

Cut along the outer border and affix this label to your sealed bid envelope to identify it as a "Sealed Bid". Be sure to include the name of the company submitting the bid where requested.

SEALED BID ● DO NOT OPEN

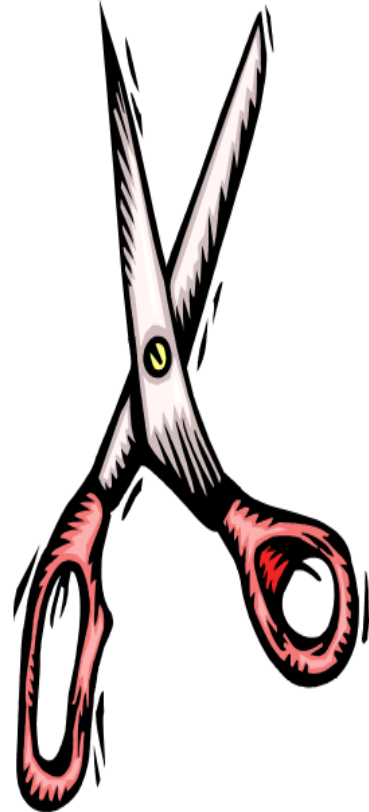
SEALED BID NO. : _____

BID TITLE: _____

DUE DATE/TIME: prior to 2:00 p.m.

SUBMITTED BY: _____
(Name of Company)

DELIVER TO: PROCUREMENT DEPARTMENT
302 W. Reynolds Street, 3rd Floor
Plant City, FL 33563





COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PLANT CITY, FLORIDA

**REQUEST FOR QUALIFICATIONS
Midtown District Development
RFQ NO. 17-001CM-MH**

**City of Plant City
Procurement Division
302 West Reynolds Street
Plant City, FL 33563
Phone: 813-659-4270
wstorey@plantcitygov.com**

**INVITATION TO SUBMIT STATEMENTS OF QUALIFICATIONS FOR THE
ACQUISITION AND DEVELOPMENT OF PUBLICLY-OWNED REAL PROPERTY
WITHIN
THE MIDTOWN DISTRICT OF THE CITY OF PLANT CITY.**

Pursuant to Section 163.380(3)(a), Florida Statutes, notice is hereby given of the intention of the Community Redevelopment Agency of the City of Plant City ("CRA") to dispose of certain real property within the Community Redevelopment Area, more particularly located within Phase I of the Midtown District ("Area") in the corporate limits of the City to a private redeveloper or any other interested person for development of a mixed-use project consisting of commercial, retail, residential and parking uses in accordance with the Community Redevelopment Plan for the Area ("Plan").

The real property consists of several properties comprising approximately 15.76 acres in the Area commonly known and referred to as Midtown District and is bound by CSX railroad on the North and East, Ball Street on the South and Thomas and Wheeler Street on the West ("CRA properties"). The properties are currently zoned MTD Midtown District. A site map of the CRA properties is shown below.

Any interested person is invited to submit a proposal to acquire and develop the CRA properties in accordance with the Plan. A Request for Proposal package, including pertinent provisions of the Plan and applicable City Code provisions pertaining to the CRA properties may be obtained from the following: City's website, www.plantcitygov.com (Doing Business/Purchasing/City Bids); www.BidSync.com; www.DemandStar.com.

Statements of Qualifications must be submitted prior to **2:00 PM** on **February 2, 2017**.

The CRA may accept such Statements of Qualifications as each deems to be in the public interest in furtherance of the purposes of the Act and Plan (including, in their discretion, the financial capacity and experience of the proposer to undertake and complete the proposed project), and reserves the right to reject any and all proposals and waive any minor irregularities.

Publication Dates: November 23, 2016





**COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PLANT CITY, FLORIDA
PLANT CITY, FLORIDA
REQUEST FOR QUALIFICATIONS
for
Midtown District Development
RFQ 17-001CM-MH**

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COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PLANT CITY, FLORIDA

REQUEST FOR QUALIFICATIONS for Midtown District Development RFQ 17-001CM-MH

Project Summary

The Community Redevelopment Agency of the City of Plant City ("CRA"), is requesting proposals from experienced developers who are interested in providing development of the Midtown District as further described within this RFQ document.

Scope of Services

Pursuant to Section 163.380(3)(a), Florida Statutes, notice is hereby given of the intention of the Community Redevelopment Agency of the City of Plant City ("CRA") to dispose of certain real property within the Community Redevelopment Area, more particularly located within Phase I of the Midtown District ("Area") in the corporate limits of the City to a private redeveloper or any other interested person for development of a mixed-use project consisting of commercial, retail, residential and parking uses in accordance with the Community Redevelopment Plan for the Area ("Plan").

The requested services are more fully described in "Section 6 - Scope of Project".

Submittals

Sealed proposals must be delivered to the City of Plant City Procurement Division, 302 W. Reynolds Street; 3rd Floor; Plant City, Florida 33563. **The submittal deadline is no later than 2:00 PM (EST), February 2, 2017.**

Questions

Procurement Manager, Buddy Storey is the **only** staff designated and authorized to answer questions about this bid. Bidders may rely only on written responses or interpretations from the Procurement Manager. Verbal and/or written responses given by other City staff in response to bidder questions shall not be binding on the CRA. The CRA will recognize written addenda issued by the Procurement Manager as the only legitimate method of responding to questions about this RFQ or the project described within this RFQ.

The deadline to submit questions is **Wednesday, January 18, 2017, at 3:00 PM (EST)**. All answers will be issued in writing via addendum. Questions shall be submitted in writing to **W. A. "Buddy" Storey, Jr., Procurement Manager** at wstorey@plantcitygov.com.

