



INVITATION TO NEGOTIATE

ITN Number 24-002

**Sale and Development of the
Property located at
500 15TH STREET WEST,
BRADENTON, FLORIDA 34205**

Parcel Identification Number 3354500109

For Sale and Development

January 10, 2024

**Manatee County Property Management Department
Property Acquisition Division
1112 Manatee Avenue West
Suite 800
Bradenton, Florida 34205**

INVITATION TO NEGOTIATE (ITN) FOR THE SALE AND DEVELOPMENT OF THE PROPERTY LOCATED AT 500 15TH STREET WEST, BRADENTON, FLORIDA 34205 (PARCEL IDENTIFICATION NUMBER 3354500109)

Manatee County, a political subdivision of the State of Florida (County) is seeking proposals from interested organizations authorized to operate in the State of Florida (Proposers), for the purchase and development of all the County - owned, vacant land located at 500 15TH STREET WEST, BRADENTON, FLORIDA 34205, (Parcel Identification Number 3354500109) ("Property").

DATE, TIME, AND PLACE DUE

The Due Date and Time for submission of Proposals in response to this ITN is **February 12, 2024, at 2:00 P.M. EST**. Proposals must be delivered to the following location: Manatee County Administration Building, 1112 Manatee Avenue West, Suite 800, Bradenton, Florida 34205 and must be time-stamped by an employee of the Property Acquisition Division prior to the Due Date and Time.

SOLICITATION INFORMATION CONFERENCE

There will be no Solicitation Information Conference for this solicitation.

Important: A prohibition of lobbying is in place. Review Section A.04 carefully to avoid violation and possible sanctions.

SUBMISSION OF PROPOSALS

In order to receive consideration, Proposers must meet the minimum qualification requirements and comply with the following instructions. Proposals will be accepted from a single business entity, joint venture, partnership, or corporation.

All items listed below are **REQUIRED**. The contents of the sealed package containing the Proposal must include:

TAB 1: Overview

All pages shall be on 8.5"x11" paper. Conceptual drawings and architectural renderings shall not exceed 11"x17" in size.

1. One-page Letter of Interest (double-sided, if necessary).
2. Provide a Project Summary (no more than 3 pages, single-sided maximum).
3. Conceptual design plans for the project
4. Documentation evidencing that Proposer is a non-profit or for-profit organization authorized to do business in the State of Florida

TAB 2: Purchase Price and Proof of Funds

1. State the proposed purchase price.
2. Provide a cost breakdown and total estimate for the construction of the proposed improvements.
3. Provide proof of available funds to close on the Property, proof of the ability to secure adequate financing, or proof of available funds to develop the Property and to construct the proposed improvements within the timeframe provided by the Proposer. Any resulting contract may include a performance guarantee provision. Credit references should be included and if the project is being financed, a pre-approval letter from a financial institution is required. Cash bidders shall provide proof of funds in the form of a letter from a reputable financial institution.

TAB 3: Development Approach and Design Plans

1. Provide a detailed project approach, including the proposed strategy for the development of the property, phases, and construction.
2. Provide architectural renderings of the proposed development and any outdoor amenities, innovative and/or energy-efficient design features, etc. that would be applicable.
3. Provide a narrative explaining how your proposed development will add value and compatibility to the community while addressing the general needs of the community and of the area where the Property is located.

TAB 4: Development Team

1. Provide a resume for each member of the development team and their experience.
2. Provide a summary of all experience relevant to the Proposer's ability to successfully execute the Proposal.

TAB 5: Timeline

1. Provide a comprehensive timeline of the key steps in the development of the project and the anticipated date for any/all certificates of occupancy to be issued. Timeline should depict major project milestones, including but not limited to: any due diligence/inspection work; securing financing, if applicable; obtaining rezoning of the Property and any necessary comprehensive plan amendments, if applicable; etc.

2. **Maximum Due Diligence Phase: 6 months**

- Due diligence phase includes title, survey, environmental and any other inspections.
- The Development Team is solely responsible for the Due Diligence

Submit:

- One (1) bound, original clearly identifying Proposer and marked "ORIGINAL".
- Two (2) bound copies clearly identifying Proposer and marked "COPY" with all required information and identical to the original.
- Three (3) electronic format copy(s) clearly identifying Proposer.

Electronic format copies should be submitted on separate Universal Serial Bus (USB) portable flash memory drives or Adobe Acrobat[®] portable document format (PDF) **in one file that includes TABS 1-5 and the required form in Attachment B, along with any supporting documentation.** Do not password protect or otherwise encrypt electronic proposal copies. Electronic copies must contain an identical proposal to the ORIGINAL.

Submit the Proposal in a sealed package with the following information clearly marked on the outside of the package: ITN No. 24-002, Sale and Development of all the Property at 500 15th Street West, Bradenton, Florida 34205, Proposer's name, and Proposer's address. Proposals must be received by the Manatee County Property Acquisition Division, located at 1112 Manatee Avenue West, Suite 800, Bradenton, Florida 34205, and must be time-stamped by an employee of the Property Acquisition Division prior to the Due Date and Time stated above.

DEADLINE FOR QUESTIONS AND CLARIFICATION REQUESTS

The deadline to submit all questions, inquiries, or requests concerning interpretation, clarification or additional information pertaining to this Invitation to Negotiate to the Manatee County Property Acquisition Division is **January 26, 2024, at 1:00 PM EST**. Questions and inquiries should be submitted via email to the designated contact shown below.

