recipient shall provide evidence satisfactory to the Government that the architectural plan and specification have been submitted to the Florida Division of Historical Resources, State Historic Preservation Officer (SHPO) as requested in their letter of February 22, 2013. Additionally, prior to construction or alteration, Recipient shall provide written concurrence from the Florida SHPO that final design is consistent with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. Recipient agrees to comply with any and all conditions of SHPO's final concurrence. If the Recipient does not or cannot provide SHPO concurrence, Recipient agrees, at the discretion of the Government, to terminate this Award for convenience.

14. **USEFUL LIFE:** The useful life of this project for purposes of the First Priority Unsubordinated Lien required by paragraph L.3 of the Standard Terms and Conditions, is hereby determined to be 20 years.
  
15. **LEAD RECIPIENT DESIGNATION AND OBLIGATIONS:** This Award is made to multiple Recipients as identified in the Financial Assistance Award Form CD-450 to which these Special Award Conditions are attached. The Government requested that one of the Recipients be designated as the lead recipient to facilitate the administration of this Award. The Recipient named first in the Recipient name block on the CD-450 to which this Exhibit A is attached has agreed in writing to be designated as lead recipient. The co-recipients acknowledge, agree with and consent to this designation. The Recipients agree that all funds available pursuant to this Award shall be solely disbursed by the Government to the Lead Recipient. The Lead Recipient agrees to be responsible for the further disbursement of all such funds received from the Government pursuant to this Award strictly in accordance with the Budget attached to this Award. Such disbursement by the Lead Recipient shall be made in accordance with all applicable requirements of the Government as identified and set forth on the Financial Assistance Award Form CD-450 to which these Special Award Conditions are attached. The Lead Recipient further agrees to be responsible for accumulating all necessary information for and the submission of all reports required to be submitted to the Government pursuant to this Award.

**AGENDA ITEM # 2**

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

To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013

File: 13-01207

Subject: Resolution Authorizing Negotiation of  
Partnership Agreement with the Miami  
Foundation, Inc.

From: Clarence E. Woods, III *ew*  
Executive Director

References:

Enclosures: Legislation

**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") authorizing the Executive Director to negotiate a partnership agreement with the Miami Foundation, Inc. for the management of private funds received from third party developers as a result of community benefit agreements entered into for large scale development projects throughout the Redevelopment Area.

The Miami Foundation, Inc. was established in 1967, and is a non-profit corporation based in Miami, Florida that helps to create and management custom charitable funds for philanthropic purposes. The CRA has previously negotiated, and is currently negotiating, development agreements for large scale development projects which include community benefit provisions requiring a payment by the developer party. Given Miami Foundation's resources and expertise, the CRA wishes to develop a partnership with Miami Foundation to facilitate the management and disbursement of private funding received as a result of community benefit provisions.

The terms of any negotiated partnership agreement would be presented to the Board of Commissioners for consideration.

**JUSTIFICATION:**

Section II(1), at page 94, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") encourages the CRA to seek public/private partnerships in order to further the redevelopment objectives and goals described in the Plan.

**FUNDING:**

This Resolution does not commit funding.

**SUPPORTING  
DOCUMENTATION**



200 South Biscayne Boulevard  
Suite 505  
Miami, FL 33131-5330  
305.371.2711  
miamifoundation.org

September 5, 2013

Mr. Clarence E. Woods III  
Executive Director  
Southeast Overtown / Park West CRA  
1490 NW 3rd Avenue, Suite 105  
Miami, Florida 33136

Dear Mr. Woods:

It was a pleasure meeting with you and Commissioner Michelle Spence-Jones last week regarding the CRA's desire to establish a philanthropic vehicle to provide scholarships and funding opportunities for the Overtown community. The Miami Foundation partners with individuals, families and corporations in our community that want to make a lasting impact through philanthropy and we would welcome the opportunity to work with the CRA.

The Foundation provides exceptional customer service and manages your Fund so that the CRA can focus its efforts on programming rather than the administrative burden of managing a Foundation. The Foundation provides the following:

- All financial and administrative management, including acknowledgement of all donors with tax receipts
- Oversight of grantmaking, such as verification of nonprofits charitable status and processing grant distributions
- Program staff expertise to assist with nonprofit research
- Menu of investment options, including the opportunity to select a third party manager should the Fund exceed \$500,000
- Quarterly Fund statements
- Access to online portal to view Fund activity, including Fund balance and grant history
- Access to our online nonprofit database with detailed summaries of programs, leadership and financial information

Based on our conversation, the Foundation can also assist and connect you with stakeholders in the community that are currently doing the work you hope to achieve for the residents of Overtown. Since the Foundation was established in 1967, we have partnered with a number of organizations to support nonprofit leadership programs. For example, earlier this year the Foundation worked with the University of Miami to help frame the first curriculum of the Leonard Turkel Nonprofit Series. This series is a complete learning experience and networking opportunity for non-profit professionals to help build the capacity of community-based organizations in the Greater Miami area.

Our primary objective is to provide you with the flexibility and customized support to adjust your philanthropic goals as you define your objectives. Should you have any questions, please do not hesitate to contact me at 305.371.2711 or [jsoto@miamifoundation.org](mailto:jsoto@miamifoundation.org).

Regards,

Jayler Alberto Soto  
President and CEO

JAS/jbk

cc. Ms. Jonelle M. Adderley





**City of Miami**  
**Legislation**  
**CRA Resolution**

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

**File Number: 13-01207**

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A PARTNERSHIP AGREEMENT WITH THE MIAMI FOUNDATION, INC. FOR THE MANAGEMENT OF PRIVATE FUNDS RECEIVED FROM THIRD PARTY DEVELOPERS AS A RESULT OF COMMUNITY BENEFIT AGREEMENTS ENTERED INTO FOR LARGE SCALE DEVELOPMENT PROJECTS THROUGHOUT THE REDEVELOPMENT AREA; DIRECTING THE EXECUTIVE DIRECTOR TO PRESENT A FINAL PARTNERSHIP AGREEMENT TO THE BOARD FOR ITS CONSIDERATION.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section II(1), at page 94 of the Plan encourages the CRA to seek public/private partnerships in order to further the redevelopment objectives and goals described in the Plan; and

WHEREAS, established in 1967, the Miami Foundation, Inc. is a non-profit corporation based in Miami, Florida that helps to create and management custom charitable funds for philanthropic purposes; and

WHEREAS, the CRA has previously negotiated, and is currently negotiating, development agreements for large scale development projects which include community benefit provisions requiring a payment by the developer party; and

WHEREAS, given Miami Foundation's resources and expertise, the CRA wishes to develop a partnership with Miami Foundation to facilitate the management and disbursement of private funding received as a result of community benefit provisions; and

WHEREAS, the Board of Commissioners wishes to authorize the Executive Director to negotiate a partnership agreement with Miami Foundation for the management of private funds received from third party developers as a result of community benefit agreements entered into for large scale development projects throughout the Redevelopment Area;

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.

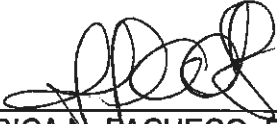
Section 2. The Board of Commissioners hereby authorizes the Executive Director to

negotiate a partnership agreement with the Miami Foundation, Inc. for the management of private funds received from third party developers as a result of community benefit agreements entered into for large scale development projects throughout the Redevelopment Area.

Section 3. The Board of Commissioners directs the Executive Director to present a fully negotiated partnership agreement to the Board for consideration.

Section 4. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



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JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL

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**AGENDA ITEM # 3**



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

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To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013 File: 13-01208

Subject: Resolution Authorizing Negotiation of  
Partnership Agreement with South Workforce  
Investment Board

From: Clarence E. Woods, III   
Executive Director

References:

Enclosures: Legislation

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**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") authorizing the Executive Director to negotiate a partnership agreement with the South Florida Workforce Investment Board ("SFWIB") for the development of a first source job registry and hiring referral program.

SFWIB, chartered by the State of Florida, is one of 24 regional Workforce Boards in Florida, and represents Miami-Dade and Monroe counties. SFWIB provides a variety of programs and services to both employers and job seekers, including, but not limited to: recruiting and screening; career advancement programs for employed persons; job search assistance for all career levels; and the provision of business incentives to employers.

The CRA has previously negotiated, or is currently negotiating, development agreements for large scale development projects which include provisions on local hiring preferences. Specifically, those anticipated development projects slated for funding through proceeds of Series 2012 bonds, as well as projects proposed for Blocks 45/56 and 55, include such local hiring preferences.

Given SFWIB's wide range of resources and expertise, the CRA wishes to develop a partnership with SFWIB to facilitate the adequate training and employment of residents of the Redevelopment Area in connection with the aforementioned development projects. The terms of any negotiated partnership agreement would be presented to the Board of Commissioners for consideration.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") provides for the "creati[on of] jobs within the community," and the "improving the quality of life for residents," as a stated redevelopment goals.

