

PRE-PROPOSAL MEETING
Daytona Beach City Hall
301 S. Ridgewood Ave., Room 149B
Daytona Beach, Florida 32114
October 23, 2018 - 2:00 PM.
RFP NO. 19072

HOWARD THURMAN HISTORICAL HOME AREA LOT DISPOSAL

PURPOSE OF PRE-SUBMITTAL MEETING:

1. Introductions
2. Review Proposal Requirements.
3. Review Contract Requirements.

INTRODUCTIONS:

1. City Staff: Joanne Flick, Purchasing Division
 Reed Berger, ReDevelopment Director

DISCUSSION:

1. **NON-MANDATORY PRE-PROPOSAL CONFERENCE:** Attendees please sign registration roster. Please print clearly!
2. **DUE DATE:** Submit one original Proposal and 5 copies plus one copy on electronic media to the Purchasing Division; 301 S. Ridgewood Ave., Room 146, Daytona Beach, FL 32114 at **2:00 pm. sharp on NOVEMBER 9, 2018.** No Proposals will be accepted after **2:00 pm.**
3. **QUESTIONS:** All questions or requests for interpretation must be submitted in writing to Joanne Flick, at **Fax Number (386) 671-3962** or via email to **purchasing@codb.us**. All clarifications or corrections to the solicitation documents will be accomplished by written Addendum to all those currently listed as being in possession of the RFP. To be given consideration, such requests should be received no later than **7 days** prior to the opening date.
4. **COMMISSION:** The City of Daytona Beach Commissioners reserves the right to accept or reject any or all Proposals.

5. EVALUATION CRITERIA: Each criterion will be scored between 1 and 5; 1=poor, 2=below average, 3=average, 4=above average, 5=excellent, unless otherwise noted below. Scores will be multiplied by the criterion weight for a weighted score; weighted scores will be totaled for the weighted total score.

a. Proposer's ownership of adjacent real estate. Use the Proposal Cover Sheet and respond to Item 2.

WEIGHT = 5

b. Amount Proposer offers to purchase the real estate. Use the Proposal Cover Sheet and respond to Item 3a.

WEIGHT = 10

c. Consistency of Proposal with the Midtown Redevelopment Plan and Master Plan. Use the Proposal Cover Sheet and respond to Item 3b & 3c. Attach additional sheets as necessary to present a comprehensive response.

WEIGHT = 30

d. Details of plan documents. Use the Proposal Cover Sheet and respond to Item 3d. Attach additional sheets as necessary to present a comprehensive response.

WEIGHT = 35

e. Proposer's schedule for completing redevelopment of the property. Use the Proposal Cover Sheet and respond to Item 3e.

WEIGHT = 20

Total

Weight = 100

6. SEALED PROPOSAL: Proposers must indicate the following on their Proposal sealed envelope:

RFP Number – 19072

Date of Opening – NOVEMBER 9, 2018

Name of Proposer

Return Address of the Proposer

7. DRUG FREE WORKPLACE: The awarded firm must provide the Drug Free Workplace Form in accordance with Florida Statute 287.087, prior to Contract award.

8. M/WBE: Proposers should be aware of The City of Daytona Beach's Minority Business Enterprise (MBE) requirements contained in Chapter 30, Purchasing Code.

9. REFERENCES: The contact person(s) listed as a reference shall be someone who has personal knowledge of the contractor's performance during the referenced project. Contact persons must have been informed that they are being used as a reference and that the City may be calling them. More than one person can be listed but all must have knowledge of the project. DO NOT list principals or officers who will not be able to answer specific questions regarding the project.
10. LOCAL PREFERENCE: The RFP is subject to the City's Local Preference ordinance, as outlined in Section 8 of the Instructions to Proposers.

Vendors requesting status as a Local Vendor must complete the Local Vendor Affidavit.

