

AGENDA
COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
TUESDAY, DECEMBER 13, 2016 - 6:00 PM

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE WITH REGARD TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

LOBBYIST REGISTRATION IS REQUIRED. PRIOR TO ENGAGING IN ANY LOBBYING ACTIVITIES, WHETHER OR NOT COMPENSATION IS PAID OR RECEIVED IN CONNECTION WITH THOSE ACTIVITIES, EACH LOBBYIST SHALL FILE WITH THE CITY CLERK AN ANNUAL REGISTRATION STATEMENT AND PAY AN ANNUAL ONE HUNDRED DOLLARS (\$100.00) REGISTRATION FEE FOR EACH PRINCIPAL OR EMPLOYER. REGISTRATION FORMS ARE AVAILABLE ON THE CITY WEBSITE: WWW.DANIABEACHFL.GOV. (ORDINANCE #2012-019)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK'S OFFICE, 100 W. DANIA BEACH BOULEVARD, DANIA BEACH, FL 33004, (954) 924-6800 EXTENSION 3624, AT LEAST 48 HOURS PRIOR TO THE MEETING.

IN CONSIDERATION OF OTHERS, WE ASK THAT YOU:

- A. PLEASE TURN CELL PHONES OFF, OR PLACE ON VIBRATE. IF YOU MUST MAKE A CALL, PLEASE STEP OUT INTO THE ATRIUM, IN ORDER NOT TO INTERRUPT THE MEETING.
 - B. IF YOU MUST SPEAK TO SOMEONE IN THE AUDIENCE, PLEASE SPEAK SOFTLY OR GO OUT INTO THE ATRIUM, IN ORDER NOT TO INTERRUPT THE MEETING.
-

1. CALL TO ORDER/ROLL CALL

2. CITIZEN COMMENTS

Addressing the Commission: Comments by Dania Beach citizens, or other interested parties that are not part of the regular agenda, may be made during each Commission meeting during the period set aside for "citizen comments." A thirty (30) minute "citizen comments" period shall be designated on the agenda for citizens and interested persons to speak on matters not scheduled on that day's agenda. Each speaker shall be limited to 3 minutes for his or her comments. Persons desiring to speak during the citizen comment period shall inform the City Clerk prior to the beginning of the meeting of their intention to speak. If more than 10 speakers express a desire to speak, the Commission shall determine, on a meeting by meeting basis, whether to (a) extend the time allotted for citizen comments to accommodate all speakers, or (b) whether to limit the number of speakers or amount of time per speaker. A speaker's time shall not be transferable to another speaker.

3. ADMINISTRATIVE REPORTS

3.1. CRA Administrative Updates

4. PRESENTATIONS

5. CONSENT AGENDA

1. Minutes:
Approve Minutes of October 10, 2016 CRA Board Meeting
2. Travel Requests: None
3. Approve Redevelopment Management Associates Invoice #3653
4. Approve a Façade and Exterior Grant for Family in Distress, Inc. d/b/a Angelica's Haven Daycare, located at 405 S Federal Highway, in an amount not to exceed

\$20,000.00

6. PROPOSALS AND BIDS

1. RESOLUTION NO. 2016-CRA-012

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITH EACH OF THE FOLLOWING FIFTEEN (15) FIRMS FOR CIVIL ENGINEERING, ARCHITECTURAL AND BUILDING SERVICES, UTILITIES ENGINEERING, TRANSPORTATION PLANNING AND ENGINEERING, LAND AND ROUTE SURVEYING, GEOTECHNICAL ENGINEERING, ENVIRONMENTAL ENGINEERING, LANDSCAPE ARCHITECTURE, AND GENERAL CONSULTING ENGINEERING SERVICES: 1) CPZ ARCHITECTS, INC., 2) CARTAYA & ASSOCIATES ARCHITECTS, P.A., 3) WALTERS-ZACKRIA ASSOCIATES, PLLC, 4) TIERRA SOUTH FLORIDA, INC., 5) TERRACON CONSULTANTS, INC., 6) PUBLIC UTILITY MANAGEMENT AND PLANNING SERVICES, INC., 7) CARNAHAN, PROCTOR AND CROSS, INC., 8) CALVIN, GIORDANO & ASSOCIATES, INC., 9) CRAVEN THOMPSON & ASSOCIATES, INC. 10) CHEN MOORE & ASSOCIATES, INC., 11) EBS ENGINEERING, INC., 12) CALTRAN ENGINEERING GROUP, INC., 13) RJ BEHAR & COMPANY, INC., 14) EDSA INC., AND 15) METRIC ENGINEERING, INC.; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

7. DISCUSSION AND POSSIBLE ACTION

1. Review and approve 2017 CRA Board meeting dates
2. RFQ for the 2018 Arts and Seafood Celebration
3. PATCH Pavilion Rental

8. BOARD MEMBER COMMENTS

9. ADJOURNMENT

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Staff Report

Continued from:

Requested Action (Identify appropriate Action or Motion)		

Purchasing Requests ONLY		
Dept:	Acct #:	Amt:
Fund:		

Fiscal Impact/Cost Summary

Exhibits Attached
Memo: Project Updates October and November 2016, DBCRA 16-17 Staff Projects-Events-Work in Progress

To: Chair, Vice Chair and Board of Commissioners
From: Rachel Bach, Executive Director
Date: December 13, 2016
Re: **DBCRA Project Updates - October and November**

Attached please find the current Project Staff Assignment report. The following is a summary of activities over the past two months:

Events and Meetings

PATCH Pumpkin Patch – October 15
Broward MPO/DBCRA Lets Go Walking Event in Dania Beach – October 29
PATCH Neighborhood Nights Launch featured a movie – November 11
Merchant Meeting (MPO discussed transportation) – November 17
PATCH Fall Harvest Festival – November 19
Shop Small Saturday @ the Bake Shack (PATCH market items on sale) – November 26

Creative Arts Council

City Hall Atrium Art Gallery new exhibit on November 21, featuring the work of Charlene Alvarez.

Arts and Seafood Celebration

Finalized the site layout for the event; coordinated with Casino on “in-kind” sponsorship details; currently pursuing new and returning sponsorships; started promotions for 16/17 and finalizing promotional video; currently in negotiations to outsource management of food and beverage for a fee.

Miscellaneous

Met with Broward County Staff re: BRP Loan to Grant Conversion anticipated date to go to Broward County Commission is February 2017 for partial conversion (amount yet to be finalized).

Finalized and launched new DBCRA website.

Ongoing Social Media activity on DBCRA, and PATCH sites.

Categories	Tasks	Status	Category	Comments
Events				
	Chester Byrd Park Rededication	Scheduled for February 4th. Art project with Attucks students; Living Well; fitness demonstrations; picnic; press around Black History month	HCZ	Part of the HCZ initiative partners include Flipany; Urban League; TOUCH; BRHPC. Flipany to install a Bike Fix It Station prior to the event
	Neighborhood Ambassador Events	Dates scheduled: 2/23, 5/25, 9/28		Successful community engagement event. First location has not been identified yet
	Motorcycle Show	January 28th, have booth. Feature Larry a new A&SC mascot for pictures		
Capital Projects				
	FEC Pedestrian Crossing	Authorized cost estimate through FEC; awaiting costs for 1 or 2 crossings	HCZ	
	Chester Byrd Park	Completed sidewalk and opening on Phippen/Waiters; ordering new signage and minor sidewalk repairs	HCZ	
	JA Ely Blvd. Sidewalk and Crosswalks	Coordinating with UHP for Safe Routes to Schools Grant also looking at CDBG Funding	HCZ	
	Sun Garden Isles Pedestrian Improvements	Awaiting City Comm. Approval; scheduling meeting with FDOT (still need City MPO staff rep for TAC)		
Downtown				
	Business Surveys	Surveys complete, schedule sometime in Jan 2017 to walk downtown to hand out to business owners		
	Asset and Available Space Inventory	Business inventory partially complete; Dan still updating		
	Analyze CC and EDBB Zoning and CRA Design Guidelines	TBD		Part of overall Downtown Master Plan
	NW/SW 1st Avenue Streetscape	Design street and parking improvements as part of the Downtown Master Plan		Will develop conceptual plans beginning January 2017
	Downtown Branding and Positioning	TBD		Part of overall Downtown Master Plan
	City Center RFQ	Currently editing RFQ documents		

Categories	Tasks	Status	Category	Comments
The PATCH				
	Market Operations, ordering and set up Market Manager Training	BHRPC/PATCH Collaborative developing manager training program for the PATCH		
	Farm Management, planting and harvesting	1st Harvest end of October/early November		Currently have Kale, Lettuce, Eggplant, Romaine, Tomatoes
	Community Garden Public Plots	Still have plots available		Eight 12 bags plots available
	Volunteer Coordination	Saturday mornings sign up through "Hands on Broward"		
	3rd Saturday Event Planning/Oversight	12/17 Holiday Craft Fair		Rhythmic Art Gymnastics will be performing
	Monthly Friday Night Events	Official Launch November 11 Veterans Day (monthly event 2nd Friday, from 5 - 9 p.m)		Next Neighborhood Nights January 13 - will be showing an outdoor family movie
	PATCH Fall Cookbook	Community cookbook committee.October; Launch Fall recipe collection November 11; deadlines for recipe is Feb. 1st		
	Weekly PATCH e-newsletter; website and Facebook	Ongoing		
	Buyers Club	TBD		
Arts and Seafood Celebration				
	Event Planning; site planning	Finalizing site plan; Event Application to be sent to City Commission		
	New Sponsorships	Reaching out to new sponsors/ corporate - targeted sponsors contacted. Follow up in progress		
	Returning Sponsors	Sponsorship package updated, Last year's sponsors being contacted		
	Promotions, Publicity and Advertising	Discussions held with Radio & TV outlets for quotes on publicity		
	Collateral material and advertsing design Casino @ Dania Beach	Save the Date cards completed Casino to provide National Act; 500 parking spaces; media buying assistance		
	Poster Artist	Henriette Arnold will be doing the 5th. Anniversary poster artwork		
	Promotional Video and Website	Video under production/Website Being updated		

Categories	Tasks	Status	Category	Comments
Commercial Grants				
	Stix Cigar Lounge (FY15/16)	Merchant Assistance (15K) - Requested an extension to March 2016		
	Premier Mobile (FY 15/16)	Façade (20K) - Completed		Still finishing site improvements which were not part of the CRA grant
	TNT Fireworks	Façade (20K) - under construction		
	Dockers	Façade (20K) - Approved 10/10		Agreements being Executed
	Collins Market	Façade (20K) - Approved 10/10		Agreements being Executed
	Angela's Haven	Façade (20K) - for approval 12/13		
Communications and Marketing				
	CRA Website Update	Completed and live; schedule meeting with Sandra to discuss updating website remotley		New CRA website is up and running
	CRA Promotional Video	Recording video clips and testimonials right now		
	Weekly Business E-newsletter	Ongoing; includes business tips		
	Weekly "Happening's" e-newsletter	Ongoing; business promotions, special events, etc.		
	Monthly CRA e-newsletter	Ongoing; news and updates on CRA activities		
	Quarterly Merchant Meeting	Ongoing; 2017 schedule; Feb. 16, May 18, Aug 24th		
	Guide to Doing Business	Create and publish a "Guide to doing Business" with the City of Dania Beach		
	Co-op seasonal Advertising (shared cost ad)	Create a shared cost cooperative advertising with local retailers and restaurants with Sun-Sentinel Start in Summer of 2017		
	Outside event marketing (CRA and PATCH)	Represent Dania Beach at outside events as vendor		Recently participated in Shop Small event at Bake Shack

Categories	Tasks	Status	Category	Comments
Business Attraction				
	Banker/Broker Event	TBD - Hold a Banker/Broker event to showcase development opportunities in the City (follow up from ICSC 2016)		
	Participate in Annual NAIOP Broward Bus Tour	TBD - Mid Year (July 2017) partner with local property owners		
	Florida ICSC Conference	Aug-17		
	Create and maintain an inventory of developable property	Initial phase for Downtown; the CRA wide		
	Create a "targeted" public relations campaign based on inventory	Analyze targeted industries and availability of space to identify and advertise/promote to that specific sector		
	Partner with local organizations to host a Job Skills/ Training Fair	TBD - Career Source; OIC; MIA SF; local unions and technical schools to showcase training programs		
Business Retention				
	Develop electronic welcome packet for new businesses	Send monthly welcome packets to new businesses (via BTR) and add to our mailing lists		Request City to ensure new applicants are including their email addresses on BT applications
	Participate in Marine Industry networking	Participate in MIA SF and/or Port meetings and events		
	Create a monthly business visitation/meet up program	Continue communications with key business leaders		
Miscellaneous				
	Broward County Loan Forgiveness	Met with County staff 9/29/16 awaiting revised forgiveness calculations for Casino and Place @ Dania Beach		
	Creative Arts Council	Working on identifying funding for a mural program and expansion of Atrium Art Gallery		
	Create a Homebuyer Assistance Programs	Partner with BHRPC and Urban League to create a H2H homebuyers Club and initiate IDA program	HCZ	Researching viability and partnerships
	Diabetes Prevention/Maintenance Program	Launching Diabetes Programs (sponsored by the Y) in 2017	HCZ	On hold
	Spark Training/Sports Equipment	Love our Nation completed free SPARK training and received \$5,000 in sports equipment to be used at CW/PATCH		Love Our Nation hosts a weekly childrens gardening program at the PATCH.

MINUTES OF MEETING
DANIA BEACH COMMUNITY REDEVELOPMENT AGENCY
MONDAY, OCTOBER 10, 2016 – 6:00 P.M.

1. Call to Order/Roll Call

Chairman Salvino called the meeting to order at 6:00 p.m.

Present:

Chairman:	Marco A. Salvino, Sr.
Vice-Chairman:	Albert C. Jones – <i>arrived at 6:02 p.m.</i>
Board Members:	Chickie Brandimarte Paul Fetscher Bobbie H. Grace
Executive Director:	Rachel Bach
City Attorney:	Thomas Ansbro
CRA Secretary:	Louise Stilson

2. Citizen Comments

There were no citizen comments at this meeting.

3. Administrative Reports

Director Bach noted she provided the information on marketing that was requested at the last meeting. This information is attached to and incorporated into these minutes.

4. Presentations

4.1 CRA Work Program 2016/17

Vice-Chairman Jones arrived at 6:02 p.m.

Director Bach presented a PowerPoint presentation for the 2016/2017 Work Program, which is attached to and incorporated into these minutes.

Vice-Chairman Jones addressed façade grants and owners understanding that the grant has to be paid back if the business goes under, the light on Stirling Road, and the bus loop at Collins.

Board Member Grace questioned whether the Cities of Hollywood and Hallandale Beach had contacted Director Bach about the PATCH, the status of the YMCA grant, and the Neighborhood Nights event.

Discussion was held regarding the FEC pedestrian crossings on West Dania Beach Boulevard and NW 1st Street, and the \$11,000.00 expenditure necessary to get a cost estimate.

Vice-Chairman Jones questioned the status of neighborhood signage for Sun Garden Isles. Director Bach noted the funding to be used, which is from the MPO TAP grant, will not be available until 2018.

5. Consent Agenda

5.1 Minutes:

Approve Minutes of September 27, 2016 CRA Board Meeting

5.2 Travel Requests:

Request from Rachel Bach, Interim CRA Executive Director, to attend the Florida Redevelopment Association Annual Conference in Orlando, Florida on October 12-14, 2016 (Estimated cost \$1,141.76)

Request from Kathleen Weekes, CRA Manager, to attend the Florida Redevelopment Association Annual Conference in Orlando, Florida on October 10-14, 2016 (Estimated cost \$1,992.76)

5.3 RESOLUTION #2016-CRA-011

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITHOUT COMPETITIVE BIDDING WITH RTMG, LLC TO PROVIDE DIGITAL MARKETING SERVICES TO PROMOTE THE DANIA BEACH CRA DISTRICT IN AN AMOUNT NOT TO EXCEED TWENTY EIGHT THOUSAND TWO HUNDRED DOLLARS (\$28,200.00) FOR A ONE YEAR PERIOD; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

5.4 Approve a Façade and Exterior Grant for Fifth Avenue Real Estate Investors, LLC, formerly known as Collins Market, located at 6 SW 5th Avenue, in an amount not to exceed \$20,000.00

5.5 Approve a Façade and Exterior Grant for Historic Dockers Restaurant, located at 318 N Federal Highway, in an amount not to exceed \$20,000.00

5.6 Approval of Redevelopment Management Associates Invoices #3550, #3602, #3598, #3597

Board Member Grace motioned to approve the Consent Agenda; seconded by Board Member Brandimarte. The motion carried unanimously.

6. Proposals and Bids

There were no proposals on this agenda.

7. Discussion and Possible Action

7.1 Commercial Property Improvement Grant Program

Director Bach continued the earlier Power Point presentation, which is attached to and incorporated into these minutes.

Board Member Grace motioned to approve the Commercial Property Improvement Grant Program; seconded by Vice-Chairman Jones. The motion passed unanimously.

8. Board Member Comments

Vice-Chairman Jones noted we had looked at a piece of property that would be beneficial to the City and CRA, which property is still available. He will speak to Director Bach about it.

9. Adjournment

Chairman Salvino adjourned the meeting at 6:32 p.m.

ATTEST:

COMMUNITY REDEVELOPMENT
AGENCY

LOUISE STILSON, CMC
CRA SECRETARY

MARCO A. SALVINO, SR.
CHAIRMAN – CRA

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)		
Approval of Redevelopment Management Associates Invoice #3653		

Purchasing Requests ONLY		
Dept:	Acct #:	Amt:
Fund:		

Fiscal Impact/Cost Summary

Exhibits Attached
Memo from the CRA Manager requesting Authorization to pay RMA, RMA Invoice



100 W. Dania Beach Blvd.
Dania Beach, Florida 33004

tel (954) 924-6801
fax (954) 921-2604
www.DaniaBeachCRA.org

To: Chair, Vice Chair and Board of Commissioners
From: Kathleen Weekes, CRA Manager
Date: December 13, 2016
Re: **Authorization to pay RMA Invoice #3653**

Attached please find the following invoice:

Invoice: #3653: \$1,750.00- General Professional Consulting with RMA Principals.

These invoices have been reviewed and approved by the CRA Manager, who is also the contract administrator for these services. Invoices for RMA which are hourly continue to be submitted to the CRA Board for review and approval.

Recommendation

Motion to authorize payment of RMA Invoice #3653



REINVENTING YOUR CITY

INVOICE

Invoice Date: October 20, 2016

Invoice Number: 3653

Reference: Public Private Partnership Consulting for the City Hall Project
PO 2016-00000242

Billed To: Kathleen Weekes, CRA Manager
Dania Beach Community Redevelopment Agency
100 West Dania Beach Boulevard
Dania Beach, Florida 33004

Services for the Month of: July 2016 through September 2016

Administration, management, and consulting services to the City of Dania Beach Community Redevelopment Agency.