**FUNDING:**

This Resolution does not commit funding.



**City of Miami**  
**Legislation**  
**CRA Resolution**

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

**File Number: 13-01208**

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE A PARTNERSHIP AGREEMENT WITH THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD FOR THE DEVELOPMENT OF A FIRST SOURCE JOB REGISTRY AND HIRING REFERRAL PROGRAM; DIRECTING THE EXECUTIVE DIRECTOR TO PRESENT A FINAL PARTNERSHIP AGREEMENT TO THE BOARD FOR ITS CONSIDERATION.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 2, Goals 4 and 6, at page 11 of the Plan lists the "creati[on of] jobs within the community," and the "improving the quality of life for residents," as a stated redevelopment goals; and

WHEREAS, the South Florida Workforce Investment Board ("SFWIB"), chartered by the State of Florida, is one of 24 regional Workforce Boards in Florida, and represents Miami-Dade and Monroe counties; and

WHEREAS, SFWIB provides a variety of programs and services to both employers and job seekers, including, but not limited to: recruiting and screening; career advancement programs for employed persons; job search assistance for all career levels; and the provision of business incentives to employers; and

WHEREAS, the CRA has previously negotiated, and is currently negotiating, development agreements for large scale development projects which include provisions on local hiring preferences; and

WHEREAS, given SFWIB's wide range of resources and expertise, the CRA wishes to develop a partnership with SFWIB to facilitate the adequate training and employment of residents of the Redevelopment Area in connection with the aforementioned development projects; and

WHEREAS, the Board of Commissioners wishes to authorize the Executive Director to negotiate a partnership agreement with SFWIB for the development of first source job registry and hiring referral program for residents in the Redevelopment Area;

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

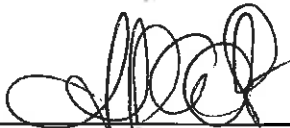
adopted by reference and incorporated herein as if fully set forth in this Section.

Section 2. The Board of Commissioners hereby authorizes the Executive Director to negotiate a partnership agreement with the South Florida Workforce Investment Board for the development of a first source job registry and hiring referral program for residents in the Redevelopment Area.

Section 3. The Board of Commissioners directs the Executive Director to present a fully negotiated partnership agreement to the Board for consideration.

Section 4. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



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JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL

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**AGENDA ITEM # 4**

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

To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013

File: 13-01209

Subject: Resolution Authorizing Grant to Town Park  
Plaza North

From: Clarence E. Woods, III *aw*  
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") authorizes the issuance of a grant, in an amount not to exceed \$3,333,333, to Town Park Plaza North Condominium Association, Inc. ("Town Park Plaza North") for the renovation and rehabilitation of residential units and commons areas at 475 NW 19 Street, Miami, Florida (Folio No. 01-3136-083-0870).

Town Park Plaza North is a residential housing complex built in 1973, and consists of 20 buildings and 168 condominium units ("Town Park Plaza North"). The condition of Town Park Plaza North poses significant risk of health and safety to its occupants, and in turn, extensive rehabilitation is needed, as evidenced by structural cracks, unsecured railings, deteriorating plumbing, rotting wood, and outdated electrical wiring.

On April 30, 2012, the Board of Commissioners, by Resolution No. CRA-R-12-0028, authorized the CRA to seek a non-recourse bond issue to finance redevelopment activities, including the rehabilitation of Town Park Plaza North, as well as the similarly situated residential complexes of Town Park Plaza South ("Town Park South") and Town Park Village No. 1, Inc. ("Town Park Village"). On September 17, 2012, the Board of Commissioners, by Resolution No. CRA-R-12-0061, provided for the issuance of tax revenue bonds ("Series 2012 Bonds") to finance, among other things, the construction or rehabilitation of affordable housing, including Town Park Plaza North, Town Park South, and Town Park Village.

Upon the recommendation of the CRA's bond counsel, the Board of Commissioners, by Resolution No. CRA-R-13-0025, passed and adopted on March 25, 2013, amended CRA-R-12-0061, to clarify that proceeds of the Series 2012 Bonds would not be used to pay for the costs associated with Town Park Plaza North, while funding for Town Park South and Town Park Village from the Series 2012 Bonds remained.

**JUSTIFICATION:**

Section 2, Goals 3 and 6, at page 11, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") lists the "creat[ion of] infill housing, diversity in housing types, and retaining affordable housing," as well as "improving the quality of life for residents" as stated redevelopment goals. Also, Section 2, Principle 2, at 14, also provides that "[t]he neighborhood. . . retain access to affordable housing . . . ."

**FUNDING:**

\$3,333,333 are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids" Account Code No. 10050.920101.883000.0000.00000.



CITY OF MIAMI  
COMMUNITY REDEVELOPMENT AGENCY

# AGENDA ITEM FINANCIAL INFORMATION FORM

## SEOPW CRA

CRA Board Meeting Date: October 24, 2013

CRA Section: Finance

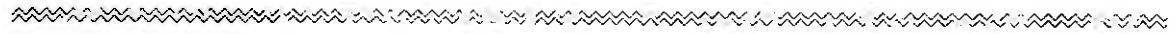
**Brief description of CRA Agenda Item:**

Authorizing the issuance of a grant, in an amount not to exceed \$3,333,333, to Town Park Plaza North Condominium Association, Inc. for the renovation and rehabilitation of residential units and common areas at 475 NW 19<sup>th</sup> Street, Miami, Florida.

<b>Project Number (if applicable):</b>		
<input type="checkbox"/> <b>YES, there are sufficient funds in Line Item:</b>		
Account Code: <u>10050.920101.883000.0000.00000 (SEOPW)</u>		Amount: <u>\$3,333,333.00</u>
<input type="checkbox"/> <b>NO (Complete the following source of funds information):</b>		
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:		
<b>ACTION</b>	<b>ACCOUNT NUMBER</b>	<b>TOTAL</b>
Project No./Index/Minor Object		
<b>From</b>		\$
<b>To</b>		\$
<b>From</b>		\$
<b>To</b>		\$

Comments: Funds had been encumbered pursuant to resolution CRA-R-12-0056 passed and adopted on July 30, 2012.

Approved by: *[Signature]* Date: 10/18/13  
CRA Executive Director/Designee



### APPROVAL

Verified by:	<u><i>[Signature]</i></u>
Financial Officer:	
Date:	<u>10/15/13</u>



# City of Miami

## Legislation

### CRA Resolution

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

File Number: 13-01209

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$3,333,333, TO TOWN PARK PLAZA NORTH CONDOMINIUM ASSOCIATION, INC. FOR THE RENOVATION AND REHABILITATION OF RESIDENTIAL UNITS AND COMMONS AREAS AT 475 NW 19 STREET, MIAMI, FLORIDA (FOLIO NO. 01-3136-083-0870); AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 2, Goals 3 and 6, at page 11, of the Plan lists the "creati[on of] infill housing, diversity in housing types, and retaining affordable housing," as well as "improving the quality of life for residents" as stated redevelopment goals; and

WHEREAS, Section 2, Principle 2, at page 14, of the Plan provides that "[t]he neighborhood. . . retain access to affordable housing . . ."; and

WHEREAS, Town Park Plaza North, a residential housing complex, was built in 1973, and consists of 20 buildings and 168 condominium units ("Town Park Plaza North"); and

WHEREAS, the condition of Town Park Plaza North poses significant risk of health and safety to its occupants, and in turn, extensive rehabilitation is needed, as evidenced by structural cracks, unsecured railings, deteriorating plumbing, rotting wood, and outdated electrical wiring; and

WHEREAS, on April 30, 2012, the Board of Commissioners, by Resolution No. CRA-R-12-0028, authorized the CRA to seek a non-recourse bond issue to finance redevelopment activities, including the rehabilitation of Town Park Plaza North, as well as the similarly situated residential complexes of Town Park Plaza South ("Town Park South") and Town Park Village No. 1, Inc. ("Town Park Village"); and

WHEREAS, on September 17, 2012, the Board of Commissioners, by Resolution No. CRA-R-12-0061, provided for the issuance of tax revenue bonds ("Series 2012 Bonds") to finance, among other things, the construction or rehabilitation of affordable housing, including Town Park Plaza

North, Town Park South, and Town Park Village; and

WHEREAS, on March 25, 2013, the Board of Commissioners, by Resolution No. CRA-R-13-0025, amended CRA-R-12-0061, to clarify that proceeds of the Series 2012 Bonds would not be used to pay for the costs associated with Town Park Plaza North, while funding for Town Park South and Town Park Village from the Series 2012 Bonds remained; and

WHEREAS, the Board of Commissioners wishes to authorize the issuance of a grant, in an amount not to exceed \$3,333,333, for the renovation and rehabilitation of residential units and common areas at 475 NW 19 Street, Miami, Florida (Folio No. 01-3136-083-0870); and

WHEREAS, the Board of Commissioners finds that the issuance of this grant for the purposes set forth above 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. The Board of Commissioners hereby authorizes the issuance of a grant, in an amount not to exceed \$3,333,333, to Town Park Plaza North Condominium Association, Inc. for the renovation and rehabilitation of residential units and common areas at 475 NW 19 Street, Miami, Florida (Folio No. 01-3136-083-0870).

