

MIAMI BEACH
Request for Proposals (RFP)
2025-218-ND
Construction, Management, and Operation of
Padel Facility on Surface Parking Lot

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SECTION 0100**INSTRUCTIONS TO PROPOSERS**

1. GENERAL. This Request for Proposals (RFP) is issued by the City of Miami Beach, Florida (the "City") to invite interested parties (prospective proposers) to submit proposals, for the City's consideration, to evaluate proposer qualifications, concept(s), proposed scopes of service(s), and financial proposals to select a firm with whom it may negotiate an agreement(s) for the purpose noted herein. All documents released in connection with this solicitation, including all appendixes and addenda, whether included herein or released under separate cover, comprise the solicitation and are complementary to one another and together establish the complete terms, conditions, and obligations of the Proposers and, subsequently, the successful Proposer(s) (the "contractor[s]") if this RFP results in an award.

The City utilizes Bidnet Direct ([Government Bids Opportunities and RFP | BidNet Direct](#)) for automatic notification of competitive solicitation opportunities and document fulfillment, including the issuance of any addendum to this RFP. Any prospective Proposer who has received this RFP by any means other than through Bidnet Direct must register immediately with Bidnet Direct to ensure it receives any addendum issued to this RFP. Failure to receive an addendum may result in disqualification of the proposal submitted.

2. BACKGROUND AND PURPOSE. The City of Miami Beach offers a vibrant environment for a wide variety of recreational and leisure activities. With over 40 parks facilities, seven (7) miles of beachfront and Beachwalk, residents and visitors enjoy many options for sports, health, and wellness. Between playgrounds, tennis courts, bike trails, golf courses, an ice-skating rink, bowling alley, beach and waterway activities, and public art, there are numerous opportunities for residents and visitors to be active, engage with others, and build community.

The City is interested in augmenting its recreation, leisure, and lifestyle amenities to include a public padel facility. Padel, a fast-growing racquet sport described as a mix of tennis and squash, has become increasingly popular worldwide, particularly in urban areas. Given the existing recreational offerings in the city, Padel offers a unique opportunity to attract new residents, tourists, and visitors to Miami Beach. Lincoln Lane, located near the renowned Lincoln Road Mall and commercial district, has the potential for redevelopment and enhancement, including activations to attract and engage residents, employees, and visitors. The City owns and operates a few surface parking lots adjacent to Lincoln Lane including parking lots P26 and P27 (see Figure 1), which the City believes may be attractive locations for a padel facility.

The addition of a world-class padel facility on one of these Lincoln Lane surface lots could activate an underutilized space, improve its aesthetic appeal, and generate positive recreational and economic activity in the area. Such a facility is intended to create a dynamic recreational environment and highlight the surrounding businesses, thus supporting the local economy and promoting tourism. The proposed padel facility would serve as an innovative and attractive addition to the City's offerings, encouraging residents, employees, and visitors to engage in healthy outdoor activities while spending meaningful time in the area.

The City seeks to activate the area with a padel facility and intends to select a suitable partner to negotiate with for a short-term lease and development agreement for the construction, management, and operation of a padel facility on a portion of P26 or P27.

Continued on the following page.

Figure 1 – Location Map for Parking Lots P26 and P27



The Premises:

Pursuant to this RFP, the City seeks to enter into an agreement for the construction, management, and operation of one (1) padel facility at either of two (2) parking lots, P26 (Lincoln Lane North and Michigan Avenue) or P27 (Lincoln Lane North & Meridian Avenue).

| P26 - Lincoln Lane North & Michigan Ave | |
|---|--|
| Parking Spaces | 105 |
| Total Size | 48,863 SF (1.12 acres) |
| Folios | 02-3234-004-0820 02-3234-004-0830 02-3234-004-0840 02-3234-004-0730 02-3234-004-0720 02-3234-004-0710 |

| P27 - Lincoln Lane North & Meridian Avenue | |
|--|--|
| Parking Spaces | 150 |
| Total Size | 60,202 SF (1.38 acres) |
| Folios | 02-3234-007-0630 02-3234-007-0640 02-3234-007-0650 02-3234-007-0660 02-3234-007-0670 02-3234-007-0570 02-3234-007-0560 |

Lease Term:

The Term, including any renewals, shall be a minimum of five (5) years but less than ten (10) years. No sub-leases of the Premises shall be permitted.

Proposal Options:

A portion of surface parking lots P26 (Lincoln Lane North & Michigan Avenue) or P27 (Lincoln Lane North & Meridian Avenue) may be utilized for the construction of a padel facility. Up to 20,000 sf (approximately 40%) of the available square footage at P26 and up to 25,000 sf (approximately 41%) of the available square footage at P27 may be utilized for the construction, management, and operation of the proposed padel facility. Proposals may be submitted for multiple parking lots and for multiple lease periods. Up to four (4) proposal options may be submitted by a single Proposer, Option A, Option B, Option C, and/or Option D as shown below.

Option A: P26 with a five (5)-year lease

Option B: P26 with less than ten (10)-year lease

Option C: P27 with a five (5)-year lease

Option D: P27 with less than ten (10)-year lease

Interested Parties. Interested parties are invited to submit proposals in accordance with Section 0300. A Pre-proposal conference will be held in accordance with Section 0100, Sub-sections 6 and 7.

Proposers may submit proposals for different options, provided that the Proposer submits a separate proposal for each option the Bidder is interested in pursuing. For example, Proposer A wishes to submit a development proposal for P26 with a five (5)-year lease and a proposal for P26 with less than ten (10)-year lease. In this case, Proposer A must submit two proposals – one proposal for P26 with a five (5)-year lease and a separate and distinct proposal for P26 with less than ten (10)-year lease. Proposals will be evaluated in accordance with the criteria established in Section 0400.

Parking Operations and Utilization:

The City currently manages parking operations, management, and enforcement for the Lincoln Lane parking facilities. Surface parking lot P26 consists of 105 parking spaces and P27 consists of 150 parking spaces. Each surface parking lot has a utilization rate of over 85%.