Total Agreement Amount: General Professional/Consulting	\$ 25,000.00
Amounts Previously Invoiced and Paid	
Invoice 3602 paid 10/14/16	780.00
PO Balance	<u>\$ 24,220.00</u>
Amounts Outstanding	
None	0.00

Current Invoice Detail

Amount due for: CB review of RFQ draft (4 hrs); CB & JV (RE Coordinator)	
Meeting w Kramer and developer to market P3 (2 hrs each);	
CB meeting w City and CRA staff to discuss P3 RFP and process (2 hrs)	
CB (8 hours @ \$195.00/hour) JV (2 hours @ \$95.00/hour)	1,750.00
Total Amount Due	<u>\$ 1,750.00</u>

Please remit payment to:
Redevelopment Management Associates, LLC or RMA
2303 East Atlantic Boulevard
Pompano Beach, FL 33062

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Consent Agenda

Continued from:

Requested Action (Identify appropriate Action or Motion)

Approve a Façade and Exterior Grant for Family in Distress, Inc. d/b/a Angelica's Haven Daycare, located at 405 S Federal Highway, in an amount not to exceed \$20,000.00

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo: Angelica's Haven Façade Grant Application, Angelica's Haven Daycare Façade And Exterior Grant Application, Angelica's Haven Daycare Façade Grant Zoning Review

To: CRA Board Members
From: Dan Murphy, Economic Development Manager
Date: 12/13/2016
Re: FAÇADE AND EXTERIOR GRANT PROGRAM: Angelica's Haven Daycare

Background:

The **Façade and Exterior Program Grant** is a program that was specifically designed to assist businesses located in the CRA to improve the exterior of commercial buildings and sites by creating aesthetic improvements. Enclosed for your review and approval is the application for Angelica's Haven Daycare to participate in the Façade and Exterior Grant Program. The following is a brief summary of the application:

Angelica's Haven is a new daycare facility on South Federal Highway created as a response to the chronic shortage of affordable day care and early child development programs for families in Dania Beach. It was created as the primary community service by the Families in Distress organization in facilities operated in the city for the past two years in the facility. Exterior improvements will include new window treatments, landscaping, architectural features and signage to transform the building's plain façade into a warm, welcoming appearance suitable for parents and young people.

Fiscal Impact

Funding is available and budgeted in CRA Fund Account #106-52-08-552-31-42. Remaining funds for façade and exterior grant program are \$30,000.

Recommendations:

Approval of the Façade and Exterior Grant Application for **Angela's Haven** in an amount **not to exceed \$20,000**.

FAÇADE AND EXTERIOR GRANT PROGRAM CHECKLIST

- ☐ Photographs of current condition of site and structures.
- ☐ Architectural renderings of proposed façade improvements in color.
- ☐ A detailed outline of all proposed improvements with cost estimate.
- ☐ If any components of the project pertain to paving, fencing, landscaping, etc., a survey showing location of work is also required.
- ☐ Applicant acknowledges that the property to be improved does not have any delinquent ad valorem taxes and is free of all municipal and county liens, judgments and encumbrances of any kind.
- ☐ Applicant acknowledges that properties that are sold within twenty-four months of receiving grant funding must repay the full amount of the grant and that a **lien** shall be recorded by the CRA against the property in order to secure the right of repayment.
- ☐ Cancelled check of payment to contractor/GC (your 20%). The CRA must receive proof of payment of your 20% via a cancelled check within fifteen (15) days of project start.
- ☐ Applicant must provide the CRA with at least three (3) quotes from a licensed contractor for the proposed work.
- ☐ Both the CRA Façade & Exterior Grant Program application and the CRA Façade & Exterior Grant Program agreement have been signed.
- ☐ Application fee of \$250 has been paid to Community Development Department for a review of proposed project in order to ensure compliance with City codes.
- ☐ **Please Note:** The properly executed Declaration of Restrictive Covenants must be recorded in the Broward County public records and a recorded copy provided to the CRA within ten days of receipt of the executed Program Grant Agreement. No Grant funds will be disbursed for the project before this is done.



Signature

Date

Printed name

Initial

**Dania Beach Community Redevelopment Agency (CRA)
FAÇADE and Exterior GRANT PROGRAM**

Initial AK/CW
AK

About the Program

The CRA Façade Grant Program is an incentive available to businesses located in the CRA on either side of US-1/Federal Highway from Old Griffin Road to Sheridan Street, and on Dania Beach Blvd from SW 5th Avenue to Gulfstream Road, for aesthetic improvements to the exterior of a commercial building and site. Painting of the building, installation of awnings, new doors/windows, landscaping, and brick pavers are typical improvements covered by the Façade Grant Program.

This program is subject to funding availability. All applications will be scored based on the following criteria and in the event that multiple completed applications are received within a 30 day window, the highest scoring applications shall prevail. The CRA may provide a grant of up to \$20,000 with a 20% match from the business. See example below:

Example

Project Cost:	\$ 25,000
CRA Grant:	\$ 20,000
Owner's Responsibility:	\$ 5,000

Properties that are sold within twenty-four months of receiving grant funding must repay the full amount of the grant. A lien shall be recorded by the CRA against the property in order to secure the right of repayment. Work on the project must begin within sixty (60) days following approval of the grant by the CRA Board. Applicant may reapply if deadline is missed.

- Eligible Improvements include aesthetic improvements to the building structure, such as exterior painting, installation of awnings, new windows and/or doors, and signage.
- Adjoining parking lots, roofs and landscaping are ineligible as stand alone projects however they may be included as a component of the eligible improvements as described above and will only be considered in conjunction with the overall physical facade improvements to the structure.
- Because of limited funding, staff from the CRA will evaluate the submissions and select those projects for submission to the CRA Board that beautify the area, will be a catalyst for economic development.
- All eligible projects will be required to apply for Enterprise Zone funding if applicable.

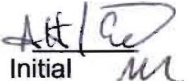
Please Note

Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board of Commissioners if development plans for the property meet the goals and objectives as set forth in the Dania Beach CRA Plan. Upon grant approval, the property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the agreement.

Scoring

Scoring for applications that are received by the CRA shall be based upon a 100 point value system.

1. Location- 40 Points
Businesses located along US-1/Federal Hwy in the core of the City Center/Downtown area from NW 2nd Street to Stirling Road, and on Dania Beach Blvd from SW 5th Avenue to NE 3rd Avenue shall receive the maximum points allotted in this category. Businesses that are outside of these targeted areas shall receive 20 points.
2. Use of sustainable materials- 20 Points
Sustainable materials might include for example xeriscaping, energy efficient lighting, environmentally sensitive paint or other types of sustainable or green initiatives. The maximum number of points allocated for the category means that the applicant has incorporated numerous green initiatives into their design.
3. In Business longer than three (3) years- 20 Points

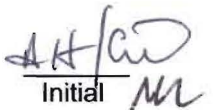
Initial 

If the applicant has been in business between 0-1, they receive 0 points; 1-2 years, they receive an automatic 10 points. If they have been in business 3 years or longer then the applicant will receive the maximum number of points for this category

4. Other renovations and business improvements outside of CRA incentives - 20 points.
If applicant contributes funding, (see table below for contribution point scale) above the required 20% match in order to make additional improvements to their business, they may receive up to 20 points.

CONTRIBUTION POINT SCALE

POINTS	EXTRA CONTRIBUTION AMOUNT
5	\$2,500 - \$4,999
10	\$5,000 - \$7,499
15	\$7,500 - \$9,999
20	\$10,000 and above


Initial *MR*

SECTION I

The Façade Grant Program benefits are contingent upon funding availability and approval by the CRA Board. Façade Grant Program benefits are not to be construed as an entitlement or right of a property owner or applicant. Grant funding for properties in the designated CRA areas is only available when such funding is consistent with the goals expressed in the CRA Strategic Finance Plan or Community Redevelopment Plan.

Step 1: Application Process

1. Business or property will start the application process by submitting an application to the CRA Staff for initial review. Once submitted to CRA Staff, the applicant must complete the application within thirty (30)

calendar days. In conjunction with the initial application submission, a preliminary review of the proposed renovations to the property must be completed by the planning department (see Section II).

A completed application should include:

- A) A photograph of the property showing the area(s) for improvement.
- B) Conceptual design drawing(s) and cost estimate(s) of the proposed improvements. (At this point the CRA may provide conceptual design assistance.)
- C) Once the application is completed, it will initially be reviewed by CRA Staff who will then recommend approval or denial of the application.
- D) The application with a recommendation of approval or denial will be submitted in it's entirety to the CRA Board of Commissioners for formal approval or denial.
- E) If the CRA Board approves the project, the CRA will provide the applicant with a Façade Agreement. The property owner shall not begin construction (Grants cannot be applied retroactively for work previously completed) until the Grant Agreement is signed by all parties. Improvements completed prior to approval by the CRA Board, **will not** be eligible for reimbursement.

SECTION II

PLEASE READ THE FOLLOWING PRIOR TO APPLICATION SUBMITTAL

- File complete application with Planning Department for preliminary review with required \$250.00 review fee.
- The application for planning department review must include **all** of the following items: Photographs of current condition of site and structures, architectural renderings of proposed façade improvements in color, a detailed outline of all proposed improvements with cost estimate. If any components of the project pertain to paving, fencing, landscaping, etc. a survey showing location of work is also required.
- Applicants are highly encouraged to address all components of the building façade including but not limited to painting, awnings, window/doors, lighting and signage to compliment the vision of the CRA plan.
- Owners of properties listed for sale may not apply for grant funding. Properties sold within twenty-four months of receiving grant funding **must repay the full amount**.

AH/CW
Initial ML

- After approval by the CRA Board, the CRA will provide the applicant with an approved Grant Agreement for signature. The property owner shall not begin construction (Grants cannot be applied retroactively for work previously completed) until the Grant Agreement is signed by all parties. Improvements completed prior to approval by the CRA Board, will not be eligible for reimbursement.
- If deemed necessary, the CRA reserves the right to have the application and its contents evaluated and analyzed by an outside third party including but not limited to; the proposed business plan, partnership/ownership information with equity positions, mortgage on the property, lease agreements, letter of Intent from lending institution and any other documents provided by the applicant.
- If your site plan or application request includes landscaping, the landscaping must consist of species and varieties of native plants that are drought tolerant require little irrigation and withstand the environmental conditions of Dania Beach. Irrigation systems must prevent over spray and water waste and it is recommended a drip irrigation system be installed.
- Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board if development plans

I have read completely and understand the program, including the application guidelines and grant reimbursement process.

Date 7/29/16


Property Owner

Initial ME

1. If your contractor agrees to wait for payment until a check is issued by the CRA of Dania Beach, you must submit an invoice for the work for both you and your contractor, a letter from you indicating the work is complete and you are satisfied with the job.
2. If your contractor(s) requires payment upon completion of the work you must pay the invoice. You may then provide the CRA/City of Dania Beach with the paid invoice and/or a copy of *both* sides of the cancelled check. It is also recommended that you obtain a release from your contractor in consideration of final payment
3. A CRA/City of Dania Beach staff member will visit the property and take a photograph of the completed project. A check will be issued in your name.

Signature of Applicant

Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board if development plans for the

property meet the goals and objectives as set forth in the Dania Beach CRA Plan. Upon grant approval, the property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the agreement.

AH/ED
Initial ML

FAÇADE PROGRAM APPLICATION

Date of Application 7/29/16

1. Address of project requesting incentive: 405 S FEDERAL HIGHWAY, DANIA BEACH, FL 33004

2. Name of Applicant: FAMILY IN DISTRESS INC, DBA ANGELICA'S HAVEN

Address of Applicant: 405 S FEDERAL HIGHWAY, DANIA BEACH, FL 33004

Phone: (954) 589-2618 Fax: (954) 374-8385

Email: FAMILYINDISTRESS@YAHOO.COM

3. Does the applicant own property? ☐ Yes ☒ No

If "No" box is checked, when will property be in control (own or long-term lease) of applicant?

PROPERTY IS CONTROLLED BY LEASE AGREEMENT

Indicate the owning entity of the property (i.e. name on property title) FLORIDA 21 LLC

4. Project Description: PROPERTY RENOVATION / CONVERSION TO MEET
CITY OF DANIA BEACH / BROWARD COUNTY CODES AND SPECIFICATIONS
TO OPERATE A DAYCARE / CHILD DEVELOPMENT CENTER

5. Total Project Cost \$25,000

Total Funding Request \$20,000

AH / [Signature]
Initial ML

Authorized Representative

[Signature]
Business Owner Signature

[Signature]
Property Owner Signature
(If different)

ALAN HOCT / DR. CHERYL WHITE
Print Name

Michael LEREN
Print Name Florida 21 CC

The Façade Grant Program benefits are contingent upon funding availability and approval by the CRA Board. Façade Grant Program benefits are not to be construed as an entitlement or right of a property owner or applicant. Grant funding for properties in the CRA boundaries is only available when such funding is consistent with the goals expressed in the CRA Strategic Finance Plan or Community Redevelopment Plan.

Please Note

Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board if development plans for the property meet the goals and objectives as set forth in the Dania Beach CRA Plan. Upon grant approval, the property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the agreement.

CITY OF DANIA BEACH
Licensee Data Sheet

Licensee Name	Type	Status	Primary Mailing Address / Phone	Issue Licenses for	Exempt from Late Fees	Undesignated Balance	Outstanding Balance
---------------	------	--------	------------------------------------	-----------------------	--------------------------	-------------------------	------------------------

Licensee: KWOIN CONSTRUCTION CORP/
 LOCKETT, JOHNNELL

KWOIN CONSTRUCTION CORP/ LOCKETT, JOHNNELL	Contractor	Active	6561 NW 24TH CT	General, Business	No	\$0.00	\$40.00
---	------------	--------	-----------------	-------------------	----	--------	---------

Licenses	License Number	Licensed To	Status	Application Date	Expiration Date	Total Charge
	3728	KWOIN CONSTRUCTION CORP/ LOCKETT, JOHNNELL	Active	08/04/2016		\$40.00

Total: 1 Licensee(s)



SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

Pastor Alan Holt
Angelica's Haven
405 S. Federal Highway
Dania Beach, FL 33004

PROPOSAL	: 1345-160714	PROPOSED DATE	: 07.14.16
PROJECT	: Angelica's Haven (currently Total Victory Church) Façade Improvement Sketch		
LOCATION	: 405 S. Federal Highway Dania Beach, FL 33004	STARTING DATE	: A.S.A.P.
		COMPLETION DATE	: A.S.A.P.

The undersigned proposes to provide professional services necessary to complete the following work: Architectural sketch rendering of proposed façade improvements in color for the clients use in submitting for the Dania Beach CRA Façade and Exterior Grant Program and for the solicitation of quotes for said improvements for Angelica's Haven located at 405 S. Federal Highway – Dania Beach, FL 33004.

Payments to be made as follows:

ARCHITECTURAL DESIGN SERVICES

Description	Fee
Architectural Sketch Rendering	\$ 700.00
ARCHITECTURAL SERVICES TOTAL	\$ 700.00

Payment due upon invoice at monthly intervals.

Any alteration or deviation from the aforementioned will be executed only upon written orders. Services not included in the above scope will be invoiced hourly as additional services and are not included in the above fees.

*Reimbursable expenses such as cost estimates, copies, engineering, courier, enhanced system(s)/equipment design services, faxes, UPS, interior design services, long distance calls, mileage, permit expediting, permit fees, photography, travel, postage, printing, processing fees, surveying, testing, threshold/special inspections, environmental testing and traffic studies and any additional services provided by sub-consultants.

You are hereby authorized to provide services required to complete the work described in the above proposal, for which the undersigned agrees in representation of Angelica's Haven pay the amount stated in said proposal and according to the terms thereof. All collection costs inclusive of attorney's fees shall be the responsibility of the undersigned.

Approved

Date

SYNALOVSKI ROMANIK SAYE
Architecture • Planning • Interior Design

1800 Eller Drive, Suite 500 • Fort Lauderdale, FL 33316
T 954.961.6806 • F 954.961.6807 • www.synalovski.com

KWOIN CONSTRUCTION CORP
FORT LAUDERDALE, FLORIDA

KWOIN THE CORNERSTONE OF QUALITY AND SERVICE

Johnell L. Lockett GC.

August 11, 2016

ANGELICA’S HAVEN CHILD CARE

Dear Pastor Holt:

KWOIN CONSTRUCTION appreciates this invitation to bid.

We are honored to present the following bid to the Scope of Work as hereby presented in the Bid Document Rendering illustrating the Renovation of your present facility:

The Angelica’s Haven Child Care Renovation:

- The New ADA Restroom
- The Demolition (masonry walls openings)
- ADA Walkway

The Totality of this Bid is inclusive of the Demolition, interior walls framing, installing of windows and doors, Panting, ADA Walkway, ADA Bathroom, Fence around playground & Driveway is included in this Bid.

Exclusive of this Bid are the MEP items that are implicated in the Totality of SOW of the Contract Document and the provision of playground equipment’s which is the client’s responsibility.

Hereby the following Bid is presented:

- | | |
|--------------------------------|-------------|
| 1. Interior Scope of Work..... | \$17,602.00 |
| 2. Exterior Scope of Work..... | \$25,241.00 |

Total Sum of this Bid..... \$42,843.00

KWOIN Construction will provide and furnish all Labor and Materials.

Kwoin Construction would like to thank Angelica's Haven Child Care for this opportunity and pledge that we will keep and live up to the guidelines of our commitment as outlined in this contract.

Sincerely,

JL. Lockett

Johnell L. Lockett

Owner/President

KWOIN (Quoin) THE CORNERSTONE OF QUALITY AND SERVICE



CALISTE CONSTRUCTION LLC

CERTIFIED BUILDING CONTRACTOR #1259754

PHONE: 305-974-2991 FAX: 305-974-2943

E-MAIL: wcaliste@calisteconstruction.com

August 29, 2016

Proposal# 08292016

To: Alan Holt

Proposal for Scope of Work:

405 S Federal Highway
Dania Beach FL, 33004

Angelica's Havens Child Development Center

General Conditions:

- Dumpster will be provided by Caliste Construction LLC
- All Architectural drawings, permits & fees will be provided owner
- Contractor will perform clean up on site and maintain a clean working environment daily
- All demolition and construction will be coordinated with contractor and owner
- Caliste Construction will have supervision on job at working hours

Demolition:

- Demo all interior and exterior walls per drawings
- Demo existing concrete slab for new bathroom sanitary line
- Demo existing asphalt driveway and relocate per drawings

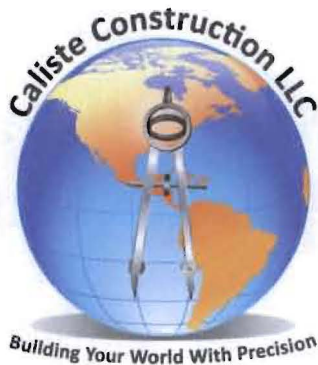
Doors:

- Install four hollow core interior pre-hung doors
- Install one exterior solid core door with jamb

Drywall / Framing

- Build new interior walls with 3 5/8" 25 gauge metal studs and track per drawings
- Install new 1/2" drywall to newly framed walls to underside of ceiling
- Apply level four finish to all new drywall
- Install new vinyl cove base at new drywall
- Tile new bathroom floor with ceramic tiles

Hope to hear from you soon, thank you for your business!



