

Add-on  
Agenda Item #:

56-1

10:30 time certain

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: November 17, 2009

Consent  Regular  
 Ordinance  Public Hearing

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

**Motion and Title:** Staff Requests Board Direction on the minimum requirements of the Request for Proposal (RFP) for the disposal of certain real estate interests on the Wedge property within the West Palm Beach Transit Oriented Development (TOD).

**Summary:** On October 20, 2009, Staff provided the Board with an update on the development of the RFP for the Wedge. That update indicated that an RFP would be ready for advertisement on December 6 and 13, 2009, contingent upon the pending traffic model progressing in a manner which did not require policy discussions by the Board or City Council. As of November 1, 2009, the preliminary traffic model did not reveal any such issues and Staff is proceeding with the development of the RFP. In order to complete the RFP preparation, Staff now requires Board direction on two specific issues; 1) the incorporation of a requirement for workforce and/or affordable housing, and 2) the weighting of selection criteria. Staff will also provide preliminary information on the key proposal requirements. (Admin) Countywide (HF)

**Background & Policy Issues:** See attached memorandum dated November 10, 2009.

**Attachments:**

Memo from Audrey Wolf dated November 10, 2009

Recommended by: Pat Army Wolf 11/11/09  
Department Director Date

Approved by: [Signature] 11-16-09  
County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

<b>Fiscal Years</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Capital Expenditures	\$ 0	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match (County)	0				
 NET FISCAL IMPACT	 \$ 0				
 # ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget? Yes \_\_\_ No \_\_\_  
 Budget Account No: Fund Dept. Unit Object

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

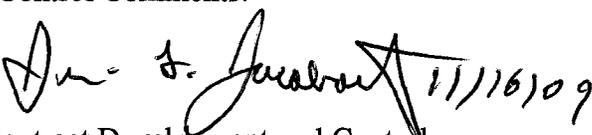
\* No fiscal impact

**C. Departmental Fiscal Review**

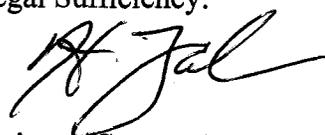
**III. REVIEW COMMENTS:**

**A. OFMB Budget and/or Contract Development and Control Comments:**

  
 OFMB Budget 11/13/09

  
 Contract Development and Control 11/16/09

**B. Legal Sufficiency:**

  
 Assistant County Attorney 11/16/09

**C. Other Department Review:**

**This summary is not to be used as a basis for payment.**



**MEMORANDUM**

**Facilities Development &  
Operations Department**  
2633 Vista Parkway  
West Palm Beach, FL 33411-5603  
(561) 233-0200  
FAX: (561) 233-0206  
www.pbcgov.com/fdo

**TO:** Jeff Koons, Chairman, and  
Members of the Board of County Commissioners

**FROM:** Audrey Wolf, Director *Audrey Wolf*  
Facilities Development and Operations Department

**DATE:** November 10, 2009

**RE:** West Palm Beach Transit Oriented Development  
(TOD) – Wedge Property  
Major Elements of Request For Proposal (RFP)

**Palm Beach County  
Board of County  
Commissioners**

Jeff Koons, Chairman

Burt Aaronson, Vice Chairman

Karen T. Marcus

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

Priscilla A. Taylor

**County Administrator**

Robert Weisman



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Attached for your review is a summary of the major elements of the RFP for the Wedge Property.

The RFP will offer development interests in the Wedge, which consists of +/-2.0 acres of buildable land area and an additional +/-3.7 acres of air rights above the Intermodal Transit Center. Respondents will be given the option to purchase and/or lease the property.

At this time there are two (2) particular issues which require the attention of the Board for purposes of finalizing the preparation of the RFP. The first issue pertains to a workforce and/or affordable housing requirement. The second issue concerns the weighting of the Selection Criteria. The recommendations of FD&O staff on these issues are reflected in the attached summary.