Parking Revenue Trend by Fiscal Year (FY):

| P26 - Lincoln Lane North & Michigan Ave | |
|---|---------------|
| Number of Spaces | 105 |
| FY22 Revenue | \$ 473,221.43 |
| Revenue Per Space | \$ 4,506.87 |
| FY23 Revenue | \$ 479,289.15 |
| Revenue Per Space | \$ 4,564.66 |
| FY24 Revenue | \$ 440,749.95 |
| Revenue Per Space | \$ 4,197.62 |

| P27 - Lincoln Lane North & Meridian Ave | |
|---|---------------|
| Number of Spaces | 150 |
| FY22 Revenue | \$ 646,594.40 |
| Revenue Per Space | \$ 4,310.63 |
| FY23 Revenue | \$ 654,442.92 |
| Revenue Per Space | \$ 4,362.95 |

| | | |
|-------------------|----|------------|
| FY24 Revenue | \$ | 664,866.87 |
| Revenue Per Space | \$ | 4,432.45 |

3. SCOPE OF SERVICES. The City is seeking proposals from qualified Proposers to activate all or a portion of the Premises. The selected Proposer will be responsible for designing, permitting (including, but not limited to, Design Review Board approval), constructing, managing, activating, operating, and maintaining a padel facility that enhances the recreational, leisure and health and wellness offerings of the Lincoln Road area.

3.1. Key Opportunity and Impact: The Lincoln Road area is a renowned commercial hub for shopping, arts and culture in Miami Beach. It is home to retail, dining, office, and entertainment and cultural venues.

3.1.1. The City seeks interest from proposers that will complement and enhance the Lincoln Road area's existing health and wellness amenities and lifestyle landscape. The selected proposer will help establish Lincoln Road as a premier destination for recreation, leisure and social gathering and interaction.

3.1.2. The City of Miami Beach is committed to fostering a vibrant recreational and health and wellness environment that reflects its residents and visitors. The selected proposer will play a pivotal role in shaping the future of the Lincoln Road area, contributing to the City's long-term vision of supporting a healthy, vibrant community.

3.2. Activation and Programming: The selected proposer will curate a diverse range of athletic/recreational opportunities, events, and/or community activations that reflect the recreational richness of Miami Beach. Programming should engage a broad audience, including residents, employees, and visitors, and should foster inclusivity, accessibility, education, and engagement.

3.2.1. Reflecting and Celebrating Diversity: The City is committed to promoting inclusivity, and the programming should reflect the diversity of Miami Beach's residents, employees and visitors. Programming for youth, seniors, beginners and advanced players should be incorporated.

3.2.2. Alignment with Health and Wellness Mission: The selected proposer will align with the City's objective of promoting health and wellness through inclusivity, accessibility, diversity, and community engagement, within the Lincoln Road area. The City seeks interest from proposers whose programming will reflect Miami Beach's as a unique destination.

3.2.3. Community Engagement and Education: The City seeks proposers with previous experience in offering training programs and the selected proposer will include plans for public engagement, such as workshops, community outreach, and educational/training programming, by offering programs that draw audiences from both within and outside the local community.

3.3. Creating Synergies within the Business Ecosystem: The selected proposer will not only operate independently but will also create synergies with the Lincoln Road area's existing businesses and institutions, contributing to its overall cohesion as a destination.

3.3.1. Complementing Existing Businesses, Organizations and Institutions: The City welcomes proposal concepts that collaborate and/or align with neighboring businesses, retailers, restaurants, organizations and venues and complement the character of the surrounding neighborhood.

3.3.2. Partnerships and Collaboration: The City encourages proposers to develop partnerships with local businesses, organizations, including the Lincoln Road BID, and institutions to maximize the impact of the facility and increase community engagement.

3.4. Construction, Operation, and Management: Provide a detailed description of how the proposer intends to complete the design, permitting (including, but not limited to Design Review Board approval), and

construction of the facility. To the extent possible, proposals should include a comprehensive plan for permitting and constructing the space to ensure it is fully functional for its intended purpose. This includes addressing required systems such as lighting, sanitation, and sound (as needed), as well as ensuring compliance with all building and safety codes (including life safety). The Proposal should also provide details on how the Premises will be restored after the lease Term, at the sole cost of the Proposer.

3.4.1. Design Concept: The Proposer will provide a general overview of the intended layout of the Premises, including a description of the functional use of the Premises, and to the extent the proposal envisions use as an event space, detail any capacities and technical equipment. Proposal should include if the facility will include viewing or lounge areas, communal space, event space, restrooms, or offer concessions/food and beverage areas.

3.4.2. Management and Operation: The selected proposer will be responsible for day-to-day operations, including maintenance and security.

3.4.3. Financial Viability: Proposals should include how proposer intends to finance, through private investment or other external funding streams, to cover the cost of construction and subsequent operation, and maintenance of the facility throughout the Term. Include plans for financing the cost to restore the Premises at the end of the lease Term.

3.4.4. Minimum Guarantee: Proposer shall pay to the City a minimum guarantee on an annual basis in accordance with the Proposal Options below. The minimum guarantee would escalate by 3% annually. The minimum guarantee may be prorated should the selected proposal incorporate less than forty percent (40% of the available square footage of the parking lot.

| Option | Parking Lot Total Average Annual Revenue (FY 24) | 40% of Average Annual Revenue | % of Revenue | Annual Minimum Guarantee |
|--------------------------------|--|--|-----------------|--------------------------------|
| A – P26 5 yrs | \$ 440,749.95 | \$176,299.98 | 50% | \$ 88,149.99 |
| B – P26 Up to 10 yrs | \$ 440,749.95 | \$176,299.98 | 75% | \$ 132,224.98 |
| C – P27 5 yrs | \$ 664,866.87 | \$265,946.75 | 50% | \$ 132,973.37 |
| D – P27 Up to 10 yrs | \$ 664,866.87 | \$265,946.75 | 75% | \$ 199,460.06 |

3.5 Sponsorship Contract Requirements. Any agreement(s) resulting from this RFP shall be subject to any exclusive sponsorship or marketing agreements that are currently in effect, or that may become effective, during the term of the agreement, including but not limited to the City's current agreements with Pepsi Co. (exclusivity in the non-alcoholic beverages category (i.e. soda, water, juice, isotonic, protein, kombucha, iced tea, iced coffee, etc., but excluding hot coffee (dispensed), hot tea and hot cocoa) and Red Bull (exclusivity in the energy drinks category).

