



**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission

FROM: Rickelle Williams, Interim Executive Director

DATE: July 24, 2024

TITLE: A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE INTERIM CITY MANAGER PURSUANT TO REQUEST FOR QUALIFICATIONS NO. 2024-039-WG, FOR PROJECT MANAGEMENT SERVICES FOR THE HOMEOWNER REHABILITATION SERVICES PROGRAM; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH LUMEN CONSTRUCTION SERVICES, LLC, AS THE TOP-RANKED PROPOSER; AND FURTHER, AUTHORIZING THE INTERIM CITY MANAGER AND CITY CLERK TO EXECUTE A FINAL AGREEMENT UPON CONCLUSION OF SUCCESSFUL NEGOTIATIONS BY THE ADMINISTRATION. (HOUSING AND COMMUNITY SERVICES)

**RECOMMENDATION**

It is recommended that the Mayor and City Commission (City Commission) approve the Resolution.

This solicitation is under the cone of silence.

**BACKGROUND/HISTORY**

The City receives grant funds from various state and federal agencies to administer residential rehabilitation programs, such as the State of Florida's State Housing Initiatives Partnership (SHIP) program. The SHIP program provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing. The program was designed to serve very low, low, and moderate-income families.

SHIP funds may be used to fund emergency repairs, new construction, rehabilitation, down payment and closing cost assistance, impact fees, construction and gap financing, mortgage buy-downs, acquisition of property for affordable housing, matching dollars for federal housing grants and programs, and homeownership counseling. The Office of Housing and Community Services is charged with managing the SHIP funds for the City and, in doing so, identifies properties within Miami Beach that are eligible to receive funds for residential rehabilitation work.

The City's Homeowner Rehabilitation Services Program provides income-eligible households with a forgivable loan to make necessary and appropriate repairs to their primary residence (assisted home). Eligible recipients must live in the assisted home and agree to use the assisted home as their primary residence for a period of fifteen (15) years. Repairs to the home may include those necessary to age in place, create energy efficiency, or address code violations. Program funding is provided through SHIP and the HOME Investment Partnerships Program (HOME). Projects are not anticipated to exceed seventy thousand dollars (\$70,000.00).

On February 5, 2015, the City entered into an Agreement with Gecko Group, Inc. for project management services relating to the General Building Contractor Rehabilitation Services Program. The term of the Agreement was for a three (3) year initial term, with two (2) additional

one (1) year renewal terms. The Agreement expired on February 4, 2020. The Agreement expired before the COVID-19 pandemic, and the Homeowner Rehabilitation Services Program was paused until 2022. The program is now fully active, and project management services are required to address approved work to be awarded as stipulated herein. Therefore, the Administration requested approval to issue Request for Qualifications (RFQ) 2024-039-WG, for project management services for the Homeowner Rehabilitation Services Program.

## **ANALYSIS**

On February 21, 2024, the City Commission approved the issuance of RFQ No. 2024-039-WG for Project Management Services for the Homeowner Rehabilitation Services Program. The RFQ was released on February 21, 2024, and a voluntary pre-proposal meeting was held on March 14, 2024. One (1) addenda was issued, and 82 prospective bidders accessed the solicitation. RFQ responses were due and received on April 8, 2024. The City received a sole proposal from Lumen Construction Services, LLC.

On June 4, 2024, the City Manager appointed the Evaluation Committee via LTC # 224-2024. The Evaluation Committee convened on June 6, 2024, to consider the proposal received. The Committee was comprised of Paola Arboleda, Administrative Support Manager, Office of Housing and Community Services; Nelson Martinez, Tenant Services Coordinator, Office of Housing and Community Services; and Jorge Vargas, Project Coordinator, Facilities and Fleet Management Department.

The Committee was provided with an overview of the project and information relative to the City's Cone of Silence Ordinance and the Government Sunshine Law. The Committee was also provided with general information on the scope of services and a copy of each proposal. The Committee was instructed to score and rank each proposal pursuant to the evaluation criteria established in the RFQ. The evaluation process resulted in the scoring of the proposal as indicated in Attachment A.

The Evaluation Committee deemed Lumen Construction Services, LLC ("Lumen") qualified for Homeowner Rehabilitation Services Program project management services. The committee highlighted Lumen's engineering and construction management experience, including field management of new construction and remodeling operations, as well as their engineering services. Lumen's project management experience includes managing installation crews for simultaneous work trades and multiple active projects, training and developing employees, and developing and maintaining company project management standards.

Lumen was founded by Rasheed Muslimani, PE, PMP, in 2021 after working in the construction & engineering industry for over 13 years. Lumen has a strong engineering and construction management background to provide unique solutions for complicated building ambitions. Some of their previous project management clients include Miami Dade Parks and Recreation, Treasure Bay Club Condo Association, and Deering Bay Homeowners Association. All references provided positive feedback.

## **FISCAL IMPACT STATEMENT**

The City's Local Housing Assistance Plan stipulates that the costs associated with the Consultant fees cannot exceed a maximum of \$5,000 per project. The project management services provided by this agreement are grant-funded via the Florida Housing Finance Corporation's SHIP and HOME programs. Fees will be established through the negotiation process. Services pursuant to the award of this RFQ shall be subject to successful negotiations and the availability of funds.

## **Does this Ordinance require a Business Impact Estimate?** (FOR ORDINANCES ONLY)

The Business Impact Estimate (BIE) was published on . See BIE at:  
<https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notices/>

## **FINANCIAL INFORMATION**

HOME-Homebuyer & Homeowner  
Rehabilitation: 180-0530-000346-23-404-534-00-00-00-53419

## **CONCLUSION**

Based on the foregoing, the Administration recommends that the Mayor and City Commission approve the Resolution authorizing the Administration to enter into negotiations with Lumen Construction Services, LLC, the top-ranked proposer; and further authorize the City Manager and the City Clerk to execute a final Agreement upon the conclusion of successful negotiations by the Administration.

## **Applicable Area**

Citywide

**Is this a "Residents Right to Know" item, pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond Project?**

No

**Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying?** No

If so, specify the name of lobbyist(s) and principal(s):

## **Department**

Procurement

## **Sponsor(s)**

## **Co-sponsor(s)**

## **Condensed Title**

Award RFQ 2024-039-WG, Project Management Services for Homeowner Rehab Program.  
HCS/PR