CALISTE CONSTRUCTION LLC

CERTIFIED BUILDING CONTRACTOR #1259754

PHONE: 305-974-2991 FAX: 305-974-2943

E-MAIL: wcaliste@calisteconstruction.com

Electrical:

- Install new outlets and switches as needed
- Provide, install, and wire (3) interconnected, 120Volt smoke detectors
- Install GFCI receptacle in new bathroom
- Relocate or provide exit signs for proper means of egress
- Install fire extinguishers as needed

Plumbing:

- Install new sanitary plumbing lines per drawings
- Install new toilet, sink and accessories for new bathroom

Paint:

- Prime and apply two coats of finish paint to exterior of house
- Prime and apply two coats of paint on entire interior

Structural

- Form and pour new concrete openings for windows and exterior door per plans
- All new window openings to receive poured cells with # 5 rebar continuous
- New exterior door opening to receive # 5 rebar continuous
- Install new asphalt driveway per drawings
- Seal coat parking lot and restripe for new parking spaces

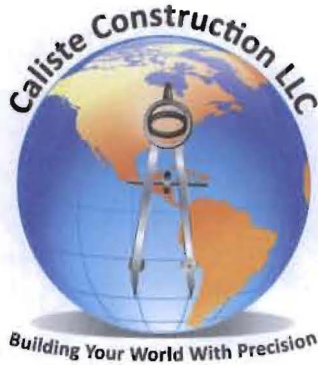
Windows

- Install new windows per code compliance per drawings

Exclusions:

- Permits
- Asbestos certificate

Hope to hear from you soon, thank you for your business!



CALISTE CONSTRUCTION LLC

CERTIFIED BUILDING CONTRACTOR #1259754

PHONE: 305-974-2991 FAX: 305-974-2943

E-MAIL:wcaliste@calisteconstruction.com

Notes:

Interior Work

- 1. Electrical work to be performed..... \$3,000.00
- 2. Plumbing work to be performed..... \$3,000.00
- 3. Paint..... \$2,400.00
- 4. Doors \$1,100.00
- 5. Drywall / Framing \$5,500.00

Total \$ 15,000.00

Exterior Work:

- 1. Driveway/ Parking Lot \$ 4,500.00
- 2. Fencing \$ 2,500.00
- 3. Structural/ / Formwork \$ 11,400.00
- 4. Paint \$ 3,500.00
- 5. Windows / Door \$ 3,100.00

Total \$25,000.00

Hope to hear from you soon, thank you for your business!

All 4 One Plumbing Inc

August 28, 2016

Tarsha Gokool

All 4 One Plumbing Inc

Lic & Insured / CFC 1427942 / Email: service@a41s.com

954-990-7666

10795 NW 53rd Street Unit #201 Sunrise, FL 33351

To Caliste Construction LLC / Angelica's Havens Child Development Ctr.

Scope of Work:

Furnish all plumbing services for the alterations at the above location. To include material , labor, and delivery.

Pricing is base off architectural sketch renderings provide by the firm of SynalovskiRominakSaye . Note prices are subject upon the divery of official approved draawiings.

Cost : 3,300.00 / Three Thousand Three Hundred dollars 00/100

Commercial & Residential Plumbing

Insurance Claim Reports

Sewer Camera Inspections

Infrared Inspections, Sonar Inspections, Leak Detection

Snaking & Jetting

Gas (LP & Natural)

Water Heaters (Gas & Electric)

All Quality Electrical Services, Inc.
14750 S. River Drive Miami, Fl. 33167
Dade: Lic.# 05E000478 Broward: Lic.# 07-CME-13653-X
Fax # (305)688-6297 Office # (305)968-7832
allqualityelec@att.net

Proposal

August 25, 2016

Submitted To: Caliste Construction LLC Project: Angelica Havens Child Development Center
633 NE 167 ST #315 405 S. Federal Highway ,
North Miami Beach, Fl. 33162 Dania, Fl. 33004

All Quality Is pleased to provide you with the following proposal for this project.

- **Scope of Work:** Install electrical work as stated below. Furnish all material, labor and permit.

Install and update all new electrical components to comply with new configuration and all building code requirements.

Plans and Specifications: (Proposal is base off renders from architectural sketch from the firm of SynalovskiRomanikSaye. Note that price is subject to change with the submittal of approved engineers drawings)

We propose to furnish the aforementioned materials and labor in accordance with the above conditions for the Lump Sum Price of: **\$3000.00 dollars. Three Thousand Dollars Zero Cents.**

- 2) Bid Amount: Proposed Price shall remain in effect for a period of 30 days from the date of acceptance of this proposal. Any work required under this proposal after this date is not covered with in the scope of proposal. Payment schedule: On Bi weekly basis

Electrical Contractor _____ Date: _____

Owner or

General Contractor: _____ Date: _____

PLEASE READ CAREFULLY

Acceptance of proposal: We authorize your firm to start and complete the work as outlined above according to the scope of work and conditions of this proposal. All Change Orders, Extra Work, or unforeseen items not specified above will be done at additional cost as agreed upon. It is our policy to file Notice To Owner on all projects. When signed by both parties, this instrument constitutes a legal and binding contract.

Payment Schedule: Bi weekly basis upon submitting invoice

PROPOSAL

All Lighting Maintenance Inc.

5211 NE 17th Ave

Fort Lauderdale, Fl. 33334

Phone 954 650 9022

kyle@alllightingmaintenance.com

EC# 13006747

TO; CALISTE CONSTRUCTION

Reference; ANGELICA'S HAVENS CHILD DEVELOPEMENT CTR

Scope of Work / Derive from Architectural Sketch Renderings from the firm of SynalovskiRomanikSaye

1. All electrical work will be done according to building code and specifications please be advise that price is subject to change base off approve set of drawings by the cities building department.
2. All work will be done to NEC code requirements
3. All work will be done during normal business hours (Mon – Fri. 8am- 4pm)
4. All labor will be warranted for 1 yr
5. All material will be warranted as per Manufactures warranty

All Lighting Maintenance Inc. 5211 NE 17th Ave., Ft. Lauderdale, Fl. 33334 Phone 954-650-9022

Based on above scope, *All Lighting Maintenance Inc.* will furnish all material, equipment, labor, tools, and personal to complete task.

Any alteration or additional work other than above scope will not be included in this proposal. All additional work will be submitted on daily invoices or quoted with approval by authorized personal

With acceptance of this proposal CALISTE CONSTRUCTION is agreeing to the contract price of (\$4000.00 Four Thousand Dollars) and will be required to pay as per payment terms listed below. All final payments must be received within 15 days of invoice. Any unpaid balances after due dates will be subjected to a 1.5% interest rate or \$35.00 which ever is grater per month until final payment is received.

This proposal is good for 30 days of date received and maybe withdrawn or revised after terms.

Payment Terms

Acceptance of Proposal 50%	(\$2,000.00)
Rough Inspection 40%	(\$1600.00)
Completion of Job 10%	<u>(\$400.00)</u>

Quotation was prepared by: Kyle Hansen

This is a proposal on the goods named and subject to the conditions listed above

To accept this proposal

SIGN: _____

PRINT: _____

DATE: _____

**** All Lighting Maintenance Inc. thanks you for the opportunity to bid on your job. We are looking forward to working with you. ****

All Lighting Maintenance Inc. 5211 NE 17th Ave., Ft. Lauderdale, Fl. 33334 Phone 954-650-9022



3618 SW 167th Avenue Miramar, FL 33027 Ph: (954) 605-0347 Fax: (954) 374-0233

Contract

August 26th, 2016

TO: Caliste Construction LLC
18441 NW 2nd Ave #218A
Miami Gardens, FL 33169

RE: New Contract to provide electrical services
Angelica's Haven Child Development Center

Alrac Electrical Services Inc. will hereby furnish labor, and materials for Interior Alteration for **Caliste Construction LLC**, Job address at **405 S. Federal Highway Dania, FL. 33004** as follows:

Scope of Work

1. Install all outlets, switches and light as per architectural renderings provided by the firm of SynalovskiRomanikSaye
2. Install electrical outlets and switches for bathroom

Note: Prices are subject to change base off official approved set of drawings.

Exclusion

1. Concrete and drywall patching
2. Low voltage wiring
- 3.

General Conditions

1. Alrac Services Inc. shall provide all required LABOR, MATERIALS, SUPERVISION, and required for completing job.
2. All work will be performed in compliance with State of Florida Codes
3. The contractor having started the work will continuously and expeditiously proceed with its prosecution until completion.
4. Work will be progressive with the terms of payment.



3618 SW 167th Avenue Miramar, FL 33027 Ph: (954) 605-0347 Fax: (954) 374-0233

Permits & Inspections

Permit cost is not included. Alrac Electrical Services Inc. will furnish labor, and materials to complete project described above to the sum of
Three Thousand Five Hundred Dollars / \$ 3500.00

Payment Terms:

Payment terms are as follows.

40% upon signing of contract

40% upon passing wall rough inspection

20% upon final inspection

Start Date: _____

Alrac Electrical Services Inc.

Title of signer

Printed name of signer

Caliste Construction LLC, Contractor



Friday, April 26, 2016

Attn: Estimating Department

Subject: ANGELICA'S HAVEN CHILD DEVELOPMENT CENTER

Thank you for the opportunity of submitting a proposal on the subject project. This *Scope Letter* and all attached documents will reflect our company's background and our performance capabilities on this project. If required, we will follow up with an original signed copy for your files. Feel free to contact us if you have any questions or concerns.

1. Our proposal covers the following phases of work for this project:
 - Plumbing
2. We acknowledge receipt of the following project documents:
 -
3. Our price for this work is as follows:
 - a. BASE BID – Plumbing – **Two Thousand Five Hundred Dollars = (\$2,500.00)**
 - b. Payment and Performance Bond is not included in our price. Should you require us to carry a bond premium please add 1.5% to our BASE BID
 - c. Price is based on latest drawings and includes costs of labor and materials
 - d. Permit fees are excluded.
 - e. No Additional items or facts pertinent to the pricing of this proposal. Our interpretation of the bid document is that we are not affected by any other alternates
4. Listed below we have outlined pertinent specification sections, plan sheet numbers and dates to the degree that are included in our pricing. Only those sections listed are included; sections not listed are intended to be excluded in their entirety:
 - Architectural Sketch Renderings by SynalovskiRominikSaye
5. Additional qualifications specific to this scope include:
 - State Licensed Plumbing Contractor (CFC #056460)
 - Remove & Replace Fixtures
 - Water & Sanitary piping
 - Electric Water Heater
6. Exclusions, clarifications and / or stipulations:
 - a. Temporary water, heat, sanitary or fire protection services will be furnished by others. We will be provided free use of water, electricity and sanitary facilities for the normal performance of our work. The costs for connecting and disconnecting our on-site temporary facilities will be included by us.

- b. We will provide clean-up for our own "identifiable" scrap to a central point of the site designated by you, but excluded dumpsters, haul away, etc. No charges will be accepted for this unless a purchase order for an authorized representative of the company is issued.
- c. Demolition, hole-cutting, patching, sod and landscaping, concrete and asphalt replacement, boring, and waterproofing are excluded.
- d. All dewatering of site and structure is excluded. It shall be the responsibility of others to keep the entire area dewatered so that conditions are will allow the normal progress of our work. We do include plumbing and removal of rainwater from mechanical excavation.
- e. This proposal is based upon our entering into a contract with you in a form, which is mutually satisfactory. We expect the conditions and provisions of this contract to be no more exacting or unfavorable to us than the contract entered into between the owner and the contractor. If we are expected to share in any delay and / or liquidated damages, then we shall be furnished with a construction schedule that allows us sufficient time to perform our work in an orderly and efficient manner.
- f. MARS Contractors Inc. has devoted a great deal of resources into the preparation of this bid and is therefore submitting this bid to the 'buyer' with the express understanding and agreement of the parties that in the event the 'buyer' uses such figures contained therein for the purposes of "shopping" the bid with third parties and/or divulging and/or corresponding information contained in the bid to third parties similarly competing for the work at issue or in any way involved with the construction work on the subject project at issue, such action(s) shall constitute an acceptance of MARS Contractor's bid and shall immediately create a binding contract agreement between the parties consistent with the bid documents.
- g. Our standard General Conditions apply. A copy will be provided upon request.

We will be happy to answer any questions you may have with regard to this scope letter.

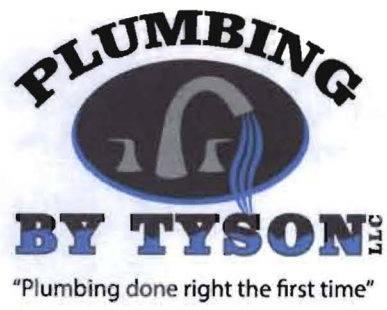
If we are favored with your consideration for this project we are certain you will find our firm more than capable of performing and managing our portion of the work. Our project management team will give you a concise record of all project activities. I am confident that you will find that our firm is one of the finest you have worked with and that we will be privileged to work with you on additional jobs in the near future.

Very Truly Yours,

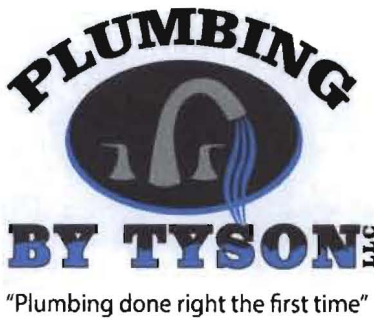
Marcus A. Riggins, CEO
MARS Contractors, Inc.

www.marscontractors.com

Licensed & Insured
Plumbing (CFC056460)
Building (CGC061550)
Mechanical (CMC056873)
Underground (CUC1224812)



PROPOSAL



Date: August 26,2016

Attn: Caliste Construction LLC

Job Info: Angelica's Haven Child Development Center

**This Proposal includes specifications and estimates at 405 S. Federal Highway
Dania, FL. 33004 .**

- All plumbing services to be provide at above locations according to architectural sketch drawings provided by the firm of
-

Miscellaneous:

Prices are subject to change base off the submittal of approve plans by the cities building department. Builder to cut all floors. Builder to pay for all permits. Builder to fill concrete back in slab cuts.

Total Job Cost \$3,000.00

Licensed & Insured
213 Goolsby Blvd, Deerfield Beach, FL
33442 Office: (954) 482-0921 Fax: (954)
531-6136 Email: plumbingbytyson@att.net

Proposal

Angelica's Haven

Child Development Center

405 S. Federal High, Dania Beach, FL 33004



NOW ENROLLING! SPACE IS LIMITED!

Angelica's Haven Child Development Center, is offering the highest quality childcare and early child development services to the Dania Beach community at an affordable cost.

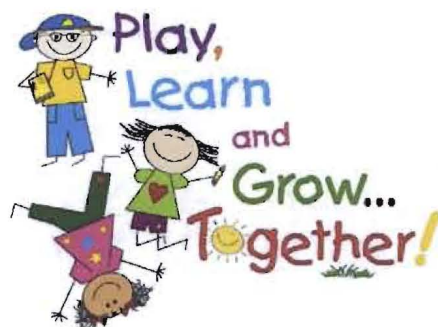
All of our lead teachers meet or exceed Broward licensing standards and regularly participate in continuing education. To ensure the highest quality of education, our class sizes are kept small. Because children are unique and learn in different ways, we tailor lesson plans to each child's learning style. Our lessons include everything from mathematics to phonics, and our educational programs cover a wide variety of subjects that teach children essential skills; and, we encourage parent involvement through regularly scheduled parent meetings and information nights.

Our Child Development Center is open from 7 a.m. until 6 p.m. Monday through Friday.

We accept children aged 1 year to 5 years old for enrollment based on availability. Angelica's Haven, offers developmentally appropriate programs and specialized curriculum for a range of ages including: Pre-school, VPK Pre-Kindergarten, Kindergarten, and ESE assessments.

We also offer extra curriculum in: Dance (Ballet/Creative Dancing), Martial Arts (Qi Gong), & a Hot Lunch.

For more information, please call our Director, Ms. Loudwich Tucker at 954-589-2618.



Where Kids Are Safe to Pursue Their Dreams!

APPLICATION FOR REGISTRATION OF FICTITIOUS NAME

REGISTRATION# G16000061382

Fictitious Name to be Registered: ANGELICA'S HAVEN

Mailing Address of Business: ANGELICA'S HAVEN
405 S FEDERAL HIGHWAY
DANIA BEACH, FL 33004

Florida County of Principal Place of Business: BROWARD

FEI Number:

FILED
Jun 21, 2016
Secretary of State

Owner(s) of Fictitious Name:

FAMILY IN DISTRESS, INC
405 S FEDERAL HIGHWAY
DANIA BEACH, FL 33004 US
Florida Document Number: N11000003611
FEI Number: 90-0725205

I the undersigned, being an owner in the above fictitious name, certify that the information indicated on this form is true and accurate. I further certify that the fictitious name to be registered has been advertised at least once in a newspaper as defined in Chapter 50, Florida Statutes, in the county where the principal place of business is located. I understand that the electronic signature below shall have the same legal effect as if made under oath and I am aware that false information submitted in a document to the Department of State constitutes a third degree felony as provided for in s. 817.155, Florida Statutes.

CHERYL WHITE - HOLT	06/21/2016
Electronic Signature(s)	Date

Certificate of Status Requested () Certified Copy Requested ()

Please Read Ballet Policy Rules

NO CREDITS OR PRO-RATION FOR ANY ABSENTS

*IF THERE IS A TEACHER CANCELLATION
OR A NATURAL DISASTER A MAKE-UP CLASS
OR CREDIT WILL BE GRANTED

*PLEASE LABEL ALL YOUR CHILD'S BELONGINGS

*MS. JOY IS NOT RESPONSIBLE FOR LOST BELONGINGS
*NO JEWELRY

BEHAVIOR POLICY: Students are to follow
All directions as in a classroom setting. Any child that is disruptive to
the class or disrespectful to the teacher will result in a parent
notification and possible dismissal from the program

*BALLET DRESS CODE-BLACK LEOTARD, PINK TIGHTS, PINK BALLET
SHOES (not slippers) HAIR MUST BE UP IN A BUN OR PONYTAIL
**NO UNIFORMS NEEDED FOR SUMMER BALLET CLASSES
*BALLET SHOES ARE AVAILABLE AT CERTAIN PAYLESS / OR
DANCE SPECIALTY STORES

*BLACK LEOTARD AND PINK TIGHTS ARE
AVAILABLE FOR \$30 YEAROUND FROM MS. JOY
LEOTARDS ARE \$20.00
TIGHTS ARE \$10.00

*BALLET HEADLICE POLICY-PLEASE ALERT MS. JOY IF YOU
SUSPECT THAT YOUR CHILD HAS THIS. ANY CHILD WHO HAS
LICE CANNOT WEAR A COSTUME IF IT OCCURS ON A BALLET
PICTURE DAY OR A RECITAL DAY

*MONTHLY PAYMENTS ONLY!
PLEASE NOTE: IF A MONTH IS NOT PAYED YOUR CHILD WILL NOT
BE ABLE TO ATTEND NEW MONTH UNTIL PRIOR MONTH IS PAYED.