4. ANTICIPATED RFP TIMETABLE. The tentative schedule for this solicitation is as follows:

| | |
|----------------------|---|
| RFP Issued | February 5, 2025 |
| Pre-Proposal Meeting | February 19, 2025, at 10:00 am ET Join on your computer or mobile app Join the meeting now |

| | |
|-----------------------------------|---|
| | Or call in (audio only) +1 786-636-1480 United States, Miami Phone Conference ID: # |
| Deadline for Receipt of Questions | February 28, 2025, at 5:00 pm ET |
| Responses Due | March 14, 2025, at 3:00 pm ET Join on your computer or mobile app Click here to join the meeting Or call in (audio only) +1 786-636-1480 United States, Miami Phone Conference ID: # |
| Evaluation Committee Review | TBD |
| Tentative Commission Approval | TBD |
| Contract Negotiations | Following Commission Approval |

5. PROCUREMENT CONTACT. Any questions or clarifications concerning this solicitation shall be submitted to the Procurement Contact noted below:

Procurement Contact:

Natalia Delgado

Telephone:

(305) 673-7490

Email:

NataliaDelgado@miamibeachfl.gov

Additionally, the City Clerk is to be copied on all communications via email at RafaelGranado@miamibeachfl.gov or via facsimile: 786-394-4188.

The Bid title/number shall be referenced in all correspondence. All questions or requests for clarification must be received no later than seven (7) calendar days prior to the date proposals are due as scheduled in Section 0100-3. All responses to questions/clarifications will be sent to all prospective Proposers in the form of an addendum.

6. PRE-PROPOSAL MEETING OR SITE VISIT(S). A pre-proposal meeting or site visit(s) may be scheduled. Attendance for the pre-proposal meeting shall be via web conference and recommended as a source of information but is not mandatory. Prospective Proposers interested in participating in the Pre-Proposal Meeting, must follow these steps:

Join on your computer or mobile app

Click [here to join the meeting](#)

Or call in (audio only)

+1 786-636-1480 United States, Miami

Phone Conference ID: #

Prospective Proposers, who are participating, should send an email to the contact person listed in this RFP expressing their intent to participate.

7. PRE-PROPOSAL INTERPRETATIONS. Oral information or responses to questions received by prospective Proposers are not binding on the City. They will be without legal effect, including any information received at a pre-submittal meeting or site visit(s). The City, by means of Addenda, will issue interpretations or written addenda clarifications that are considered necessary by the City in response to questions. Only questions answered by written addenda will be binding and may supersede terms noted in this solicitation. The addendum will be released through *Bidnet Direct*. Any prospective Proposer who has received this RFP by any means other than through *Bidnet Direct* must register immediately with *Bidnet Direct* to ensure it receives any addendum issued to this RFP. Failure to receive an addendum may result in disqualification of the proposal. Written questions should be received no later than the date outlined in the **Anticipated RFP Timetable** section.

8. CONE OF SILENCE. This RFP is subject to, and all Proposers are expected to be or become familiar with, the City's Cone of Silence Requirements, as codified in Section 2-486 of the City Code. Proposers shall be solely responsible for ensuring compliance with all applicable provisions of the City's Cone of Silence and shall be subject to any sanctions, as prescribed therein, including rendering their response voidable, in the event of such non-compliance. Communications regarding this solicitation are to be submitted in writing to the Procurement Contact named herein with a copy to the City Clerk at rafaelgranado@miamibeachfl.gov

9. ADDITIONAL INFORMATION OR CLARIFICATION. After proposal submittal, the City reserves the right to require additional information from Proposers team members or sub-consultants) to determine qualifications (including, but not limited to, litigation history, regulatory action, or additional references) and financial capability (including, but not limited to, annual reviewed/audited financial statements with the auditors notes for each of their last two complete fiscal years).

10. PROPOSER RESPONSIBILITY. Before submitting a response, each Proposer shall be solely responsible for making any investigations, evaluations, and examinations, as it deems necessary, to ascertain all conditions and requirements affecting the full performance of the Contract. Ignorance of such conditions and requirements, or failure to make such evaluations, investigations, and examinations, will not relieve the Proposer from any obligation to comply with every detail and with all provisions and requirements of the Contract and will not be accepted as a basis for any subsequent claim whatsoever for any monetary consideration on the part of the Proposer.

11. DETERMINATION OF AWARD. The City Manager may appoint an evaluation committee to assist in the evaluation of proposals received. The evaluation committee is advisory only to the City Manager. The City Manager may consider the information provided by the evaluation committee process or may utilize other information deemed relevant. The City Manager's recommendation need not be consistent with the information provided by the evaluation committee process and takes into consideration Miami Beach City Code Section 2-369, including the following considerations:

- (1) The ability, capacity, and skill of the Proposer to perform the Contract.
- (2) Whether the Proposer can perform the Contract within the time specified, without delay or interference.
- (3) The character, integrity, reputation, judgment, experience, and efficiency of the Proposer.
- (4) The quality of performance of previous contracts.
- (5) The previous and existing compliance by the Proposer with laws and ordinances relating to the Contract.

The City Manager may recommend to the City Commission the Proposer(s) s/he deems to be in the best interest of the City or may recommend rejection of all proposals. The City Commission shall consider the City Manager's recommendation and may approve such recommendation. The City Commission may also, at its option, reject the City Manager's recommendation and select another Proposal or Proposals that it deems to be in the best interest of the City, or it may also reject all Proposals.

12. NEGOTIATIONS. Following selection, the City reserves the right to enter into further negotiations with the selected Proposer. Notwithstanding the preceding, the City is in no way obligated to enter into a contract with the selected Proposer in the event the parties are unable to negotiate a contract. It is also understood and acknowledged by Proposer that no property, Contract, or legal rights of any kind shall be created at any time until and unless an Agreement has been agreed to, approved by the City, and executed by the parties.