Section 3. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 4. 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 5. Funds are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.

Section 6. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL



**AGENDA ITEM # 5**

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

To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013

File: 13-01210

Subject: Resolution Authorizing Grant to Suited for  
Success, Inc.

From: Clarence E. Woods, III *CW*  
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") authorizes the issuance of a grant, in an amount not to exceed \$50,000, to Suited for Success, Inc. ("SFS") to underwrite costs associated with the provision of training and other employment support services to job seekers from the Redevelopment Area.

SFS offers career guidance, technology skills training, job-search support, and professional attire to at-risk women, men, and youth within the Redevelopment Area ("services"). The CRA has previously supported SFS in the provision of services on an annual basis. Specifically, the Board of Commissioners, by Resolution Nos. CRA-R-12-0074, CRA-R-11-0054, and CRA-R-10-0064, has approved the issuance of grants for the provision of services by SFS.

SFS has requested assistance in continuing to provide services to job seekers from the Redevelopment Area for the next year.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") lists the "creati[on of] jobs within the community," as well as "improving the quality of life for residents" as stated redevelopment goals.

**FUNDING:**

\$50,000 are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids" Account Code No. 10050.920101.883000.0000.00000.



CITY OF MIAMI  
COMMUNITY REDEVELOPMENT AGENCY

# AGENDA ITEM FINANCIAL INFORMATION FORM

## SEOPW CRA

CRA Board Meeting Date: October 24, 2013

CRA Section: Finance

**Brief description of CRA Agenda Item:**

Authorizing the issuance of a grant, in an amount not to exceed \$50,000, to Suited for Success, Inc. ("SFS") to underwrite costs associated with the provision of training and other employment support services to job seekers from the Redevelopment Area.

<b>Project Number (if applicable):</b>		
<input type="checkbox"/> <b>YES, there are sufficient funds in Line Item:</b>		
Account Code: <u>10050.920101.883000.0000.00000 (SEOPW)</u>		Amount: <u>\$50,000.00</u>
<input type="checkbox"/> <b>NO (Complete the following source of funds information):</b>		
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:		
<b>ACTION</b>	<b>ACCOUNT NUMBER</b>	<b>TOTAL</b>
Project No./Index/Minor Object		
<b>From</b>		\$
<b>To</b>		\$
<b>From</b>		\$
<b>To</b>		\$