Section 1 Submittal Delivery

- 1.1 Submittal Location & Deadline. Sealed proposals must be made to the City of Plant City Procurement Division (302 W. Reynolds Street, Plant City, Florida 33563) not later than **2:00 PM (EST) on February 2, 2017**. Submittals will be time stamped upon receipt. **Submittals by fax, e-mail, or telephone shall not be accepted. Late submittals shall be rejected.** The CRA reserves the right to reject any or all submittals at any time and for any reason including submittals that are incomplete, conditional, or deficient in any way, or which contain unsolicited additions/alterations.
- 1.2 Mandatory Pre-bid Conference. A mandatory pre-proposal conference will be held at 2:00 PM (EST) on **January 11, 2017**, in the Commission Chambers, 1st floor, City Hall, 302 West Reynolds Street, Plant City, Florida 33563. Questions will be answered and a site tour will follow. Any updated RFQ information will be made available at the pre-proposal conference and included in the first addendum.
- 1.3 Submittal Envelope. Proposers shall submit, eleven (11) printed sets of each proposal, including one set marked "ORIGINAL" as well as one electronic copy either on CD or a flash drive, containing an original signature, in a sealed envelope or box. The following information must be provided on the outside of the submittal envelope or box. (Bid label provided herein)

RFQ Title
Date and Time for Submittal
Name of Proposer

- 1.4 Valid Term of Submittal. Proposals shall be valid for no less than 60 days from the date the City opens the submittals.

Section 2 Submittal Requirements

- 2.1 Forms. Submittals must include all of the required forms provided in this packet. Submittal forms shall be signed by the Proposer owner or other authorized individual.
- 2.2 Proposal Content. Proposals to be organized to clearly address the Evaluation Criteria, providing the information described as follows:

Note: Please limit the total document to 35 pages, including cover letter. Mandatory forms are not included in page count. All sections should be provided in ten font size or greater.

- a. Cover letter describing the makeup of the development team, each member's relevant experience and the key personnel involved. Clearly identify probable role(s) as principal, consultant, general partner, designer, or other. Please clearly identify any team members having permanent local offices in the Plant City area and address the familiarity of the team or individuals with downtown Plant City. Also, please address whether or not the members of the team have previous experience working together or in Plant City.

- b. Executed Addenda if any addenda were issued following the release of the RFQ.
- c. Provide the name, address, telephone number, and e-mail address of each principal, partner, or co-venturer participating in the entity the developer proposes to develop the site and of each of the other professional firms identified with the developer's proposal.
- d. Provide the name, address, telephone number, fax number, and e-mail address of the representative authorized to act on the developer's behalf and who is available to respond to questions or requests for additional information.
- e. Provide an organization chart of the development team and brief commentary, clearly illustrating the likely project ownership. Complete, detailed narrative, clearly identifying each principal, partner and/or co-venturer proposing to participate in the project including ownership percentages. For each principal, partner, co-venturer or known major sub-contractor, please identify discipline or specialty (e.g., community planning, A/E design, development, construction and property management). Provide a description of the legal form of the ownership, development and operating activities.
- f. Include a written description and organizational chart identifying the proposed approach to the overall management of the project and include a list of key project personnel, their roles, resumes, and experience on similar projects. Indicate how management will identify and mitigate potential risks that could hinder the project's completion.
- g. Provide a description of at least three (3) examples of development projects completed within the last ten years that the respondent determines most relevant to the CRA's proposed programmatic concept. The focus should be on the relevant issues, problems, obstacles overcome and opportunities realized as a result of the respective team member's involvement. Note specifically previous role(s) as principal, consultant, general partner, designer, or other. In particular, identify any projects that were public-private partnerships and explain the level and nature of that experience and the roles of the team members. Project descriptions must include details addressing the square footage, number of units, parking, year of construction, methods of financing and current project status. In addition to the example projects above, identify any development experience with projects completed, underway or planned in Hillsborough County or Lake County.
- h. References from three (3) projects (with names, addresses, phone numbers and email addresses), the respondent deems relevant to the proposed development objective. If there is more than one member of the proposal team, provide three (3) references for each.
- i. The nature and share of each principal's capacity and capability to successfully finance new projects of this scale and size.

- j. Provide statements from commercial tenants, institutions or equity partners likely to contribute to the project, and describe their financial involvement.
 - k. The developer and development team should provide a statement regarding any debarments, suspensions, bankruptcy, lawsuits, or loan defaults on real estate development project and/or government contracts.
 - l. Disclosure of Potential Conflict of Interest. Identify any relationships (whether family or business) between the developer and/or its development team and persons working for, appointed to a position, or elected to an office of the CRA's government or its consultants, or any other entity where there may be a conflict of interest or an appearance of conflict of interest.
- 2.3 Sworn Statement on Public Entity Crimes. A person or affiliate as defined in Section 287.133, Florida Statutes, who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, submittal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, submittal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, submittals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor (vendor), supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of \$25,000 for a period of 36 months following the date of being placed on the convicted vendor list.

Proposer must fill out and sign the form titled "SWORN STATEMENT UNDER SECTION 287.133(3)(A), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES." The required form is contained in Section 6 of this RFQ. Failure to submit a completed form may disqualify Proposer's submittal.

Section 3 Proposer Responsibilities

- 3.1 Review Documents. Proposer must review all documents related to this RFQ and project. Failure to review all plans, specifications, forms, contracts, addenda, or other documents shall not relieve Proposer from any obligations contained in this RFQ or a subsequent contract with the City.
- 3.2 Fill-In Required Forms & Seal Envelope. Proposer must accurately and completely fill-in the response forms included in this RFQ "[Section 7 - Required Forms.](#)" Proposer must submit those forms along with other documents listed in "[Section 2 - Submittal Requirements](#)" and elsewhere in this RFQ. Authorized signatures must be included on forms/documents. Incomplete or missing forms/documents may result in rejection of the Proposer's submittal.
- 3.3 Certification. Proposals in response to this RFQ shall be deemed as Proposer's certification that it has fully considered all factors associated with this RFQ, including any addenda.