Questions and inquiries regarding the ITN process should be submitted via email to the Property Acquisition Division whose contact information is shown below and who is authorized by the Property Acquisition Division Manager in accordance with A.04 of Attachment "A" of this ITN:

Julie A. Brown, Real Property Specialist

Phone: (941) 748-4501, ext. 3403

Email: julie.a.brown@mymanatee.org

**Manatee County Property Management Department
Property Acquisition Division**

Questions and inquiries regarding interpretation, clarification or additional information pertaining to this ITN should be submitted via email to the Property Acquisition Division Manager whose contact information is shown below:

Charles Meador, Property Acquisition Division Manager

Phone: (941) 748-4501, ext. 6289

Email: charles.meador@mymanatee.org

Manatee County Property Management Department

Questions and Clarification Requests submitted after the Questions and Clarification Requests deadline will not be accepted. No verbal Questions and Clarification Requests will be honored. Responses to Questions and Clarification Requests will be sent via email from either the Property Acquisition Division to the email address from which the Questions and Clarification Request was received.

AUTHORIZED FOR RELEASE:

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Attachment "A": General Terms and Conditions of the Invitation to Negotiate for the *Sale and Development of all the Property at 500 15TH STREET WEST, BRADENTON, FLORIDA 34205 (Parcel Identification Number 3354500109)*

Attachment "B": Forms (Must be returned with proposal)

1. Proposal Certification Form

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1. INTRODUCTION: OVERVIEW & PROPERTY INFORMATION

The Property, Parcel Identification Number 3354500109, located at 500 15th Street West, Bradenton, Florida 34205, is vacant and consists of approximately 3.70 (+/-) Acres and is located in the City of Bradenton.

The Property was acquired by Manatee County in 2009 via an eminent domain proceeding (Case Number 2009-CA-7307, Manatee County, Florida). Stipulated Order of Taking dated August 26, 2009 recorded in Official Records Book 2310, Page 6264 of the Public Records of Manatee County, Florida.

The Property's current zoning designation is T5 Urban Center (BR_T5). The purpose of this district is to permit higher density mixed use buildings that accommodate retail, offices, rowhouses and apartments. (per City of Bradenton, Department of Planning & Community Development).

2. COMMUNICATIONS

All communications related to this ITN, including Questions and Clarification Requests, must be submitted in writing or via email to julie.a.brown@mymanatee.org or charles.meador@mymanatee.org. All inquiries or Questions and Clarification Requests pertaining to this ITN must be submitted no later than **January 26, 2024, at 1:00 PM EST**.

3. CRITERIA FOR SALE AND DEVELOPMENT

The purpose of this ITN is to solicit offers to develop all of a 3.70 (+/-) acre tract of land. The County is seeking Proposals from organizations who have the financial and organizational capacity to develop the Property by providing a cost-efficient and innovative development to the community.

The Due Date and Time for submission of Proposals in response to this ITN is **February 12, 2024, at 2:00 PM EST**. Proposals must be delivered to the following location: Manatee County Administration Building, 1112 Manatee Ave. West, Suite 800, Bradenton, Florida 34205 and must be time-stamped by an employee of the Property Acquisition Division prior to the Due Date and Time. Proposals will be opened immediately following the Due Date and Time at the Manatee County Administration Building, 8th Floor, Suite 800.

Proposal(s) received after the Due Date and Time will not be considered. It will be the sole responsibility of the Proposer to deliver their proposal to the Manatee County Property Acquisition Division for receipt on or before the Due Date and Time. If a proposal is sent by U.S. Mail, courier or other delivery services, the Proposer will be

solely responsible for its timely delivery to the Property Acquisition Division. Proposals delayed in delivery will not be considered, will not be opened at the public opening, and arrangements will be made for the return of the Proposal to the Proposer.

Proposer acknowledges that all information contained within their Proposal is public record, as defined in Chapter 119, "Public Records", of Florida Statutes. No information should be labeled confidential unless exempted under said laws.

The successful candidate shall have proven experience in the design, construction, and project management of this type of proposed development. Additionally, the successful candidate shall be environmentally and ecologically sensitive throughout all aspects of the project and bear the full expense and burden of obtaining all relevant approvals in accordance with state and local laws.

4. MINIMUM QUALIFICATIONS TO BE CONSIDERED

A. To qualify for any consideration, the Proposer(s) must present proof of any licensing or certification which will be required by law to perform the services required in the scope of services in this ITN or contained in the proposal. Proposals may be presented by a single business entity, a joint venture, or partnership, or corporation.

B. Proposers shall demonstrate capability in performing or overseeing the performance of the services described within the scope of services set forth herein with a preference for substantial, current, and verifiable experience. In the event more than one entity is joining in making this proposal, each entity shall set forth its respective experience and qualifications for those areas the entity intends to perform.

If subcontractors are to be used in your proposal to meet the minimum qualifications, detail the business entities, description of the service provided, and responses in the same level of detail and tabbed order as instructed in this ITN for the Proposer.

C. Similar Projects. To validate experience, expertise and capabilities, Proposers shall provide the following details for each of the Proposer(s)' relevant past similar projects:

- The name and location of the Client and the project, the year of performance and the date the project was fully operational and accepted.
- The specific details of the project including the components and subcontractors utilized.

- Specify the name, title, and email and telephone for the Clients' contract manager for the project.

After County validates the minimum qualifications have been met, responsive Proposals will be considered by an evaluation committee established by the County Administrator.