MS. JOY
DANCE EDUCATOR
954-290-8671
E-mail- msjoydance@yahoo.com

**ANGELICA'S HAVEN
CHILD DEVELOPMENT
CENTER
BALLET
PERFORMING ARTS
PROGRAM 2016-17**



**Ms. JOY
DANCE EDUCATOR
954.290.8671
Msjdance@Yahoo.com**

WHO IS MS. JOY

ABOUT THE INSTRUCTOR

*Joy is insured, and background screened. Joy is originally from New York City. She recently relocated to South Florida. Joy holds a degree in Modern Dance. She received a Scholarship and toured with the Mary Anthony Dance Theatre in New York City. She has trained with some of the top Dance Educators and Schools in the field such as :The Martha Graham School, and Alvin Ailey. She has choreographed for numerous venues such as the Miss Florida U.S.A., Dance Educators of America, and choreography works for off Broadway venues. She was on staff for the Children's Program at Broadway Dance Center and Peridance in N.Y.C. Joy currently judges For competitions and teaches workshops throughout the east coast. Former students of hers have performed on Broadways "The king and I" and televisions "Showtime at the Apollo" and "So You Think You Can Dance". Joy teaches at Private Schools throughout Broward/Dade/Palm Beach . The body is the Childs connection to the world, and it is her goal to bring positive movement experiences to early childhood education.

Certified member with

- *Dance Educators of America
- *National Dance Education Organization
- *Trained Music Together Teacher

WEDNESDAYS 9:30am-10:15

BALLET- 2 and a Half-VPK

These classes will educate a sound knowledge of technique and ballet terminology. Students will learn positions of the feet, proper alignment and posture. Ballet barre warm-up, and center/across the floor exercises will be taught. All classes will focus on : stretching the feet, balance, arm movements, and all movement characterizations to develop movement quality and imagination.

PERFORMANCE is held in May end of the school year
Date to be announced in January

(Note:There will be a non-refundable costume fee of \$50) Includes: Costume Rental, tights to keep, Hair accessory, Medal

****In the event that there are less than 10 students performing, then we will not hold a recital and we will have an open house class for parents to view.

*All Students are encouraged to participate.
Please inform Ms. Joy in advance if your child will not be in the recital. Please note that there are many preparations in order to make this event take place.

PLEASE READ PAYMENT POLICY>>>>>>

PLEASE PRINT AND RETURN

SCHOOL NAME _____

CHILD NAME/AGE _____

PARENT TEL# _____

E-MAIL _____

ANY HEALTH CONDITIONS OF CONCERN _____

REGISTRATION FEE- NON-REFUNDABLE

2016-17 (ONE TIME PER SCHOOL YEAR SEPT-MAY \$20 (includes Summer)

EACH CLASS IS \$10 PER WEEK PER CHILD

(SEE ENVELOPE FOR AMOUNT DUE)

OCT 2016 DATES TBA

****PAYMENT POLICY ****

Payable to: MS. JOY

*Please submit your payment to the front office

***IF A PAYMENT IS NOT RECEIVED BY A NEW MONTH

START YOUR CHILD WILL

NOT BE ABLE TO PARTICIPATE UNTIL

PAYMENT IS MADE

PLEASE SIGN WAIVER>>PLEASE READ-I UNDERSTAND THE RISKS AND HAZARDS OF DANCE ACTIVITIES. GUARDIANS SHOULD ENCOURAGE THEIR CHILDREN TO FOLLOW ALL THE SAFETY RULES AND TEACHERS INSTRUCTIONS. PROPER DANCE SHOES SHOULD BE USED TO ENCOURAGE THE SAFETY OF YOUR

CHILD

Guardian's signature _____

Date _____

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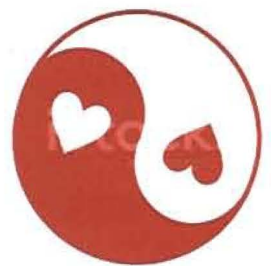
CHILD

Guardian's signature _____

Date _____



TAI CHI- QIGONG
FOR CHILDREN
at
Angelica's Haven Child
Development Center
405 S. Federal Highway,
Dania Beach FL 33004



Tai Chi Improves General Health, Attention and
Concentration, Balance, Coordination, and Self-
Control

“Tai Chi Qigong improves Concentration”

TAI CHI AND QIGONG

Qigong (also referred to as Chi Kung) is an ancient Chinese system of self-healing that stimulates and balances the flow of *qi*, or vital life energy in the body. Tai Chi, also known as Tai Chi Chuan, is one of the best known and most choreographed forms of Qigong.

Qigong Tai Chi cultivate inner strength, calm the mind, and restore the body to its natural state of health by maintaining the optimum functioning of the body's self-regulating system.

Tai Chi practice is graceful, relaxed, slow, and fluid, like a slow motion dance –It is a whole body, and mind exercise. Treats health systemically, restoring the entire body to original state of health.

Tai Chi and Chi Kung work on the inside of the body and helps us feel peaceful and focused. It becomes easier to find self-control. We begin to understand our needs and emotions and to anticipate a feeling that is building in us. Pretending to be an animal moving peacefully in

“Tai Chi Qigong improves Concentration”

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nature takes us away from the noisy, hectic pace of daily living.

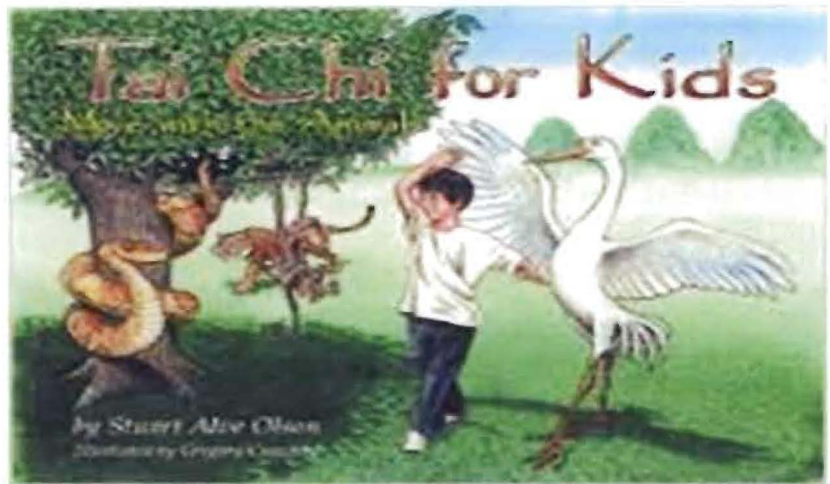
“Tai Chi exercise helps kids reduce stress”



Qigong Improves Concentration in School Children

A study published in the June 2007 issue of the Journal of Chinese Medicine has found that including a Qigong exercise program helped calm and energize students, as well as improve health and reduce aggression. Teachers, school administrators and parents all desire to create an optimal learning environment for young students. In seeking a solution to this goal a unique approach was to conduct a study of using Qigong in three elementary schools and one high school. Claudia Witt, MD, and associates from the Institute for Social Epidemiology, Epidemiology and Health Economics at the University of Berlin, did a study on 140 students to determine the result of a six-month program of qigong”), movement instruction for the students’ health and behavior.

...The teachers reported various positive effects, including that the students seemed much calmer, less agitated or aggressive, and more able to concentrate in class. Additionally, several teachers reported that students who had previously been absent due to frequent illnesses were in class more often. Researchers were confident that the pilot program served as a good test model for future projects.

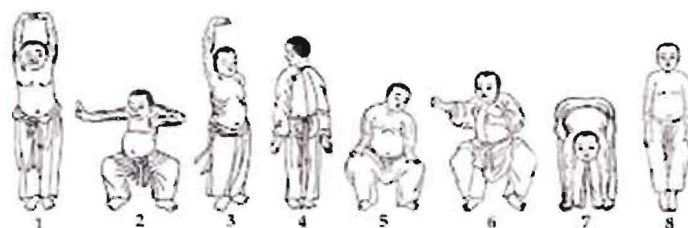


Tai Chi - Qigong for Parents is also Available at “Angelica’s Heaven Child Development Center”

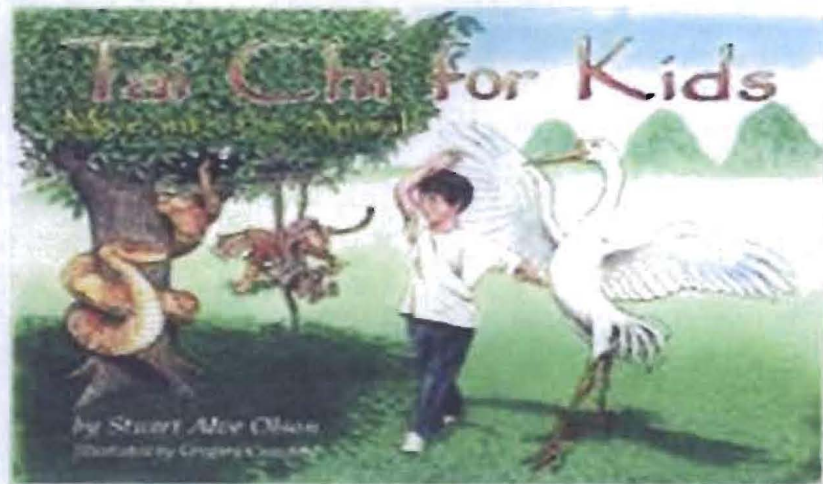
Parents can also benefit from the gentle practice of Qigong.

Among all stress management techniques, Qigong and Tai Chi are the best methods for stress reduction.

Fees



Eight Section Brocade Chi Kung
Valley Spirit Qigong, Red Bluff CA

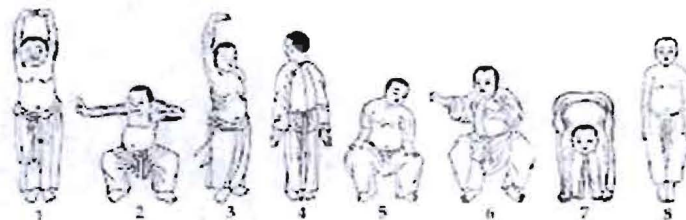


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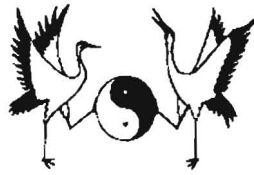
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Fees



Eight Section Brocade Chi Kung
Valley Spirit Qigong, Red Bluff CA



Dr. Alberto Ortega

Certified Qigong (Chi Kung) Instructor

Natural Health Professional (CNHP)

Stress Management Consultant, Educator and Author

09/21/2016

City Hall Window 1

**RECEIVED FROM
FAMILY IN DISTRESS**

DESCRIPTION

City of Dania Beach
100 W. Dania Beach Blvd.
Dania Beach, FL 33004

2016-12001117

2016-00053883

CASHIER
fincashier1

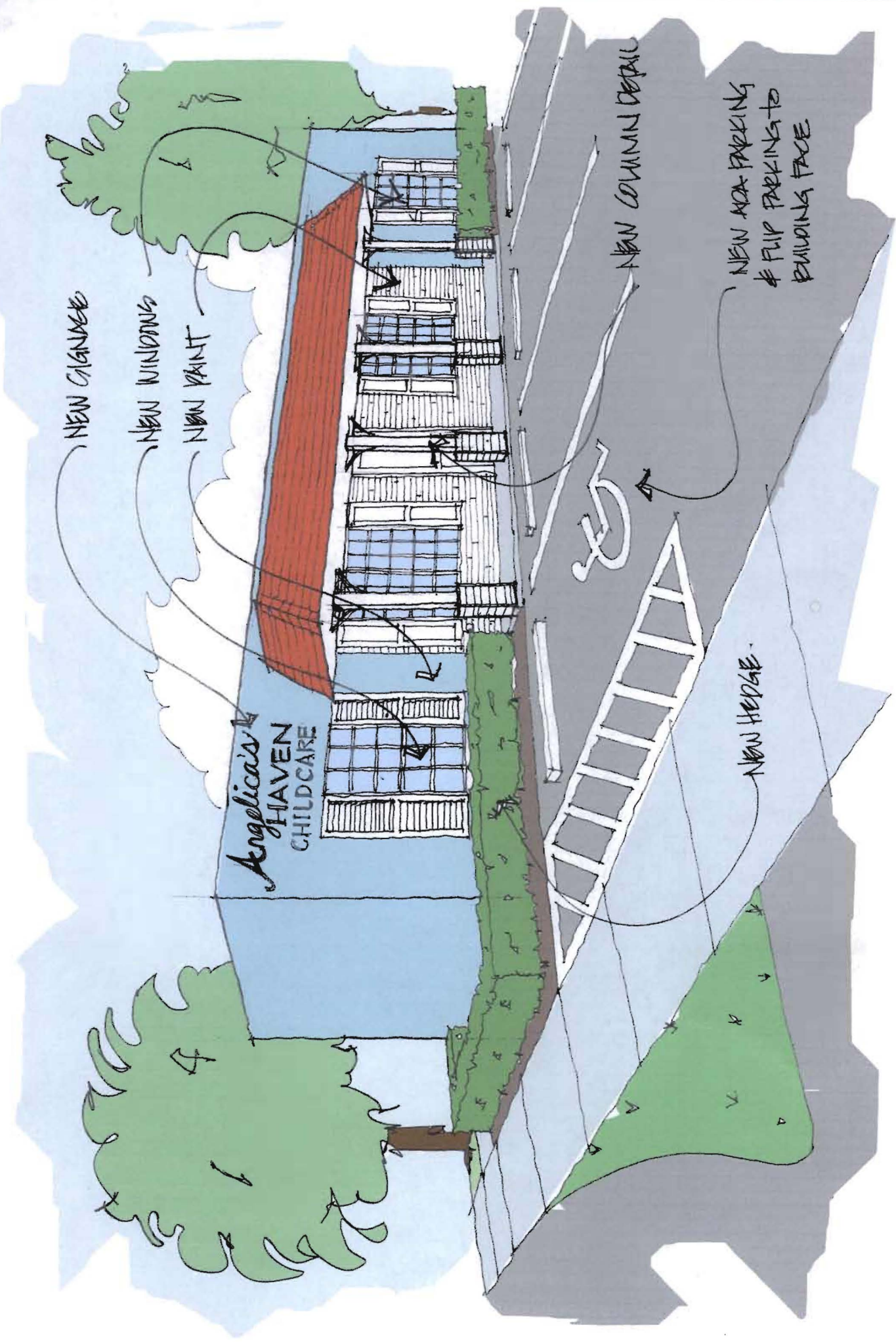
PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
PSP	Appl Review - Standard CRA GRANT APPLICATION 405 S FEDERAL HWY DBA/ ANGELICA'S HAVEN	\$250.00
Payments:	Type	Amount
	Check 2034	\$250.00
Total Amount:		\$250.00