Section 4 CRA Rights & Procedures

- 4.1 Executive Director. The City Manager serving as the Executive Director of the CRA, or his designee, is the CRA's authorized representative on this project.

- 4.2 Proposal Evaluation.
- a. The CRA Board will assemble an evaluation committee to evaluate submittals.
 - b. The Board may hire consultants to assist with the evaluation of submittals.
- 4.3 Evaluation. The CRA will evaluate the qualifications of proposers to select firms to receive a subsequent Request for Proposals.
- 4.4 Verification of Proposer's Capability. The CRA will verify Proposer's ability to provide the services specified in this RFQ. Verification may include but is not limited to evaluating the Proposer's:
- a. Prior experience in the area of services requested.
 - b. Financial resources.
 - c. Licensure and certifications.
 - d. Staff and resources to complete project.
 - e. Background & references.
- 4.5 Waiver of Irregularities. The CRA may waive informalities or irregularities that – in the CRA's opinion – do not materially affect a Proposer's submittal.
- 4.6 Award. The CRA Board makes the final decision regarding those firms who will be issued Request for Proposals.

Section 5 General Conditions

- 5.1 Questions. Procurement Manager, Buddy Storey is the designated RFQ contact person. **Questions about this RFQ must be submitted in writing, via e-mail to wtorey@plantcity.gov, prior to 3:00 PM (EST), Wednesday, January 18, 2017.** All questions received by the submittal deadline will be addressed via written addendum.
- Proposers may rely only on **written** addenda from the Procurement Manager. Verbal and/or written responses given by other City staff in response to a proposer's questions shall **not** be binding on the CRA. The CRA will recognize written addenda issued by the Procurement Manager as the only legitimate method of responding to questions about this RFQ or the project described within this RFQ.
- 5.2 RFQ Interpretations. The CRA has the right to define and interpret RFQ terms, specifications, and conditions.
- 5.3 Indemnification. Section 1-15, Plant City Code, prohibits the City from indemnifying other parties to an agreement. Therefore, the CRA, as an agency of the City, will not indemnify Proposer.
- 5.4 RFQ Preparation & Submittal Expenses. The CRA shall not be responsible for any expense incurred by any proposer in reviewing, evaluating, preparing, or submittal in response to this RFQ.

- 5.5 Legal Requirements. Proposers are required to comply with all federal, state, county and local laws, ordinances, rules and regulations that are applicable to the goods/services being solicited in this RFQ. A Proposer's lack of knowledge shall in no way be a cause for relief from responsibility, nor shall it constitute a cognizable defense against the legal effects thereof.

Receipt of a submittal shall constitute a Proposer's affirmation that it is familiar with and shall comply with all federal, state, and local laws, ordinances, rules and regulations which affect those engaged or employed in the provision of such services, or equipment used in the provision of such services, or which in any way affects the conduct of the provision of such services. No plea of misunderstanding will be considered on account of a Proposer's ignorance thereof. **If a Proposer believes provisions in the RFQ documents are contrary to or inconsistent with any law, ordinance, or regulation, then the Proposer shall promptly report those provisions in writing to the CRA.**

- 5.6 Public Records. Proposers understand that Florida has a broad public records law, and that documents in the possession of the CRA can only be maintained confidential to the extent allowed under the Florida Public Records Act.

- 5.7 Executive Orders Nos. 11246 and 11375. Responders must comply with Presidential Executive Order Nos. 11246 and 11375, which prohibit discrimination in employment regarding race, creed, color, sex or national origin; Title VI of the Civil Rights Act of 1962, the Anti-Kickback Act and the Contract Work Hours Standard Act; the provisions of the Vietnam Era Veterans Re-Adjustment Act of 1974; and 23 CFR 635.112(f), provision on Non-Collusion.

- 5.8 General Process. **This is a two-phase selection process. Phase one begins with the receipt of developer qualifications.** These qualifications shall consist of a description of the Development Team including a list of professionals to be assigned to the project, their academic/professional background and experience with similar projects. In addition, a list of similar projects completed by the Development Team within the last ten years, including references with current addresses and phone numbers must be provided. Project descriptions must include details addressing the square footage, number of units, parking, year of construction, methods of financing, current status, and the specific roles of the proposed team members as principal, consultant, general partner, designer, or other.

Following a review of the submissions, a shortlist of Development Teams will be invited to submit more detailed proposals under the conditions described in a subsequent **Phase Two Request for Proposal (RFP). Based on the detailed proposals to follow, a Development Team will be selected and will be extended exclusive rights to develop the property for a specific period of time. A Developer's Agreement will be negotiated and used as the instrument to define the roles and responsibilities of the parties.**

- 5.9 Terms and Conditions of the RFQ. A selection committee appointed by the CRA will screen the submissions. It is expected there will be no communication with parties other than those specifically noted herein and such communication will be exclusively for clarification regarding procedures and objectives. The CRA prohibits communication to or with any department, bureau or employee during

the submission process. In addition, no communications may be initiated by a proposer to any City Official, including elected officials, or persons involved in evaluating or considering the proposals prior to the time an award decision has been made. Communication with any parties for any purposes other than those expressly described herein may cause an individual firm, or team to be disqualified immediately from participating in the development solicitation.

It is extremely important all potential respondents are given clear and consistent information. Therefore, all respondents are required to submit any questions related to this project or selection process in writing so answers can be distributed to all registered respondents. Questions about the interpretation of specifications or the RFQ process should be directed in writing to W.A. "Buddy" Storey, Procurement Manager for the City of Plant City, at wstorey@plantcitygov.com and must be received prior to 3:00 PM on January 18, 2017. Answer to all questions will be available to prospective proposers in the form of an addendum to the specifications which, if issued, will be available no later than five (5) days prior to the date set for receipt of qualifications submissions.

It is the responsibility of all parties planning to submit qualifications to contact the Plant City Procurement Division prior to submitting qualifications to ascertain if any addenda have been issued, to obtain all such addenda, and to return executed addenda with the proposal.

