



Mandatory Pre-Informational Meeting Minutes
Town of Lake Park, Florida

Request for Statement of Qualifications (RFQ#105-2020) for Consulting Services to Engage a Consultant Experienced in Public-Private (P3) Mixed-Use Development, to Advise, Prepare, Develop and Manage a P3 Agreement with a Developer for Marina-related Mixed-Use Development to be located within the Lake Park Harbor Marina Area, consisting of several parcels owned by the Town of Lake Park in Lake Park, FL.

Friday, February 14, 2020, 10:00 a.m.
Commission Chamber, Town Hall, 535 Park Avenue

The mandatory pre-informational meeting was conducted on Friday, February 14, 2020 at 10:00 a.m. Present were Community Development Director Nadia DiTommaso, Planner Anders Viane, Public Works Director Richard Scherle, and Town Clerk Vivian Mendez.

Community Development Director DiTommaso called the meeting to order at 10:08 a.m. and explained that this was one of two mandatory pre-informational meetings. She explained that after the advertisement for Request for Statement of Qualification was published a change was made. The change required that at least one of two mandatory pre-informational meetings must be attended. The change also appeared as an addendum. A second advertisement for the RFQ included this requirement. She summarized the scope of work as a solicitation for a Public Private Partnership (P3) consultant to advise the Town and develop a process that enables the mixed-use redevelopment of property generally located on the northeast corner of Silver Beach Road and US-1.

Community Development Director DiTommaso explained that this was a re-bid and explained why administration made the decision to re-bid this project. This included, in an effort to refine the RFQ packet to ensure the pricing expectations are made clear in that the costs should be all-inclusive pursuant to the services needed and being offered to complete the process. She explained that the Town was looking for specific pricing in the RFQ and if there are any additional services that they must be specifically identified and detailed. Also, to add some provisions in the solicitation packet to reinforce the need for portfolio examples to be highly descriptive; and to reinforce that publicly-owned Marina type P3 experience is preferred; and to include the Community Development Department in the RFQ document itself for communication purposes.

The map of the area, as well as other documents within the RFQ packet were shown on the screen. The documents include the Marina Deeds, Boundary Surveys with an aerial image and without an aerial image, the Palm Beach County Interlocal Agreement, the complete Land Development Regulations and subsequent amendments, and the Town's Visioning

Workshop meeting packet along with a copy of the Town's Zoning Map. The floor was opened for questions:

1) Branden Kiely of The Concourse Group asked if the Town was looking for the future developer to operate the boat slips at the Marina. Community Development Director DiTommaso explained that in the past solicitation this question was also asked and that the response was that private management was definitely identified, keeping in mind that the Marina must remain public and that the Town is not looking to sell the Marina, but the Town is looking for proper management of the Marina.

2) Maik Aagaard of DPFPG asked if the Town was envisioning master planning the area. Community Development Director DiTommaso explained that the Town was looking for a P3 professional to advise on the best way to structure a P3 agreement with a developer in order to bring the Town's vision to fruition, a mixed use vision coupled with a visions for increased services and amenities to the peninsula parcel, which has already been set and described in the backup materials. Mr. Aagaard asked if the Town was not looking for architectural views/renderings. Community Development Director DiTommaso stated that the architectural views/renderings would come from the selected developer.

3) Branden Kiely of The Concourse Group asked how the Town came to the decision to move towards a P3 method. Community Development Director DiTommaso explained that the peninsula area needs maintenance, remediation and possible reconfiguration to make it successful and incorporate the amenities and services that are needed to create more of a resort-style marina. In addition, the mixed use vision for the parking lot areas needs to be realized. The Town realizes what an asset the Marina is and there is a lot that can be done. The Town would need to partner with a developer for the mixed-use development areas of the Marina parking lot property and to adequately retrofit the peninsula parcel as well.

4) Maik Aagaard of DPFPG asked if the area was part of a Community Redevelopment Agency where tax increment funding would be used. Community Development Director DiTommaso explained that the Marina was not in a Community Redevelopment Area and therefore, TIF funding would not apply. She explained that the density and intensity of the area had been increased for the potential to get a high return for a developer and that the code regulations provide additional incentives embedded within them also. Mr. Aagaard asked to elaborate on staff's experience with P3's. Community Development Director DiTommaso explained that staff does not have experience with P3's, which was why the Town was reaching out for expert experience.

5) Braden Kiely of The Concourse Group asked if the Town was looking for a certain number of submitters, which was why the project was back out for bid. Community Development Director DiTommaso explained that it was not a matter of quantity of submitters, but it was for the reasons stated earlier. She stated that the Town was looking for pricing to be solidified in the proposals along with the other items identified.