5. PROPOSED USE OF PROPERTY AND ZONING DESIGNATION

- The respondent shall indicate what development is proposed for the site and the required zoning needed for this development.
- The respondent is responsible for properly researching the allowable uses and types of structures that can be permitted on the Property.

6. PROPOSAL REQUIREMENTS

In order to receive consideration, Proposers must meet the minimum qualification requirements and comply with the instructions and requirements found in this ITN. Proposals will only be accepted from organizations authorized to operate in the State of Florida.

All documents issued pursuant to this ITN are distributed electronically and available for download at no charge at https://mymanatee.org/departments/property_management/property_acquisition/surplus_property. Documents may be viewed and downloaded for printing using Adobe Reader[®] software.

Additionally, the ITN and all related documents are available for public inspection at the Manatee County Property Acquisition Division, 1112 Manatee Avenue West, Suite 800, Bradenton, Florida 34205. Call (941) 748-4501, ext. 3403 to schedule an appointment. Documents are available between the hours of 8:00 A.M. and 4:00 PM EST, Monday through Friday, except for County holidays.

The County, at its sole discretion, reserves the right to select Respondents to provide an oral presentation of their Proposal.

7. ORGANIZATION OF PROPOSALS

Proposals must be organized and arranged as described in the Submission of Proposals of this ITN. Proposals must clearly indicate the legal name, address, and telephone number of the Proposer. Proposals must be signed by an individual authorized to make representations for the Proposer.

8. REVIEW OF PROPOSALS

The County will conduct a due diligence review of all proposals received to determine if the Proposer is responsible and responsive. To be responsive, a Proposer must submit a proposal that conforms in all material respects to the requirements of this ITN and contains all the information, fully completed attachments and forms, and other documentation required. Proposals that are deemed non-responsive will not be considered or evaluated.

To be responsible, a Proposer must meet the minimum qualification requirements and have the capability to purchase and develop the proposed project. Proposals submitted by Proposers that are deemed non-responsible will not be considered or evaluated.

Proposals that do not clearly demonstrate the Proposer's ability to successfully purchase and develop the Property as proposed will be deemed ineligible and will not be considered.

The examination and evaluation of the proposals submitted in response to this solicitation generally requires a period of not less than ninety (90) calendar days from the Due Date and Time.

9. EVALUATION FACTORS

Evaluation of proposals will be conducted by an evaluation committee. Each evaluation committee member will evaluate and score the proposals for each of the evaluation criteria.

The committee reserves the right to provide a final score without conducting interviews, presentations, and/or demonstrations with Proposers. Therefore, each Proposer must ensure that its proposal contains all the information requested in this ITN and reflects Proposer's best offer.

The committee will consider all information submitted by each responsible and responsive Proposer, clarification information provided by Proposer, information obtained during the interview/presentation/demonstration, feedback received from Proposer's references, and any other relevant information received during any investigation of Proposer, to ascertain the ability of the Proposer(s) to perform the scope of services as stated in this ITN.

A. EVALUATION CRITERIA

The following evaluation criteria have been established for this ITN:

Criteria	Maximum Score
Purchase Price and Proof of Funds	30
Development Approach and Design	25
Plans Development Team	25
Timeline	20

B. CLARIFICATIONS/INTERVIEWS /PRESENTATIONS/ DEMONSTRATIONS

As part of the evaluation process the evaluation committee may request additional information or clarification from Proposers for the purpose of further evaluation of (a) conformance to the solicitation requirements, (b) the abilities of the Proposer, and (c) understanding of the proposal submitted. Additional information and/or clarification must be submitted by Proposer within the requested time-period.

Additionally, interviews, presentations and/or demonstrations may be conducted with Proposers as part of the evaluation process. If conducted, the evaluation committee will decide which of those proposals are deemed by the committee as having a reasonable probability of being selected for award. The Proposers for this 'short-list' of proposals will be invited to meet with the committee. Proposers shall decide to attend the interviews, presentations and/or demonstrations if invited. The interviews, presentations and/or demonstrations are closed to the public to the extent permitted by law.

The committee reserves the right to provide a final score without conducting interviews, presentations, and/or demonstrations with Proposers. Therefore, each Proposer must ensure that its proposal contains all the information requested in this ITN and reflects Proposer's best offer.

C. BEST AND FINAL OFFER (BAFO)

The County may request a BAFO if additional information or modified proposals are necessary for the evaluation committee to complete its evaluation and scoring. The information received from the BAFO will be used by the evaluation committee to re-evaluate and re-score the Proposers.

D. SCORING OF PROPOSALS

The evaluation committee will determine from the responses to this ITN and subsequent investigation as necessary, the Proposer(s) whose proposal(s) best meet the County's requirements and recommend the County enter into negotiations for an agreement.

In its review, the evaluation committee may take the following actions:

- a. Review all responses pursuant to the evaluation factors stated herein
- b. Short list Proposers to be further considered in oral interview/presentation/product demonstrations
- c. Recommend commencement of negotiations to the County Administrator
- d. Reject all proposals received and cancel the Invitation to Negotiate
- e. Receive written clarification of proposal

E. AWARD

Award of an Agreement is subject to the successful negotiations and the approval of either the County Administrator or the Board of County Commissioners.

The County reserves the right to accept or reject any and all proposals, to waive irregularities and technicalities, to request additional information and documentation, and to cancel this solicitation at any time prior to execution of the contract. The County reserves the right to award the contract to a responsive and responsible Proposer which in its sole determination is the best value and in the best interests of the County.