13. BIDNET DIRECT The Procurement Department utilizes Bidnet Direct, a Supplier-to-Government, electronic bidding (e-Bid) platform. If you would like to be notified of available competitive solicitations released by the City, you must register and complete your vendor qualifications through Bidnet Direct <https://www.bidnetdirect.com/florida/cityofmiamibeach>. Registration is easy and will only take a few minutes. For detailed instructions on how to register, complete vendor qualifications, and submit electronic bids, visit <https://www.miamibeachfl.gov/city-hall/procurement/for-approval-how-to-become-a-vendor/>.

Should you have any questions regarding this system or registration, please visit the above link or contact Bidnet Direct's Support Department, at support@bidnet.com or 1-800-835-4603, option 2.

14. HOW TO MANAGE OR CREATE A VENDOR PROFILE ON VENDOR SELF SERVICE (VSS). In addition to registering with Bidnet Direct, the City encourages vendors to register with our online Vendor Self-Service web page, allowing City vendors to easily update contacts, attachments (W-9), and commodity information. The Vendor Self-Service (VSS) webpage (<https://selfservice.miamibeachfl.gov/vss/Vendors/default.aspx>) will also provide you with purchase orders and payment information.

Should you have any questions or comments, do not hesitate to submit them to vendorsupport@miamibeachfl.gov.

15. SUPPLIER DIVERSITY. In an effort to increase the number and diversity of supplier options in the procurement of goods and services, the City has established a registry of LGBT-owned businesses, as certified by the National LGBT Chamber of Commerce (NGLCC), and small and disadvantaged businesses, as certified by Miami-Dade County. See authorizing resolutions [here](#).

If your company is certified as an LGBT-owned business by NGLCC or as a small or disadvantaged business by Miami-Dade County, click on the link below to be added to the City's supplier registry (Vendor Self-Service) and bid system (Bidnet Direct). These are two different systems, and you must register for both.

Click to see acceptable certification and to register: <https://www.miamibeachfl.gov/city-hall/procurement/how-to-become-a-vendor/>.

16. E-VERIFY. As a contractor, you are obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility." Therefore, you shall utilize the US Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the term of the Contract and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to utilize the US Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term.

17. PREVAILING WAGE RATES. If the construction costs for the any proposed tenant/concessionaire improvements contemplated by the Proposal project will exceed \$1,500,000 in a project involving a "City construction contract", Section 31-27 of the City Code requires that the rate of wages and fringe benefits, or cash equivalent, for all laborers, mechanics and apprentices employed by any contractor or subcontractor on the work covered by the contract, shall not be less than the prevailing rate of wages and fringe benefit payments or cash equivalence for similar skills or classifications of work, as established by the Federal Register, in the City of Miami Beach, Florida. In this regard, the agreement between the City and the successful Bidder will require the Bidder to cause its general contractor to comply with the foregoing requirement. See Appendix A.

18. LOCAL WORKFORCE PARTICIPATION PROGRAM. If the construction costs for the any proposed tenant/concessionaire improvements contemplated by the Proposal project will exceed \$1,500,000 in a project involving a "City construction contract", then Section 31-40 of the City Code requires the demonstration of reasonable efforts to promote employment opportunities for local Miami-Dade County residents and seek to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County and City of Miami Beach residents. See Appendix A.

19. JOINT VENTURES / SINGLE PURPOSE ENTITY.

a. **Joint Ventures Permitted for Proposal Submissions.** For purposes of the Proposal submission and evaluation, a Bidder may form a joint venture entity and the owner/members of the joint venture shall be deemed to be the Bidder (i.e., the joint venture members with an ownership interest in the joint venture may meet the qualification requirement collectively). ***If the Bidder is a joint venture, each member of the joint venture must submit an***

executed Proposal Certification Questionnaire and Requirements Affidavit (Appendix C) with the proposal or upon request by the Procurement Department. If awarded the RFP, the ownership interests of each member of the joint venture entity shall be disclosed.

b. **Successful Bidder Required to Create Single Purpose Entity to Serve as Contract Entity with Personal or Corporate Guarantees.** The successful Bidder (whether an individual, a single entity, or a joint venture) shall be required to, prior to execution of the agreement(s), create a single purpose entity (such as a limited liability company) ("SPE") to serve as the entity that enters into the agreement(s) with the City. Each principal of Bidder shall be required to execute a personal or corporate guarantee, as applicable to guarantee the SPE's performance of the agreement(s) with the City.

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SECTION 0200**GENERAL CONDITIONS**

FORMAL SOLICITATIONS TERMS & CONDITIONS - GOODS AND SERVICES. By virtue of submitting a proposal in response to this solicitation, Proposer agrees to be bound by and in compliance with the Terms and Conditions for Services (dated 10.27.22), incorporated herein, which may be found at the following link:

<https://www.miamibeachfl.gov/city-hall/procurement/standard-terms-and-conditions/>

FORMAL SOLICITATIONS TERMS & CONDITIONS – SERVICES & CONSTRUCTION. By virtue of submitting a proposal in response to this solicitation, Bidder agrees to be bound by and in compliance with the Terms and Conditions for Services and Construction (version dated April 13, 2020), incorporated herein, which may be found at the following link:

<https://www.miamibeachfl.gov/city-hall/procurement/standard-terms-and-conditions/>

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SECTION 0300 PROPOSAL SUBMITTAL INSTRUCTIONS AND FORMAT

1. ELECTRONIC RESPONSES (ONLY). Proposals must be submitted electronically through Bidnet Direct on or before the date and time indicated. Hard copy proposals or proposals received through email or facsimile are not acceptable and will be rejected.

A Proposer may submit a modified proposal to replace all or any portion of a previously submitted proposal until the deadline for proposal submittals. The City will only consider the latest version of the bid.

Electronic proposal submissions may require the uploading of attachments. All documents should be attached as separate files in accordance with the instructions included in Section 4 below. Attachments containing embedded documents or proprietary file extensions are prohibited. It is the Bidder's responsibility to ensure that its bid, including all attachments, is uploaded successfully.