Customer Copy

Printed by: fincashier1

Page 1 of 1

09/21/2016 11:32:34 AM



NEW SIGNAGE

NEW WINDOWS

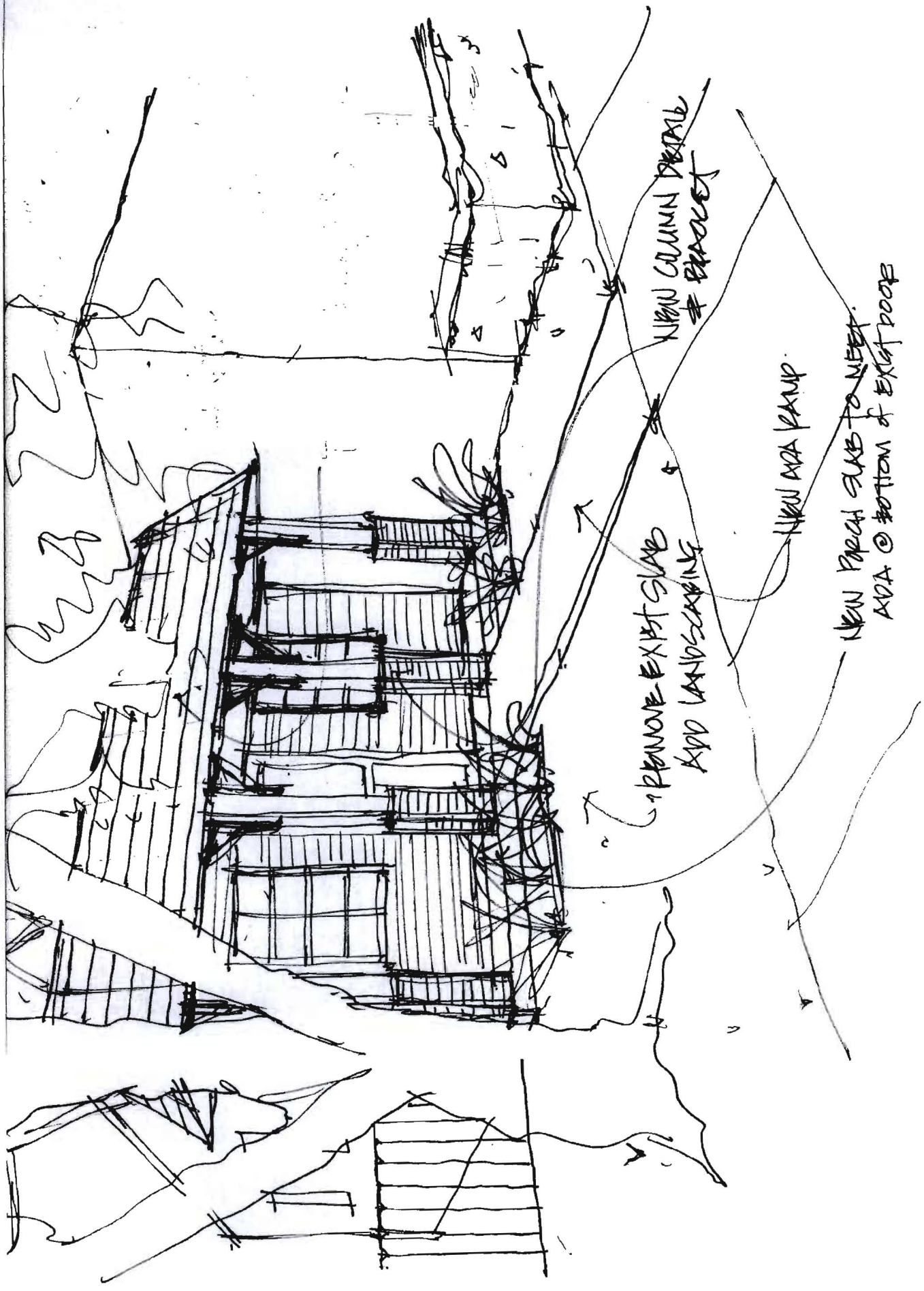
NEW PAINT

Angelica's
HAVEN
CHILDCARE

NEW COLUMN DETAIL

NEW ADA PARKING
& FLIP PARKING TO
BUILDING FACE

NEW HEDGE

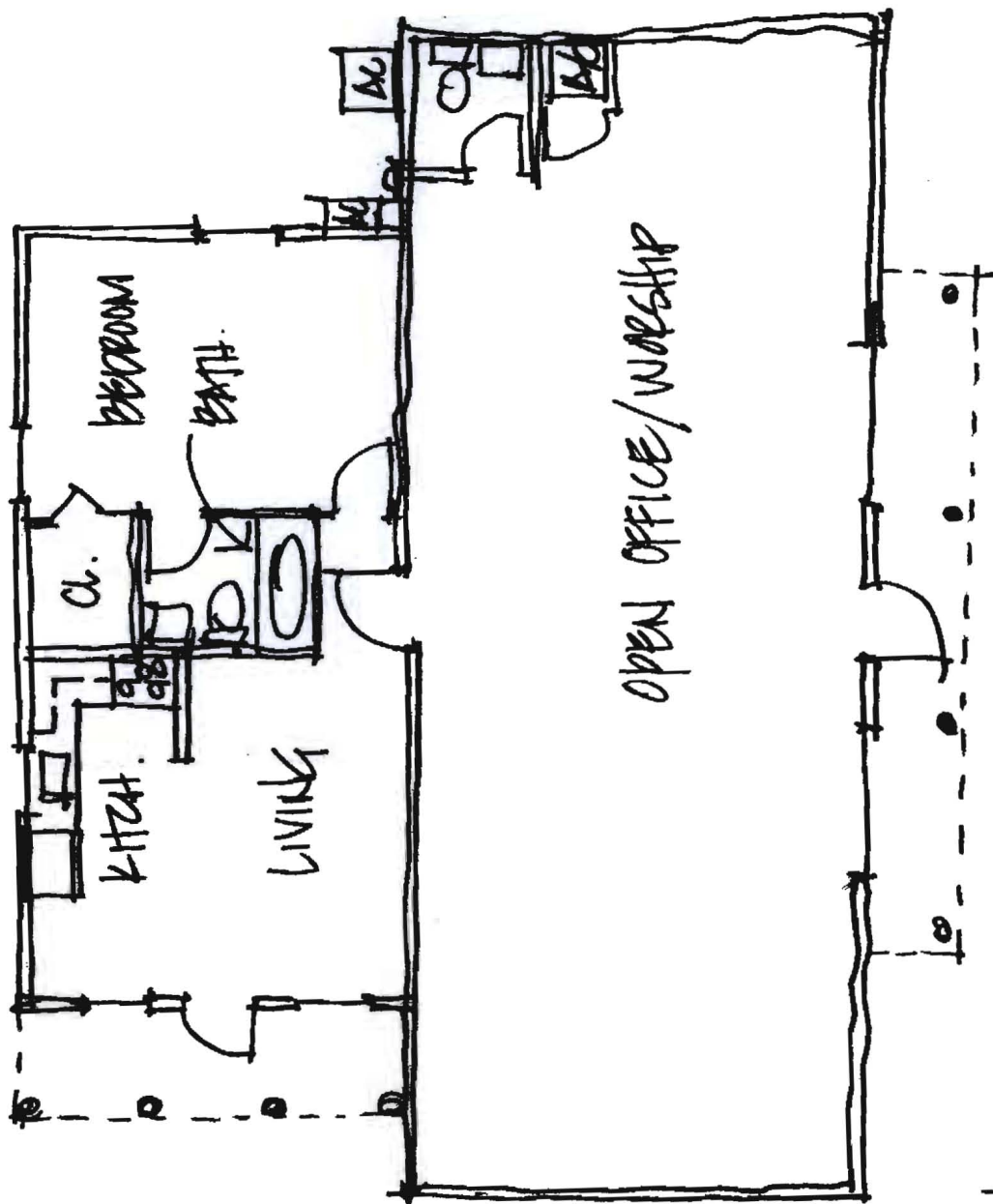


REMOVE EXIST SLAB
ADD LANDSCAPING

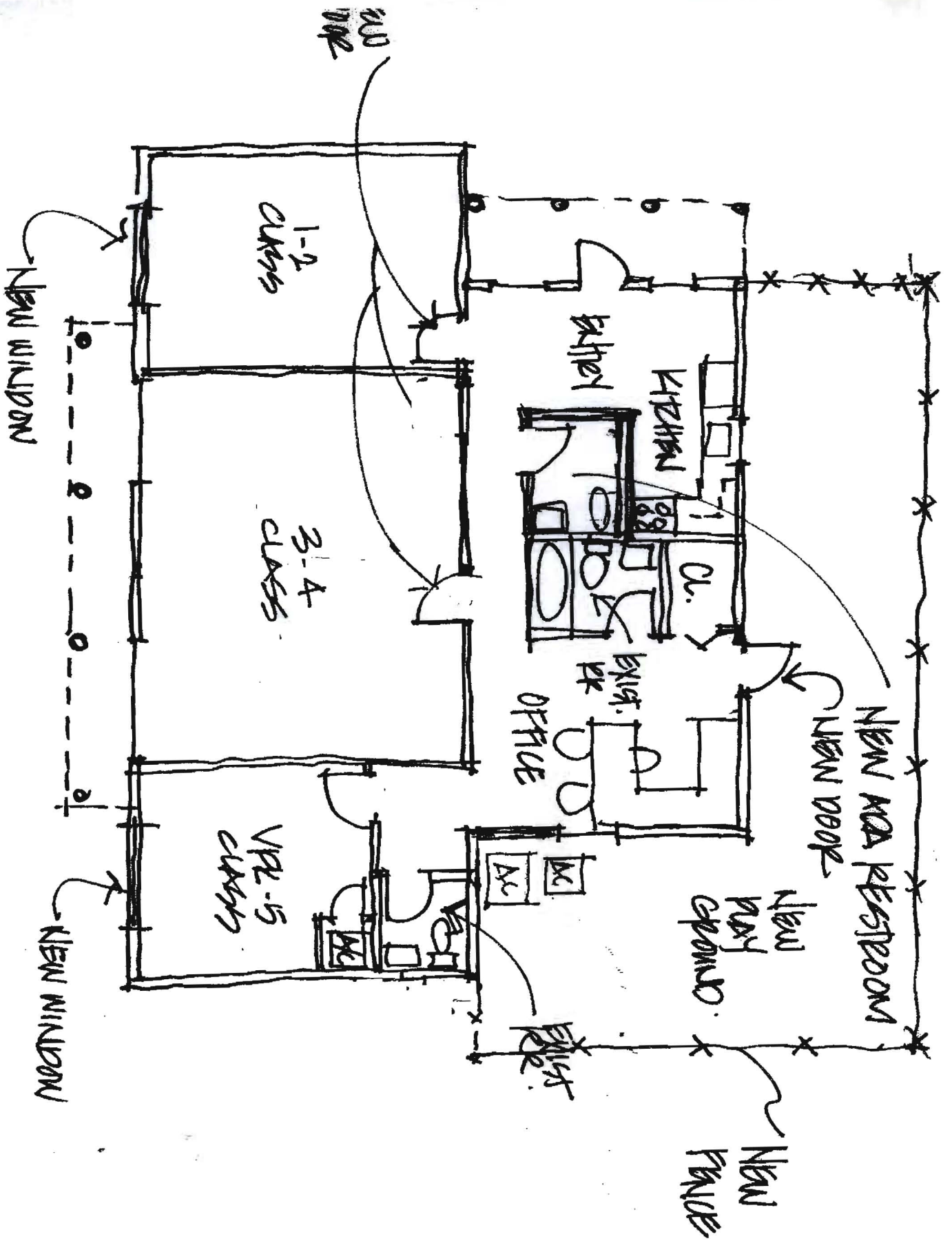
NEW COUNN DETAIL
BRACKET

NEW ADA RAMP

NEW PARCH SLAB TO MEET
ADA @ BOTTOM of EXIST DOOR



EXISTING FLOOR PLAN



Proposed floor plan







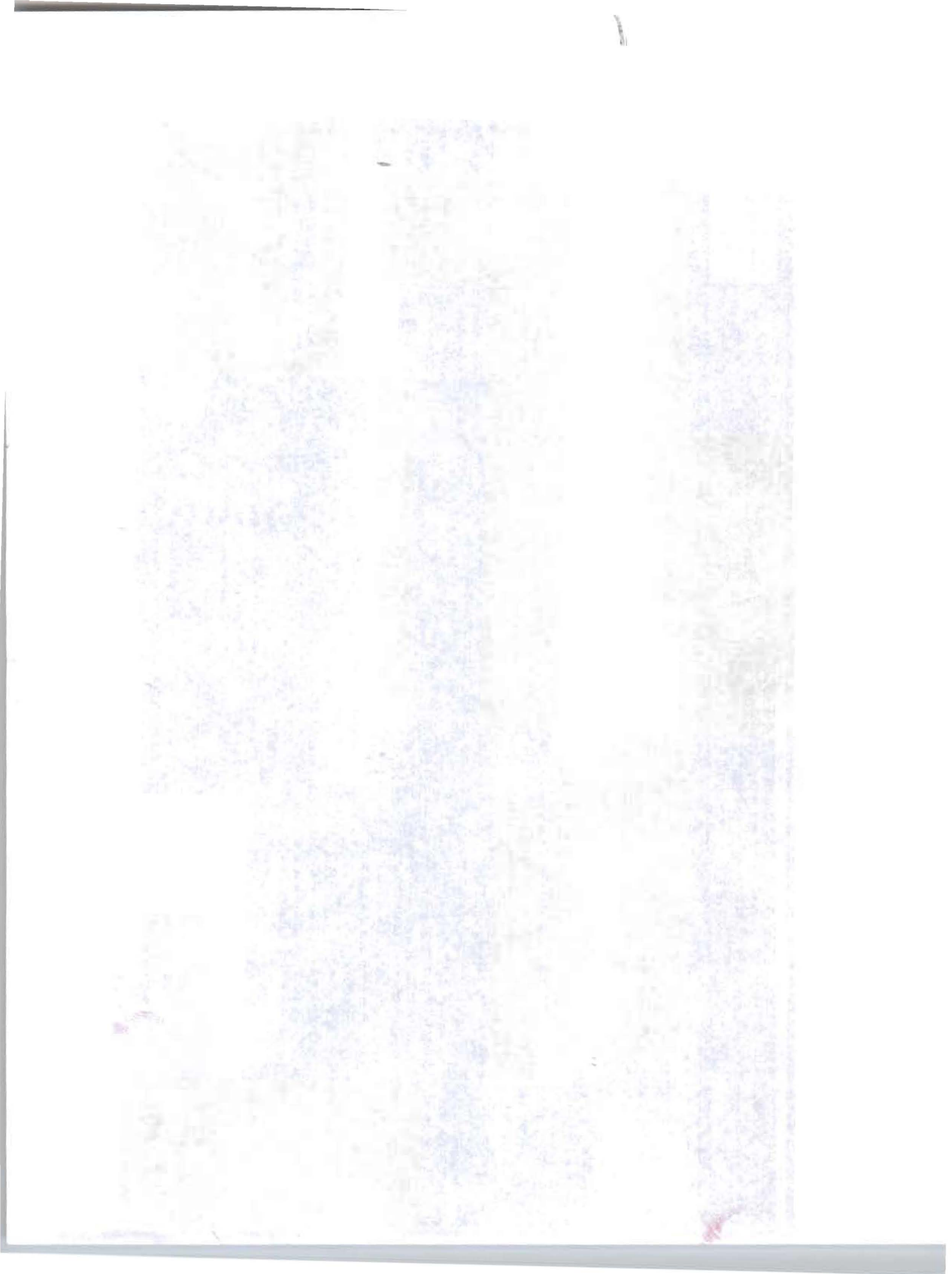
403 FL-5
Dania Beach, Florida
Street View - Jan 2016



SW 3rd Pl
SW 4th St
SW 5th St
SE 3rd Terrace
SE 4th St
SE 4th Terrace
SE 5th St

Find

2710 Southeast 3rd Avenue, Dania
Cliff's House
260 Southeast 3rd Avenue, Dania
259 Southeast 4th Street, Dania
Ultimate Car Wash



All items reviewed are listed below. Only items in **BOLD** font need to be further addressed.

1. Use: Day care centers (Pre-K) are a permitted use at this location.
2. Code Violations. None per Code Compliance as of 9/30/16.
3. **Parking**: The parking requirement for a day care center is 1 space per 150 sf of building area; Sec. 265-50. Provide a parking calculation showing the provided and required parking count for the new use.

Architectural renderings of proposed façade: At discretion of CRA.

4. Per Sec. 510-30 (I), the buildings shall be nature-toned in color.
5. Per Sec. 510-30 (D) "Roofs shall be pitched with generous overhangs." The roofing shall be incombustible material such as shingle, clay tile, cement tile, or metal.
6. Per Sec. 525-20 (D) "Materials used shall complement the architectural style of the building." Painting over the brick would change the architectural style of the building.
7. Quotes. Three quotes were submitted as required.
8. **Fence**: No dimensions provided for the rear fence

Landscaping.

9. Provide a landscape plan identifying the type, location and number of each proposed species.
10. Per 510-40 (B): The use of landscape accents, such as planters and window boxes, shall be incorporated into the overall landscape design of the building and the site.
11. Per 510-40 (D): Landscaped areas shall be surrounded with a six-inch raised concrete curb. Grade within areas to be landscaped shall be raised to curb height.
12. Photographs. Photographs of existing conditions were submitted as required.

Signage.

13. Provide details of all existing and proposed signage on property so staff can determine remaining allowable signage as permitted signage is cumulative
14. Per Section 505-90, the cumulative square footage of building signage permitted on the primary street (Federal) is 1.5 times the length of the building. Provide a survey of the building and signage calculations/dimensions.
15. Per Sec. 505-30 (B) Signs shall be compatible with the architecture of the building upon which placed, including but not limited to scale, proportions, materials, and color.
16. Additional square footage can be granted as a bonus in accordance with Section 505-210.
17. Identify where building address will be located.

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Resolution

Continued from:

Requested Action (Identify appropriate Action or Motion)

AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITH EACH OF THE FOLLOWING FIFTEEN (15) FIRMS FOR CIVIL ENGINEERING, ARCHITECTURAL AND BUILDING SERVICES, UTILITIES ENGINEERING, TRANSPORTATION PLANNING AND ENGINEERING, LAND AND ROUTE SURVEYING, GEOTECHNICAL ENGINEERING, ENVIRONMENTAL ENGINEERING, LANDSCAPE ARCHITECTURE, AND GENERAL CONSULTING ENGINEERING SERVICES: 1) CPZ ARCHITECTS, INC., 2) CARTAYA & ASSOCIATES ARCHITECTS, P.A., 3) WALTERS-ZACKRIA ASSOCIATES, PLLC, 4) TIERRA SOUTH FLORIDA, INC., 5) TERRACON CONSULTANTS, INC., 6) PUBLIC UTILITY MANAGEMENT AND PLANNING SERVICES, INC., 7) CARNAHAN, PROCTOR AND CROSS, INC., 8) CALVIN, GIORDANO & ASSOCIATES, INC., 9) CRAVEN THOMPSON & ASSOCIATES, INC. 10) CHEN MOORE & ASSOCIATES, INC., 11) EBS ENGINEERING, INC., 12) CALTRAN ENGINEERING GROUP, INC., 13) RJ BEHAR & COMPANY, INC., 14) EDSA INC., AND 15) METRIC ENGINEERING, INC.

Purchasing Requests ONLY

Dept:

Acct #:

Amt:

Fund:

Fiscal Impact/Cost Summary

Exhibits Attached

Memo: Resolution No. 2016-CRA-012, Resolution, Exhibit A and TS-RFP Engineering and Qualifications

To: Chair, Vice Chair and Board of Commissioners
From: Rachel Bach, CRA Executive Director
Date: December 13, 2016
Re: **RFP Architectural, Surveying, Landscape Architecture and Engineering Consulting Services.
City RFQ No. 16-004**

Introduction and Background

To facilitate various development projects, the CRA needs professional consulting services for a variety of disciplines including but not limited to architecture, professional engineering, landscape architecture, transportation planning and engineering, asset management, geotechnical engineering, land surveying and mapping, storm water, water and wastewater.

Recently, due to the growing number of capital projects citywide, the city issued a RFQ to develop a catalog of consultants that would allow staff to plan, prepare, and manage major projects in a more efficient manner.

The Public Services Department issued RFQ 16-004 on June 17, 2016, and responses were opened and publicly read aloud on July 15, 2016.

A Bid Committee consisting of Director of Public Services, Director of Community Development, ***Executive Director of Dania Beach Community Redevelopment Agency***, and the City Purchasing Manager, met on September 27, 2016 to review and evaluate thirty three (33) submittals. After an extensive evaluation process, which included review of each firm's personnel, past record, experience, area of expertise, office location, and current project workloads, the Selection Committee selected and recommends 15 qualified consultants within their respective disciplines as presented in the attached Consultants Qualification Matrix, herein referred to as Exhibit "A".

Recommendation

It is recommended that the CRA Board adopt the resolution and authorize the CRA Executive Director to enter into agreements (when necessary) with any or all of the 15 firms.

RESOLUTION NO. 2016-CRA-012

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") OF THE CITY OF DANIA BEACH, FLORIDA, AUTHORIZING THE PROPER CRA OFFICIALS TO EXECUTE AN AGREEMENT WITH EACH OF THE FOLLOWING FIFTEEN (15) FIRMS FOR CIVIL ENGINEERING, ARCHITECTURAL AND BUILDING SERVICES, UTILITIES ENGINEERING, TRANSPORTATION PLANNING AND ENGINEERING, LAND AND ROUTE SURVEYING, GEOTECHNICAL ENGINEERING, ENVIRONMENTAL ENGINEERING, LANDSCAPE ARCHITECTURE, AND GENERAL CONSULTING ENGINEERING SERVICES: 1) CPZ ARCHITECTS, INC., 2) CARTAYA & ASSOCIATES ARCHITECTS, P.A., 3) WALTERS-ZACKRIA ASSOCIATES, PLLC, 4) TIERRA SOUTH FLORIDA, INC., 5) TERRACON CONSULTANTS, INC., 6) PUBLIC UTILITY MANAGEMENT AND PLANNING SERVICES, INC., 7) CARNAHAN, PROCTOR AND CROSS, INC., 8) CALVIN, GIORDANO & ASSOCIATES, INC., 9) CRAVEN THOMPSON & ASSOCIATES, INC. 10) CHEN MOORE & ASSOCIATES, INC., 11) EBS ENGINEERING, INC., 12) CALTRAN ENGINEERING GROUP, INC., 13) RJ BEHAR & COMPANY, INC., 14) EDSA INC., AND 15) METRIC ENGINEERING, INC.; PROVIDING FOR CONFLICTS; FURTHER, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the CRA, along with the City of Dania Beach, Florida, issued a Request for Qualifications under RFQ 16-004 on June 17, 2016, to contract with various qualified consultants, from a wide range of disciplines, to provide general professional engineering services and similar services for various City and CRA projects, to comply with the Florida law known as the Consultants Competitive Negotiation Act (CCNA), Florida Statute, Section 287.055; and

WHEREAS, responses were opened on July 15, 2016 at 10:30 a.m.; and

WHEREAS, the services consist of a wide variety of disciplines, including but not necessary limited to the following general categories: civil engineering, architectural and building services, utilities engineering, transportation planning and engineering, land and route surveying, geotechnical engineering, environmental engineering, landscape architecture, and general consulting engineering; and

WHEREAS, a Review Committee consisting of the City's Director of Public Services, Director of Community Development, Executive Director of Dania Beach Community Redevelopment Agency and the City Purchasing Manager, met on September 27, 2016 to review and evaluate thirty three (33) submittals; after an extensive evaluation process, which included a review of each firm's personnel, past record, experience, area of expertise, office location, and recent, current and project workloads, the Selection Committee selected and recommends fifteen (15) qualified consultants within their respective disciplines as presented in the attached

Consultants Qualification Matrix, referred to as Exhibit "A" and incorporated by this reference;
and

WHEREAS, the City Commission of the City of Dania Beach, Florida adopted Resolution No. 2016-142 on October 25, 2016 authorizing the City to enter into agreements with the above listed fifteen (15) vendors; and

WHEREAS, the CRA will enter into a "continuing contract" with each company allowing the CRA to terminate any contract after notice;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF DANIA BEACH, FLORIDA:

Section 1. That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct, and they are made a specific part of and incorporated into this Resolution by this reference.