Comments: \_\_\_\_\_

Approved by: *[Signature]* Date: 10/18/13  
CRA Executive Director/Designee

~~~~~  
**APPROVAL**

|                    |                           |
|--------------------|---------------------------|
| Verified by:       | <u><i>[Signature]</i></u> |
| Financial Officer: |                           |
| Date:              | <u>10/15/13</u>           |



**SUPPORTING  
DOCUMENTATION**

250 NW 9<sup>th</sup> Street      Miami, Florida 33136      305-444-1944      www.dfsmiami.org

CRA Grants Division  
1490 NW 3rd Avenue Ste 105  
Miami, Florida 33136

August 27, 2013

To whom it may concern:

Suited For Success, Inc. is requesting a grant in the amount of \$80,000 from the CRA so that we may continue to provide low-income and disadvantaged clients with our vital employment skills training, professional business clothing and career development services. Of the \$80,000 we will use \$50,000 to continue the employment skills training program for adults and youth and \$30,000 for the opening of a new fashion "boutique" at the corner of NW 8<sup>th</sup> St and 3<sup>rd</sup> Ave. as part of the new development project with Mt. Zion Development Co. The boutique will provide fashionable, affordable clothing and accessories for sale to all the residents of the Overtown community.

Since starting operations in 1994, Suited for Success has provided services to over 40,000 low-income men, women and youth in Miami-Dade County. At SFS we have instilled a level of confidence, dignity and empowerment among our at-risk populations in Miami and have seen great success stories these past few years. There is a great demand and need for our services especially given the recent economic downturn and last year alone we provided services to over 1300 adults and youth seeking employment of which more than 400 came from the SEOPW/CRA community. As a non-profit organization we rely on government assistance by means of grants to keep our organization going.

As we enter our 4th year in the SEOPW/CRA neighborhood here are some of the accomplishments we have had over the past year:

We reached out and established relationships with the following local agencies/businesses: Overtown Youth Center, YWCA, Camillus House, Urgent Inc., The Overtown NET Office, Mt. Zion Development Co., MDC Hospitality Training Institute, U. Of Miami Business School Hyperion Club, Booker T. Washington Senior High School, the Bethal AME (BAME) Development Corporation of South Florida, Miami Rescue Mission, Community Action Agency, and the newly formed Overtown Youth Coalition. These are only a partial list of the 125 agencies that refer clients to our office.

We established free haircuts, color and cuts for all SFS clients with another Beauty Salon in Miami; established an ongoing relationship with Walmart for the 3rd year who has become a sponsor and joined our board of directors; brought new corporate partners to visit us at Dorsey House and become involved in our employment skills training programs such as Dell, UnitedHealthcare, Carnival Cruise Lines, Airbus and Baptist Health.

I would like to request that we be placed on the September agenda of the CRA Commission meeting so that we can avoid any interruption of services to the community as our current contract ends November 1, 2013. We look forward to another successful year of providing the much needed services to our local residents.

Thank you for your consideration.

Sincerely,



Sonia Jacobson

Sonia Jacobson/Founder & Executive Director



250 NW 9<sup>th</sup> Street  
Miami, Florida 33136  
305-444-1944

Proposed Budget -2014

August 27, 2013

Percilla Kelsey  
Community Redevelopment Agency  
1490 NW 3<sup>rd</sup> Ave #105  
Miami, Fl. 33136

**Proposed Budget for Employment Skills Training and Fashion Boutique**

| <b>Budgeted Items</b>          | <b>Description</b> | <b>Proposed Budget</b> |
|--------------------------------|--------------------|------------------------|
| Rent                           | Dorsey House       | \$5000                 |
| Telephone/<br>Communications   |                    | \$2400                 |
| Project Staff Trainer          |                    | \$40,000               |
| Marketing/Development/Outreach |                    | 0                      |
| Liability/Property Insurance   |                    | 0                      |
| Copy Machine                   |                    | \$1200                 |
| Printing                       |                    | \$1000                 |
| Office Supplies/Software       |                    | \$ 400                 |
| <hr/>                          |                    |                        |
| Rent                           | Fashion Boutique   | \$8,000                |
| Telephone/Communications       | Fashion Boutique   | \$2,000                |
| Manager                        | Fashion Boutique   | \$15,000               |
| Sales Associate                | Fashion Boutique   | \$ 5,000               |
| <b>Total:</b>                  |                    | <b>\$80,000</b>        |

## SUITED FOR SUCCESS, INC.

### SCOPE OF WORK

**Program Period – November 1, 2013 through October 31, 2014**

#### **I. Program**

Suited for Success, Inc. (“Grantee”) shall provide, manage and operate an employability skills training and occupational development program benefitting at-risk and economically disadvantaged women, men and youth. Grantee shall implement this scope of work within the boundaries of the Southeast Overtown/Park West Community Redevelopment Area (“Program Area”) through two distinct programming initiatives; one that targets adults; the other targeting youths. Prior to commencement of this scope of work, Grantee shall provide the CRA with a concise curriculum and schedule of activities. The CRA will then issue a Notice to Proceed to Grantee to commence the scope of work.

#### **Suited For Success Program**

The Suited for Success Program (“Adult Program”) is designed to accommodate individuals from the Program Area who are 20 years of age or older (“Adult Participants”). Grantee shall conduct sufficient group training sessions to accommodate at a minimum, 300 Adult Participants. Training sessions shall cover subject matters that include: job interviewing skills, resume writing, self-esteem building and basic technology skills, business etiquette and dress code, office protocol, and ethics. Grantee shall coordinate with industry professionals, employers and social service providers to establish a streamlined referral service process benefitting the Adult Participants and shall provide those Adult Participants who have completed the Adult Program with free professional attire in preparation for subsequent job interviews and for the workplace. The duration of each group training session shall, at a minimum, be for three (3) hours. Training and related activities associated with the Adult Program shall take place in the facility at 250 NW 9<sup>th</sup> Street (“Dorsey House”) or at any such other suitable location within the Program Area.

**Eligible Participants:** Eligible participants shall include residents within the target age group living within the Program Area. In addition, registered participants of any CRA approved job training institute initiative located within the Program Area are also eligible to participate.

#### **START Now Youth Program**

The START Now Youth Program (“Youth Program”) is designed to accommodate individuals from the Program Area who are between eight (8) and eighteen (18) years of age (“Youth Participants”). Grantee shall conduct sufficient group training sessions to accommodate, at a minimum, 100 Youth Participants. Training sessions shall cover subject matters that include: job interviewing skills, career development and the job application process, self-esteem building, business etiquette and ethics. The duration of each group training session shall, at a minimum, be for two (2) hours. All Youth Program activities shall take place at one or more of the following designated sites (“Youth Program Facilities”) located within the Program Area:

- Booker T. Washington Senior High School - 1200 NW 6<sup>th</sup> Avenue, Miami, Florida 33136.
- Overtown Youth Center – 450 NW 14 Street, Miami, Florida 33136
- Urgent Inc. – 1000 NW 1<sup>st</sup> Avenue, Miami, Florida 33136

## II. Recruitment

Grantee shall utilize all efforts in marketing the Adult Program and Youth Program (collectively, the "Program") which shall include;

- a) Referrals through established network of agencies and social service providers throughout Miami-Dade County;
- b) Direct outreach to community organizations within the Overtown and Park West neighborhoods;
- c) Open house events at the Dorsey House;
- d) Marketing via Grantee's official website at [www.dfsmiami.org](http://www.dfsmiami.org) and
- e) Distribution of press releases and marketing materials, pre-approved by the CRA.

## III. Professional Staff

Grantee shall employ professional personnel and trainers to carry out the Program. Grantee shall designate a Program Representative who will coordinate with the CRA on all matters concerning the Program and related activities.

## IV. Budget

| Budgeted Items                 | Description                                                                          | CRA Approved Budget |
|--------------------------------|--------------------------------------------------------------------------------------|---------------------|
| Rent                           |                                                                                      | \$5,000             |
| Telephone/Communications       |                                                                                      | \$2,400             |
| Program Trainer(s)             |                                                                                      | \$40,000            |
| Marketing/Development/Outreach | Marketing material to be pre-approved by the CRA prior to printing and distribution. | 0                   |
| Liability/Property Insurance   |                                                                                      | 0                   |
| Printing                       | Printing services                                                                    | \$1,000             |
| Office Expenses/Supplies       | Software purchases, copy machine supplies, general office supplies, etc              | \$1,600             |
| TOTAL                          |                                                                                      | \$50,000            |

## V. Program Evaluation:

Grantee shall conduct an assessment of all Program participants at commencement of the Program and at certain designated periods following the completion of each Program session, and shall submit on a monthly basis a summary report of the empirical data to the CRA. These assessment reports will be used in evaluating the Grantee's performance in carrying out this scope of work.

## **VI. Performance Goals**

Grantee shall meet specific performance goals set for the Program. To ensure Grantee's compliance with the prescribed goals, the CRA shall withhold 10% of all approved payment requisitions submitted by Grantee, to be released when the end of year performance evaluation is conducted on the Program and the performance goals set forth below have been met.

### **Adult Program**

1. Grantee shall have enrolled no less than 300 qualified Adult Participants.
2. Grantee shall have increased by 50% the number of job interview requests received by each Adult Participant upon completing the Adult Program.
3. Grantee shall have achieved a job offer/placement rate of 45% of all graduates of the Adult Program reflecting the Adult Participant's attainment of, or a job offer for, a permanent full-time or part-time employment position within six (6) months of completing the Adult Program..

### **Youth Program**

1. Grantee shall have enrolled no less than 100 qualified Youth Participants.
2. Grantee, on its three (3) month post survey of Youth Participants, shall have achieved at a minimum, a response rate of 50% of those surveyed indicating the Youth Program was beneficial to their career development.
3. Grantee, on its three (3) month post survey of its Youth Program partners, (i.e, Booker T. Washington Senior High School and Urgent, Inc.), shall have achieved a response rate of 100% indicating the Youth Program was beneficial to their respective student body that have participated in the Youth Program.

## **VII. Payment Requisition:**

Proceeds from the grant shall be used to cover eligible expenses associated with the Program. Grantee shall submit invoices for payment processing on a monthly basis, providing for a total of twelve (12) payment periods during the term of the Grant agreement. Payment shall be disbursed on a reimbursement basis to the Grantee or directly to approved sub-grantees and vendors. All payment requisitions must be accompanied with satisfactory documentation verifying the receipt of the goods or services procured. The payment requisition shall be summarized in a report and accompanied by proper documentation, which, at a minimum, shall consist of:

- Project accounting, including invoices, receipts or other acceptable evidence of payment due to third party vendors.
- Monthly, and when applicable, quarterly Monitoring Reports.
- Copies of marketing materials and notices during the invoice period.
- Images of Program related activities.
- Attendance records.
- Copies of the assessment reports from the Program participants.



In an effort to streamline the processing of payment requisitions, Grantee is encouraged to submit such payment requisitions to the CRA office no later than the 5<sup>th</sup> day of each month for expenses incurred for activities completed during the previous month.



**City of Miami**  
**Legislation**  
**CRA Resolution**

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

**File Number: 13-01210**

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$50,000, TO SUITED FOR SUCCESS, INC. TO UNDERWRITE COSTS ASSOCIATED WITH THE PROVISION OF TRAINING AND OTHER EMPLOYMENT SUPPORT SERVICES TO JOB SEEKERS FROM THE REDEVELOPMENT AREA; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 2, Goals 4 and 6, at page 11 of the Plan lists the "creati[on of] jobs within the community," and the "improving the quality of life for residents," as a stated redevelopment goals; and

WHEREAS, Suited for Success, Inc. ("SFS") offers career guidance, technology skills training, job-search support, and professional attire to at-risk women, men, and youth within the Redevelopment Area ("services"); and

WHEREAS, the CRA has previously supported SFS in the provision of services on an annual basis; and

WHEREAS, SFS has requested assistance in continuing to provide services to job seekers from the Redevelopment Area for the next year; and

WHEREAS, the Board of Commissioners wishes to authorize the issuance of a grant, in an amount not to exceed \$50,000, to SFS to underwrite costs associated with the provision of services to job seekers from the Redevelopment Area; and

WHEREAS, the Board of Commissioners finds that the issuance of this grant for the purposes set forth above 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. The Board of Commissioners hereby authorizes the issuance of a grant, in an amount not to exceed \$50,000, to Suited for Success, Inc. to underwrite costs associated with the provision of training and other employment support services to job seekers from the Redevelopment Area.

Section 3. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 4. 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 5. Funds are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.

Section 6. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



---

JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL

---

**AGENDA ITEM # 6**

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

---

To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013 File: 13-01211

Subject: Resolution Authorizing Grant for ShotSpotter  
Flex Gunfire Alert Services Pilot Program

From: Clarence E. Woods, III *ew*  
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

---

**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") authorizes the issuance of a grant, in an amount not to exceed \$75,000, to the City of Miami to underwrite costs associated with the installation and operation of the ShotSpotter Flex Gunfire Alert and Analysis Service as a pilot program throughout the Redevelopment Area ("pilot program").

The CRA's 2009 Finding of Necessity determined a significant level of criminal activity occurring throughout the Redevelopment Area. Given the increased levels of gun violence throughout the Redevelopment Area, the City of Miami Police Department seeks to implement the pilot program.

The nature of the services to be rendered by the pilot program consist of providing situational intelligence that heightens the safety of first responders, public safety and military, and creates significant improvement in incident management, investigations and forensic analysis. The implementation of this pilot program is meant to improve public safety by ultimately reducing and preventing violent gun crimes that adversely impact the quality of life for residents in the Redevelopment Area.

**JUSTIFICATION:**

Section 2, Goal 6, at page 11, and Principle 5, at page 14, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") lists "improving the quality of life for residents" and "[w]alking within the neighborhood must be accessible, safe and pleasant, and stated redevelopment objectives.

**FUNDING:**

\$75,000 are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids" Account Code No. 10050.920101.883000.0000.00000.



CITY OF MIAMI  
COMMUNITY REDEVELOPMENT AGENCY

# AGENDA ITEM FINANCIAL INFORMATION FORM

## SEOPW CRA

CRA Board Meeting Date: October 24, 2013

CRA Section: Finance

**Brief description of CRA Agenda Item:**

Authorizing the issuance of a grant, in an amount not to exceed \$75,000, to the City of Miami to underwrite costs associated with the installation and operation of the Shot Spotter Flex Gunfire Alert and Analysis Service as a pilot program throughout the Redevelopment Area.

|                                                                                          |                       |                            |
|------------------------------------------------------------------------------------------|-----------------------|----------------------------|
| <b>Project Number (if applicable):</b>                                                   |                       |                            |
| <input type="checkbox"/> <b>YES, there are sufficient funds in Line Item:</b>            |                       |                            |
| Account Code: <u>10050.920101.883000.0000.00000 (SEOPW)</u>                              |                       | Amount: <u>\$75,000.00</u> |
| <input type="checkbox"/> <b>NO (Complete the following source of funds information):</b> |                       |                            |
| 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:                      |                       |                            |
| <b>ACTION</b>                                                                            | <b>ACCOUNT NUMBER</b> | <b>TOTAL</b>               |
| Project No./Index/Minor Object                                                           |                       |                            |
| <b>From</b>                                                                              |                       | \$                         |
| <b>To</b>                                                                                |                       | \$                         |
| <b>From</b>                                                                              |                       | \$                         |
| <b>To</b>                                                                                |                       | \$                         |

Comments: \_\_\_\_\_

Approved by: *[Signature]* Date: 10/18/13  
CRA Executive Director/Designee

