

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

Agenda item is more than 50 pages;  
may be viewed in Administration.

AGENDA ITEM SUMMARY

Meeting Date: March 13, 2007

[ ] Consent [X] Regular  
[ ] Workshop [ ] Public Hearing

Department:

Submitted By: Department of Airports

Submitted For:

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) approve the Request for Proposal (RFP) for Lantana Commercial Land Development including the Development Site Lease Agreement (Lease) to develop 19.11 acres of property located on Palm Beach County Park Airport (Lantana Airport).

B) authorize Staff to modify the RFP and/or the Lease based on the public pre-proposal conference and negotiations with the selected proposer.

**Summary:** Staff recommends an RFP process to select the most qualified developer to lease 19.11 acres of property on Lantana Airport. The Department of Airport's Master Plan has identified the parcel to be used for commercial development. On December 13, 2006 the Aviation and Airports Advisory Board (AAAB) approved a motion to proceed with the RFP. Development must comply with all zoning regulations. The Lease prohibits residential use, pawn shops, religious institutions, adult entertainment of any nature and certain educational facilities.

The Department of Airports will conduct a public, mandatory pre-proposal meeting to answer questions pertaining to the RFP. Based on Proposers input, Staff may modify the RFP and/or Lease to insure competition. All attendees will be formally noticed of any changes. The BCC and County Administrator will be notified by letter of any significant changes.  
(Summary Continued on Page 3)

**Background and Justification:** Staff has been preparing the parcel for commercial development by addressing drainage and traffic issue to give potential developers an understanding of the site. An appraisal of the property in February of 2006 valued the parcel at \$10,000,000, which under FAA guidelines will generate \$1,000,000 per year in lease payments to the County.

On September 18, 2006 twenty nine (29) interested firms attended a Request for Interest meeting at the Department regarding development of the parcel.

**Attachments:**

1. Request For Proposal including Development Site Lease Agreement

Recommended By: \_\_\_\_\_

Department Director

2/16/07  
Date

Approved By: \_\_\_\_\_

County Administrator

3/19/07  
Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2004	2005	2006	2007	2008
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues (Grants)	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	=====	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Budget Account No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_  
 Reporting Category \_\_\_\_\_

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

This item carries no fiscal impact.

C. Departmental Fiscal Review: \_\_\_\_\_

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Development and Control Comments:

OFMB *[Signature]* 3/7/07  
*atn 3/7/07* *03/07/07* *CN 03/07/07*

*[Signature]* 3/8/07  
 Contract Dev. and Control  
*3/8/07*

### B. Legal Sufficiency:

*[Signature]* 3/9/07  
 Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
 Department Director

REVISED 9/03  
 ADM FORM 01

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

**(Summary Cont'd)**

To qualify, a proposer must have experience (within the last 5 years) in the development and leasing of one or more commercial/retail properties consisting of not less than a total of 500,000 square feet.

Based on written proposals and oral presentations, a Selection Committee will evaluate and rank the proposals based on predetermined criteria listed in the RFP: monetary rent payment to the County, development experience and project approach. The five member Selection Committee is anticipated to be two County representatives, two AAAB members, and a representative from the City of Atlantis. The Lease will be returned to the BCC for final review and approval. Any significant changes to the process or Lease will be highlighted for the BCC Review. The final Lease is also subject to review and approval by the FAA.

Staff has established \$1,000,000 per year as the minimum rent based on independent appraisal and Federal Aviation Administration guidelines. Rent proposals exceeding the minimum will be given extra consideration in the selection scoring. The Department is currently re-appraising the property which may alter this minimum. Rent shall be escalated throughout the life of the agreement using a combination of fixed increases, CPI increases and re-appraisals. Lease term will be limited to a maximum of 75 years. **Countywide (LMB)**