Section 2. That the proper CRA officials are authorized to execute continuing services agreements between the CRA and the fifteen (15) consultants which are listed in Exhibit "A".

Section 3. That the funding for these services shall be subject to and made within the CRA approved level of annual budget appropriations and in accordance with City ordinance and purchasing policy procedures.

Section 4. That all resolutions or parts of resolutions in conflict with this Resolution are repealed to the extent of such conflict.

Section 5. That this Resolution shall be in full force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED on December 13, 2016.

ATTEST:

LOUISE STILSON, CMC
CRA SECRETARY

TAMARA JAMES
CRA BOARD CHAIRPERSON

APPROVED AS TO FORM AND CORRECTNESS:

THOMAS J. ANSBRO
CRA ATTORNEY

Exhibit A - CONSULTANT'S QUALIFICATION MATRIX

ID	Name of Consulting Firm	Civil Engineering	Architectural and Building Services	Utilities Engineering	Transportation Planning and Engineering	Land & Route Surveying	Geotechnical Engineering	Environmental Engineering	Landscape Architecture	General Consulting Engineering
1	CPZ Architects, Inc.		Qualified							
2	Cartaya & Associates Architects P.A.		Qualified							
3	Walters - Zackria Architects		Qualified							
4	Tierra South Florida, Inc.						Qualified			
5	Terracon Consultants, Inc.						Qualified			
6	Public Utility Management and Planning Services, Inc.	Qualified		Qualified						Qualified
7	Carnahan Proctor Cross	Qualified		Qualified	Qualified	Qualified				
8	Calvin, Giordano & Associates, Inc.	Qualified		Qualified	Qualified	Qualified		Qualified	Qualified	
9	Craven Thompson & Associates, Inc.	Qualified		Qualified	Qualified	Qualified		Qualified	Qualified	
10	Chen Moore & Associates	Qualified		Qualified						
11	EBS Engineering, Inc.	Qualified		Qualified						Qualified
12	Caltran Engineering Group, Inc.				Qualified					
13	R.J. Behar & Company, Inc.				Qualified					
14	EDSA, Inc.								Qualified	
15	Metric Engineering, Inc.	Qualified		Qualified	Qualified	Qualified		Qualified	Qualified	

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Discussion

Continued from:

Requested Action (Identify appropriate Action or Motion)		
Review and approve CRA Board meeting dates for 2017		

Purchasing Requests ONLY		
Dept:	Acct #:	Amt:
Fund:		

Fiscal Impact/Cost Summary

Exhibits Attached
Memo, 2017 CRA Board Meeting Dates, 2017 Calendar



MEMORANDUM CITY OF DANIA BEACH

TO: CRA Board Members
CC: Rachel Bach, Executive Director
FROM: Louise Stilson, City Clerk
RE: 2017 CRA Board Meeting Dates
DATE: October 26, 2016

As you are aware, the CRA Board meetings are scheduled for the second Tuesday of every month at 6:00 p.m., followed by the City Commission meeting at 7:00 p.m.

Attached for your review and approval are the CRA Board meeting dates for 2017, which mirror the dates set by the City Commission on November 21, 2016.

**CITY OF DANIA BEACH
CRA BOARD MEETING DATES
JANUARY 2017 – DECEMBER 2017**

CRA Board Meeting Date (2nd Tuesday) (6:00 p.m.)	**Holidays**
January 10, 2017	
February 14, 2017	
March 14, 2017	
April 11, 2017 CANCELLED	<i>April 11-18, 2017</i> <i>Passover</i>
May 9, 2017	
June 13, 2017	
July 11, 2017	
August 8, 2017	
September 12, 2017	
October 10, 2017	
November 14, 2017	
December 11, 2017 **Monday**	<i>December 13-20,</i> <i>2017</i> <i>Hanukkah</i>

Calendar for Year 2017 (United States)

January Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5: 12: 19: 27:	February Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 3: 10: 18: 26:	March Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5: 12: 20: 27:
April Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 3: 11: 19: 26:	May Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 2: 10: 18: 25:	June Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 1: 9: 17: 23: 30:
July Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 9: 16: 23: 30:	August Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 7: 14: 21: 29:	September Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 6: 13: 20: 27:
October Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 5: 12: 19: 27:	November Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 4: 10: 18: 26:	December Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 3: 10: 18: 26:

Holidays and Observances:

Jan 1 New Year's Day	May 14 Mother's Day	Nov 11 Veterans Day
Jan 2 'New Year's Day' observed	May 29 Memorial Day	Nov 23 Thanksgiving Day
Jan 16 Martin Luther King Day	Jun 18 Father's Day	Dec 24 Christmas Eve
Feb 14 Valentine's Day	Jul 4 Independence Day	Dec 25 Christmas Day
Feb 20 Presidents' Day	Sep 4 Labor Day	Dec 31 New Year's Eve
Apr 13 Thomas Jefferson's Birthday	Oct 9 Columbus Day (Most regions)	
Apr 16 Easter Sunday	Oct 31 Halloween	

Calendar generated on <http://www.timeanddate.com/calendar/>

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Discussion

Continued from:

Requested Action (Identify appropriate Action or Motion)		
Discussion and Possible Action on the RFQ for the 2018 Arts and Seafood Celebration		

Purchasing Requests ONLY		
Dept:	Acct #:	Amt:
Fund:		

Fiscal Impact/Cost Summary

Exhibits Attached
Memo from the CRA Executive Director regarding Production Services for the 2018 Arts and Seafood Celebration, CRA-15-001 RFQ issued in 2015 for Production Services for the 2016 Arts and Seafood Celebration, Bid Posting Notice for Production Services for the 2016 Arts and Seafood Celebration

To: Chair, Vice Chair and Board of Commissioners
From: Rachel Bach, CRA Executive Director
Date: December 13, 2016
Re: **Discussion and Possible Action – RFQ Dania Beach Arts and Seafood Celebration 2018**

Background:

On May 28, 2015 the Dania Beach CRA issued a Request for Qualifications (RFQ) for Production Services for the 2016 Dania Beach Arts and Seafood Celebration (DBASC). That RFQ provided a one year term for the selected Production Company with an option to renew annually for up to a maximum of three (3) additional one year periods, upon approval of the CRA Board. The company selected, Standing Ovations produced the event in 2016 and on August 23 2016, they were granted a one year CRA Board renewal to produce the upcoming 5th annual event in 2017.

Discussion Item:

At the August 23, 2016 CRA Board Meeting, the CRA Board indicated that they would like to discuss reissuance of the Request for Qualifications for the Production Services of next year's Arts and Seafood Celebrations. The Board also asked to review the requirements of the 2015 RFQ with the possibility of modifying some of the criteria included in the 2015 solicitation. CRA staff is requesting that the Board discuss the issuance of a new RFQ and provide direction as to guidelines and criteria, whether a new RFQ should be issued or whether any action on this item should be delayed until FY 2018, when the current contract with Standing Ovations expires.

Fiscal Impact:

N/A

Request:

Discuss and provide consensus as to whether to solicit a RFQ for Production Services this FY (2017) or to delay until FY 2018, when the current contract expires. Provide any recommendations as to additions or deletions of criteria used to evaluate qualifications.



**REQUEST FOR QUALIFICATIONS (“RFQ”)
FOR PRODUCTION SERVICES FOR THE
2016 ARTS AND SEAFOOD CELEBRATION
RFQ NO. CRA-15-001**

Prepared by:

**Dania Beach Community Redevelopment Agency
of the City of Dania Beach, Florida
100 West Dania Beach Boulevard
Dania Beach, Florida 33004**

June, 2015

INSTRUCTIONS TO RESPONDENTS

1. **GENERAL.** The following instructions are given as guidance to Respondents in properly preparing their responses to this Request for Qualifications (“RFQ”) for Production Services for the Dania Beach Community Redevelopment Agency (“DBCRA or CRA”) 2016 Arts and Seafood Celebration (the “Event or the “DBA&SC”). The DBCRA is seeking submissions from qualified persons, companies and firms to produce the Event identified above, to be held on Saturday, April 2, 2016 and Sunday, April 3, 2016 in the City of Dania Beach, Florida (the “City”). A description of the background of the Event, including a description of the “Scope of Work and Requirements”, is attached, marked Exhibit “A” and it is made a part of and incorporated into this RFQ by this reference; this Exhibit is referred to in this RFQ as the “Services”. The City is assisting the CRA in the processing of this RFQ.

2. **SUBMISSION DEADLINE AND OPENING OF RESPONSES.** All Responses must be received by the City Clerk’s Office of the City of Dania Beach, Florida, located at City Hall, 100 West Dania Beach Boulevard, Dania Beach, Florida 33004 no later than 10:00 a.m., on Friday, June 19, 2015. The Responses will be opened and read aloud at 10:30 a.m., on that same day in the City Hall Northwest Conference Room at the above-stated location. Faxed or electronic Responses will not be accepted under any circumstances. Respondent must submit one (1) original (identified as such) and four (4) additional written copies, with one (1) copy of the entire Response in digital format. All Responses must be submitted to the City Clerk in a sealed envelope and clearly marked in the lower left hand corner **“Dania Beach CRA 2016 Arts and Seafood Celebration; RFQ No. CRA-15-001.**

3. **POSTPONEMENT AND EXTENSION OF DATE FOR SUBMITTING RESPONSES.** The CRA reserves the right to postpone and extend the date for the receipt of Responses, and will give ample notice of any such postponement and extension to each prospective Respondent.

4. **SUBMITTAL REQUIREMENTS.** Each Respondent desiring consideration for providing the Services shall submit a Response as specified above in paragraph 2 to this RFQ. Multiple Responses from any one (1) Respondent are not acceptable and will result in rejection by the CRA of Responses from that Respondent. The CRA and the City shall not be liable or responsible for any costs incurred by any Respondent associated with the preparation and submission of a Response to the RFQ.

5. **QUALIFICATION SUBMISSION PAGES.** The items stated below should be fully addressed in the Response to the RFQ in a concise narrative form. The Response must be in a 1-1/2” binder. Additional sheets may be used, but they must reference each issue and be presented in the same order. The following is the order in which to respond:

- Tab 1. **Letter of Interest.** The Letter of Interest should not exceed two (2) pages.
- Tab 2. **Statement of Proposed Services.** Responses should be directed to the Scope of Work. The Response should provide a description of the Respondent’s abilities and innovative and creative approaches for the Event, which will be used to perform the required Services.
- Tab 3. **Company Experience.** Provide identification of company’s distinctive competencies, staff level of company and qualifications of each, experiences and skills that each will bring to the Event. Provide a résumé of each person who will actually be performing the required Services. Please refer to Exhibit “A”, for requirements.
- Tab 4. **Event Experience Information.** Provide at least three (3) examples of large municipal outdoor events successfully performed by the Respondent within the past three (3) years.
- Tab 5. An Organizational chart that includes a staffing plan, which identifies key personnel to be assigned to perform the Services, including the length of tenure of such personnel with the Proposer.
- Tab 6. **Financial Stability:** The Proposer shall demonstrate financial strength and stability, as well as financial acumen in the operation of similar south Florida events. Proposer shall provide a statement of its financial stability, including information as to current or prior bankruptcy proceedings. Proposals shall also include a copy of the most recent (two (2) years) of other similar events reflecting actual annual financial results compared with annual approved budget plan. Financial strength of the Proposer may include at a minimum, a balance sheet, an income statement and statement of cash flows for the past three (3) years.

- Tab 7. Financial Statement: The Proposer shall include copies of its latest audited financial statements. In the event the Proposer does not have audited financial statements, it may substitute non-audited financial statements and complete filed federal tax returns for the past two (2) calendar years (2013 and 2014).
- Tab 8. A statement regarding recent, current and anticipated future workload of the Proposer, including an assessment of the effects upon the same with providing the Services of the CRA as requested in the Request for Proposals.
- Tab 9. Company's assessment of the CRA's needs and the quality of the company to meet those needs, including a plan/outline of the same.
- Tab 10. **Business Licenses.** Provide evidence that the company and the people that will actually be performing the Services are licensed to conduct business in the State of Florida.
- Tab 11. List three (3) references from entities for which the Respondent has provided similar services in the last three (3) years with the following information referenced in Exhibit "B", which is made a part of and incorporated into this RFQ by this reference:
- a. agency name;
 - b. agency's address;
 - c. agency's telephone number;
 - d. agency's contact person; and
 - e. the dates for which the Services were provided to such agency or entity. Be prepared to provide, upon request, evidence of work product, ability to meet schedules and responsiveness. Attach additional sheets if necessary. **Do not include the DBCRA or its employees as references when providing a Response to this RFQ.**
- Tab 12. Insurance as required (see specifications) beginning in Section 13.5 of this RFQ).

- Tab 13. **LITIGATION.** Provide a list referencing the following:
- a. any and all lawsuits or proceedings that the Respondent has been involved in within the past ten (10) years;
 - b. case name of each lawsuit;
 - c. case number of each lawsuit;
 - d. identification of court for each;
 - e. nature of the actions of each lawsuit; and
 - f. the disposition or status of each case.
- Tab 14. Price proposal for the Event referenced in this RFQ.
- Tab 15. Provide, at the time of the submittal of the Proposal, an original Sworn Statement of Public Entity Crimes Form, pursuant to Section 287.133(3)(A), Florida Statutes.
- Tab 16. Provide, at the time of the submittal of the Proposal, an original Non-Collusion Affidavit Form.
- Tab 17. Provide any additional information or attachments that the company feels necessary, to be reviewed by the CRA.

6. **INSURANCE COVERAGE.** Respondents submitting Responses to the RFQ **MUST** comply with all of the insurance requirements specified below beginning in Section 15.5 (“Insurance Requirements”), as required in this RFQ and the Agreement upon award to the successful Respondent.

7. **QUALIFICATIONS.** Provide a statement that the Respondent is an equal opportunity employer and that it does not and will not discriminate against any person, employee or applicant for employment on account of age, race, creed, religion, color, sex, sexual orientation, disability, national origin, marital status, or political affiliation.

All Responses must be signed by a representative who is authorized to contractually bind the Respondent.

8. **MINIMUM QUALIFICATION REQUIREMENTS.** Respondents shall be persons, companies or firms who or which are normally and routinely engaged in providing the types of Services specified in Exhibit “A”. The Respondent must be authorized by law to conduct business in the State of Florida, and shall possess the necessary experience and qualifications to perform the specified Services, including possession of all required registrations, certifications

and licenses applicable to the profession or business, if any, required by any applicable laws, ordinances or regulations. Copies of such documents shall be provided with the Response.

9. SELECTION. The CRA will consider Respondents who or which are responsive and deemed responsible by the CRA based upon the Responses submitted to this RFQ.

9.1 Respondents must complete and submit with the RFQ a “Public Entity Crimes Form” signed by principals of the firm and dated prior to the opening of the Response. A copy of the form is attached as Exhibit “C”, which is made a part of and is incorporated into this RFQ by this reference.

9.2 Respondents must also complete and submit the “Non-Collusion Affidavit” signed by principals of the firm and dated prior to the opening of the Response. A copy of the form is attached as Exhibit “D”, which is made a part of and is incorporated into this RFQ by this reference.

10. EVALUATION CRITERIA AND PROCEDURES. All submitted Responses will be evaluated based on the information provided in each Response to this RFQ. Evaluation criteria will include, but not be limited to, a review of the background and experience of the Respondent in providing similar Services to other clients, references, and a review of any former or pending lawsuits involving the Respondent. The CRA may select for interview, but is not obligated to do so, a short list of no less than three (3) and no more than five (5) Respondents deemed to be the most highly qualified from those submitting a Response to this RFQ.

10.1 The CRA reserves the right to accept or reject any or all Responses, or parts of any Responses, to waive any informalities, technicalities or irregularities, to re-advertise the RFQ, to request other Responses or clarifications, or take any similar actions that may be deemed to be in the best interests of the CRA and the City. The CRA reserves the right to negotiate an Agreement with more than one (1) Respondent in response to this RFQ, and may elect to provide the Services itself, without any assistance.

11. INTERPRETATIONS. Any interpretations, clarifications or additional information not disclosed in this RFQ and determined to be necessary by the CRA in response to Respondent’s questions will be issued by means of addendum or addenda, which addendum or addenda will be posted to Demand Star at www.demandstar.com and the City website, www.daniabeachfl.gov, for all interested persons identified by the CRA as having received the RFQ. The Respondent is required to check the sites to see if there has been any addendum or addenda posted regarding

the RFQ. Only questions answered and information provided by means of such addendum or addenda will be considered as binding. Oral interpretations, clarifications or other information will have no legal and binding effect.

11.1 All questions requiring clarification or interpretation of the RFQ shall be made in writing and shall be delivered to the CRA Manager Ms. Kathleen Weekes (at 100 West Dania Beach Boulevard, Dania Beach, Florida 33004; her telephone number is (954) 924-6801, Ext. 3739) at least ten (10) business days prior to the date and time specified for the receipt of Responses. No questions shall be answered during the five (5) business days prior to the date and time for the receipt of Responses.

11.2 Any modification or interpretation of the RFQ lies within the sole and exclusive judgment of the CRA. Modifications or interpretations of the RFQ Documents made in any manner other than an Addendum or Addenda issued by the CRA shall not be binding.

11.3 A Respondent, prior to submitting its Response, shall check the City's website to see if any Addendum or Addenda has/have been issued for the RFQ and, if so, the Respondent must ascertain in writing that it has received any and all Addendum or Addenda issued for the RFQ.

12. PUBLIC RECORDS. The successful Firm acknowledges that the public shall have access, at all reasonable times, to certain documents and information pertaining to the CRA and City contracts, pursuant to the provisions of Chapter 119, Florida Statutes.

12.1 The successful Firm agrees to maintain public records in successful Firm's possession or control in connection with its performance under the Agreement, and to provide the public with access to public records in accordance with the maintenance, production and cost requirements set forth in Chapter 119, Florida Statutes, or as otherwise required by law. Firm shall ensure that public records that are exempt or confidential from public records disclosure requirements are not disclosed except as authorized by law and affirmatively identify in writing any documents claimed by Respondent to be exempt from disclosure per state law.