~~~~~  
**APPROVAL**

Verified by: <u><i>[Signature]</i></u>
Financial Officer: Date: <u>10/15/13</u>

# City of Miami



AUG 8 13 4:49PM

JOHNNY MARTINEZ, P.E.  
City Manager

**SUPPORTING  
DOCUMENTATION**

August 2, 2013

Clarence E. Woods, III  
Executive Director  
Southeast Overtown/Park West C.R.A.  
1490 NW 3<sup>rd</sup> Avenue, Suite 105  
Miami, Florida 33136

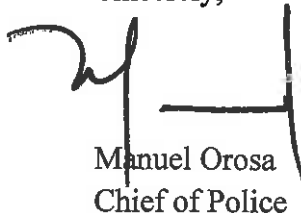
Dear Mr. Woods:

The Miami Police Department will soon be purchasing a gunfire locator system for use in the Overtown, Model City, and Little Haiti neighborhoods. Gunfire locator systems detect and convey the location of gunfire using acoustic sensors.

It has been expressed to me that the Southeast Overtown/Park West (SEOPW) C.R.A. has made a commitment to share the cost of implementing such a system within the boundaries of the C.R.A. The cost of implementing such a system to monitor a total of 4 square miles within the abovementioned neighborhoods is estimated at \$275,000 for the first year and \$185,000 for subsequent years. Of that cost, we would be asking that the C.R.A. commit to providing us with \$72,500 for the first year and \$50,000 for subsequent years.

Please confirm whether the SEOPW C.R.A. will commit to the aforementioned investment in a gunfire locator system so that we may finalize our plans to purchase and implement it. Please feel free to contact me at (305) 603-6100, should you have any questions.

Sincerely,



Manuel Orosa  
Chief of Police

MO:ara



MIAMI POLICE DEPARTMENT/P.O. BOX 016777 / Miami, Florida 33101 / (305) 603-6100  
E-Mail Address: chiefofpolice@miami-police.org





July 9, 2013

**SUPPORTING  
DOCUMENTATION**

Manuel Orosa  
Chief of Police  
Miami Police Department  
401 Biscayne Blvd.  
Miami, FL 33132-1924

RE: Proposal ID# MIAMIFLB07092013

Dear Chief Orosa,

Thank you for the opportunity to provide you with this firm fixed price proposal for the ShotSpotter Flex<sup>SM</sup> Gunfire Alert and Analysis Service. Enclosed is our standard pricing, scope of work, and terms for three square miles of coverage.

SST customers boast ShotSpotter<sup>®</sup> capabilities as an effective force multiplier enabling them to efficiently use their resources to achieve reductions of gunfire and violent crime using our recommended best practices addressing tactics, techniques, and procedures in combination with our technology. Our goal is to provide you with tools to achieve this in the shortest amount of time.

SST is more than just a vendor of Gunshot Location Services. Our business approach is to be an agency partner. Working closely with many public safety and security agencies since 1995, we know firsthand what technology and complementary tactics, techniques, and procedures achieve results. Our Program Development Team will work closely with you to ensure that you have access to this information and to tailor a program for your environment. Leveraging our system's incident response, investigative and analytical capabilities, enables proactive policing and provides critical intelligence that drives Problem Oriented and Data Driven Policing. Our experience and the courtroom-proven successes using ShotSpotter<sup>®</sup> data as evidence eclipse all other methods. SST delivers an encompassing solution to reducing gunfire and related violent crime and will be a critical data resource for your operations.

We appreciate the opportunity to serve you in your mission to make the City of Miami a safer place to live, work and visit.

Best regards,

A handwritten signature in black ink, appearing to read "Phil Dailly", written over a white background.

**Phil Dailly**  
**Director, Southeast Region Sales**  
C: 704-470-5501  
[phild@sst-inc.com](mailto:phild@sst-inc.com)

7979 Gateway Blvd, Suite 210  
Newark, CA 94560-1158  
+1 510 794 3100 main  
+1 888 274 6877 toll free  
[www.sst-inc.com](http://www.sst-inc.com)  
[www.shotspotter.com](http://www.shotspotter.com)

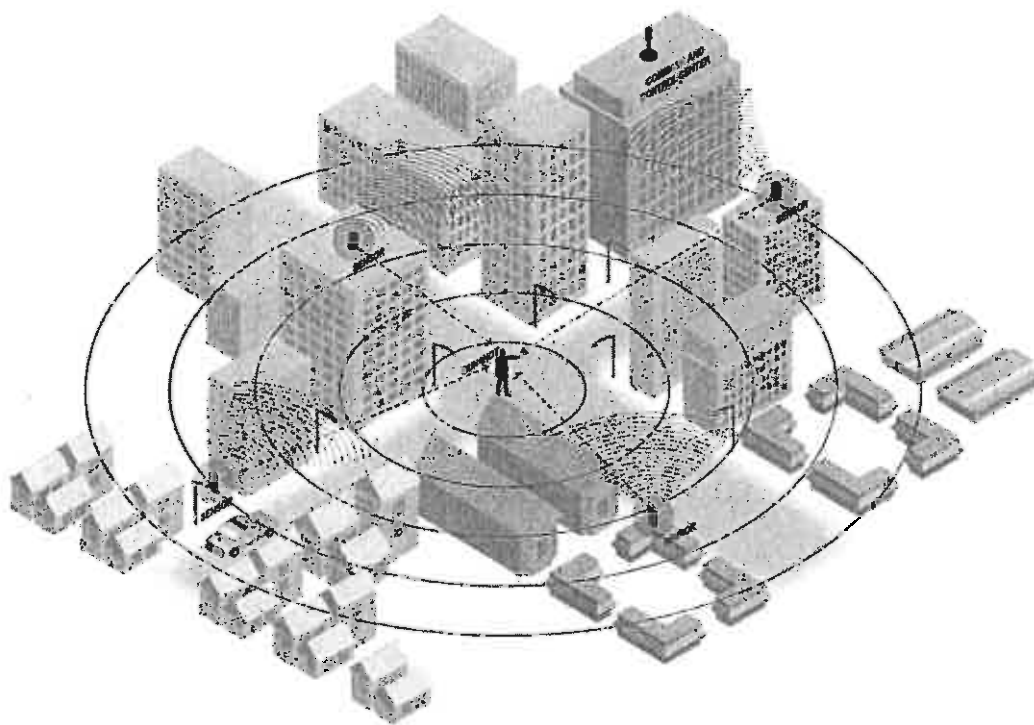




**Firm Fixed Price Proposal for a Subscription-Based  
ShotSpotter Flex™ Gunfire Alert and Analysis Service**

**Proposal ID: MIAMIFLB07092013  
Prepared on July 9, 2013  
for: City of Miami**

**SUPPORTING  
DOCUMENTATION**



**Submitted by:**

**Phil Dailly – Director, Southeast Region**

mobile: +1.704.470.5501  
fax: +1.650.887.2106  
[phild@sst-inc.com](mailto:phild@sst-inc.com)

**Corporate Headquarters**  
7979 Gateway Blvd., Suite 210  
Newark, CA 94560-1156  
[www.sst-inc.com](http://www.sst-inc.com)

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## Introduction

SST is the industry leader in the development and delivery of innovative, interoperable inter-networked wide area acoustic surveillance systems for gunfire detection, explosive events detection, enhanced critical infrastructure and key resource security, and counter sniper uses. With its mission of reducing illegal gunfire and related violent crime, and improving physical security solutions, SST services deliver situational intelligence that heightens the safety of first responders, public safety and military, and creates significant improvement in incident management, investigations and forensic analysis. SST's services are focused on improving public and community safety by ultimately helping reduce and prevent violent gun crime and improving intelligence led policing and community policing initiatives.

