



NORTH MIAMI COMMUNITY REDEVELOPMENT AGENCY

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To: NMCRA Advisory Committee
From: Larry M. Spring, Jr., CPA
Executive Director
Via: Rasha Comeau, Director
Date: October 24, 2016
Re: Chinatown Masterplan Consultant Agreement

Please find attached for your review and approval:

- Resolution Approving Agreement Masterplan Design for Chinatown
- Agreement between NMCRA and Keith & Schnars for Chinatown Masterplan Design.
- Copy of Request For Qualifications No. 33-15-16 issued by the City on June 2, 2016 seeking proposals from experienced and qualified firms for the Conceptual Design Masterplan for the Proposed NW 7th Avenue Chinatown Cultural Arts and Innovation District.
- The City received five (5) proposals in response to this Solicitation on July 5, 2016 (see attached list).
- The evaluation process was conducted on a two tier basis, with an initial evaluation and shortlisting performed by the Evaluation Committee on July 29, 2016.
- The second tier of the evaluation process consisted of interviews conducted by the Evaluation Committee on August 8, 2016 (see attached results).
- Upon completion of the evaluation process, staff entered into negotiations with the top ranked firm, Keith & Schnars (K&S).
- The attached final proposal form K&S contains the scope of work and fee structure agreed to by the parties.
- K&S has agreed to complete the services required under this Solicitation for a lump sum fee of \$175,000 and within no later than six months from award by the CRA.

Staff is recommending approval of this item.

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Tomorrow!*