12.2 Unless otherwise provided by law, any and all reports, surveys, and other data and documents provided or created in connection with the Agreement are and shall remain the property of the CRA and City. In the event of termination of the Agreement by either party, any reports, photographs, surveys, other data, documents and public records

prepared by, or in the possession or control of, the successful Firm, whether finished or unfinished, shall become the property of the CRA and City and shall be delivered by successful Firm to the CRA Manager, at no cost to the CRA and City, within seven (7) days of termination of the Agreement. All such records stored electronically by Firm shall be delivered to the CRA and City in a format that is compatible with the CRA's and City's information technology systems. Upon termination of the Agreement, Firm shall destroy any duplicate public records that are confidential and are exempt from public records disclosure. Any compensation due to the successful Firm shall be withheld until all documents are received as provided to the CRA and City. The successful Firm's failure or refusal to comply with the provisions of this Article shall result in the immediate termination of the Agreement by the CRA and City.

13. INSURANCE COVERAGE. The successful Respondent shall not commence Services under an Agreement until it has obtained all insurance required under this Section, and not until such time that the coverages are approved by the Risk Manager of the City. The Respondent shall not allow any employee of the Respondent or any Subcontractor (if authorized to perform Services in advance, in writing by the CRA) to commence Services under any subcontract until the Subcontractor has been approved in advance in writing by the CRA, and all Coverages required of any Subcontractor have been obtained and approved in writing by the Risk Manager of the City. In addition, Respondent shall be responsible for any and all policy deductibles and self-insured retentions.

The following are requirements that must be met regarding the Respondent's delivery of Certificates of Insurance for all coverages required in the Agreement and RFQ:

13.1 "Preliminary" certificate means that certificates of insurance verifying all general insurance requirements (as noted below) must be submitted and included with the Response submittal on the date and time of the RFQ opening.

If the "preliminary" certificates are not included with the Response submittal, then the CRA has the right to consider the submitted Response as non-responsive as of the date and time of the opening of the Responses. "Preliminary" Certificates may be issued without documentation evidencing compliance with all "Special Provisions" in the RFQ. However, each Respondent, by submission of a Response, understands that all

provisions, including “Special Provisions” noted in the RFQ, must be fully documented on or attached to the “Official” Certificates of Insurance as described below.

13.2 “Official” Certificates of Insurance must be delivered to the City Clerk’s office and Risk Manager of the City. If the “Official” certificates are not delivered before or on the fourteenth (14th) Business Day after the issuance by the CRA of the “Notice of Award”, then the CRA has the right to consider any awarded Agreement to a successful Respondent as void, and may proceed to negotiate an Agreement with the next best and qualified Respondent. No Agreement shall be effective unless it is completely executed by all parties. “Special Provisions”, as referenced below under each type of insurance requirement, shall be fully confirmed on or attached to the “Official” certificates.

13.3 All Certificates of Insurance must clearly identify the contract to which they pertain, including a brief description of the subject matter of the contract. The certificates shall contain a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days’ prior written notice has been given to the CRA and the City. If the coverages are not provided, then Respondent is responsible for such notice to the CRA and City. Insurance policies for required coverages shall be issued by companies authorized to conduct business under the laws of the State of Florida and any such companies’ financial ratings must be no less than A-VII in the latest edition of the “BEST’S KEY RATING GUIDE”, published by A.M. Best Guide. In the event that the insurance carrier’s rating shall drop, the insurance carrier shall immediately notify the CRA and the City in writing.

13.4 Coverages shall be in force until all Services required to be performed under the terms of the Agreement are satisfactorily completed as evidenced by the formal written acceptance by the CRA. In the event insurance certificates provided to the CRA and the City indicate that the insurance shall terminate and lapse during the term of the Agreement, including any renewal or extension of it, then, in that event, the Respondent shall furnish, at least thirty (30) days prior to the expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverages for the balance of the term of the Agreement, including any renewal or extension of it, is in effect. THE RESPONDENT AND ANY AUTHORIZED SUBCONTRACTOR SHALL NOT

COMMENCE, PERFORM OR CONTINUE SERVICES PURSUANT TO THE AGREEMENT, UNLESS ALL COVERAGES REMAIN IN FULL FORCE AND EFFECT. ANY DELAY IN THE SERVICES CAUSED BY A LAPSE IN COVERAGE SHALL BE NON-EXCUSABLE, SHALL NOT BE GROUNDS FOR A TIME EXTENSION, AND WILL BE SUBJECT TO ALL OTHER APPLICABLE PROVISIONS DESCRIBED IN THE AGREEMENT OR ELSEWHERE IN THE RFQ CONCERNING RESPONDENT DELAY.

13.5 INSURANCE REQUIREMENTS. The below coverages are minimum limit requirements. Umbrella or Excess Liability policies are acceptable to provide the total required liability limits, as long as the Risk Manager of the City reviews and approves in writing the insurance limits on each of the policies. The City ultimately must approve any changes to these specifications and has the right to review and amend coverage requirements. The Respondent shall be held responsible for any modifications, deviations, or omissions in these insurance requirements. Respondent shall be responsible for any deductible amounts.

13.5.1 GENERAL LIABILITY INSURANCE is to include bodily injury, broad form property damage, products completed operations hazard, blanket contractual liability with limits of no less than One Million Dollars (\$1,000,000.00) per occurrence, and Two Million Dollars (\$2,000,000.00) annual aggregate.

SPECIAL PROVISIONS AS TO GENERAL LIABILITY INSURANCE:

(to be confirmed on or attached to the Official Certificate of Insurance)

- Annual Aggregate shall apply “Per Job”;
- “Both the “Dania Beach CRA” and “The City of Dania Beach, Florida” are to be added as “Additional Named Insureds” under the policy;
- Additional insured coverage shall be no more restrictive than Insurance Services Office (ISO) form CG 2037 (07 04);
- Respondent’s insurance shall be primary and non-contributory;
- Waiver of Subrogation in favor of the City;

- 30 Days' Notice of Cancellation or modification to the CRA and the City (if not available on the insurance policies, then Respondent has responsibility for notification); and
- Copy of Additional Insured Endorsement or other endorsements may be attached to the Certificate.

Both the CRA and City shall each be provided a Certificate of Insurance, evidencing the foregoing coverages and additional named insured status requirements.

13.5.2 WORKERS' COMPENSATION INSURANCE shall be maintained by the Respondent and any authorized subcontractors during the life of the Agreement and any renewal or extension periods of it, and it is to apply to all "statutory employees" of Respondent (as that phrase is defined by Chapter 440, Florida Statutes), in compliance with the "Workers' Compensation Law" of the State of Florida and all applicable federal laws, for the benefit of the Respondent, its employees, and Subcontractors.

If any Services are sublet as authorized in advance in writing by the CRA and as otherwise addressed in the Agreement or the RFQ, the Respondent shall require any authorized subcontractors similarly to provide Workers' Compensation Insurance for all of the latter's employees, in addition to any coverage afforded by the Respondent, by furnishing statutory limits Part A, and no less than and One Hundred Thousand Dollars (\$100,000.00) employers' liability limits Part B.

IN NO EVENT SHALL THE RESPONDENT BE PERMITTED TO UTILIZE IN THE RENDERING OF THE SERVICES, THE FOLLOWING: I) ANY PERSON, EMPLOYEE, SUBCONTRACTOR OR SUBCONTRACTOR EMPLOYEE WHO IS EXEMPTED OR PURPORTED TO BE EXEMPT FROM WORKERS' COMPENSATION INSURANCE COVERAGE; OR II) ANY PERSON, EMPLOYEE, SUBCONTRACTOR OR SUBCONTRACTOR EMPLOYEE WHO IS OR WILL BE COVERED BY AN EMPLOYEE LEASING ARRANGEMENT.

SPECIAL PROVISIONS AS TO WORKERS' COMPENSATION INSURANCE:
(to be confirmed on or attached to the Official Certificate of Insurance):

- 30 Days' Notice of Cancellation or modification to the CRA and City (if not available on the insurance policies, then Contractor has responsibility for notification); and
- Waiver of Subrogation in favor of the City.

13.5.3 AUTOMOBILE LIABILITY INSURANCE shall be maintained with combined single limits of no less than One Million Dollars (\$1,000,000.00), to include coverage for owned, hired, and non-owned vehicles.

SPECIAL PROVISIONS AS TO AUTOMOBILE LIABILITY INSURANCE:
(to be confirmed on or attached to the Official Certificate of Insurance)

- Both the "Dania Beach CRA" and "The City of Dania Beach, Florida" are to be added as "Additional Named Insureds";
- 30 Days' Notice of Cancellation or modification to the CRA and the City (if not available on the insurance policies, then Respondent has responsibility for notification); and
- Waiver of Subrogation in favor of the CRA and City.

If successful Respondent hires a subcontractor for any portion of any work, then such subcontractor shall maintain all insurance coverages required of Contractor in the Agreement and RFQ.

14. RESPONSE PROTEST PROCEDURE. After a Notice of Award of an Agreement is posted, any actual or prospective Respondent claiming to be aggrieved in connection with the pending award of the Agreement or any element of the process leading to the award of the Agreement may protest to the CRA Executive Director and the City Manager. A protest must be filed by 5:00 PM on the third (3rd) Business Day after posting of the Notice of Award (excluding the day that the Notice is posted) or any right to protest is waived. The protest must be in writing, must identify the name and address of the protester, and must include a factual summary of, and the reason(s) for, the protest. Filing shall be considered complete when the protest and an RFQ Protest Bond are timely received by the CRA Executive Director and the City Manager's Office.

14.1 An RFQ Protest Bond shall accompany the written protest, to compensate the City for the expenses of administering the protest. If the protest is decided in the

protester's favor, the entire Bond shall be returned to the protester. If the protest is not decided in the protester's favor, the Bond shall be retained by the City. The Bond shall be in the form of a cashier's check, and shall be one percent (1%) of the amount of the pending award to the initial successful Respondent or five thousand (\$5,000.00) dollars, whichever is less.

14.2 PROTEST COMMITTEE. The Protest Committee (consisting of a total of three (3) of the CRA and City staff persons) shall have the authority to review, settle, and recommend resolution to the City Manager and CRA Director for any Response protests.

14.3 If the Protest Committee determines that the pending award of an Agreement or any element of the process leading to the award involved a significant violation of law, applicable rule or regulation, all steps necessary and proper to correct the violation shall be taken. If the Committee determines that the protest has merit, the CRA Executive Director and City Manager shall direct that all appropriate steps be taken to remedy it.

14.4 In the event of a timely protest, the CRA Executive Director and City Manager shall stay the award of the Agreement unless, after consulting with the City Attorney and the CRA, the CRA Executive Director and City Manager determine that the award of the Agreement without delay is necessary to protect the substantial interests of the CRA and the City. The continuation of the Agreement award process under these circumstances shall not preempt or otherwise affect the protest.

15. OWNERSHIP OF WORK. The CRA shall have full ownership of the right to copyright, reproduce, modify, sell, or use all of the work and products produced under the Agreement without payment of any royalties or fees to the Respondent; all such royalties or fees shall be deemed to be included in the compensation for Services.

If the selected Respondent requires or desires to use any design, trademark, device, material or process covered by an patent, copyright, trademark or similar protection, the Respondent shall indemnify and hold harmless the CRA and the City from any and all claims of infringement by reason of such use, including any cost, expense, attorney fees, royalty or damage which the CRA or the City might be obligated to pay.

16. AGREEMENT. The CRA will enter into an Agreement with the successful Respondent which will incorporate all provisions of this RFQ, and will include any and all other provisions as deemed necessary by the City Attorney.

17. TERM. The terms and conditions of the Agreement resulting from this RFQ with the successful Respondent shall remain in effect for one (1) year. The CRA Board shall have the sole option to renew the Agreement annually for up to a maximum of three (3) additional one (1) year periods. The CRA Director or his/her designee will provide written notification to the successful Respondent sixty (60) days before the end of the applicable term of the CRA's intention to renew the Agreement.

18. BUDGET. The Respondent, as the Event Planner under the direction of the CRA, is responsible for negotiation and payment to some DBA&SC vendors and a wide range of incidental expenses. Payment will be made through a DBCRA issued Purchase Order. The Planner will exercise control in the negotiation and contracting process by seeking economies in all expense categories. All vendor submissions with contracts must be approved in advance by the City Attorney. Emphasis in the selection of a Respondent will be placed on the Event Planner's experience in managing budgets. Budgets submitted to the CRA must be formatted, presented and updated as required in both a print and electronic format developed in the Microsoft Excel Program. Budgets must be print-ready and available at meetings with CRA and City staff.

19. EVENT TASK MANAGEMENT. The successful Respondent must produce and manage an event task timeline for the Event. Production of the DBA&SC program, fliers and other printed matter requires complex negotiations with sponsors and Event participants. Contractual negotiations with vendors require City Attorney approvals and agreements that must be reviewed by third parties. The Event Planner will be required to demonstrate abilities to accomplish tasks on schedule and adhere to timelines prepared. These will include coordination of public information to maximize attendance at the Event. Control of the DBA&SC in the days immediately preceding and during the Event requires coordinated management by professional staff. Respondents should submit brief biographical sketches for key team members who will be engaged to work on the Event and will be required to provide recommendations for supplemental staff, use of volunteers and other staffing requirements.

PLEASE NOTE: For the following areas which require contracting with food vendors, entertainers, performance artists, sand artists, volunteers, chef presenters and all other contracted personnel who will be working on site before, during and after the Event, the Respondent will be

required to obtain signed and notarized Risk Management documents at the time of application submittal as follows:

- a) Official Certificates of Insurance evidencing General Liability, Workers' Compensation and all Auto Liability.
- b) DBA&SC "Event Release, Hold Harmless and Indemnification" Agreements.
- c) Artist Performance Agreements
- d) Volunteer Verifications and Signatures.

These documents are to be provided to the DBCRA immediately upon acceptance of vendor applications, performers' commitments and volunteers' confirmation of participation and all executed documents **MUST BE RECEIVED BY THE DBCRA NO LATER THAN ONE MONTH BEFORE THE EVENT.**

****SUBMISSION EVALUATION CRITERIA****

The award of the Agreement will be based on certain considerations as listed below:

Familiarity with the purpose of the CRA and Event strategy	20 Points
Experience in producing and managing similar events	25 Points
Innovative, creative approach to rendering the Services and metrics for a successful program	30 Points
Proven experience of the successful Respondent and available staff resources to complete assignments in a timely and professional manner	20 Points
City of Dania Beach Local Preference	5 Points
TOTAL POINTS AVAILABLE:	100 Points

The CRA and the City reserve the right, before awarding the Agreement, to require a Respondent to submit any evidence of its qualifications as the CRA and the City may deem necessary, and to consider any evidence available of financial, technical and other qualifications and capabilities, including performance experience with past and present clients.

The CRA and City reserve the right to request additional clarifying information and request an oral presentation from any and all Respondents prior to determination of an award of an Agreement.

20. COMPENSATION. Respondent shall provide an offer of a total “not to exceed” specified compensation amount for all Services that are to be rendered, inclusive of all costs related to the Services.

21. LOCATION. The proposed Event location is known as Frost Park, located at 300 NE 2nd Street in Dania Beach Florida; a copy of the Park location map is attached as Exhibit “E”. All Respondents must thoroughly acquaint themselves with the site, including its amenities, facilities and access limitations. Parking is expected to be afforded by Dania Entertainment Center, at the Jai Alai facility which lies immediately to the east of the Park.

EXHIBIT “A”

SCOPE OF WORK AND REQUIREMENTS

RFQ NO. CRA 15-001

BACKGROUND OF THE EVENT

The Dania Beach Community Redevelopment Agency of the City of Dania Beach, Florida (the “DBCRA”) introduced an Arts and Seafood Celebration (the “Event”) in 2013, as an annual outdoor event intended to attract South Florida residents and visitors to the City of Dania Beach (the “City”). The Event is intended to become one of the major spring festivals in South Florida with an economic impact that benefits local businesses. Attendees are to be afforded two (2) days of good quality non-stop entertainment, delicious seafood, and access to the work of talented artists and crafters.

The 2016 goal is to surpass the performance of the first three (3) years. Attendance for the 2013 inaugural year was estimated at 8,000 and in 2014 attendance ranged between 20,000 to 30,000 people. The Respondent as the Event producer is central to proposing and executing elements that strategically assist the Event to grow, while improving the quality of participating artists, crafters and seafood vendors that provide great family and children’s activities, and attracting high-energy, crowd-pleasing entertainment. In the previous years, the budget for the Event producer was in the vicinity of Twenty-Five Thousand Dollars (\$25,000.00).

The Event is funded each year by the DBCRA. The Event producer is the key to controlling costs and raising revenues, and helping to approach a break-even or better financial goal. The Event producer will coordinate with the DBCRA to achieve this through efficient budget management, cost control, increased sponsorship, vendor participation and greater community involvement in the planning and execution of the Event.

Items identified in the following Services will be prepared and managed by the successful Respondent. The duties will be performed under the direction of the DBCRA interim Director, Rachel Bach, together with the CRA staff in compliance with all DBCRA and City financial and operational requirements, which are to be coordinated with the DBCRA Marketing Consultant.

GENERAL INFORMATION

The DBCRA seeks the Services of a licensed, qualified Events Planning and Management Company with specific experience in the management of outdoor events to lead the

development, planning, coordination and logistics of the 2016 DBCRA Arts and Seafood Celebration, per the specifications outlined below.

The intent of the RFQ is to have a successful Respondent enter into an Agreement with the DBCRA and the City for the desired Services. The term of the initial Agreement shall be from the date of the award of the RFQ to the successful Respondent, up to and through April 30, 2017, or as of the last date of the two (2) day Event selected for the 2017 Arts and Seafood Celebration. The DBCRA and the City will retain the options, at their sole discretions, three (3) renewal periods of one (1) year each.

INTRODUCTION OF NEW FEATURE TO THE DBA&SC EVENT

In 2015, the Dania Beach CRA added a new event to the Arts and Seafood Celebration Event called “the Begin Downtown Discovery Tour”. It begins in the cul-de-sac at City Hall. This event is aimed at bringing visitors into the City center to visit and interact with owners of downtown businesses.

In 2016, the “tour” event will be held in the month of March as the kick off for the 2016 Arts and Seafood Celebration. The event is a joint venture with the Dania Beach Chamber of Commerce. The selected Respondent will be required to coordinate the activities with the DBCRA and the Chamber of Commerce. The DBCRA welcomes creative ideas from the Respondents for ways to make the activity successful.

A: LOGISTICS MANAGEMENT AND COORDINATION

1. **SITE DESIGN AND LAYOUT.** The successful Respondent shall design, develop and implement a site map for the Event production, which shall include the locations of the following:

- a. food vendors;
- b. beverage vendors’ booths or tents;
- c. artists;
- d. entertainment and performance artists;
- e. chef showcase(s);
- f. children’s activities;
- g. attractions;
- h. organization of sponsor areas;
- i. restroom trailers (portable restrooms)
- j. information booth
- k. merchandise booths;
- l. a summary of the total number of vendor sites available per category;
- m. shuttle bus parking area;

- n. ADA paths for wheelchairs;
- o. event parking for Handicap, VIP, Vendors, Artists, Sponsors and General Public;
- p. sand delivery location; and
- q. sand artists' placement.