The CRA reserves the right to accept or reject any or all Statement(s) of Qualifications, with or without cause, or to accept Statement of Qualifications and begin direct negotiation, which, in its sole judgment, best serves the interest of the CRA. All decisions related to this solicitation by the Selection Committee, the CRA Board will be final.

The CRA reserves the right to request clarification of information submitted and to request additional information of one or more respondents.

Costs for preparing the Statement of Qualification in response to this request are solely the responsibility of the respondent.

During the RFQ process, the CRA may elect to entertain questions *confidentially* to preserve the trade or business practices of respondents but this decision has not yet been made.

It will be necessary for responding parties to comply fully with the general terms and conditions outlined in this document if they are to be considered. A letter attesting the respondent has read and understands all procedures is a part of the initial submission requirements (Use Attachment A).

- 5.10 Anticipate Timetable and Sequence of Events. All responses must be submitted to the Procurement Division, 302 W. Reynolds St., 3rd Floor, Plant City, FL 33563, prior to 2:00 PM (EDT), on Thursday, February 2, 2017. Qualification responses received after this time and date will not be accepted for any reason.

The selection process will follow the timetable outlined below. A mandatory pre-proposal conference will be held at 2:00 PM (EST) on January 11, 2017, in the

Commission Chambers, 1st floor, City Hall, 302 West Reynolds Street, Plant City, Florida 33563. Questions will be answered and a site tour will follow. Any updated RFQ information will be made available at the pre-proposal conference and included in the first addendum.

The City of Plant City CRA has established a schedule for submitting qualifications and for completing selection of the preferred Development Team(s). It will be incumbent on each respondent to understand the importance of adhering to this published schedule. Respondents shall assume full responsibility for the timely delivery of the qualifications. Qualifications received after the deadline stated will not be considered. **The CRA, however, reserves the right to amend milestone dates.**

Questions/Clarifications regarding the RFQ due prior to 3:00 PM on January 18, 2017.

Submission of qualifications are due prior to 2:00 PM (EST), on February 2, 2017.

Evaluation and CRA Approval of Pre-qualified Developer List
(Announced short list of qualified Development Teams): February 23, 2017

CRA Meeting to Approve Short-list: March 13, 2017

Formal Request for Proposal (RFP) documents distributed: March 15, 2017

Last date for questions: April 5, 2017

Comprehensive RFP responses due from short listed firms by: April 27, 2017

Review by CRA of RFP and CRA interviews with respondents: May 22, 2017

Negotiations with preferred Development Team initiated by: June, 2017

- 5.11 Selection Procedures. Upon receipt of the Request for Qualifications submissions, the CRA's selection committee will review and evaluate each category listed above, taking into account what it deems appropriate from each development team's submittal. The CRA's selection committee will short-list all eligible respondents and submit its recommendation to the CRA, inviting at least three teams to respond to the formal Request for Proposal as part of Phase 2 of this process.

- 5.12 Questions and further information. Once the RFQ/ RFP process officially begins on November 17, 2016, no contact with any City elected officials, City employees, or selection committee members will be allowed, except with Procurement Manager, Buddy Storey. All questions must be submitted in writing via email to wstorey@plantcitygov.com. All questions will be answered via Addendum which will be posted on the City's website at www.plantcitygov.com. Contact information follows:

W.A. "Buddy" Storey, Jr.
Procurement Manager
wstorey@plantcitygov.com

- 5.13 Delivery and Receipt of RFQ Documents. The CRA's RFQ package, including supporting documents have been prepared electronically and are available on the City's website at www.plantcitygov.com with a link provided to all RFQ documents. These documents can be accessed directly at the following link: <http://www.plantcitygov.com/530/Midtown-Redevelopment?NID=530>. Please download the following supporting documents to assist you in your submission assessment.
- a. Map of water and sewer utilities within the Midtown District.
 - b. Division 20, Article IV of Chapter 102, Plant City Code, regarding development standards with the MTD Midtown District.
 - c. Chapter 86, Plant City Code regarding Impact Fees.
 - d. Article IV, Chapter 74, Plant City Code – Development Charges for Water and Sewer System.
 - e. 2014 Conceptual Stormwater Permit.
 - f. Resolution 210-2010 designating the Midtown Brownfield Area.
 - g. Three BSRA's with EPC regarding the former Gro-Mor, Hydraulic Hose and Stock Lumber sites, and an Environmental Review/Status Summary of Findings with supporting documents and reports for the CRA owned property as depicted on Map #1.
 - h. Promissory Notes dated January 19, 2012 with Hillsborough County.
 - i. 2015 GAI Preliminary Opportunities Assessment of the Midtown Area.
- 5.14 Conditions and Limitations.
- 5.14.1 RFQ Cancellation. CRA may cancel RFQ at any time. This RFQ does not represent the CRA's commitment or offer to enter into an agreement with a Respondent. The CRA reserves the right to cancel the RFQ at any time.
- 5.14.2 Ethics. The respondent shall not offer any gratuities, favors, or anything of monetary value to influence the RFQ selection process to any City of Plant City or CRA official or employee, the CRA's appointed task force in the selection process, the City or CRA's consultants used for the selection process, Hillsborough County, the State of Florida, any other organization that may have a clear interest in the outcome of the selection process.
- 5.14.3 No unauthorized contact or lobbying. All communication related to this RFQ must be directed to Buddy Storey, Procurement Manager. Respondents are prohibited from contacting any member of the appointed task force or Plant City elected officials concerning this project or response to this RFP. All questions shall be forwarded in writing via email to Buddy Storey, Procurement Manager at wstorey@plantcitygov.com. All responses will be in writing. No verbal information is to be relied upon. Respondents may not lobby anything related to this RFQ selection process to any member of the appointed task force of Plant City elected officials. The penalty for unauthorized contact or lobbying may be disqualification from further participation in this RFQ process.