Only proposal submittals received and time stamped by Bidnet Direct prior to the proposal submittal deadline shall be accepted as submitted in a timely manner. Late bids cannot be submitted and will not be accepted. Proposers are cautioned to allow sufficient time for the submittal of bids and uploading of attachments. Any technical issues must be submitted to Bidnet Direct by contacting 1-800-835-4603, option 2, or support@bidnet.com. The City cannot assist with technical issues regarding submittals and will in no way be responsible for delays caused by any technical or other issue.

It is the sole responsibility of each Proposer to ensure its proposal is successfully submitted in Bidnet Direct prior to the deadline for proposal submittals.

2. NON-RESPONSIVENESS. Failure to submit the following requirements shall result in a determination of non-responsiveness. Non-responsive proposals will not be considered.

1. Question Tab in Bidnet Direct
2. Financial Proposal (Tab 6). Failure to submit the Financial Proposal (Tab 6) on or before the Deadline for Submittal of Proposals shall result in a determination of non-responsiveness.

3. OMITTED OR ADDITIONAL INFORMATION. Failure to complete and submit the Question Tab (submitted electronically) and the Financial Proposal with the bid and by the deadline for submittals shall render a proposal non-responsive. Non-responsive proposals will not be considered. With the exception of the Question Tab (completed and submitted electronically) and the Financial Proposal, the City reserves the right to seek any omitted information/documentation or any additional information from Proposer or other sources, including but not limited to any firm or principal information, applicable licensure, resumes of relevant individuals, client information, financial information, or any information the City deems necessary to evaluate the capacity of the Proposer to perform in accordance with contract requirements. Failure to submit any omitted or additional information in accordance with the City's request shall result in the proposal being deemed non-responsive.

4. ELECTRONIC PROPOSAL FORMAT. In order to maintain comparability, facilitate the review process, and assist the Evaluation Committee in the review of proposals, it is strongly recommended that proposals be organized and tabbed in accordance with the tabs and sections as specified below. The electronic submittal should be tabbed as enumerated below and contain a table of contents with page references. The electronic proposal shall be submitted through the "Documents" tab in Bidnet Direct.

| TAB 1 | Cover Letter & Minimum Qualifications Requirements |
|--|--|
| 1.1 Cover Letter and Table of Contents. The cover letter must introduce the proposer, including the proposer's legal name, and identify the proposer's primary contact for this solicitation. The letter should be concise, summarizing the proposal's main points and affirming the proposer's understanding of the project's goals and objectives, as well as | |

clearly indicating what option the proposal is being submitted for (Option A, Option B, Option C, and/or Option D). The cover letter must also include a Table of Contents that outlines all sections of the proposal for easy reference.

Proposers may submit proposals for different development options, provided that the Proposer submits a separate proposal for each option the Bidder is interested in pursuing. For example, Proposer A wishes to submit a development proposal for P26 with a five (5)-year lease and a proposal for P26 with less than ten (10)-year lease. In this case, Proposer A must submit two proposals – one proposal for P26 with a five (5)-year lease and a separate and distinct proposal for P26 with less than ten (10)-year lease. Proposals will be evaluated in accordance with the criteria established in Section 0400.

TAB 2 Experience & Qualifications

2.1 Organizational Chart: Provide an organizational chart illustrating the relationship and reporting hierarchy for all key team member firms its principals, and personnel involved in the proposal. The chart should clearly define the responsibilities of the prime Proposer, its personnel, and any subconsultants/sub-contractors and their personnel. The organizational chart should also include the role of all other key team member firms/partners, including the developer, builder/contractor, key architecture/engineering firm, operator, and firms providing capital or financing. Include the lines of authority and communication among and between the Proposer and the key member firms. Include a narrative for each key team member firm that identifies major responsibilities.

2.1.1 Key Personnel. Identify all key personnel of the developer, builder, key architect/engineer firm, and firms providing capital or financing who will be assigned to the Project and their intended roles and responsibilities on the organizational chart. Include resumes of key personnel who will be involved in the Project if selected.

2.2 Qualifications of Proposing Firm. Submit detailed information demonstrating the experience and track record of the proposing firm or its principals in delivering services similar to those outlined in this solicitation. This includes expertise in constructing, managing, and operating a padel (or similar) facility, particularly in collaboration with public entities or in urban environments.

Required Submittals: For each relevant project/program, provide the following details:

- Project/Program name and description, including client and budget
- Start and completion dates
- Project/Program contact information (phone and email)

2.3 Similar Experience of Subconsultant(s)/Sub-contractor(s), if applicable: Summarize projects/programs where subconsultants/sub-contractors or their principals have provided services similar to those defined in this solicitation.

Required Submittals: For each relevant project/program, provide the following details:

- Project/program name and scope of services provided;
- Key individuals involved (referenced in Section 2.1)
- Client name and contact information
- Duration of the engagement.

2.3.1 Evidence of Prior Working Experience: If sub-consultant(s)/sub-contractor(s) are part of the proposal, provide evidence of successful prior collaboration. Include the project description, client contact information, and term of engagement for each project.

TAB 3 Programming and Activation

This section should be arranged in the following manner to facilitate review by the Evaluation Committee.

3.1. Executive Summary: Provide a concise overview of the business plan, summarizing key points, goals, and how the proposal aligns with the City's objectives and/or goals. Highlight unique elements, target market, public engagement, and projected financial sustainability.

3.2. Programming Concept: Describe the overall concept and planned operational and management program for the space. Detail how and with what frequency the space will be utilized, including planned operating and programming details. Detail how the facility and its operations will enhance recreational opportunities, support the Lincoln Road business community and nearby neighborhoods, and promote the City. Clearly explain how the proposal aligns with the City's goal for promoting health and wellness.

3.2.1. Accessibility: The proposed concept should promote public accessibility for residents, employees, and visitors at various income levels. Describe how the proposed programming will reflect and address the economic diversity of Miami Beach's residents, employees, and visitors.