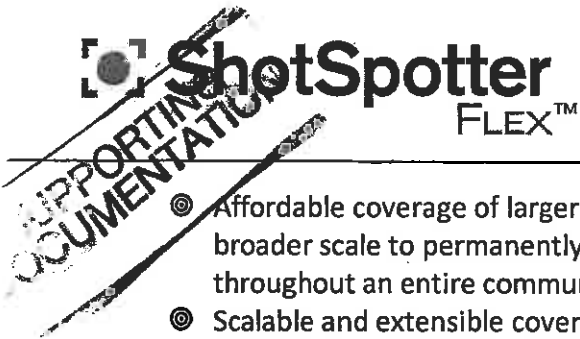
SST has established a proven track record of providing quality service to customers, worldwide, and is profitable and has solid financial backing.

## Subscription-Based Gunfire Alert & Analysis Service

ShotSpotter Flex<sup>SM</sup> is delivered in a subscription-based service model, making it more affordable and more easily deployed, and without the heavy up-front costs and IT resources and expenses of a traditional model of buying hardware and software licenses. For an annual subscription fee, agencies can now take advantage of crime-reducing features including: real-time location of gunfire, audio clips, reduced time-to-dispatch, and integration with video surveillance systems, among others. ShotSpotter Flex<sup>SM</sup> also introduces Qualified Reviewed Alerts, a service that provides instant review and assessment of gunshot incidents by trained SST gunshot review experts. After SST review, valuable actionable incident data is passed to 9-1-1 dispatchers and Public Safety Answering Points (PSAPs) enabling faster and more accurate incident preparation and response.

ShotSpotter Flex's unique wide-area acoustic surveillance based system provides an effective and affordable method to detect, locate, respond to, and reduce gunfire throughout entire neighborhoods and communities. ShotSpotter Flex<sup>SM</sup> is a solution that closely aligns with the challenges faced by public safety agencies and serves as a true and proven technology enabled force multiplier.

- ⊙ A single affordable annual subscription fee aligns with the economic realities of agencies, communities, and available funding sources
- ⊙ No cost to acquire, install, operate, and maintain ... SST does it all
- ⊙ Qualified Reviewed Alerts that pinpoint incidents allow personnel in 9-1-1 dispatch centers and PSAPs to make immediate and accurate dispatch and force response decisions
- ⊙ Qualified Reviewed Alerts also provide otherwise unavailable situational intelligence that allows first responders to more safely approach and resolve active shootings

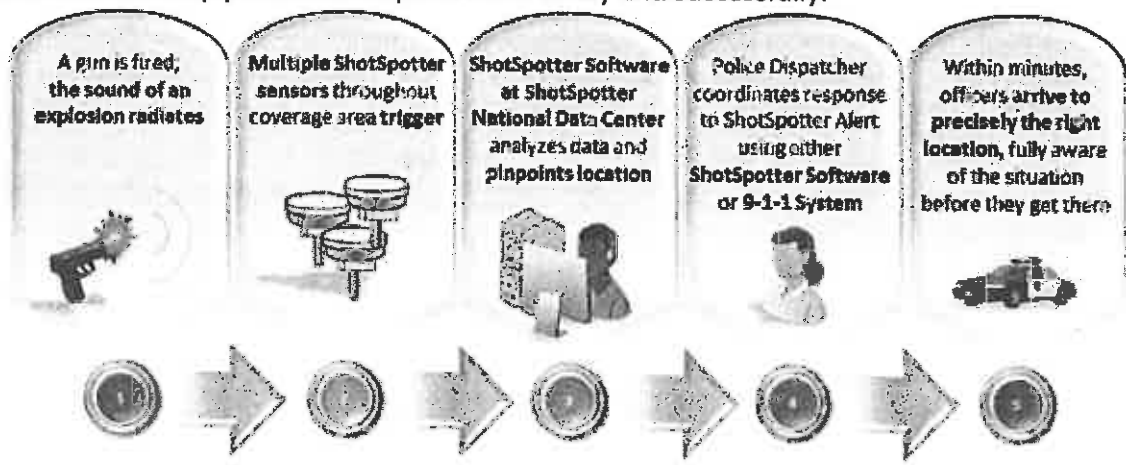


- ⊙ Affordable coverage of larger areas enables agencies to address and reduce crime on a broader scale to permanently lower overall gunfire, homicides, and related violent crime throughout an entire community
- ⊙ Scalable and extensible coverage areas
- ⊙ Alerts to mobile consoles enable rapid responses while also increasing the overall efficiency of 9-1-1 operations
- ⊙ Aggregated gunfire incident information is available for CompStat and forensic review
- ⊙ Open interface to video surveillance and other complementary security systems
- ⊙ Customer Experience Program promoting “best practices” and comprehensive training developed from ShotSpotter’s large and diverse user community
- ⊙ ShotSpotter is a *designated* and *certified* technology in accord with the Support Anti-terrorism by Fostering Effective Technologies Act of 2002 (the “SAFETY” Act)

### SST Reviewer Alert Service

When ShotSpotter Flex detects gunfire, detailed incident data is rapidly within seconds sent to the SST Operations Center, our secure data processing and alert qualification facility. Immediately, a SST gunfire and acoustic expert analyzes the data, qualifies the incident and sends a validated alert to the dispatch center or other Public Safety Answer Points (PSAP) and even directly to mobile and field personnel. Qualified Alerts include critical situational awareness such as number of shots fired, shooter position, speed and direction of travel (of a moving shooter) and the exact time of gunfire.

The highly trained and specialized team of gunfire detection experts at the SST Operations Center has analyzed thousands of gunfire events captured by SST solutions. Their dedicated 24x7x365 expertise provides an instant assessment of all potential incidents, freeing up time that dispatchers and officers would otherwise spend analyzing alerts and giving agencies the level of data qualification they need to have complete confidence when dispatching based on alerts from ShotSpotter Flex. Drawing on their experience, SST experts are often able to add important situational intelligence to alerts, such as the possibility of multiple shooters and other critical data that can help personnel respond more safely and successfully.



**SUPPORTING  
DOCUMENTATION**

## Scope of Services

The purpose of this proposal is to provide pricing and corresponding terms and conditions for the procurement of the ShotSpotter Flex<sup>SM</sup> subscription service offering including:

- Qualified reviewed alerts for gunfire
- Incident types (e.g., fireworks) that do not explicitly generate alerts will be logged and retained in the system's database, and as such will be available for reporting, analysis, and mining. In addition, the basic reports provided with the system will summarize gunfire and fireworks activity, even if (as an example) receipt of fireworks is disabled.
- Coverage area; footprint determined by customer requirement
- Sensor type(s) determined by SST or certified installer.
- SST hosted, secured, monitored and maintained infrastructure (server farm, storage, sensor networks)
- Allocation of Alert Consoles among different roles (call-taker, dispatcher, or mobile) is configurable at the discretion of the customer.
- Accessible and searchable alert history for two (2) years (additional years for a fee)
- One (1) Program Development and Subscription Orientation session
- Training Program that consists of: best practices, recommended TTPs, end-user documentation, administrator training and online end-user training
- High-level summary report and basic incident reports
- Reasonable support with Detailed Forensic Reports
- Standard customer support

Where possible, the system's acoustic sensors will be mounted on rooftops away from traffic. Where approved buildings are not available, or not an option, lamp poles or other suitable mounting locations will be considered provided they meet SST standards. All sites require 24hour by 365 day 100 to 240VAC, 50/60Hz power sources. Non-standard equipment required for system installation may require an additional fee and if so will be quoted accordingly. Should mounting locations be unavailable or should there be no sensor communications available at a site, SST will work with the customer to adjust the coverage area accordingly.

SST will be responsible for following all local, state and federal regulations, codes, rules and laws as it relates to the installation of the ShotSpotter Flex<sup>SM</sup> service.