A Proposer qualifying as a Local Vendor will be given the following Preferences:

1. At the City's discretion, the Proposer may be given bonus points of up to 10% of the total available points used to score Proposals for purposes of ranking them. The ranking process is described further in Paragraph 8, of the RFP. The exact percentage awarded may be adjusted based on the extent of work to be subcontracted to non-local vendors.
 2. After the Selection Committee has evaluated and ranked Proposals, if the highest-ranked Local Vendor's Proposal would not otherwise be among the list of the highest-ranked Proposals submitted to the City Manager (See Paragraph 8 above), the list will be modified to include the highest-ranked Local Vendor's Proposal.
11. AWARD: City Commission has the sole authority to bind the City to the terms and conditions of a contract.
 12. PROHIBITION OF LOBBYING: All communication regarding the RFP must be directed to the Purchasing Agent during the Blackout Period, which begins on issue date of RFP and ends when contract is awarded or all Proposals are rejected.
 13. ADDENDA ISSUED TO DATE: None
 14. SCOPE DISCUSSION by Project Manager.

SCOPE OF SERVICES **DISPOSAL OF CRA REAL ESTATE**

The City of Daytona Beach Community Redevelopment Agency (CRA) invites proposals by persons interested in the purchase of surplus land owned by the City of Daytona Beach (City) or the CRA located in a City of Daytona Beach Community Redevelopment Area.

The CRA is authorized to transfer ownership for the purpose of redevelopment in accordance with the Redevelopment Plan. In entering into a contract for sale, the CRA will take into account and give consideration to the objectives of the Redevelopment Plan, and any restrictions, covenants, conditions, and obligations proposed by the purchaser in furtherance of the Redevelopment Plan as consideration for the purchase. Redevelopment Plans are available on the City's web site at www.codb.us.

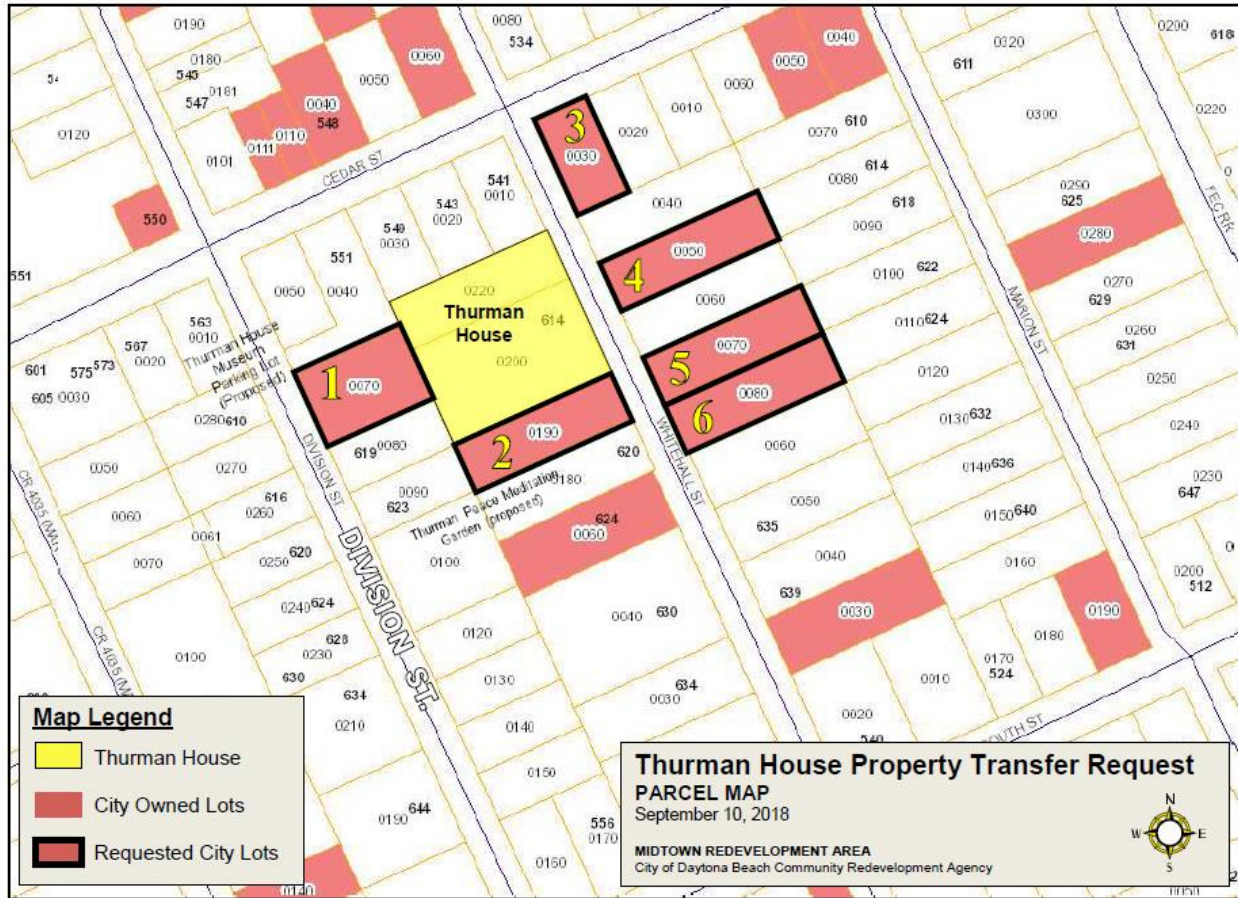
The CRA shall consider all Proposals submitted, which may include plans and specifications, financial and legal ability, schedule, and purchase terms and conditions. Upon evaluation, scoring, and ranking each proposal, the CRA may negotiate with any or all Proposers for the parcels and may accept such proposal as the CRA deems to be in the public interest and in furtherance of the purposes of the Redevelopment Plan. The CRA may reserve such powers and controls through disposition and development documents with Proposers as may be necessary to prevent transfer, retention, or use of property for purposes which are inconsistent with the objectives of the Redevelopment Plan and to ensure that development begins within a period of time which the CRA determines to be reasonable.