Staff intends to discuss the individual RFP elements that are indicated in the attachment in more detail at the Board meeting.

cc: Bob Weisman, County Administrator  
Ross C. Hering, Director, Property & Real Estate Management  
Eric McClellan, FDO Sr. Planner  
Verdenia Baker, Deputy County Administrator  
Chuck Cohen, Director PalmTran  
George Webb, County Engineer

ALW/RCH/bw  
Attachment

WEST PALM BEACH TOD  
MAJOR ELEMENTS OF RFP

MINIMUM REQUIREMENTS

- Comply with all requirements and restrictions related to grant/partner funding and interlocal agreements, approvals and permits.
- Dedicate a minimum of 250 parking spaces for SFRTA/Tri-Rail
- Ensure the uninterrupted operation of the Intermodal Transit Center at all times during development of the property
- Require accommodation of workforce and/or affordable housing units
  - o **Staff recommends** requiring a minimum of 30 workforce and/or affordable housing units (15% of 200 units identified in the charette for the Wedge), including the option to make an in-lieu cash payment of not less than \$81,500 per unit. Payment would contribute to the construction of workforce and/or affordable housing elsewhere within the TOD. No option allowing for the off-site provision of workforce and/or affordable housing beyond the geographic limits of the TOD is recommended. **Staff requires direction** on whether the requirement should be for affordable and/or workforce units.

SELECTION CRITERIA

**Staff recommends:**

- Proposed use(s) and; 1) operational compatibility with the Intermodal Transit Center and 2) support/springboard for development of remainder of the TOD **(20 points)**
- Mass transit ridership potential **(20 points)**
- Price/Revenue to mass transit service providers **(20 points)**
- Respondent qualifications **(20 points)**
- Tri-Rail parking accommodations **(15 points)**
- Contingencies to closing **(5 points)**

SELECTION COMMITTEE

- Palm Beach County (3) (Palm Tran (1), Engineering (1), FD&O (1))
- City of West Palm Beach (1)
- City of West Palm Beach Community Redevelopment Agency (CRA) (1)
- Treasure Coast Regional Planning Council (TCRPC) (1)
- South Florida Regional Transit Authority (SFRTA/Tri-Rail) (1)
- Florida Department of Transportation (FDOT) (1)

Total Committee Representatives: 8

## PROPOSAL REQUIREMENTS

- PROPOSAL BOND: Supply a proposal bond or letter of credit in an amount not less than \$100,000.
- CONCEPTUAL DESIGN: Comprehensively describe and illustrate the development concept.
- TRAFFIC NETWORK AND PROJECT CIRCULATION STUDIES: Prepare studies describing the impact of the project on the local roadways and document provisions that will be made for the circulation of transit riders, pedestrians, bikers, and vehicles through the project site and connecting to the remainder of the TOD.
- DEVELOPMENT SCHEDULE: Provide a schedule for the completion and occupancy of the project.
- FEASIBILITY AND MARKET ANALYSIS: Provide a feasibility and market analysis to support project viability.
- IMPACT ANALYSIS: Provide documentation evidencing the transportation and environmental impacts of the proposed project.
- QUALIFICATIONS: Document relevant experience(s)/qualifications of Respondents and project consultant team members.
- PARKING: Graphically illustrate the total number of parking spaces, including allocation to Tri-Rail. Address any capital contribution required of Tri-Rail. Provide an operational plan for structured parking.
- FINANCING: Provide a financial plan, including letters of intent or other commitment letters and other relevant documentation to demonstrate financial capability to develop project.
- CONTINGENCIES: Identify any contingencies attached to the obligation of the selected Respondent to move forward with the project.
- BONDING: Supply performance bond for developer's performance pursuant to the agreement. Supply performance and guaranty bonds in the amount equal to 100% of construction costs.

## PROCESS

### Staff estimates:

- |   |                               |
|---|-------------------------------|
| - Advertisement of RFP                          | - December 6 and 13, 2009     |
| - Time to submit proposals                      | - 3 months (mid March, 2010)  |
| - Selection Committee review and recommendation | - 1 month (mid April, 2010)   |
| - BCC review and approval                       | - 1 month (mid May, 2010)     |
| - Contract negotiations                         | - 3 months (~August 20, 2010) |