



**CITY OF WEST PARK  
REQUEST FOR QUALIFICATION NOTICE  
(RFQ NO. 19-1212)**

**PUBLIC-PRIVATE DEVELOPMENT OF CITY OWNED PROPERTIES**

**The City of West Park (the “City”), Florida, invites experienced individuals, groups, or companies to respond to Request For Qualifications #19-1212 for the selection of a “Master Developer” to develop City owned, vacant, commercial properties at 2417 South State Road 7 and 5925 SW 25<sup>th</sup> Street.**

Following RFQ submittal, the City will determine which firm(s) are qualified to participate in the development of City owned, properties at 2417 South State Road 7 (Folio 5141 2402 1061) and at 5925 SW 25<sup>th</sup> Street (Folio 5141 2402 1070). The properties are adjacently located and are also located within the Transit Oriented Corridor zoning district. The combined square footage of both properties is 19,149 sq. ft. In accordance with goals and objectives of the Transit Oriented Corridor, the City intends to facilitate sustainable, pedestrian-oriented development along State Road 7. In accordance with adopted economic development objectives, for-profit development is strongly encouraged.

Qualification packages must be submitted in accordance with guidelines contained in RFQ 19-1212. A complete copy of RFQ 19-1212 may be obtained upon request in the West Park City Hall at 1965 South State Road 7, West Park, Florida 33023 or by submitting a request via e-mail to [agrant@cityofwestpark.org](mailto:agrant@cityofwestpark.org).

**Submittal Deadline** - Qualification packets must be submitted no later than **Thursday, December 12, 2019 by 3:30 p.m.** to the City Clerk’s Office located in the West Park City Hall at 1965 South State Road 7, West Park, Florida 33023. Questions regarding RFQ 19-1212 must be submitted via e-mail to [agrant@cityofwestpark.org](mailto:agrant@cityofwestpark.org) by no later than **Thursday, November 7, 2019 by 2:00 p.m.**

**Pre-Qualification Meeting** - A non-mandatory pre-qualification meeting will be held on Thursday, November 7, 2019 at 3:00 p.m., in City Hall Commission Chambers at 1965 S. State Road 7, West Park, FL 33023; Firms are encouraged to visit the site prior to the mandatory pre-qualification meeting on **Thursday, November 7, 2019 at 3:00 p.m.**

**Conflict of Interest Notification Requirement** - If you are an employee, board member, elected officials or an immediate family member of any such person, please indicate the relationship with your firm’s submittal. Under the Form Section of RFQ 19-1212, your firm must complete the Conflict of Interest Notification Questionnaire and submit with your firm’s response. The City will also conduct reference checks as part of required due diligence to determine the capability of individual firms. Each responding firm must provide verifiable references for projects of similar scope.

**Cone of Silence** - The City of West Park City Commission adopted legislation imposing a Cone of Silence associated with City purchases involving goods and services. The Cone of Silence refers to limits on communications held between Proposers, Proposers representatives and City elected officials, management and staff during the period in which a Formal Solicitation is declared open. For the purpose of this solicitation, City Commission members, management, and staff are also included in this Cone of Silence. The Cone of Silence shall be imposed when a formal competitive solicitation has been issued and shall remain in effect until an award is made, a contract is approved, or the City Commission takes any other action which ends the solicitation.

**For questions regarding this solicitation, email the City Clerk at: [agrant@cityofwestpark.org](mailto:agrant@cityofwestpark.org).**