The County reserves the right to investigate as it deems necessary to determine the ability of any Proposer to fulfill any aspect of their Proposal. Upon request by the County, Proposer shall provide all such information to the County. Additional information may include, but will not be limited to, current financial statements prepared in accordance with generally accepted accounting practices and certified by an independent CPA or official of Proposer; verification of availability of equipment and personnel; and past performance records.

10. NEGOTIATION OF THE AGREEMENT

A. GENERAL

The following general terms and conditions apply to the proposal submitted for consideration and the subsequent negotiations:

1. The proposal will serve as a basis for negotiating an agreement, but not compel adherence to its terms or conditions.
2. Upon submission, all proposals become the property of the County which has the right to use any or all ideas presented in any proposal submitted in response to this ITN whether or not the proposal is accepted.
3. All products and papers produced in the course of this engagement become the property of the County upon termination or completion of the engagement.

B. NEGOTIATIONS

The negotiation process is designed to establish the terms, conditions and covenants of the contract and assure the County obtains the best value.

The negotiations may be conducted as a single negotiation or with multiple Proposers. Negotiations with multiple respondents may occur either concurrently or consecutively.

The meetings held between the County and the respondent(s) during the negotiation phase may be designated by the County as exempt from being held as public meetings by Section 286.0113 (2)(a)2.(b)1., Florida Statutes.

Negotiation strategy meetings held by the County's staff may be exempt by section 286.0113 (2)(a)2.(b)2., Florida Statutes.

The parties will negotiate the term of the agreement, and the circumstances in which it may be renewed, assigned, or terminated.

The parties will negotiate matters of insurance, liability, record-keeping, auditing, and all other relevant contractual matters.

C. AGREEMENT

The selected Proposer or Proposers shall be required to negotiate an agreement, in a form and with provisions acceptable to Manatee County.

Negotiated agreements may or may not include elements of this ITN or the

resulting successful proposal where alternative terms or conditions become more desirable to the County, and the parties agree to such terms.

All agreements must be in writing and signed by the parties. No oral agreement, offer or other discussion between the County and a Proposer or any employee or officer of the County shall not constitute a valid or binding contract or agreement.

11. PROPOSAL EXPENSES

All costs incurred by Proposer in responding to this ITN will be the sole responsibility of the Proposer. Manatee County shall not be liable for any costs incurred by the Proposer for preparing and submitting any response to this ITN, including participating in any interviews, presentations, demonstrations, travel or for any other activities or occurrences related in any way to this ITN.

12. GENERAL TERMS AND CONDITIONS

Proposers shall comply with the General Terms and Conditions set forth in Attachment "A."

13. ORDINANCE NUMBER 14-26, MANATEE COUNTY SURPLUS LANDS ORDINANCE

- Property conveyance must comply with County Ordinance Number 14-26, and Florida Statutes Chapter 125.35.

ATTACHMENT "A"

General Terms and Conditions of the Request for Proposals for the *Property at 500 15TH STREET WEST, BRADENTON, FLORIDA 34205* (PARCEL IDENTIFICATION NUMBER 3354500109)

A.01 WITHDRAWAL OF PROPOSAL AND CHANGES TO ITN

Proposers may withdraw Proposals under the following circumstances:

- If Proposer discovers a mistake(s) prior to the Due Date and Time. Proposer may withdraw its proposal by submitting a written notice to the Property Acquisition Division. The notice must be received in the Property Acquisition Division prior to the Due Date and Time for receiving proposals. A copy of the request shall be retained, and the unopened proposal returned to the Proposer; or
- After the Proposals are opened but before a contract is signed, Proposer alleges a material mistake of fact if the mistake is evident in the solicitation document; or Proposer submits evidence which clearly and convincingly demonstrates that a mistake was made in the Proposal. Requests to withdraw a Proposal must be in writing and must be approved by the Property Acquisition Division Manager.

Once a proposal is opened, the County will not accept any request by Proposer to correct errors or omissions in the proposal other than as identified in this paragraph.

Any interpretations, corrections, or changes to this ITN will be made by addenda. Addenda will be posted on https://mymanatee.org/departments/property_management/property_acquisition/surplus_property. All addenda are a part of the ITN, and each Proposer will be bound by such addenda. It is the responsibility of each Proposer to read and comprehend all addenda issued. Failure of any Proposer to acknowledge an issued addendum in its Proposal will not relieve the Proposer from any obligation contained therein.

If the Proposer requests modifications to the ITN documents, the Proposer must provide detailed justification for each modification requested. The County will determine what changes will be acceptable to the County and changes approved by the County will be issued in a written addendum.

Manatee County will not be responsible for oral interpretations given by other sources including County staff, representative, or others. The issuance of a written addendum by the Property Acquisition Division is the only official method whereby interpretation, clarification or additional information will be given.

A.02 APPLICABLE LAWS

Proposer must be a non-profit or for-profit organization authorized to operate in the State of Florida. All applicable laws and regulations of the State of Florida, ordinances and regulations of Manatee County will apply to any resulting contract. This solicitation process will be conducted in accordance with Manatee County Code of Ordinances Chapter 2-2.

A.03 TAXES

Manatee County is exempt from Federal Excise and State Sales Taxes. (F.E.T. Cert. No. 59-78-0089K; Florida Sales Tax Exempt Cert. No. 85-8012622206C-6). Therefore, the Proposer is prohibited from delineating a separate line item in its Proposal for any sales or service taxes. The Successful Proposer will be responsible for the payment of taxes of any kind, including but not limited to sales, consumer, use, and other similar taxes payable on account of the work performed and/or materials furnished under the award in accordance with all applicable laws and regulations.

A.04 CONTACT WITH STAFF

Upon advertising this ITN, prospective Proposers, or any agent, representative or person acting at the request of such prospective Proposer shall not contact, communicate with, or discuss any matter relating in any way to the ITN with any agent, official or employee of Manatee County, other than the Property Acquisition Division Manager or their authorized designee. Failure to comply with this provision may result in the disqualification of the Proposer, at the discretion of the County. All inquiries pertaining to this ITN shall be submitted in accordance with the ITN instructions stated herein.

This prohibition begins with the advertisement of the ITN and ends upon execution of a contract with a Proposer, or upon cancellation of the advertisement, whichever comes first. Violation of this prohibition may result in the Proposer being deemed non-responsible. Notwithstanding the forgoing, after the County selects and enters into a contract with a Proposer, Proposer may communicate with those members of County staff, consultants, or third parties designated by the County.

A.05 COLLUSION

By submitting a Proposal in response to this ITN, the Proposer certifies that it has not divulged to, discussed, or compared its Proposal with other Respondents and has not colluded with any other Proposer or parties to this ITN whatsoever. Also, Proposer certifies, and in the case of joint Proposers, each party thereto certifies, as to its own

organization that in connection with the Proposal:

- Any cost estimates and data submitted have been arrived at independently, without consultation, communication, or agreement, for the purpose of limiting competition, as to any matter relating to such cost estimates and data, with any another Proposer or with any competitor.
- Any cost estimates and data quoted for this Proposal have not been knowingly made available by the Proposer prior to the scheduled Opening Date and Time directly or indirectly to any competitor.
- No attempt has been made or will be made by the Proposer to induce any other person or entity to submit or not to submit a Proposal for the purpose of limiting competition.
- The only person or persons interested in this Proposal as principal or principals is/are named therein and that no person other than the person or persons named has any interest in this Proposal; and
- No person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee except bona fide employees or established commercial agencies maintained by the Respondent for the purpose of doing business.

A Proposal may be disqualified if a Proposer submits more than one Proposal or if there is evidence that collusion occurred.

A.06 PUBLIC ENTITY CRIMES

Pursuant to Subsection 287.133(a), Florida Statutes, 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 bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform 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 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

In addition, Manatee County Code of Laws Chapter 2-26 Article V prohibits the award of County contracts to any person or entity who/which has, within the past 5 years, been convicted of, or admitted to in court or sworn to under oath, a public entity crime or of any environmental law that, in the reasonable opinion of the County, establishes

reasonable grounds to believe the person or business entity will not conduct business in a reasonable manner.

The failure of a Proposer to promptly supply information in response to an inquiry made by the County may be grounds for rejection of a Proposal.

A.07 PUBLIC RECORD DISCLOSURES

Upon receipt, all inquiries and responses to inquiries related to this Request for Proposals become "Public Records" and shall be subject to public disclosure consistent with Florida Statute, Chapter 119.

Proposals become subject to disclosure thirty (30) days after the opening or if a notice of intent to award decision is made earlier than this time as provided by Florida Statutes § 119.071(1)(b). No announcement or review of the proposals shall be conducted at the public opening.

If County rejects all proposals and concurrently notices its intent to reissue the solicitation, the rejected proposals are exempt from public disclosure until such time the County provides notice of an intended decision concerning the reissued solicitation or until County withdraws the reissued solicitation. A proposal is not exempt for longer than twelve (12) months after the initial notice of rejection of all proposals.

Pursuant to Florida Statute 119.0701, to the extent successful Proposer is performing services on behalf of County, successful Proposer must:

- Keep and maintain public records required by public agency to perform the service. That information and data it manages as part of the services may be public record in accordance with Chapter 119, Florida Statutes and Manatee County public record policies. Proposer agrees, prior to providing goods/services, it will implement policies and procedures, which are subject to approval by County, to maintain, produce, secure, and retain public records in accordance with applicable laws, regulations, and County policies including but not limited to Section 119.0701, Florida Statutes.
- Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statutes, Chapter 119, or as otherwise provided by law.
- Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion

of the contract if the successful Proposer does not transfer the records to the public agency.

- Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of contractor or keep and maintain public records required by the public agency to perform the service. If the successful Proposer transfers all public records to County upon completion of the contract, the successful Proposer shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the successful Proposer keeps and maintains public records upon completion of the contract, the successful Proposer shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to County, upon request from County's custodian of public records, in a format that is compatible with the information technology systems of County.

A.08 AMERICANS WITH DISABILITIES

Manatee County does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of County's functions including one's access to participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation for an information conference or Proposal opening should contact the Property Acquisition Division at least twenty-four (24) hours in advance of either activity.

A.09 EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Title VI of the Civil Rights Act of 1964, Title 15, Part 8 of the Code of Federal Regulations and the Civil Rights Act of 1992, Manatee County hereby notifies all Proposers that it will affirmatively ensure minority business enterprises are afforded full opportunity to participate in response to this Request for Qualifications and will not be discriminated against on the grounds of race, color, national origin, religion, sex, age, handicap, or marital status in consideration of award.

ATTACHMENT "B"

Proposal Certification Form

PROPOSAL CERTIFICATION FORM

THE APPLICANT CERTIFIES THAT THE DATA IN THIS APPLICATION AND ITS VARIOUS SECTIONS, INCLUDING BUDGET DATA, ARE TRUE AND CORRECT TO THE BEST OF HIS/HER KNOWLEDGE AND THAT THE FILING OF THIS APPLICATION HAS BEEN DULY AUTHORIZED.

SUBMITTED BY: _____
Name of Agency (Type or Print)

Name (Type or Print)

Signature

Official Title

Date

AUTHORIZED BY: _____
Name (Type or Print)

Signature

Official Title

Date

STAFF USE ONLY:

Proposal received by Manatee County Manatee County Property Management Department on:

_____ at _____ by _____
(date) (time) (Signature Of Staff)

ATTACHMENT “C”

Legal Description and Sketch

Legal Description of Property and Certification

Sheet 1 of 2 Sheets (not full and complete without all-inclusive sheets)

LEGAL DESCRIPTION: Parcels of land as described in Official Records Book 1906, Page 6652 of the Public Records of Manatee County, Florida, located in Section 26, Township 34 South, Range 17 East, Manatee County, Florida, being described as follows:

PARCEL 1:

LOTS 1 THROUGH 17, PROSPECT ADDITION, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT BOOK 5, PAGE 19, OF THE PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA. LESS THE PORTIONS THEREOF CONVEYED TO THE STATE OF FLORIDA AS DESCRIBED IN DEED BOOK 382, PAGE 63 AND IN OFFICIAL RECORD BOOK 737, PAGE 796, PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA.

AND

BEGIN AT THE SW CORNER OF MANATEE AND PROSPECT AVENUE (NOW MANATEE AVENUE AND 15TH STREET) IN THE CITY OF BRADENTON, FLORIDA, RUNNING THENCE SOUTH ALONG THE WEST SIDE OF PROSPECT AVENUE (15TH STREET) 127 2/3 FEET FOR A POINT OF BEGINNING; THENCE SOUTH ALONG THE WEST SIDE OF SAID PROSPECT AVENUE (15TH STREET) 65 FEET; THENCE WEST PARALLEL WITH MANATEE AVENUE TO WARES CREEK; THENCE NORTH ALONG WARES CREEK TO A POINT DUE WEST OF THE POINT OF BEGINNING; THENCE EAST TO THE POINT OF BEGINNING. LYING AND BEING IN THE SW 1/4 OF THE SW 1/4 OF SECTION 26, TOWNSHIP 34 SOUTH, RANGE 17 EAST.

AND

BEGINNING AT A POINT ON THE WEST SIDE OF PROSPECT AVENUE (15TH STREET WEST) IN THE CITY OF BRADENTON, FLORIDA, 264 FEET SOUTH FROM THE SOUTHWEST CORNER OF PROSPECT AVENUE AND MANATEE AVENUE, THE SAME BEING THE NORTHEAST CORNER OF LOT OWNED BY MRS. SARAH O. WEBBER; THENCE RUN NORTH ALONG THE WEST SIDE OF PROSPECT AVENUE (15TH STREET), THE DISTANCE OF 71 AND 1/3 FEET; THENCE WEST ON A LINE PARALLEL WITH THE CENTER LINE OF MANATEE AVENUE TO THE BANK OF WARE'S CREEK; THENCE SOUTH ALONG THE MARGIN OF SAID CREEK TO THE NORTHWEST CORNER OF MRS. SARAH O. WEBBER'S LOT; THENCE EAST TO POINT OF BEGINNING, IN THE SW 1/4 OF THE SW 1/4 OF SECTION 26, TOWNSHIP 34 SOUTH, RANGE 17 EAST.

AND

BLOCK 'A' OF BALLARD'S ADDITION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGES 73 AND 103, OF THE PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA.

PARCEL 2:

BEGIN AT THE SE CORNER OF BLOCK "A" OF BALLARD'S ADDITION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 103 OF THE PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA; THENCE DUE WEST ALONG SOUTH BOUNDARY OF SAID BLOCK "A", A DISTANCE OF 349.35 FEET FOR A POINT OF BEGINNING; THENCE NORTH 100 FEET TO THE NORTH LINE OF SAID BLOCK "A"; THENCE WEST TO THE PRESENT SEAWALL; THENCE SOUTHERLY ALONG SAID SEAWALL TO A POINT THAT INTERSECTS WITH THE SOUTH BOUNDARY LINE OF SAID BLOCK "A" EXTENDED WEST; THENCE EAST APPROXIMATELY 150 FEET TO POINT OF BEGINNING; TOGETHER WITH ALL RIPARIAN RIGHTS THEREUNTO BELONGING.

THE WEST 1/2 OF THE FOLLOWING DESCRIBED LAND, TO WIT:

BEGIN AT THE SE CORNER OF BLOCK "A" OF BALLARD'S ADDITION, AS PER PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 103 OF THE PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA; THENCE WEST ALONG SOUTH BOUNDARY OF SAID BLOCK "A", 255 FEET FOR POINT OF BEGINNING; THENCE NORTH 100 FEET TO NORTH LINE OF SAID BLOCK "A"; THENCE WEST 94.35 FEET; THENCE SOUTH 100 FEET; THENCE EAST 94.35 FEET TO THE POINT OF BEGINNING.

