



Town of Eatonville
Community Redevelopment Agency
370 E. Kennedy Blvd
Eatonville, FL 32751
407-960-1361
support@eatonvillecra.org
www.eatonvillecra.org

PROPOSAL NO: 001-21

DATE: January 8, 2021

DESCRIPTION – Redevelopment Opportunity in Historic Town of Eatonville

PROPOSAL EVALUATION PERIOD – Up to Sixty (60) Days

PROPOSAL SUBMITTAL – Sealed proposals shall be delivered to the CRA by mail or by hand to, 370 E. Kennedy Blvd, Eatonville, Florida 32751, up until the advertised date and time below. It is the respondent's sole responsibility to assure that his/her proposal is complete and delivered at the proper time and place.

Any proposals received after the advertised date and time of proposal opening will not be considered.

Proposals shall be presented in a sealed envelope and identified with the following information on the outside of the envelope:

CRA RFP NO. –	<u>#001-21</u>
OPENING DATE AND TIME –	<u>February 8, 2021 @ 3:00 pm</u>
RFP HEADING –	<u>Redevelopment Opportunity</u>

A non-mandatory open house will be held at 10:00 am on Monday, January 25, 2021 in the CRA Conference Room, located 370 E. Kennedy Blvd, Eatonville, FL 32751.

PROPOSAL OPENING – Proposals will be opened in the Town of Eatonville CRA Conference Room, and read aloud shortly thereafter. All respondents and the general public are encouraged to attend the Bid opening.

PROPOSAL WITHDRAWAL – Proposals may be withdrawn or modified up to the advertised date and time of opening. Withdrawal requests shall be in writing, The Town of Eatonville CRA reserves the right to require proper identification of any party making such a request. No proposal may be withdrawn subsequent to proposal opening.

EXECUTION OF PROPOSAL – Each proposal shall contain a manual signature of an authorized representative in the space(s) provided. All information shall be legible and either



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written in ink or typed. All corrections (additions or erasures) made by the respondent to any entry shall be dated and initialed in ink.

PROPOSAL ADDENDA – All changes in connection with this bid will be issued by the Town of Eatonville CRA in the form of a written addendum. Signed acknowledgement of receipt of each addendum shall be submitted with the proposal.

CONDITIONAL PROPOSALS – The Town of Eatonville CRA reserves the right to reject proposals containing any additional terms and conditions not specifically requested in the proposal solicitation.

ACCURACY OF PROPOSAL - Proposals are read aloud and made a part of the public record of the Town of Eatonville CRA. Therefore, it is necessary that information presented is accurate. Should there be a discrepancy between the unit price and an extended total, the unit price shall prevail.

CLARIFICATION/CORRECTION OF PROPOSAL – The Town of Eatonville CRA reserves the right to allow for the clarification of questionable entries and for the correction of obvious mistakes.

EEO STATEMENT – The Town of Eatonville CRA is committed to assuring equal opportunity in the award of contracts and believes in equal opportunity practices which conform to both the spirit and the letter of all laws prohibiting discrimination because of race, religion, color, sex, age, national origin or handicap.

PUBLIC ENTITY CRIMES – A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute, Section 287.017, for Category Two for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

INTEREST OF TOWN OF EATONVILLE CRA AND OTHER OFFICIALS – No member, officer or employee of the Town of Eatonville CRA, or its delegates or agents, no member of the



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governing body of the Town of Eatonville CRA or any public official who exercises any functions or responsibilities in the Town of Eatonville CRA or in the locality of this project, shall have any interest, direct or indirect, in any sale or contract or subcontract, or the proceeds thereof, during his/her tenure and for one year thereafter for work to be performed under this contract. The successful respondent shall include the above provisions in every subcontract so that these provisions shall be binding upon each subcontract.

AWARD – This proposal may be awarded in part or in whole as best serves the interest of the Town of Eatonville CRA and the Town of Eatonville. All awards made as a result of this proposal shall conform to all applicable ordinances of the Town of Eatonville CRA.

RESERVATION – The Town of Eatonville CRA reserves the right to accept any proposal, which in its opinion best serves the Town of Eatonville CRA, and/or to reject any or all proposals or any part thereof, to make awards by individual items, groups of items, or a combination thereof, or to waive technicalities or informalities in proposals received.

Questions regarding the specifications should be directed to the Town of Eatonville CRA Executive Director, Michael Johnson @ 407-960-1361 or e-mailed to support@eatonvillecra.org

General Process

The Town of Eatonville CRA will form a review team to evaluate proposals and rank proposals based on 100 total points. Proposals should include the following information:

1. Proposed Project – 50 possible points

Responses should include information on the proposed project, including but not limited to:

- A project narrative describing the overall development project
- Basic visuals outlining the proposed project
- Market insights that have guided the formation of the proposed project
- Consistency with the CRA Plan, Comprehensive Plan, and other City Land Development Regulations (C-3 Zoning)



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- Proposals including a Professional Office and/or Chain Restaurant component will be given preference.

2. Project Financials & Timing – 25 possible points

Responses should include a project financial plan and timeline, including but not limited to:

- Preliminary description and estimates of project funding sources
- Preliminary estimates on project costs
- Preliminary post construction operating pro-forma
- Preliminary project timeline
- Proposed purchase price for the property
- Requested City assistance and incentives

3. Development Team – 25 possible points

Responses should include information on the development team, including but not limited to:

- Bios, qualifications, and roles of key development team members
- Examples of other projects completed by project entities and team members

Parcel Information

Both parcels are being sold together as one transaction and all respondents proposals must anticipate the development as one project consisting of both parcels.

Property Address: 443 W. Kennedy Blvd & 447 W. Kennedy Blvd

Zoning Classification: C-3

Water & Sewer Available: Yes

Impact Fees: See Town of Eatonville Permitting Department