- 5.14.4 No collusion. The Respondent shall not collude in any manner or engage in any practices with any other respondent(s), which may restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will cause the CRA to reject the respondent(s) submittal(s). The prohibition is not intended to preclude joint ventures or subcontracts.
- 5.14.5 Original Work. All responses submitted must be the respondent's original work product. The copying, paraphrasing, or otherwise using a substantial portion of another respondent's work product is not permitted. Failure to adhere to this instruction will cause the response to be rejected.
- 5.14.6 CRA's right to reject any and all responses, and waive minor irregularities. The CRA has sole discretion and reserves the right to reject any and all responses to this RFQ, and to waive minor irregularities in the submittals.
- 5.14.7 Additional information. The CRA reserves the right to reasonably request additional information or clarification of information provided in the response without changing the terms of the RFQ.
- 5.14.8 Certificate of Authority. The respondent must furnish with its response a "Certificate of Authority" signed by the Chief Executive Officer or managing partner of the company or organization. The certificate must list the specific officers who are authorized to execute agreements on the company's behalf.
- 5.14.9 Public Records. All documents and other records in the custody of or under the control of the City are subject to the Florida Public Records Act and other applicable laws. Where specifically authorized by Florida law the City may elect, at its sole and absolute discretion, to withhold documents from public disclosure for any period of time permitted by applicable law. When authorized by Florida law Respondent/Proposers may identify certain documents as "confidential." The City will only treat documents so marked as confidential if the City determines, in its sole and absolute discretion, that the documents marked "confidential" are confidential and protected from disclosure to the public under Florida law. The City makes no representations or warranties regarding the confidential handling of any identified documents, and the City cannot guarantee that any so identified documents will not be released under the Florida Public Records Act. All Respondent/Proposers hereby release and agree to defend, indemnify and hold harmless the City from any cost, fee, expense or liability, including but not limited to attorney's fees in any action brought with respect to the disclosure of documents pursuant to the Florida Public Records Act, even though such documents may have been marked confidential by the Respondent/Proposer.

Section 6 Scope of Project

- 6.1 Offering. The City of Plant City (the City) through its CRA, is offering a well located site in the City's downtown area for development. This site is available for development by firms or individuals who will be invited to submit more detailed proposals following this initial RFQ. It is expected a shortlist of these firms will be prepared by CRA staff and its consultants and only those responding to this RFQ will be asked to participate further. Specific design solutions for the property, content to be included in the development agreement, as well as price and terms for implementation will be requested of only the short-listed proposers as part of the Phase 2 Request for Proposals.

It is the desire of the CRA that any development proposed for the sites will be consistent with the *CRA Redevelopment Plan* and the *Midtown Redevelopment Vision Plan*. Both documents are available for viewing on the City's website. The various land uses identified for the site include, retail, restaurant, office, and residential. A mixed use residential development with strong pedestrian scale and urban design characteristics has been identified as preferred goals. Additional goals include revitalization within the broader downtown area, promotion of pedestrian traffic and activity use throughout the day and evenings, as well as enhanced linkages to and compatible development with the commercial core. Further goals include development concepts that respect Plant City's historic designation and projects that provide housing in the Central Business District.

Public support and ownership of the site will allow the opportunity for substantial creativity and expedited implementation. **The RFQ submission should provide examples of innovative and creative developments which the members of the team have advised/designed/developed.**

- 6.2 Ownership of Property. The property associated with this offering is owned by the CRA. There may be other adjacent property, privately owned and controlled, that could be considered as part of development options. The CRA cannot commit such private property but will be supportive to the extent appropriate to facilitate further public-private partnering.
- 6.3 Financial and Other Support. The CRA, in order to achieve its stated goals for the development of the subject property, may consider offering developers incentives such as tax increment rebates, impact fee credits, parking, regulatory approvals, for development of the subject property. These potential incentives will be addressed in the RFP part of the process.
- 6.4 Development Overview. Though not required as part of the RFQ submission, respondents will ultimately be encouraged to exercise creativity in defining a concept that satisfies the vision of the CRA Redevelopment Plan, the Midtown Redevelopment Vision Plan, applicable zoning or entitlements, and sound real estate development practices. This vision anticipates a mix of uses that includes retail, restaurant, office, and residential (both renter and owner product) as well as hospitality and entertainment opportunities.
- 6.5 Midtown Community Redevelopment Area. The Midtown Area (see Map #1) is located within a larger Community Redevelopment Area. In 1981, the City Commission of the City of Plant City, Florida ("City Commission") established the

Community Redevelopment Agency of the City of Plant City, in accordance with the Community Redevelopment Act of 1969. On December 27, 1984, the City Commission designated the Community Redevelopment Area and created and provided for the funding of a Community Redevelopment Trust Fund. The boundaries of the Community Redevelopment Area have been changed from time to time by the City Commission, most recently in 2009.