The City of Daytona Beach Community Redevelopment Agency has declared the properties listed below to be surplus properties to be disposed of as follows: A total of 6 (six) lots adjacent to, or within close proximity to, the Howard Thurman Historical Home located at 612 Whitehall Street are intended to be sold together to one buyer for the purpose of implementing the Midtown Redevelopment Plan which includes objectives and policies to establish a garden and other public amenities related to the preservation and promotion of the Thurman home and the Midtown Black Heritage District.

All properties proposed to be purchased shall be used and developed in accordance with the respective Redevelopment Plan.

Prior to the sale of these parcels of land the City will file, at its cost, a Release of Lien in the public records as to any City lien of record.

Map #	Short Parcel	Street Address	2018 Value	W	D	Size (SF)	Zoning
1	533950020070	Division St.	\$6,750	75	112	8,400	RDM6
2	533950020190	Whitehall St.	\$4,250	50	171	8,550	RDM6
3	533950030030	Cedar St.	\$4,731	57	100	5,700	RDM6
4	533950030050	Whitehall St.	\$4,250	50	171	8,550	RDM6
5	533950030070	Whitehall St.	\$4,250	50	171	8,550	RDM6
6	533950030080	Whitehall St.	\$4,250	50	171	8,550	RDM6
			\$28,481				48,300



The City of Daytona Beach Community Redevelopment Agency
PROPOSAL TO PURCHASE CRA REAL ESTATE
Response Form Cover Sheet for Proposals

Please completely fill out this form and include with your Proposal to purchase real estate.

1. Proposer Description

Name: _____
Address: _____
Phone #: _____
Email: _____

2. Does Proposer owns property adjacent to City-owned Property? Yes No
If "Yes", address of adjacent property owned by Proposer: _____

3. Proposer Proposal Summary

- a. Amount offered for parcel: \$ _____
- b. Proposed use of property:

(Attach additional sheets if necessary)

c. Summary of Proposer's plans/investments to redevelop property:

(Attach additional sheets if necessary)

d. List attachments including plans that offer a detailed description of the proposal:

(Attach additional sheets if necessary)

e. Proposed date(s) to complete improvements on the property: _____

Please sign below and **include this completed form with all documents that address the selection criteria** for the disposal of real estate.

Proposer's Signature

Date

MEETING NOTES:
