



**COMMISSION MEMORANDUM**

TO: Honorable Mayor and Members of the City Commission

FROM: Eric Carpenter, City Manager

DATE: February 26, 2025

TITLE: REQUEST FOR APPROVAL TO ISSUE INVITATION TO NEGOTIATE (ITN) 2025-253-DF CITY-OWNED BUILDING SPACE AVAILABLE FOR LEASE AT 1701 MERIDIAN AVENUE, UNIT 4. (FACILITIES AND FLEET)

**RECOMMENDATION**

It is recommended that the Mayor and City Commission of the City of Miami Beach, Florida, authorize the issuance of Invitation to Negotiate (ITN) 2025-253-DF City-owned Building Space Available for Lease at 1701 Meridian Avenue, Unit 4.

**BACKGROUND/HISTORY**

The City-owned ground-floor commercial space at 1701 Meridian Avenue (the "Building"), Unit 4, will be available for lease starting May 31, 2025. This prime retail location offers excellent visibility and foot traffic, benefiting from its proximity to City Hall and surrounding office buildings. Spanning approximately 535 square feet (SF), the space features a flexible layout ideal for a variety of commercial uses, including retail, office, or service-oriented businesses.

The City envisions this space as a versatile retail location, centrally located with high pedestrian traffic, offering great potential for tenants (the "Bidders") focused on serving the local community. With the current lease expiration approaching, the City is eager to secure a new tenant who will contribute to the area's vibrancy while enhancing the utility of this prime commercial space.

Accordingly, the Administration developed ITN 2025-253-DF seeking proposals for a tenant for Unit 4 at 1701 Meridian Avenue, a City-owned Building (adjacent to City Hall).

**ANALYSIS**

Through this ITN, the City seeks responses from Bidders interested and qualified to maintain, manage, and operate a commercial space at the ground floor retail area of the City-owned Building (adjacent to City Hall). The successful Bidder will be responsible for rent and its prorated share of property operating expenses (common area maintenance, real estate taxes, insurance, etc.) based on the tenant's square footage for the ground-level portion of the building. Bidders are to propose a rental structure for the City's consideration, along with a public benefit program.

The scope of services in the ITN shall set forth the basis for the operation of the commercial/retail space. All operations shall be in strict compliance with all Federal, State of Florida, Miami-Dade County, and the City of Miami Beach standards including, but not limited to, maintaining the highest possible standards of consumer protection, immediately correcting any identified sanitation deficiencies, conducting employee training programs, providing proper materials, equipment, and facilities for the services, and ensuring employees maintain the highest safety and cleanliness standards.

Following the receipt of proposals, an Evaluation Committee will review proposals in accordance with the criteria established in the attached ITN.

### **SUPPORTING SURVEY DATA**

Based on the 2024 City of Miami Beach Community Satisfaction Survey, 81% of businesses think Miami Beach is better or about the same as previous years as a place to do business. This ITN seeks a viable tenant that will continue to bolster this perception of the City as a business-friendly hub and add value to the community.

### **FISCAL IMPACT STATEMENT**

The Administration will negotiate the financial terms with the selected proposer once the City Commission authorizes negotiations after proposals are received.

### **Does this Ordinance require a Business Impact Estimate?**

(FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on:

See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notices/>

### **FINANCIAL INFORMATION**

N/A.

### **CONCLUSION**

It is recommended that the Mayor and Commission of the City of Miami Beach, Florida, authorize the issuance of ITN 2025-253-DF City-owned Building Space Available for Lease at 1701 Meridian Avenue, Unit 4.

### **Applicable Area**

South Beach

**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?**

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

**Department**

Procurement

**Sponsor(s)**

**Co-sponsor(s)**

**Condensed Title**

Issue ITN 2025-253-DF, 1701 Building Space Available for Lease. FF/PR

**Previous Action (For City Clerk Use Only)**