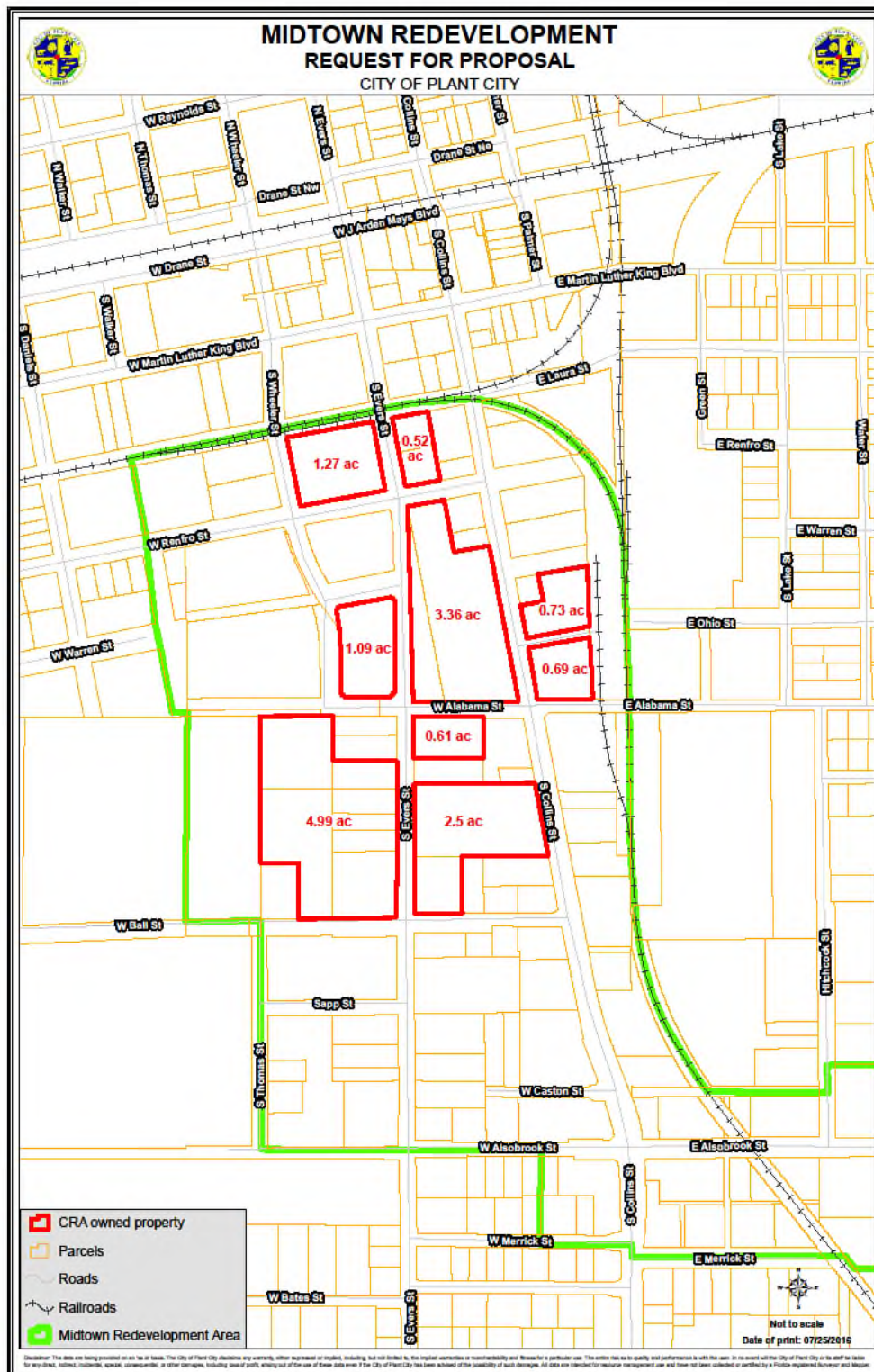
In November, 1984, the City Commission declared itself as the Community Redevelopment Agency and the City Commission currently serves as the governing body of the CRA.

The CRA plan provides that the Community Redevelopment Plan shall continue until determined complete or otherwise discontinued by the Community Redevelopment Agency. All redevelopment financed by increment revenues as provided in the Plan shall be completed no later than September 25, 2035. Because properties located within the Midtown District are within the Community Redevelopment Area, the CRA will need to comply with Section 163.380, Florida Statutes prior to the disposition of the properties.

- 6.6 Project Location. The CRA Midtown District is adjacent to the traditional Central Business District (CBD) and supporting residential neighborhoods of Plant City, and consists of approximately eighty-four (84) acres. The publicly-owned CRA property included in this solicitation consists of approximately 15.76 acres (see Map #1).

The City of Plant City is in Hillsborough County, within the Tampa metro area, one of the fastest growing counties in the country. Plant City is located in Hillsborough County, proximate to both Tampa and Lakeland. With easy access to Interstate 4, Tampa is about a thirty minute drive to the west and Orlando is approximately an hour drive to the north and east. Other major arterials providing access to Plant City include US 92, and State Roads (SR) 39, 60 and 574.

The redevelopment of the subject sites should leverage both the inherent land value as well as the economic potential of the site within this CBD. Present land uses in Plant City's downtown range from commercial office, retail, restaurant, residential uses of varying densities, and concentrations of institutional and government operations. Respondents should become familiar with recent revitalization efforts and history of downtown Plant City.



Map #1

- 6.7 Zoning and Land Use. The property within the Midtown District that is located North of Ball Street and 622 South Collins Street ("Phase I") has a zoning classification of MTD Midtown District. The District regulations of the Midtown District are contained in Division 20, Article IV of Chapter 102, Plant City Code, which provides for the development regulations and standards of property within the District. A copy of Division 20 is available online at www.plantcitygov.com and www.municode.com.

Although Division 20 spells out specific regulations and standards, it should be noted that there is flexibility if the developer is unable to strictly comply with one or more of the development standards. Section 102-859, Plant City Code provides for an Alternative Midtown Design. The land use of the property within Phase I has a land use category of commercial.

The current zoning classification(s) allows a variety of uses with very specific criteria. Based on the ultimate approved development program, the City may consider variances to accommodate the development. **The City will be a cooperative partner in pursuing any permits or approvals that may be required to expedite the selected development plan.**

- 6.8 Impact fees. The City has adopted Fire Protection, Law Enforcement, Transportation Mobility Fees, Parks and Recreation and Library Impact fees, which are contained in Chapter 86, Plant City Code. In Article IV, Chapter 74, the City has adopted Development Charges for Water and Sewer System. The City also collects School Impact Fees imposed by Hillsborough County.
- 6.9 Water and Sewer. Development of the properties will require connection to City water and sewer facilities. Water and sewer is available within the Midtown area. A copy of a map showing the location of water and sewer utilities is available online at www.plantcitygov.com.
- 6.10 Stormwater. The City of Plant City retained Applied Sciences to secure a Conceptual Permit from Southwest Florida Water Management District (SWFWMD) for the redevelopment of the Midtown area pursuant to Rule 62-330.055, F.A.C. A copy of the Conceptual Permit is available online at www.plantcitygov.com.