3.2.2. Community Engagement: Proposals should highlight how the proposed operating framework addresses public engagement, such as community outreach, senior and youth programming, and opportunities for a wide range of users from beginners to advanced.

3.2.3. Promotion: Describe how the proposed operations will be promoted and marketed to ensure optimal activation.

3.3. Partnerships and Collaboration: Outline any plans for programming, community engagement, and collaboration that align with the existing Lincoln Road business community, including the Lincoln Road Business Improvement District, and complement the character of the surrounding neighborhood.

Responses shall be in sufficient detail and include supporting documentation, as applicable, to allow the Evaluation Committee to complete a full review.

TAB 4 Operational and Management Plan

4.1. Operational Plan: Explain the operational structure, including staffing, roles, responsibilities, and proposed operating hours. Detail any specific management approaches to ensure the space remains active and aligned with the City's health and wellness mission. Proposals should also outline plans for day-to-day operations, including maintenance and security.

4.2. Marketing Approach: The proposal should demonstrate how the selected proposer will complement and enhance the Lincoln Road landscape and reinforce Lincoln Road as a premier destination for commercial activity, community engagement, arts, and creative expression.

4.2.1. Market Analysis: Provide a market analysis that identifies target audiences, stakeholders, and competitors. Discuss how the proposed programming will serve and complement Miami Beach's unique demographic landscape.

4.2.2. Marketing Strategy: Outline the marketing and promotional strategies that will be used to drive awareness and participation. Include details on partnerships, pricing, and any special initiatives to attract a broad range of patrons, drawing audiences from both within and outside of Miami Beach.

4.3. Financial Viability: Provide detailed financial projections for the first three (3) years of operation, including startup costs, revenue, expenses, and profitability/viability.

TAB 5 Design Concept

5.1. Development Improvements: Provide a detailed description of how the proposer intends to complete the design, permitting, and construction of the facility. To the extent possible, proposals should include a comprehensive plan for permitting and constructing the space to ensure it is fully functional for its intended purpose. This includes addressing required systems such as lighting, sanitation, and sound (as needed), as well as ensuring compliance with all building and safety codes (including life safety). As applicable, proposals should include details

of sustainability and efficiency elements. The Proposal should also provide details on how the Premises will be restored after the lease Term, at the sole cost of the Proposer.

5.2. Layout and Facilities: Provide a general overview of the intended layout of the Premises, including a description of the functional use of the Premises, and to the extent the proposal envisions use as an event space, detail any capacities and technical equipment. Detail if the facility will include viewing or lounge areas, communal space, event space, restrooms, or offer concessions/food and beverage areas.

5.3 Parking. Indicate how the Bidder will limit the impact to parking for the proposed program.

5.4 Hours of Operation. Describe the proposed hours of operation for the facility and steps Bidder will take to ensure its operations do not disturb residents and other businesses in the vicinity of the Property.

5.5 Timeline. Provide a detailed timeline for the development of the facility, from handover to the selected operator through to full operation.

| | |
|--------------|---------------------------|
| TAB 6 | Financial Proposal |
|--------------|---------------------------|

6.1 Remuneration to the City. Submit a detailed schedule, including initial payment and ongoing annual payments to the City for the duration of the term proposed as detailed in the proposal options (Section 0100, Subsection 2). Submit a detailed schedule, including initial payment and ongoing annual payments to the City for the duration of the term proposed. Responses should indicate, as applicable:

6.1.1 The desired agreement term for the option submitted;

6.1.2 Initial upfront payment to the City;

6.1.3 The schedule of proposed minimum guaranteed rent, annual escalator, and percentage gross revenues throughout the term;

6.1.4 A summary of any other payments or compensation proposed, including payments proposed for the use by Bidder of any available parking spaces in the lot that abuts the Property (refer to 5.3, above for additional information).

| | |
|--------------|---|
| Tab 7 | Financial Capabilities and Special Considerations (Not Reviewed by Evaluation Committee) |
|--------------|---|

The following information is to be used for the City's due diligence but will not be evaluated by the Evaluation Committee. The City Manager, at his/her sole discretion, may consider this information in accordance with Section 0100, Sub-section 11.

7.1 Financial Capabilities. Provide the Bidder's (or each joint venture partner's, if applicable) most recent annual reviewed/audited financial statement with the auditor's notes. Such statements should include, as a minimum, balance sheets (statements of financial position) and statements of profit and loss (statement of net income). Also provide financial information for any for any other equity investor included in the proposal, as well as related information concerning the equity investor's track record with similar projects.

7.2 Financing Plan. Specify the planned level of Bidder equity participation, planned level and identification of known third-party equity participation, planned level of third-party equity that needs to be raised, expected financing role of the manager/operator, the structure for and amount of third-party debt, relationships and history with lenders, and the willingness to provide the required level of any anticipated debt guarantees.

7.3 Proforma. Provide a detailed financial proforma for the project (including assumptions for the amortization period of any debt service and, at a minimum, modeling for the initial term proposed) and details of planned capital investment(s).

7.4 Estimated Cost of Improvements. Provide a summary of anticipated investment to be made in improvements (if any).

7.5 Variances. Bidders must clearly articulate any variances, modifications, amendments or waivers to current zoning, the Comprehensive Plan or Land Development Regulations that are necessary to accommodate the proposed project.

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SECTION 0400**PROPOSAL EVALUATION**

1. EVALUATION COMMITTEE. An Evaluation Committee, appointed by the City Manager, may meet to evaluate each Proposal in accordance with the qualitative criteria set forth below. In doing so, the Evaluation Committee may review and score all proposals received, with or without requiring presentations. It is important to note that the Evaluation Committee is advisory only and does not make an award recommendation to the City Manager or the City Commission. The City Manager will utilize the results to take one of the following actions:

- a. In the event that only one responsive Proposal is received, the City Manager, after determination that the sole responsive Proposal materially meets the requirements of the RFP, may, without an evaluation committee, recommend to the City Commission that the Administration enter into negotiations or
- b. The City Manager may recommend that the City Commission authorize negotiations or award a contract to one or more firms in accordance with Section 0100, Sub-section 11, or
- c. The City Manager may Recommend that the City Commission short-list one or more firms for further consideration by the Evaluation Committee or
- d. The City Manager may recommend to the City Commission that all firms, if more than one (1) responsive submittal is received, be rejected.