**SUPPORTING DOCUMENTATION**

The following table lists the combined responsibilities of SST and its customer with respect to the acquisition, installation, training, and ongoing use of a ShotSpotter Flex<sup>SM</sup> service:

DELIVERABLES, ROLES, & RESPONSIBILITIES	SST	Customer
Execute contract	✓	✓
Program Development and subscription orientation	✓	assure stakeholder participation
Conduct Site Survey for Acoustic and sensor communications feasibility for each sensor location proposed emplacement. Site surveys will follow contract execution; the site survey will determine the ultimate coverage area footprint and area exclusions. Actual coverage areas may vary from cursory and pre-sales discussions due to challenges that include: physical obstructions, radio or cellular reliability, availability and permissions at suitable mounting location.	✓	
Provisioning of hosted services and corresponding access for admin, Alerts, additional and optional role-based support packages (if applicable)	✓	
Provide secure storage of customer data (minimum of 2 years online, 5 years offline)	✓	
Monitoring of systems for customer support and "hands off" software upgrades	✓	
Run the SST System Profiler (a web-based analyzer) to verify system configuration and network access required for each computer (PC or MDC) which will access the ShotSpotter Flex service.		✓
Provision network access required to meet SST minimum specifications and requirements (ref "Host and Services Required to Use ShotSpotter Flex Clients" SST FED-72-01) for all computers (PC and MDC) which will access the ShotSpotter Flex Service.		✓
Install Alert Consoles on allocated workstations	✓	IT assistance PC or MDC
Configure data communications between the Alert Console workstation(s) and the hosted server.	✓	IT assistance PC or MDC
Provide GIS Data: Parcels, Addresses, Beat Boundaries and clearly identify the coverage area(s) and reporting areas		✓
Install necessary SST assets (ie, sensors) and, as appropriate, provision telecommunications lines and/or RF data radios including antenna systems with adherence to local electrical, and other relevant codes	✓	

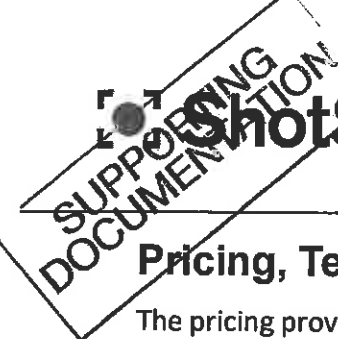
**SUPPORTING DOCUMENTATION**

DELIVERABLES, ROLES, & RESPONSIBILITIES	SST	Customer
Provision data communications to mobile computers to support Alert Consoles in patrol cars, command vans, etc.		✓
Integrate with complementary systems (e.g., video surveillance, CAD, Common Operating Picture)	Optional API, support only	✓
System calibration, and operational validation	✓	
End-user training (including admin training)	✓	assure stakeholder participation
Ongoing Reviewed Alerts and customer support	✓	

**Coverage Area(s)**

Systems are deployed to provide a blanket of coverage for one or more specified areas. Each area is bounded by a specific *coverage area perimeter*. The area(s) to be covered are shown in the aerial map image below, with each *coverage area perimeter* denoted by a boundary line.

The areas outlined in the images are rough estimates of the requested coverage area(s) and are not exact as they cannot be verified with actual acoustic propagation information to determine the precise size(s) of each area (e.g., in square miles or square kilometers). This verification can only be accomplished during the installation process, therefore the shapes may vary. Additionally if there is a discrepancy between the identified area(s) as defined by the square mileage listed in the caption and the area(s) outlined in any aerial image, the size listed in the caption text shall take precedence and be considered the true size and therefore what SST shall maximally deploy.



### Pricing, Terms, Conditions

The pricing provided is a **firm fixed price** quote, remains valid for ninety (90) days from the date prepared (listed on the cover page).

The price as listed herein does not include any state or local sales taxes. Customer is responsible for notifying SST if the price needs to be adjusted for sales taxes.

### Price Schedule:

#### NON-RECURRING CHARGES:

Service initiation and startup fee	\$ 10,000 per Square Mile
Training – Strategic Program and Tactical Use	\$ 10,000 per Account
Heavy-duty wind-resistant sensor mounts	\$ 10,000 per Square Mile

#### RECURRING CHARGES:

Annual Subscription Fee (contiguous area ≥ 3.0 sq mi)	\$ 45,000 per Square Mile
Annual Subscription Fee (non-Contiguous area < 3.0 sq mi)	\$ 50,000 per Square Mile

#### OPTIONAL NON-RECURRING CHARGES:

Video Surveillance and/or PSIM Interface (does NOT include 3rd party middleware)	\$ 19,000 per Account
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### Budgetary Quotation:

#### Two Non-Contiguous Coverage Areas = 4.0 Square Miles:

Service initiation and startup fee for 4.0 square miles	\$ 40,000
Training – Strategic Program and Tactical Use	\$ 10,000
Heavy-duty wind-resistant sensor mounts for 4.0 square miles	\$ 40,000
Annual Subscription: 1.0 square miles coverage (@ \$ 50,000/square mile) [Figure 1 (BLUE)]	\$ 50,000
Annual Subscription: 3.0 square miles coverage (@ \$ 45,000/square mile) [Figure 2 (RED)]	\$ 135,000

<b>TOTAL 1<sup>ST</sup> YEAR</b>	<b>\$ 275,000</b>
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# City of Miami

## Legislation

### CRA Resolution

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

File Number: 13-01211

Final Action Date:

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$75,000, TO THE CITY OF MIAMI TO UNDERWRITE COSTS ASSOCIATED WITH THE INSTALLATION AND OPERATION OF THE SHOTSPOTTER FLEX GUNFIRE ALERT AND ANALYSIS SERVICE AS A PILOT PROGRAM THROUGHOUT THE REDEVELOPMENT AREA; 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; FURTHER AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY FOR SAID PURPOSE; ALLOCATING FUNDS FROM SEOPW, "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan (the "Plan"); and

WHEREAS, the CRA's 2009 Finding of Necessity determined a significant level of criminal activity occurring throughout the Redevelopment Area; and

WHEREAS, Goal 6, at page 11, and Principle 5, at page 14 of the Plan, lists [i]mproving the quality of life for residents of the Redevelopment Area, and "[w]alking within the neighborhood must be accessible, safe and pleasant, and stated redevelopment objectives; and

WHEREAS, given the increased levels of gun violence throughout the Redevelopment Area, the City of Miami Police Department seeks to implement the ShotSpotter Flex Gunfire Alert and Analysis Service as a pilot program ("pilot program"); and

WHEREAS, the nature of the services to be rendered by the pilot program consist of providing situational intelligence that heightens the safety of first responders, public safety and military, and creates significant improvement in incident management, investigations and forensic analysis; and

WHEREAS, the implementation of this pilot program is meant to improve public safety by ultimately reducing and preventing violent gun crimes that adversely impact the quality of life for residents in the Redevelopment Area; and

WHEREAS, the Board of Commissioners wishes to authorize the issuance of a grant, in an amount not to exceed \$75,000, to the City of Miami to underwrite costs associated with the installation and operation of the pilot program throughout the Redevelopment Area;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE



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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. The Board of Commissioners hereby authorizes the issuance of a grant, in an amount not to exceed \$75,000, to the City of Miami to underwrite costs associated with the installation and operation of the ShotSpotter Flex Gunfire Alert and Analysis Service as a pilot program throughout the Redevelopment Area.

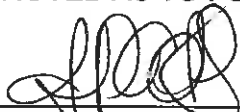
Section 3. The Executive Director is authorized to disburse funds, at his discretion, on a reimbursement basis or directly to vendors, upon presentation of invoices and satisfactory documentation.

Section 4. The Executive Director is authorized to execute all documents necessary for said purpose.

Section 5. Funds are to be allocated from SEOPW Tax Increment Fund, "Other Grants and Aids," Account Code No. 10050.920101.883000.0000.00000.

Section 6. This Resolution shall become effective immediately upon its adoption.

APPROVED AS TO FORM AND CORRECTNESS:



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JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL

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**AGENDA ITEM # 7**

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

To: Board Chair Michelle Spence-Jones  
and Members of the CRA Board

Date: October 18, 2013

File: 13-01212

Subject: Resolution Authorizing Grant to Miami Dade  
College for Hospitality and Culinary Institute.

From: Clarence E. Woods, III *cw*  
Executive Director

References:

Enclosures: Supporting Documentation; Legislation

**BACKGROUND:**

The attached Resolution of the Board of Commissioners of the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") authorizes the issuance of a grant, in an amount not to exceed \$50,000, to Miami Dade College ("MDC") to underwrite costs associated with the current operation of the Hospitality and Culinary Institute ("Institute"). This Resolution also authorizes the issuance of an additional grant, in an amount not to exceed \$900,000, to MDC for operation of the Institute at the Ebenezer Church, 300 NW 11 Street, Miami, Florida ("site"), for a four-year period, in an amount not to exceed \$225,000 per year, provided that said additional grant only be available to MDC upon reimbursement of funds from the U.S. Department of Commerce's Economic Development Administration in connection with the adaptive re-use and rehabilitation of the site.