The Conceptual Permit encompasses approximately 90 acres and contributes drainage to the Eastside and Westside canals. The Midtown Redevelopment Area includes drainage permits of the Wheeler Street realignment and Warren Street Ditch improvements (ERP #44034914.000).

A Conceptual Environmental Resource Permit (49020053.002) was issued in 2011 for a master stormwater plan that allowed for redevelopment of the existing impervious areas. That conceptual permit was good for five years or until associated improvements were actually permitted and built, whichever came first. The City requested the replacement of that permit with a Statewide Environmental Resource Permit (SWERP) Urban Infill and Redevelopment Conceptual Permit, in accordance with a 2013 revision in Section 373.4131(1)(b), Florida Statutes, and Rule 62-330.055 F.A.C.

Conversion to the SWERP Conceptual Permit is meant to provide assurances to the City that the predevelopment discharge rates and volumes at the time of the permit issuance will be locked in for the 20 year permit duration, with an option for the City to renew the Conceptual Permit after the 20 year duration has expired.

The permit issued in 2011 established the predevelopment "water quality" annual loadings and itemized the information by individual parcel. The loadings were based on the existing impervious, pervious, and compacted gravel areas in the basin which were made part of the permit. The 2011 permit also demonstrated a net improvement to pollutant loads created by the proposed project. It included documentation of surplus treatment credits obtained through reduced pollutant loads created by Pond A and Grant/Hunter Pond. No credits were established with the 2011 permit for "water quantity" and volume analogous to the "water quality" banked.

SWFWMD issued a statement of completion and intent to issue the permit on December 19, 2014. The new Conceptual Permit obtained under Rule 62-330.055 F.A.C. documents the peak discharge rates and volumes from the existing conditions, and banks them along with the previously established water quality credits for a period of 20 years for use by the City. This permit re-establishes the "banked credit" system in compliance with Rule 62-330.055 F.A.C. Therefore, future projects wishing to use the credits will be able to commence construction after obtaining a General Permit under Rule 62-330.450 F.A.C.

Notice of Agency Action regarding SWFWMD's Final Agency Action regarding the City's permit was published in the Tampa Tribune on May 22, 2015. No petitions for administrative hearings were filed within the 21 day deadline.

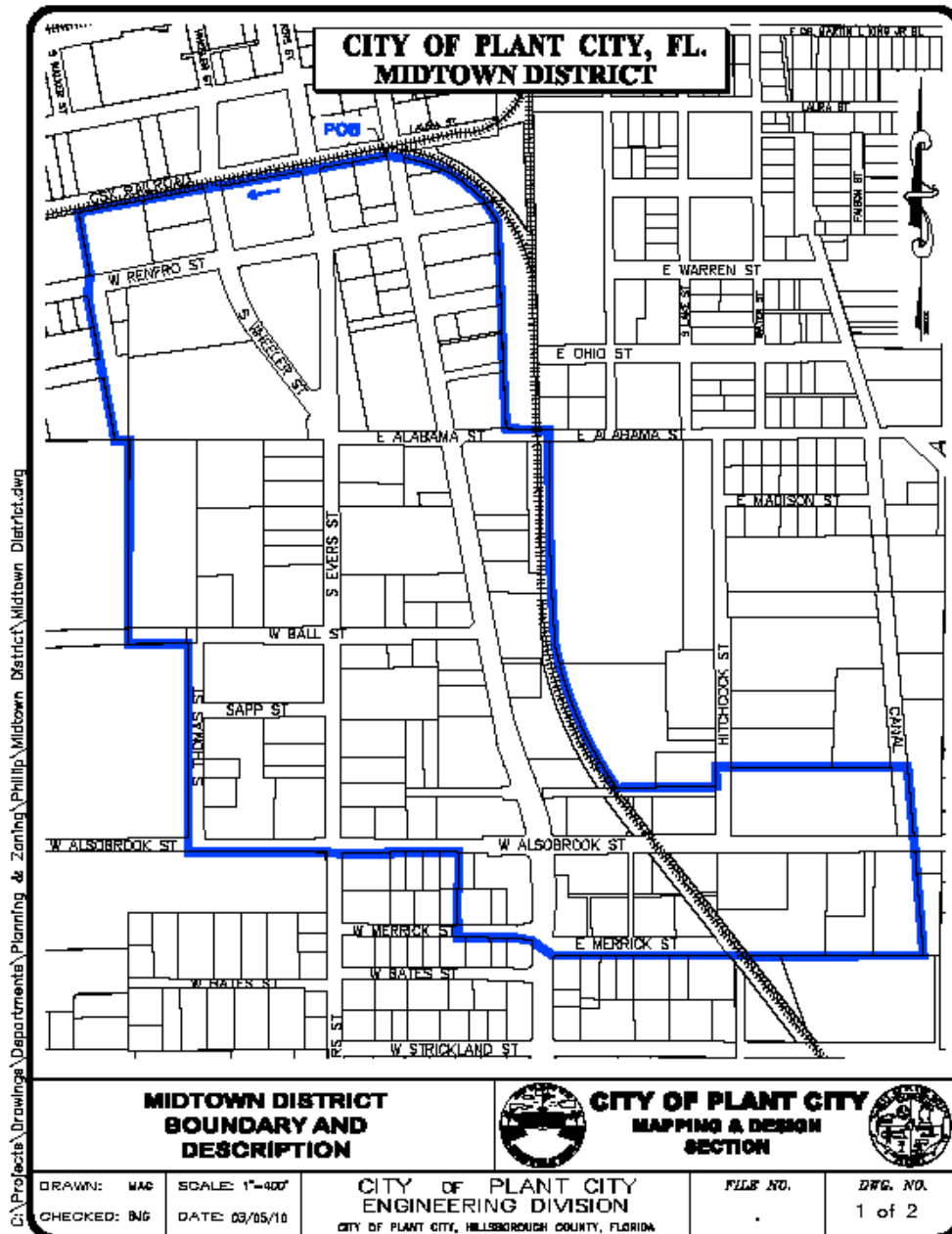
- 6.11 Environmental status. The extensive planning for the redevelopment of the Midtown District has included designation of the area as a "Brownfield area" under the Florida program. In accordance with Section 376.78, et. seq., Florida Statutes, the City Commission adopted Resolution No. 210-2010 on November 22, 2010 designating the Midtown Brownfield Area, for the purpose of environmental site rehabilitation and economic redevelopment. The map of the designated Brownfield area of the Midtown District is depicted on Map #2. As a result of the designation and in connection with on-going site rehabilitation agreements, there are a number of significant benefits available to the developer and the end-users as well as liability protections. For example:
 - 6.11.1 The Florida Brownfields Redevelopment Bonus Refund provides a significant incentive for businesses to locate in Brownfield areas. End users such as tenants on the property may be eligible to receive a tax refund equal to 20 percent of the average annual wage of the new jobs created in a brownfield area up to a maximum of \$2,500 per new job created.
 - 6.11.2 Florida Brownfields legislation provides limitations on liability for successor owners and for lenders involved in Brownfields site rehabilitation procedures are followed.
 - 6.11.3 Brownfield status is of assistance in gaining the much sought-after certification