2. PRESENTATIONS BY SHORT-LISTED FIRMS. If a short-listing of firms responding to this RFP is approved, the short-listed firms may be required to make presentations to and be interviewed by the Evaluation Committee. In further considering the short-listed firms, the Evaluation Committee will utilize the criteria set forth in Sub-section 4 below.

3. TECHNICAL ADVISORS. The City, at its discretion, may utilize technical or other advisers to assist the evaluation committee or the City Manager in evaluating proposals.

4. EVALUATION CRITERIA. Responsive, responsible proposals will be evaluated in accordance with the following criteria:

| Qualitative Criteria (Points Assigned by Evaluation Committee) | | Maximum Points |
|--|--|----------------|
| Experience & Qualifications (Tab 2) | | 20 |
| Programming and Activation (Tab 3) | | 25 |
| Operational and Management Plan (Tab 4) | | 20 |
| Design Concept (Tab 5) | | 20 |
| Financial Proposal (Tab 6) | | 15 |
| TOTAL AVAILABLE POINTS for Qualitative Criteria | | 100 |
| Quantitative Criteria (Points Assigned by Procurement Department) | | Maximum Points |
| Veteran's Preference Points | | 5 |
| TOTAL AVAILABLE POINTS for Qualitative and Quantitative | | 105 |

5. QUALITATIVE CRITERIA. The Evaluation Committee shall review responsive, responsible proposals and assign points for the qualitative factors only. The Evaluation Committee shall not consider quantitative factors (e.g., veteran's preference) in its review of proposals. The Evaluation Committee shall act solely as an advisory to the City Manager. The results of the

Evaluation Committee process do not constitute an award recommendation. The City Manager may utilize, but is not bound by, the results of the Evaluation Committee process, as well as consider any feedback or information provided by staff, consultants, or any other third party in developing an award recommendation in accordance with Section 0100, Sub-section 11. In its review of proposals received, the Evaluation Committee may review and score all proposals, with or without conducting interview sessions, in accordance with the evaluation criteria.

6. QUANTITATIVE CRITERIA. The Evaluation Committee shall not consider Quantitative factors. Quantitative factors will be considered by the City Manager when preparing a recommendation to the City Commission. In considering quantitative factors, the City Manager may also consider any feedback or information provided by staff, consultants, or any other third party in developing an award recommendation in accordance with Section 0100, Sub-section 11. Procurement Department staff will assign points for the quantitative criteria. Veterans' Preference points will be assigned in accordance with Section 2-374 of the City Code.

7. DETERMINATION OF FINAL RANKING. The sum of the evaluation criteria points will be converted to rankings in accordance with the example below:

| | | Bidder A | Bidder B | Bidder C |
|----------------------------|---------------------|----------|----------|----------|
| Committee Member 1 | Qualitative Points | 82 | 76 | 80 |
| | Quantitative Points | 22 | 15 | 12 |
| | Total | 104 | 91 | 92 |
| | Rank | 1 | 3 | 2 |
| Committee Member 2 | Qualitative Points | 79 | 85 | 72 |
| | Quantitative Points | 22 | 15 | 12 |
| | Total | 101 | 100 | 84 |
| | Rank | 1 | 2 | 3 |
| Committee Member 2 | Qualitative Points | 80 | 74 | 66 |
| | Quantitative Points | 22 | 15 | 12 |
| | Total | 102 | 89 | 78 |
| | Rank | 1 | 2 | 3 |
| Low Aggregate Score | | 3 | 7 | 8 |
| Final Ranking* | | 1 | 2 | 3 |

It is important to note that the results of the proposal evaluation process in accordance with Section 0400 do not represent an award recommendation. The City Manager will utilize the results of the proposal evaluation process and any other information he deems appropriate to develop an award recommendation to the City Commission, which may differ from the results of the proposal evaluation process and final rankings.

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APPENDIX A

MIAMI BEACH

Prevailing Wage & Local Workforce Participation Program and Wage Determination

RFP 2025-218-ND

Construction, Management, and Operation
of Padel Facility on Surface Parking Lot

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

The Requirements of the Prevailing Wage and Local Workforce Participation Programs

shall apply to the award of this project.

The purpose of this appendix is to summarize, for clarity, the requirements of the City's Prevailing Wage and Local Workforce Program Requirements. In the event of any omissions or conflicts, the requirements of the City Code, with respect to these programs, shall prevail.

I. MINIMUM WAGES AND BENEFITS

1. **Employee Compensation.** The rate of wages and fringe benefits, or cash equivalent, for all laborers, mechanics and apprentices employed by the contractor or subcontractor on the work covered by the contract, shall be not less than the prevailing rate of wages and fringe benefit payments or cash equivalence for similar skills or classifications of work as established by the Federal Register last published by the United States Department of Labor prior to the date of issuance of this solicitation. (reference: Sec 31-27).

2. **Notice Requirement.** On the date on which any laborer or mechanic commences work on a construction contract to which this article applies, the contractor shall be required to post a notice in a prominent place at the work site stating the requirements of this article. (reference: Sec 31-29).

3. **Certified Payrolls.** With each payment application, Contractor shall submit a copy of all payrolls, including (at a minimum) the name and zip code for the covered employee, to the City accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper prevailing wage rate for the work performed. Beginning, January 30, 2018, all payroll submittals shall be completed electronically via the City's electronic compliance portal, LCP Tracker. No payment application shall be deemed accepted until such time as the Procurement Department has confirmed that a certified payroll for the applicable payment application has been accurately submitted in LCP Tracker.

a. **LCP Tracker Training.** The Procurement Department offers ongoing training in LCP Tracker to all contractors. To schedule a training session, contact Alian Gonzalez at AlianGonzalez@MiamiBeachFL.gov or at 305-673-7490.