ALL OF WHICH BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS :

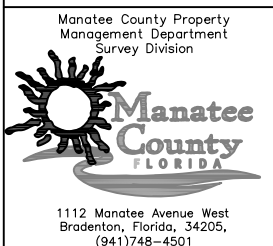
BEGINNING AT THE SOUTHEAST CORNER OF BLOCK "A" AS SHOWN AND DESIGNATED ON A PLAT ENTITLED "BALLARD'S ADDITION" RECORDED AMONG THE PUBLIC RECORDS OF MANATEE COUNTY, FLORIDA IN PLAT BOOK 1, PAGE 103; THENCE ALONG THE SOUTH BOUNDARY OF SAID BLOCK "A", N 88°33'22" W, A DISTANCE OF 500.73 FEET TO THE MEAN HIGH WATER LINE OF WARE'S CREEK; SAID MEAN HIGH WATER LINE LYING ON THE FACE OF AN EXISTING SEAWALL; THENCE ALONG THE FACE OF THE SEAWALL AND MEAN HIGH WATER LINE, THE FOLLOWING FIFTEEN COURSES AND DISTANCES:

- | | | | |
|------------------|--------|-------------------|---------|
| 1. N 12°39'31" E | 6.76' | 9. N 09°11'57" E | 43.76' |
| 2. N 12°46'37" E | 17.11' | 10. N 09°29'30" E | 17.87' |
| 3. N 15°10'26" E | 27.26' | 11. N 09°21'12" E | 9.20' |
| 4. N 13°20'37" E | 16.92' | 12. N 05°12'39" E | 38.95' |
| 5. N 13°07'25" E | 14.16' | 13. N 03°38'41" E | 10.26' |
| 6. N 12°59'36" E | 30.96' | 14. N 03°24'49" E | 36.01' |
| 7. N 13°04'44" E | 32.90' | 15. N 02°32'28" E | 11.30'; |
| 8. N 13°00'53" E | 24.46' | | |

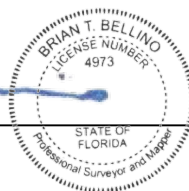
THENCE N 00°03'17" W, A DISTANCE OF 13.09 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY LINE OF STATE ROAD 64 (MANATEE AVENUE); THENCE ALONG SAID RIGHT-OF-WAY LINE, S 88°39'29" E, A DISTANCE OF 393.65 FEET TO A POINT OF CURVATURE OF A CURVE CONCAVE SOUTHWESTERLY HAVING A RADIUS OF 55.00 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 80°07'56", A DISTANCE OF 76.92 FEET TO A POINT OF NON-TANGENCY; SAID POINT LYING ON THE WESTERLY RIGHT-OF-WAY LINE OF 15TH STREET WEST; THENCE ALONG SAID RIGHT-OF-WAY LINE, S 00°42'58" W, A DISTANCE OF 301.74 FEET TO THE POINT OF BEGINNING. CONTAINING AN AREA OF 3.70 ACRES MORE OR LESS.

SURVEYORS CERTIFICATION:

I HEREBY CERTIFY: That this "Work Product" is true and correct to the best of my knowledge and belief, it was prepared under my direction and meets the Standards of Practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17 Florida Administrative Code, pursuant to Section 472.027 Florida Statutes.



Brian T. Bellino
Brian T. Bellino, P.S.M.
Manatee County Surveyor
Professional Surveyor and Mapper
Florida License No.4973



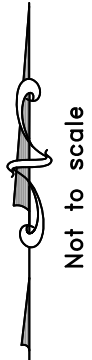
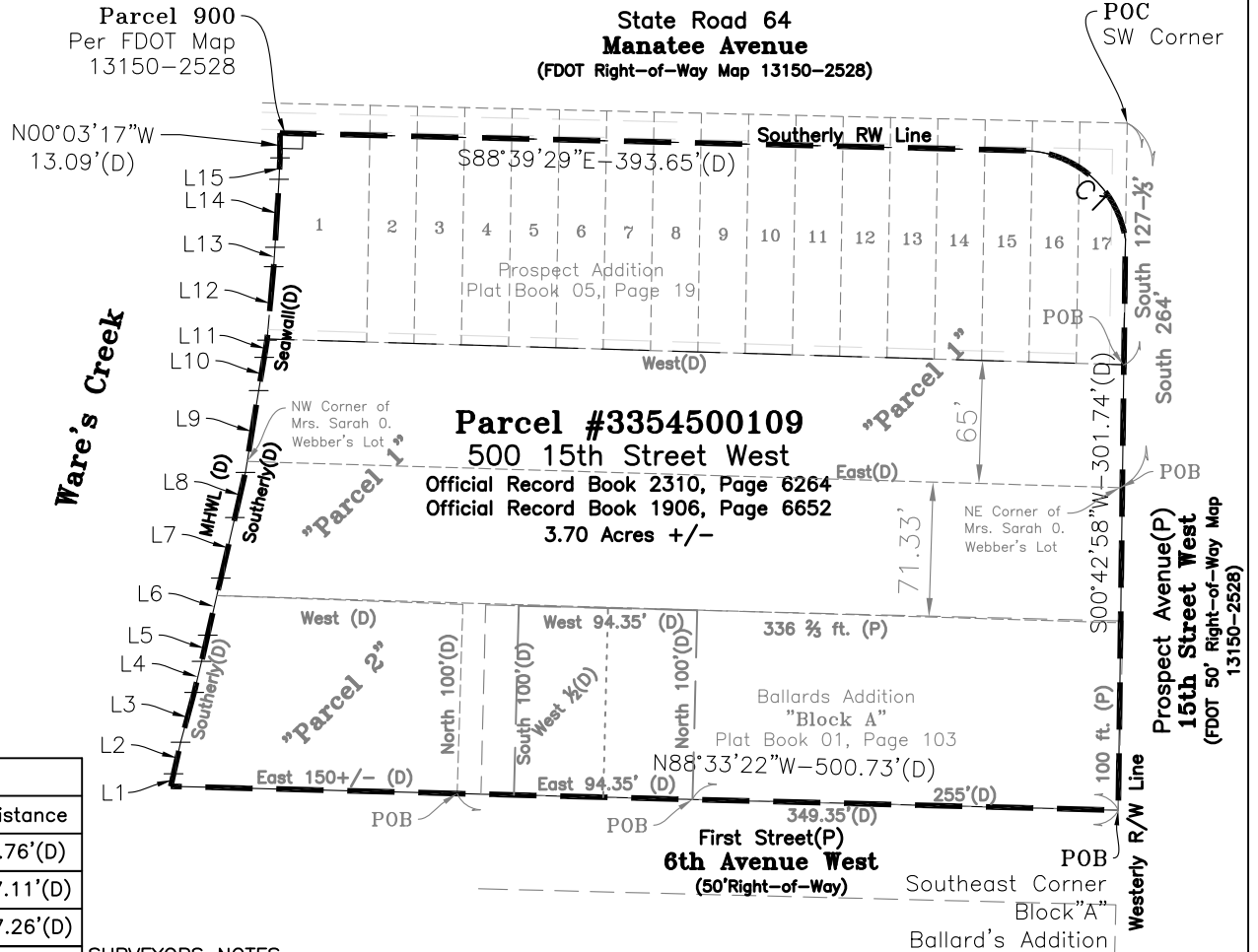
10/10/2022
Date