6) Don DeLaney of SDI recapped everything that the Town had done up to this point. He recapped the Florida State Statutes that make P3's unique in the State of Florida.

Community Development Director DiTommaso stated that the documents within the RFQ packet speak to the Marina parcel restrictions which must need to be overcome thereby making local knowledge and experience desirable, as well as State negotiations required. Mr. DeLaney asked if the Town was confident that the Palm Beach County August deadline could be extended. Community Development Director DiTommaso explained that the Town was fairly confident with the benefits that this initiative would bring and the County's support to make this happen, and that at this point, an extension would be required since we are out for a re-bid. The Town will work closely with Palm Beach County on the extension.

Community Development Director DiTommaso recapped the schedule moving forward. She explained that the addendum outlined that the mandatory pre-informational meetings, in which only one of the two sessions needed to be attended. The next informational meeting would be held on Friday, March 6, 2020 at 10:00 a.m. in the Town Hall Commission Chamber. The bid opening would be held on Wednesday, March 18, 2020 at 4:00 p.m. also in the Town Hall Commission Chamber. The Evaluation Committee would meet to evaluate all the submittals on Thursday, March 26, 2020 at 4:00 p.m. in the Town Hall Commission Chamber. The following step would be to begin contract negotiations with the selected offeror, and bring the contract before the Town Commission at their May 6, 2020 Regular Commission Meeting (the date is subject to change).

7) Don DeLaney, SDI, asked for additional clarifications on how the submittals would be based since it is a rebid and he wanted to make sure the items requested are captured, specifically as it relates to pricing. Community Development Director DiTommaso clarified that each submittal should include everything that was being required as part of the process and to incorporate the pricing schedule consistent with what is needed to complete the process. The Town realizes that there are times when additional costs would be necessary beyond what was required, and emphasis was placed on the need to clearly outline these additional costs. The services that are being proposed should meet the Town's intent and cover the entire process. Mr. DeLaney clarified that the submittal should include from A to Z, all of it. Community Development Director DiTommaso agreed, "All of it". She explained that the submittal should include everything in the phased approach outlined in the RFQ. Mr. DeLaney explained that there were non-disclosure agreements that had been signed on his previous projects and therefore he would not be able to provide that information. Community Development Director DiTommaso suggested that anyone who submits be as descriptive as possible to the Town's intent, vision, process and marina-related areas and reminded everyone that the Town cannot evaluate what is not included.

ADJOURNMENT:

The mandatory pre-informational meeting adjourned at 10:35.

**Vivian
Mendez, MMC**

Digitally signed by Vivian Mendez,
MMC
DN: cn=Vivian Mendez, MMC, o=Town
of Lake Park, ou=Town Clerk,
email=vmendez@lakeparkflorida.gov,
c=US
Date: 2020.02.19 13:03:57 -05'00'

Town Clerk Vivian Mendez



Project # 105-2020

PROJECT: Request for Statements of Qualification

CLOSING DATE/TIME:

3/18/20 at 4:00 p.m.

MANDATORY Informational Meeting

	CONTACT NAME & COMPANY	ADDRESS	PHONE	FAX	EMAIL ADDRESS
1	Andy Suglio	PO box 20605 west palm beach	460-8610		andy@vandslandscapingh.com
2	Branden Kiely- The Concourse Group	2553 Housley Rd. Annapolis MD	410-267-6064		bkiely@theconcoursegroup.com
3	Sebastian Naranjo (Alligator Landscaping Inc.)	101 Glades Road Unit E, Boca Raton FL, 33432	5613074522		info@alligatorlandscaping.com
4	Cheryl Scott The MS Factor LLC	1804 Ndixie Hwy, #B, West Palm Beach FL 33407	561-588-6336		Info@themsfactor.com
5	Diana McKinneySDI	9503 SE Saturn Street Hobe Sound, FL 33455	305-778-5516		diana.mckinney473@yahoo.com
6	Don DeLaney SDI	9503 SE Saturn Street Hobe Sound, FL 33455	772-233-0712		ddelaney1313@icloud.com
7	Sasha Page IMG Rebel / Maik Aagaard DPGF	250 International Parkway Suite 280; Lake Mary, FL 32746	407-529-8915		maik.aagaard@dpfg.com
8	Taylor Mejia	800 W Monroe St Jacksonville, FL 32202	904-396-9963		taylor.mejia@gilmorehagan.com
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