II. LOCAL WORKFORCE PARTICIPATION GOALS

1. **Responsible Contractor Affidavit (RCA).** As a condition of being responsive to the requirements of the solicitation and eligible to be considered for award, the Contractor shall submit a Responsible Contractor Affidavit affirming that it will make its best reasonable efforts to promote employment opportunities for Miami-Dade County residents by seeking to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County residents. The Contractor shall also affirm that it will make its best reasonable efforts to promote employment opportunities for Miami Beach residents. Failure to submit the RCA shall result in the bid or proposal being disqualified and deemed non-responsive.

2. **Workforce Performance Report.** Before its final application for payment, the Contractor shall submit its final Certified Payroll in LCP Tracker, which shall be deemed its final Workforce Performance Report. If the project goal of thirty percent (30%) of all construction labor hours to be performed by Miami-Dade County residents is not met, the Contractor shall submit supporting documentation verifying reasonable efforts to promote employment opportunities for Miami Beach and Miami-Dade County residents. No final payment application may be approved without this information.

LOCAL WORKFORCE PARTICIPATION PROGRAM

Responsible Contractor Affidavit Form

In accordance with Article III, Section 31-40 of the Miami Beach Code, all contractors and subcontractors of any tier performing on a city contract valued in excess of \$1,500,000 for (i) the construction, demolition, alteration and/or repair of city buildings or city public works projects, or (ii) a contract valued in excess of \$1,500,000 which provides for privately-funded construction, demolition, alteration and/or repair of buildings or improvements located on city-owned land, and which are subject to Section 31-40 of the Miami Beach Code shall comply with the requirements of the Local Workforce Participation Program.

The undersigned Contractor affirms that, should it be awarded the contract pursuant to this solicitation, it shall comply with the following:

- i. The contractor will make its best reasonable efforts to promote employment opportunities for local Miami-Dade County residents and seek to achieve a project goal of having thirty percent (30%) of all construction labor hours performed by Miami-Dade County residents.
- ii. The contractor will also make its best reasonable efforts to promote employment opportunities for Miami Beach residents. To verify workers' residency, contractor(s) shall provide the residence address of each worker.

Print Name of Affiant

Print Title of Affiant

Signature of Affiant

Name of Firm

Date

Address of Firm

State

Zip Code

APPENDIX B

MIAMI BEACH

Resiliency Standards

RFP 2025-218-ND

Construction, Management, and Operation
of Padel Facility on Surface Parking Lot

PROCUREMENT DEPARTMENT
1755 Meridian Avenue, 3rd Floor
Miami Beach, Florida 33139

The City of Miami Beach requires all new construction over 7,000 square feet or ground floor additions to existing structures that encompass over 10,000 square feet of additional floor area to be LEED Gold Certified or have Living Building Challenge certification.

The City's goal is to design, build, and operate a new generation of efficient, environmentally responsible, healthy and resilient buildings, as well as to reduce the City's greenhouse gas emissions. The practice of green building can have a significant impact on reducing energy, water, natural resource consumption, GHG emissions and improve our citizens' and visitors' well-being through improved indoor air quality and comfort.

A resilient building and project site should incorporate the following elements:

- Increase energy efficiency in buildings and reduce greenhouse gas production and emissions;
- Encourage water and resource conservation;
- Reduce waste generated by construction projects;
- Reduce long-term building operating and maintenance costs;
- Improve indoor air quality and occupant health;
- Maximize the use of green and blue infrastructure to treat, retain, and manage stormwater;
- Utilize native vegetation and Florida-friendly canopy trees to maximize natural infrastructure and biodiversity throughout the Site;
- Consider the stresses of climate change, including but not limited to extreme heat, rising ground water, and frequency and severity of storms when designing for function and form;
- Utilize the South Florida Climate Change Compacts Unified Sea Level Rise Projection when considering elevations of the Site;
- Utilize public art and placemaking opportunities to enhance the resiliency of the site;
- Placemaking should incorporate business and marketing opportunities;
- community aesthetics, cultural identity, and cohesion; and serve to brand the City of Miami Beach as a resilient City;
- Encourage sound urban planning principles;
- Encourage social equity.

Resiliency design principles should be incorporated into the design and construction of City-Owned Lots. These include:

- Robust design is well-conceived, constructed and managed and includes making provision to ensure failure is predictable, safe, and not disproportionate to the cause. For example, protective infrastructure that is robust will not fail catastrophically when design thresholds are exceeded.
- Redundancy: refers to spare capacity purposively created to accommodate disruption due to extreme pressures, surges in demand or an external event. It includes diversity where there are multiple ways to achieve a given need.
- Flexibility: refers to the willingness and ability to adopt alternative strategies in response to changing circumstances or sudden crises. Systems can be made more flexible through introducing new technologies or knowledge, including recognizing traditional practices.
- Integrated: processes bring together systems and institutions and can also catalyze additional benefits as resources are shared and actors are enabled to work together to achieve greater ends.

The successful Bidder will be familiar with the work of the Southeast Florida Regional Climate Compact <http://www.southeastfloridacclimatecompact.org/> and the Resilient305 Strategy <http://resilient305.com/>. Urban resilience is the capacity of individuals, communities, institutions, businesses, and systems within a city to

survive, adapt, and grow no matter what kinds of chronic stresses and acute shocks they experience.

Building urban resilience requires looking at a city holistically: understanding the systems that make up the City and the interdependencies and risks they may face. By strengthening the underlying fabric of a city and better understanding the potential shocks and stresses it may face, a city can improve its development trajectory and the well-being of its citizens.

Chronic stresses are slow moving disasters that weaken the fabric of a city. They include, like overtaxed or inefficient public transportation system. On the other hand, acute shocks are sudden, sharp events that threaten a city, like floods or terrorist attacks for example.

Resilient design is therefore the intentional design of buildings, landscapes, communities, and regions in order to respond to natural and manmade disasters and disturbances—as well as long-term changes resulting from climate change—including sea level rise, increased frequency of heat waves, and drought.

APPENDIX C

MIAMI BEACH

Proposal Certification Questionnaire and Requirements Affidavit

RFP 2025-218-ND

Construction, Management, and Operation
of Padel Facility on Surface Parking Lot