Drawing Path: S:\SURVEY\2022 Jobs\20221001_500 15th Street West- Downtown Parking Lot\CAD_DWG's
Sheet: 1 OF 2
Section 26, Township 34 South, Range 17 East
Drawing Date: 10/07/22

Sketch of Legal Description of Property and the Surveyors Notes

Sheet 2 of 2 Sheets (not full and complete without all-inclusive sheets)

Curve Table				
Curve#	Delta	Radius	Length	Chord
C1	080°07'56"(D)	55.00'(D)	76.92'(D)	N48°35'40"W-70.80'(D)



Line Table		
Line#	Bearing	Distance
L1	N12°39'31"E	6.76'(D)
L2	N12°46'37"E	17.11'(D)
L3	N15°10'26"E	27.26'(D)
L4	N13°20'37"E	16.92'(D)
L5	N13°07'25"E	14.16'(D)
L6	N12°59'36"E	30.96'(D)
L7	N13°04'44"E	32.90'(D)
L8	N13°00'53"E	24.46'(D)
L9	N09°11'57"E	43.76'(D)
L10	N09°29'30"E	17.87'(D)
L11	N09°21'12"E	9.20'(D)
L12	N05°12'39"E	38.95'(D)
L13	N03°38'41"E	10.26'(D)
L14	N03°24'49"E	36.01'(D)
L15	N02°32'28"E	11.30'(D)

SURVEYORS NOTES:

1. This is not a Survey. This note is required per 5J-17-052 6 (b).
2. Bearings as shown hereon are referenced to Official Record Book 2310, page 6264 as the Southerly Boundary line of the parcel described, which is an assumed Deed bearing of N88°33'22"W.
3. This "Work Product", per 5J-17050 (13), contains 2 sheets and is not full and complete without all sheets.
4. Northing and Easting coordinates are relative to the North American Datum of 1983-2011, adjustment (NAD 83/2011), and is relative to the Florida State Plane Coordinate System West Zone.
5. The purpose of this Legal Description and Sketch is to prepare an overall sketch for Land Acquisition purposes.
6. This "Work Product" is not valid without being in "hard copy" form without the original signature and seal by the Surveyor or as provided in FS 5J-17-062 "Procedures for Signing and Sealing Electronically Transmitted Surveys or Other Documents".
7. A Title Search and/or Title Report was not provided, procured, or performed by the signing Surveyor or his subordinates. However, sufficient research of the Public Records was made for this "Work Product".
8. This Legal Description is based upon Warranty Deed as recorded in Official Record Book 1906, Page 6652 and a sketch Parcel 3354500109 "Old City Hall" prepared by Hyatt Survey Services, Inc Dated: 07/03/09 Recorded in Official Record Book 2310, Page 6264.

Notes:
 -See Sheet 1 of 2 for Legal Description, Surveyor's Notes and Certification

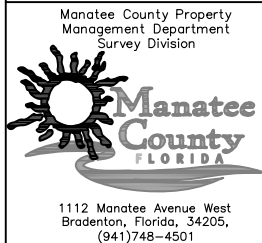
- CL = Center Line
- E = Easting Coordinate
- N = Northing Coordinate
- (D) = Deeded Information
- (P) = Platted Information
- MHWL = Mean High Water Line
- PID = Parcel Identification Number
- POB = Point of Beginning
- POC = Point of Commencement
- PC = Point of Curvature
- PT = Point of Tangency
- R/W = Right of Way

Drawing Path:
 S:\SURVEY\2022
 Jobs\20221001_500 15th
 Street West- Downtown
 Parking Lot\CAD_DWG's

Sheet: 2 OF 2

Section 26, Township 34
 South, Range 17 East

Drawing Date: 10/07/22



ATTACHMENT "D"

Location Map



OLD CITY HALL

**MANATEE COUNTY
500 15TH STREET WEST
BRADENTON, FLORIDA 34205
PID: 3354500109**



DISTRICT 3- KEVIN VAN OSTENBRIDGE