under the Leadership in Energy and Environmental Design or “LEED” program which is one of the most popular green building certification programs used worldwide.

Like all downtown areas, the Midtown District was home to several small businesses in the past, resulting in environmental effects including several petroleum sites and a former fertilizer store. Three sites are the subject of Brownfield Site Rehabilitation Agreements (“BSRA’s”) in cooperation with the Hillsborough County Environment Protection Commission. These are the Gro-Mor, Hydraulic Hose and Stock Lumber sites. One petroleum site has achieved “no further action” closure in the form of a “Site Rehabilitation Completion Order” (“SRCO”) issued April 7, 2014. The Hydraulic Hose site was issued a SRCO on September 19, 2016. On the remaining Gro-Mor and Stock Lumber site, soil issues on the sites have been resolved and the SRCO is expected in the next few months. As set forth in Section 5.13g above, an Environmental Review/Status Summary of Findings with supporting documents and reports for the CRA owned property as depicted on Map #1 are available for review and the environmental technical and legal team is available to discuss the site histories and resolutions.

On January 19, 2012, the CRA also entered to a \$200,000 loan agreement with Hillsborough County, which was used for the rehabilitation of the Gro-Mor site and a \$200,000 loan agreement with Hillsborough County, which was used for the rehabilitation of the Stock Lumber Site. These loans are to be paid back to Hillsborough County upon the sale of the properties. The loan agreements are available online at www.plantcitygov.com.

- 6.12 Market Overview. In April, 2015, a Preliminary Opportunities Assessment for the specific Midtown properties was completed by GAI Consultants, indicating a support for predominately residential uses with some supporting retail. Both rental and ownership product were identified. A copy of the market study is available on line at www.plantcitygov.com.



Map #2

Section 7 - Required Forms

THE FOLLOWING SECTION MUST BE COMPLETED BY ALL PROPOSERS:

Proposer Name: _____

NOTE: PROPOSER NAME MUST MATCH LEGAL NAME ASSIGNED TO TIN NUMBER. CURRENT W9 MUST BE SUBMITTED WITH BID/PROPOSAL.

TIN#: _____ D-U-N-S® # _____

(Street No. or P.O. Box Number) (Street Name) (City)

(County) (State) (Zip Code)

Contact Person: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

EMERGENCY CONTACT

Emergency Contact Person: _____

Telephone Number: _____ Cell Phone Number: _____

ACKNOWLEDGEMENT OF ADDENDA

The Proposer shall acknowledge receipt of any addenda issued to this solicitation by completing the blocks below or by completion of the applicable information on the addendum and returning it not later than the date and time for receipt of the bid. Failure to acknowledge an addendum that has a material impact on this solicitation may negatively impact the responsiveness of your bid. Material impacts include but are not limited to changes to specifications, scope of work, delivery time, performance period, quantities, bonds, letters of credit, insurance, or qualifications.

Addendum No. _____, Date _____ Addendum No. _____, Date _____

Addendum No. _____, Date _____ Addendum No. _____, Date _____

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Submittal, or Contract No. _____
for _____
[print name of the public entity]

2. This sworn statement is submitted by _____
[print individual's name and title]
for _____
[print name of entity submitting sworn statement]

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

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

3. I understand that a "public entity crime" as defined in Paragraph 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 in Florida or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Submittal or contract for goods or services to be provided to any public entity or an agency or political subdivision involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

4. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or a 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 of information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

- a. Predecessor or successor of a person 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 who has been convicted of a public entity crime.
- c. 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.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Check the statement that applies.]

_____Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the Proposer or Vendor (Proposer) nor any affiliate of the Proposer or Vendor (Proposer) has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies).

_____There has been a proceeding 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. [Attach a copy of the final order]

_____The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a 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).

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

[Signature] [Date]

STATE OF FLORIDA _____ COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, who, after first _____

_____being sworn by me, affixed his/her signature in the space
[Name]

provided above on this day of _____, 20____.

Notary Public My commission expires _____

Attachment A:

Understanding of RFQ Procedures, Terms and Conditions

(To be returned with qualifications submission)

**Invitation to Submit Qualifications
City of Plant City, Florida
RFQ 17-001CM-CM Midtown District Development**

I acknowledge I have read and understand all procedures and requirements of the above referenced RFQ and have complied fully with the general terms and conditions outlined in the RFQ.

Development Team: _____

Representative's Signature: _____

Representative's Printed Name: _____

Date: _____