The 2015 site map is attached for your reference.

2. **BUDGET.**

3. **VENDOR APPLICATIONS.** Event Planner will receive applications and make initial decisions regarding the selection of DBA&SC vendors, the selection of which must be coordinated with the CRA. Proposers should substantiate experience in reviewing the existing CRA templates for vendor applications and making necessary recommendations to improve them.

- a. all templates must be submitted to the DBCRA for review by the City Attorney before they are published.
- b. all templates must meet all appropriate federal, state and local regulatory restrictions.

4. **FOOD VENDOR SELECTION.** A key feature of the DBA&SC is its focus on seafood in various presentations and cooking methods. The Event Planner will advise the CRA on selection of a master food concessionaire or recruitment of major individual vendors, taking into account variety, exclusivity and quality (local food vendors are to be given selection priority). Proposers should document experience securing food vendors and administering their compliance with insurance and safety regulations during an outdoor event. The Event Planner will manage selection and maintain communications with vendors beginning with notification of approval or denial, distribution of contracts for signature, vendor meetings with the City's Special Events Committee to review City regulations and other follow-up as necessary prior to the Event.

5. **ARTIST SELECTION.** Another key aspect of the DBA&SC is the presence of more than one hundred (100) artists, outdoor exhibits and craft exhibits. The Event Planner will manage the recruitment, qualification and notification of artist participants. Proposers should submit examples of having secured artist exhibitors' applications and management of art exhibitor communication, coordination and placement upon approval of artist. The Planner will coordinate all art exhibitor selections/approvals with DBCRA staff and consultants.

6. **MANAGE VOLUNTEERS.** The DBA&SC Event is supported by the City of Dania Beach community and volunteer workers. The Event Planner Respondent should provide a conceptual plan and committee structure for use of volunteers during the Event. Respondents may submit differentiating approaches to motivating or rewarding volunteers as evidence of experience with major outdoor event management. The selected Respondent will work with

DBCRA to develop local volunteer committees for volunteers to work in parking lots and serve as liaisons for vendors, artists, entertainers, bartenders and hospitality, etc.

7. **MANAGE/SECURE SERVICE PROVIDERS FOR EVENT.** There are several known Services that have been part of both previous DBA&SC Events. These include: portable sanitary facilities; stage, audio and other equipment rentals; tent/table/chair/décor rentals; electricity generation; transportation management; security; food and beverage catering; signage and production; entertainment booking and management; and other necessary contracted services. An Event Planner Respondent should document its ability to contract directly for these items and submit contracts for advance review by the City Attorney. The selected Event Respondent will confirm with the DBCRA to identify the process for paying for these services through a Purchase Order issued by the City/DBCRA or by some other mutually agreed upon process.

8. **EVENT PERMITTING.** An operations committee meets regularly during the several months leading up to the DBA&SC. An important element is the Event Planner's progress in obtaining the appropriate building and fire code permits and compliance with pertinent regulations of the City. Respondents should demonstrate familiarity with variations in permit requirements in different venues and should submit a conceptual plan for managing the process in the City. The selected Event Planner will submit and obtain all permits for the Event and services as required.

9. **LIQUOR LICENSE.** The DBA&SC Event Planner must obtain beer and liquor licenses for the Event on behalf of the DBCRA. Proposers should document actual capability to perform this service as well as examples of previous experience.

10. **SAFETY AND SECURITY.** The DBA&SC Event Planner will ensure all safety regulations are followed and safe practices are observed. Proposers should document their experience, safety record and any unique approaches to outdoor events. ADA pathways are to be installed at the Event venue to accommodate physically challenged attendees.

11. **EVENT MEETINGS.** The Event Planner will participate in and provide leadership during all planning meetings. This will include meetings with DBCRA staff, the operations task force and special Event volunteer committees as established by DBCRA. At a minimum, the meeting schedule will be monthly for August and September, bi-monthly for October, November, December and January and weekly for February and March (19-20 meetings total with DBCRA and City staff). Proposers will submit the names and titles of anticipated meeting attendees to the DBCRA.

12. **EVENT TIMELINE FOR THE PERIOD OF APRIL 2 and APRIL 3, 2016.** A critical element of success for the DBA&SC has been a detailed event timeline with the many items dovetailed to meet deadlines. The Event Planner Respondent should submit examples of timelines it has developed for similar outdoor events and verify that, if selected, it will provide DBCRA an event timeline for all installations, deliveries, set-up, Event operations and breakdown after the Event.

13. EVENT PROGRAM. The Event Planner will provide content for the printed DBA&SC Program based upon execution of commitments for entertainment, artist, food and other Event components. Respondents will acknowledge their intention to support the Program and submit relevant samples.

A. SPONSORSHIP SOLICITATION (NOT MANDATORY).

1. Review and update existing sponsorship opportunity package. (see attached)

B. CONTESTS.

1. Develop, produce and successfully execute creative Event contests, e.g., sushi making, seafood cooking competition, chef showcase and youth art competition, etc.

C. REQUIREMENTS.

1. The selected company must fully comply with the specified insurance requirements.
2. The selected company must provide all necessary licenses (City, county, state).
3. The selected company must provide and designate an experienced team member to regularly meet with DBCRA staff to lead the planning and execution of tasks for a successful Event.
4. The selected company must produce notes of all meetings to the CRA for its review and records.
5. The selected company must meet all deadlines to ensure Event success.

D. PROVIDE PROJECT APPROACH AND QUALIFICATIONS INCLUDING, BUT NOT LIMITED TO THE FOLLOWING:

1. Provide additional information, in text and visual formats, of at least three (3) similar outdoor, large scale events your company has previously produced within the last three (3) years for a municipality, illustrating your experience with planning and producing large events and your event production style. This information should also indicate how these events involved and supported the local business community.
2. Provide sample press coverage and indicate any print and broadcast media contacts.
3. Provide additional information, to illustrate how, through your business network, you can add value and heighten awareness of this Event.

4. Provide at least three (3) written references as specified above from previous clients, showing proof of successfully staging a major public festival, fair, or similar Event.
5. Respondent should be prepared to coordinate with the Dania Entertainment Center, which is the Owner of the Dania Jai Alai facility (“Casino”) which facility is located east of the Park. It is expected that the Casino will wish to become a major sponsor of the Event, and that it will produce activities, concerts or the like that are intended to complement, but not compete with, Event activities.

EXHIBIT “B”

REFERENCE LIST
RFQ NO. CRA 15-001

THREE (3) CLIENTS FOR WHICH RESPONDENT PROVIDED
SIMILAR SERVICES WITHIN THE PAST THREE (3) YEARS

The following is a list of at least three (3) references from entities for which Respondent has provided similar services to those sought in this RFQ in the past three (3) years:

1. Name of Entity for which services were performed: _____
Brief Description of Scope of Services: _____
Amount of Contract Award: _____
Status of Contract: _____
Contact Name: _____
Telephone Number: _____

2. Name of Entity for which services were performed: _____
Brief Description of Scope of Services: _____
Amount of Contract Award: _____
Status of Contract: _____
Contact Name: _____
Telephone Number: _____

3. Name of Entity for which services were performed: _____
Brief Description of Scope of Services: _____
Amount of Contract Award: _____
Status of Contract: _____
Contact Name: _____
Telephone Number: _____

EXHIBIT "C"

CITY OF DANIA BEACH, FLORIDA
SWORN STATEMENT UNDER §287.133(3)(A), FLORIDA STATUTES
PUBLIC ENTITY CRIMES

(This form must be signed in the presence of a Notary Public or other officer authorized to administer oaths.)

1. This sworn statement is submitted with Request for Qualifications, RFP No: CRA-15-001

2. This sworn statement is submitted by: _____
(**PRINT** Name of entity submitting sworn statement)

its business address is: _____

Federal Identification Number
(FEIN) is: _____
(if applicable)

Social Security Number: _____
(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement)

3. My name is: _____
(**PRINT** Name of individual signing this document)

and my relationship to the entity is: _____
(President, General Partner, etc. as applicable)

4. I understand that a "public entity crime" as defined in §287.133(1)(g), Florida Statutes means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

5. I understand that to be "convicted" or "conviction" as defined in §287.133(1)(b), Florida Statutes, means a finding of guilt and conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere (also known as a plea of "No Contest").

6. I understand that an "affiliate" as defined in §287.133(1)(a), Florida Statutes means:
- (a) A predecessor or successor of a person or a corporation convicted of a public entity crime; or
 - (b) An entity under the control of any natural person who is active in the management of the entity and which has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima-facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a "person" as defined in §287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)
- 1. _____ Neither the entity submitting the sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
 - 2. _____ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989 and (Please now indicate which additional statement below applies):
 - A. _____ there has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order)
 - B. _____ the person or affiliate was placed on the convicted list. There has been a subsequent proceeding before a hearing officer of the State of Florida,

Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

C. _____ the person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by or pending with the Florida Department of General Services)

_____, 2015.
Signature (of person whose **Printed** Name _____ Date
first appears above)

STATE OF FLORIDA)
COUNTY OF _____)

Sworn to and subscribed before me on _____, 2015, by _____,
who (check one) [] is personally known to me or [] has produced _____, as
identification.

NOTARY PUBLIC

PRINT Name of Notary Public

My commission expires:

EXHIBIT “D”

NON-COLLUSION AFFIDAVIT

The undersigned Respondent has not divulged, discussed or compared his/her/its Response with any other Respondent, and has not colluded with any other Respondent or party to this Request for Qualifications whatsoever.

Signature of Respondent

PRINT Name of Respondent

Title

_____, 2015
Date

STATE OF FLORIDA)
COUNTY OF _____)

Sworn to and subscribed before me on _____, 2015, by _____,
who (check one) [] is personally known to me or [] has produced _____, as
identification.

NOTARY PUBLIC

PRINT Name of Notary Public

My commission expires:



The 3rd annual award-winning Dania Beach Arts and Seafood Celebration will take place March 21st and 22nd, 2015. This free event offers our guests the chance to enjoy the work of over 100 talented artists, live entertainment, culinary delights, a beer and wine garden, various family activities and the creation of beautiful sand sculptures. As visitors relax in the park, they will have the opportunity to experience hands-on arts and crafts with sand play, painting the fire truck, creating the under the sea mural; relax to live music, watch performance artists paint murals, and feast on the delicious array of seafood and specialty treats from the fine eating establishments of Dania Beach . All while taking in the beauty of Dania Beach and discovering the unique array of artistic talent on display. Artist vendors will showcase and sell their creations. We're certain our selection of fine crafts and mouth-watering food will be sure to please!

Sponsorship of the Dania Beach Arts and Seafood Celebration (A&SC) will provide your company the opportunity to get your message to thousands in a unique and fun atmosphere by gaining recognition and goodwill with the South Florida community. This year's event was a tremendous success and we expect next year's to be even better. By sponsoring this event, you will gain access to many benefits, as described in detail in the next page. Sponsor banners, event booths, promotional materials, inclusion on social media websites, hospitality passes and radio public relations are just some of the many advantages we offer in return for your sponsorship.

*"78% of companies say that participating in festivals is the most conducive environment for experiential sampling and has a significant, measurable impact on consumer sales of their product or service." Quoted from IEG**

Promotions for our sponsors begin immediately upon confirmation of participation. I look forward to following up with you to discuss this exciting Dania Beach event marketing opportunity.

For more information please visit www.daniabeachartsandseafoodcelebrations.com

Contact Kisha Payen at 954-924-6801 ext. 3750, kpayen@ci.dania-beach.fl.us for any questions or concerns.



The Value of Your Sponsorship!

Sponsoring the Dania Beach Arts and Seafood Celebration will benefit your company greatly. Business-to-business marketing, general marketing exposure, community responsibility and employee engagement are just a few. By sponsoring this event, your company will gain massive exposure in front of thousands of guests attending this event. This premiere family event of 2015's Spring season will create an environment where observational/demonstrable marketing is at its best, providing a unique and targeted way to get your message in front of thousands of consumers. Event marketing is a great way to advertise and reach customers, by driving purchases and consideration across age, gender and ethnicity. The 2015 goal is to surpass the performance of the first two years. Attendance for the inaugural year, 2013, was estimated at 8,000 and increased to 20,000 in 2014. Your business **MUST** be included in this remarkable opportunity!

Highlights of Last Year's Events

Nearly 30,000 people visited Frost Park over the course of two days during the 2nd annual Dania Beach Arts and Seafood Celebration hosted by the Dania Beach Community Redevelopment Agency. Attendance was more than four times the amount from the years before (2013), so we expect this year's to be even greater! Throughout the event, a magnetic energy and intense sense of community could be felt. A lasting impact within the community remained for weeks after the event.

Last year's event also had an enduring impression on social media. Facebook ads for the event had a total reach of 124,290. The Facebook campaign for the 2014 event more than doubled our fans from the 2013 event. More importantly, we were able to reach and promote the event to 256,947 people who live within 25 miles of Dania Beach, reminding them to plan for this exceptional event and sharing exciting news about all of the amazing activities and sponsors that made this event possible. The community response to the event was phenomenal and we used that to share positive sentiments about Dania Beach with their Facebook friends, expanding the impression of Dania Beach. Also, 2014's event commenced and concluded with four press releases that had 239,619 headline impressions, putting Dania Beach in front of over 5,000 media professionals four times during the course of the media blitz surrounding the event!



Sponsorship Benefits	Olive Shell I \$500	Sand Dollar \$1,500	Conch Shell \$2,500	Starfish \$5,000	Nautilus Shell \$10,000
Sponsor board listing at event	X	X	X	X	X
Company banner at event	X	X	X	X	X
10' X 10' event booth to interact with patrons, distribute coupons, and giveaways, etc.	X	X	X	X	X
Company logo on printed promotional materials (event banners, posters, ads, etc.)*		X	X	X	X
Company listing and link on event webpage and all social media websites including Facebook	X	X	X	X	X
Number of hospitality passes	2	6	10	20	50
Company recognition from the stage during the event			X	X	X
Recognition in relevant public relations efforts		X	X	X	X
Recognition in relevant print advertising			X	X	X
Recognition in radio public relations efforts					X
Event presented by "Your Company"					X

❖ **Note: Conch Shell, Starfish and Nautilus sponsors are also acknowledged on the front page of our website first.**

Sponsorship Levels

1. Nautilus Shell Presenting Sponsorship \$10,000

- Recognition as the Event presenting sponsor

2. Starfish Sponsorship \$5,000

- Recognition as the title sponsor of the stage

3. Conch Shell Sponsorship \$2,500

- Recognition as the title sponsor of a specific event area

4. Sand Dollar Sponsorship \$1,500

- Recognition on all promotional materials

5. Olive Shell Sponsorship \$500

- Recognition on billboard sign

Weekes, Kathleen

From: CRA - Community Redevelopment Agency <listserv@civicplus.com>
Sent: Thursday, May 28, 2015 10:31 AM
To: Earle, Jeremy
Subject: New Bid Posting Production Services for the 2016 Arts and Seafood Celebration For fl-daniabeach.civicplus.com

[View this in your browser](#)

This complimentary message is being sent to opt-in subscribers that might be interested in its content. If you do not wish to continue receiving these messages, please accept our apologies, and unsubscribe by following the instructions at the bottom of this message.

Production Services for the 2016 Arts and Seafood Celebration

Notice is given that the Community Redevelopment Agency of the City of Dania Beach, Florida, is seeking Requests for Qualifications for Production Services for the Dania Beach Community Redevelopment Agency 2016 Arts and Seafood Celebration, to be held on April 2-3, 2016 at Frost Park, 300 NE 2nd Street, Dania Beach FL 33004.

Documents may be obtained from www.demandstar.com, or from the City Website at www.daniabeachfl.gov. For additional information concerning this request, please contact CRA Manager, Ms. Kathleen Weekes, at 954-924-6801, ext. 3739, or by email at kweekes@ci.dania-beach.fl.us.

Sealed responses must include one (1) original and four (4) copies of the Response and one (1) in digital format. Sealed responses must be received no later than 10:00 a.m. on Friday, June 19, 2015. Responses will be publicly opened at 10:30 a.m. in the NW Conference Room at City Hall, 100 W. Dania Beach Boulevard, Dania Beach, Florida. Packets must be sealed, addressed and clearly marked:

Louise Stilson, City Clerk
City of Dania Beach
"Production Services for the 2016 Arts and Seafood Celebration
- RFQ #CRA-15-001"
100 W. Dania Beach Boulevard
Dania Beach, FL 33004

The Community Redevelopment Agency Board of the City of Dania Beach reserves the right to reject any and all bids, to waive any informality in a bid, and to make awards in the best interest of the City.

//Louise Stilson, CMC
City Clerk

CITY OF DANIA BEACH

Agenda Request Item

Type of Request: Discussion

Continued from:

Requested Action (Identify appropriate Action or Motion)		
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PATCH Pavilion Rental Discussion		
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Purchasing Requests ONLY		
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Dept:	Acct #:	Amt:
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Fund:		
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Fiscal Impact/Cost Summary

Memo: PATCH Pavillion Rental

To: Chair, Vice Chair and Board of Commissioners
From: Rachel Bach, Executive Director
Date: December 13, 2016
Re: Discussion and Possible Action: PATCH Pavilion Rental

Background

The PATCH Urban Farm and Market was established in 2012 to grow and provide access to fresh produce for area residents. The PATCH currently operates a Saturday market from 9:00 a.m. to 1:00 p.m. and beginning in January will launch a Friday night market with a monthly community event. The PATCH Pavilion provides an open air shelter that houses the market and community events.

Update

In an effort to increase revenues and improve accessibility to the PATCH, the CRA proposes to rent the PATCH Pavilion to individuals or organizations for a fee, similar to the City's policies and procedures for rental of local park facilities. As such, the following parameters and leasing requirements are proposed:

Rental Rates

- Non Resident Rental Rates - \$100.00 per hour; minimum 3 hours
- Resident/Non-Profit Rate - \$80.00 per hour; minimum 3 hours
- \$300.00 refundable security deposit
- \$50.00 non-refundable cleaning fee

Miscellaneous

- Rentals available Sunday through Thursday
- Civic associations are permitted to request use of the PATCH 2x per calendar year (max 3 hours each)
- Maximum occupancy 200 people
- Events with more than 50 people (including staff) must have an approved alternate parking plan
- Events with more than 100 people (including staff) must provide 2 additional restrooms
- Evening events may be required to provide additional lighting and security at their own expense
- Depending on the nature and/or time of the event the CRA has the right to impose additional requirements to ensure the safety of attendees, residents and protection of the PATCH garden
- The CRA staff reserves the right to refuse any request for pavilion rentals that would conflict with other planned events in the area or that have potential to be disruptive to area residents
- All rentals would be approved administratively and would be supervised by PATCH Staff

Fiscal Impact

This will provide an additional revenue source to support the PATCH and raise awareness through events.

Recommendation

Motion to approve