MDC began operating a program that offered job training and employment opportunities in the hospitality industry to residents of the Redevelopment Area. Recently, MDC has expanded its operations to include the provision of culinary arts training (collectively "Hospitality and Culinary Institute"). The Board of Commissioners has previously provided grant assistance to MDC for the Institute, as authorized by Resolution Nos. CRA-R-CRA-R-10-0025, CRA-R-10-0059, CRA-R-11-0053, CRA-R-12-0014, and CRA-R-13-0006.

Given the success and expansion of the Hospitality and Culinary Institute, MDC is in need of dedicated space for its operation. The CRA currently owns the historic Ebenezer Church, 300 NW 11 Street, Miami, Florida ("site"), and wishes to see the site actively programmed. However, while the CRA has agreed to allow the Hospitality and Culinary Institute to operate at the site, the site is in need of rehabilitation. In turn, the CRA, with the assistance of the City of Miami and MDC, applied for a grant in the amount of \$900,000, from the U.S. Department of Commerce's Economic Development Administration ("EDA"), for the adaptive re-use and rehabilitation of the site. EDA issued a grant award to the CRA on October 1, 2013, which acceptance of said grant award is also being considered by the Board during its special meeting on October 24, 2013.

MDC has requested assistance with continuing its programming of the Hospitality and Culinary Institute, and its anticipated expansion onto the site. This Resolution would enable MDC to receive \$50,000 in grants funds to continue its current operations. The disbursement of EDA's grant award to the CRA is on a reimbursement basis. As such, the disbursement of the additional grant funds would only occur upon reimbursement from EDA for the costs associated with rehabilitation of the site. Moreover, the disbursement of additional grant funds would occur over a four-year period, which would enable MDC to strategically plan for future operations, and identify and apply for other sources of revenue.

**JUSTIFICATION:**

Section 2, Goals 4 and 6, at page 11, of the 2009 Southeast Overtown/Park West Community Redevelopment Plan ("Plan") lists the "creati[on of] jobs within the community," as well as "improving the quality of life for residents" as stated redevelopment goals.

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**FUNDING:**

\$50,000 are to be allocated from SEOPW Tax Increment Fund, entitled "Other Grants and Aids" Account Code No. 10050.920101.883000.0000.00000. \$900,000 to be allocated from the same tax increment fund upon reimbursement of funds from EDA.



CITY OF MIAMI  
COMMUNITY REDEVELOPMENT AGENCY

# AGENDA ITEM FINANCIAL INFORMATION FORM

## SEOPW CRA

CRA Board Meeting Date: October 24, 2013

CRA Section: Finance

**Brief description of CRA Agenda Item:**

Authorizing the issuance of a grant, in an amount not to exceed \$50,000, to Miami Dade College ("MDC") to underwrite costs associated with the current operation of the Hospitality and Culinary Institute. This resolution also authorizes the issuance of an additional grant, in an amount not to exceed \$900,000, to MDC for operation of the Institute at the Ebenezer Church.

<b>Project Number (if applicable):</b>		
<input type="checkbox"/> <b>YES, there are sufficient funds in Line Item:</b>		
Account Code: <u>10050.920101.883000.0000.00000 (SEOPW)</u>	Amount: <u>\$50,000.00</u>	
Account Code: <u>10050.920101.883000.0000.00000(SEOPW)</u>	Amount: <u>\$900,000.00</u>	
<input type="checkbox"/> <b>NO (Complete the following source of funds information):</b>		
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:		
<b>ACTION</b>	<b>ACCOUNT NUMBER</b>	<b>TOTAL</b>
Project No./Index/Minor Object		
<b>From</b>		\$
<b>To</b>		\$
<b>From</b>		\$
<b>To</b>		\$

Comments: The \$900,000 will be allocated from the same tax increment fund upon reimbursement of funds from EDA.

Approved by: *[Signature]* Date: 10/18/13  
CRA Executive Director/Designee

~~~~~  
**APPROVAL**  
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Verified by:	<u><i>[Signature]</i></u>
Financial Officer:	
Date:	<u>10/15/13</u>



**City of Miami**  
**Legislation**  
**CRA Resolution**

City Hall  
3500 Pan American  
Drive  
Miami, FL 33133  
www.miamigov.com

**File Number:** 13-01212

**Final Action Date:**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE SOUTHEAST OVERTOWN/PARK WEST COMMUNITY REDEVELOPMENT AGENCY AUTHORIZING ISSUANCE OF A GRANT, IN AN AMOUNT NOT TO EXCEED \$50,000, TO MIAMI DADE COLLEGE ("MDC") TO UNDERWRITE COSTS ASSOCIATED WITH THE CURRENT OPERATION OF THE HOSPITALITY AND CULINARY INSTITUTE ("INSTITUTE"); FURTHER AUTHORIZING THE ISSUANCE OF AN ADDITIONAL GRANT, IN AN AMOUNT NOT TO EXCEED \$900,000, TO MDC FOR OPERATION OF THE INSTITUTE AT THE EBENEZER CHURCH, 300 NW 11 STREET, MIAMI, FLORIDA ("SITE"), FOR A FOUR-YEAR PERIOD, IN AN AMOUNT NOT TO EXCEED \$225,000 PER YEAR, PROVIDED THAT SAID ADDITIONAL GRANT ONLY BE AVAILABLE TO MDC UPON REIMBURSEMENT OF FUNDS FROM THE U.S. DEPARTMENT OF COMMERCE'S ECONOMIC DEVELOPMENT ADMINISTRATION IN CONNECTION WITH THE ADAPTIVE RE-USE AND REHABILITATION OF THE SITE; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS NECESSARY 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; FUNDS TO BE ALLOCATED FROM SEOPW TAX INCREMENT FUND, ENTITLED "OTHER GRANTS AND AIDS," ACCOUNT CODE NO. 10050.920101.883000.0000.00000.

WHEREAS, the Southeast Overtown/Park West Community Redevelopment Agency ("CRA") is responsible for carrying out community redevelopment activities and projects within its Redevelopment Area in accordance with the 2009 Southeast Overtown/Park West Redevelopment Plan ("Plan"); and

WHEREAS, Section 2, Goals 4 and 6, at page 11 of the Plan lists the "creati[on of] jobs within the community," and the "improving the quality of life for residents," as a stated redevelopment goals; and

WHEREAS, the Miami Dade College ("MDC") originally offered job training and employment opportunities in the hospitality industry to residents of the Redevelopment Area, and has expanded its operations to include the provision of culinary arts training (collectively "Hospitality and Culinary Institute"); and

WHEREAS, the Board of Commissioners has previously supported the Hospitality and Culinary Institute; and

WHEREAS, given the success and expansion of the Hospitality and Culinary Institute, Miami Dade College is in need of dedicated space to continue its operation; and

WHEREAS, to assist MDC with its expansion, the CRA has agreed to allow the Hospitality and

Culinary Institute to operate at the historic Ebenezer Church, 300 NW 11 Street, Miami, Florida ("site"), but the site is in need of being rehabilitated; and

WHEREAS, on October 1, 2013, U.S. Department of Commerce's Economic Development Administration ("EDA") awarded a grant, in an amount not to exceed \$900,000.00, to the CRA for the adaptive re-use and rehabilitation of the site; and

WHEREAS, disbursement of EDA's grant award to the CRA is on a reimbursement basis; and

WHEREAS, MDC has requested assistance with continuing its programming, and its anticipated expansion onto the site; and

WHEREAS, the Board of Commissioners wishes to authorize the issuance of a grant, in an amount not to exceed \$50,000, to MDC to underwrite costs associated with the current operation of the Hospitality and Culinary Institute; and

WHEREAS, the Board of Commissioners wishes to further authorize the issuance of an additional grant, in an amount not to exceed \$900,000, to MDC for the operation of the Hospitality and Culinary Institute at the site, over a four-year period, in an amount not to exceed \$225,000 per year, provided that said additional grant only be available to MDC upon reimbursement of funds from EDA; and

WHEREAS, the Board of Commissioners finds that the issuance of this grant for the purposes set forth above 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. The Board of Commissioners hereby authorizes the issuance of a grant, in an amount not to exceed \$50,000, to Miami Dade College ("MDC") to underwrite costs associated with the current operation of the Hospitality and Culinary Institute.

Section 3. The Board of Commissioners further authorizes the issuance of an additional grant, in an amount not to exceed \$900,000, to MDC for the operation of the Hospitality and Culinary Institute at the historic Ebenezer Church, 300 NW 11 Street, Miami, Florida, over a four-year period, in an amount not to exceed \$225,000 per year, provided that said additional grant only be available to MDC upon reimbursement of funds from the U.S. Department of Commerce's Economic Development Administration.

Section 4. The Executive Director is authorized to execute all documents necessary 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 are to be allocated from 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:



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JESSICA N. PACHECO, ESQ.  
CRA SPECIAL COUNSEL

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