

REQUEST FOR PROPOSALS

for

**PROFESSIONAL GOLF COURSE ARCHITECTURAL /
ARCHITECTURAL / ENGINEERING / SURVEYING / LANDSCAPE
ARCHITECTURAL AND CONSULTING SERVICES**

for

**REDESIGN AND REBUILDING OF 27-HOLE GOLF COURSE
(FORMERLY KNOWN AS OCEAN BREEZE) INCLUDING NEW
IRRIGATION, LANDSCAPING, PRACTICE RANGE, GOLF CART
MAINTENANCE AND LEARNING CENTER, PRO SHOP, CLUBHOUSE,
ADMINISTRATIVE OFFICES, MEETING SPACE, MAINTENANCE BUILDINGS
AND OTHER GOLF COURSE INFRASTRUCTURE AND APPURTENANCES**

Boca Raton, Florida 33431

PROPOSALS ARE DUE AT 2:00 PM on December 8, 2017

Proposal documents can be acquired electronically and free of charge by logging into the Greater Boca Raton Beach & Park District's website at: www.mybocaparks.org

The Board of Commissioners of the Greater Boca Raton Beach & Park District (the "District") will receive proposals until Friday, December 8, 2017 at 2:00 P.M. for the purpose of selecting a firm to provide golf course architectural, related engineering, architectural, and surveying services. The lead firm shall be the Professional Golf Course Architect.

These proposals will be publicly opened in the District's office, in the Sugar Sand Park Community Center, 300 South Military Trail, Boca Raton, Florida, in the presence of District officials at the above stated time and date. All Proposers or their representatives are invited to be present.

Selection of the Professional Golf Course Architect shall be conducted pursuant to Florida Statute §287.055.

A. Proposal Scope

1. Site Location and Name

The site is the former home of the Ocean Breeze Golf Course to be known in the future as the Boca National Golf Course. The site is located east and west of Northwest 2nd Avenue, north of Yamato Road. Proposers are encouraged to visit the site to acquaint themselves with the conditions.

The site is a 212-acre facility which lies on the north side of Yamato Road.

A portion of the site includes a 4 plus-acre hotel site. Design of the hotel is not included in the scope of work. However, the Master Plan shall include the location, building footprint and parking for a 150-room hotel.

2. Professional Services Required

It is the desire of the District to engage a team of professional consultants led by the Professional Golf Course Architect to review and redesign the existing golf course and corresponding infrastructure, necessary appurtenances and prepare the necessary Master Plan, reports, assistance in bidding and construction documents, cost estimates, including, but not limited to, rebuilding of the golf Facility, construction of a new learning center, pro shop, clubhouse and recommendations for operation of the golf Facility.

PROFESSIONAL SERVICES FOR THE PROPOSAL SHALL INCLUDE:

- (a) Preparation of a Master Plan, Preliminary Report, Construction Documents, Construction Administration and Professional Recommendations for the new golf Facility.
- (b) Cost estimates for the specified improvements are estimated at \$18,000,000.
- (c) The current construction budget for these services is undetermined.
- (d) The clubhouse shall be designed to serve both the golf Facility and local community.

3. Project Requirements

All work shall be done in accordance with project direction as provided by the Greater Boca Raton Beach & Park District. Proposers must contact the District's Executive Director at (561) 417-4599 for clarification of any details regarding the project.

The golf Facility shall be designed in such fashion to meet all USGA Standards for a first-class level of maintenance and play.

A copy of the existing aerial site plan is available for inspection at the District's offices.

4. Proposal Submission

Proposers must include completed Standard Form 330 (or such other form as may have replaced Form 330) with the proposal.

5. Proposals

Proposals should be designed to portray to the District how your firm and team's range of services can best assist with the proposed improvements. In order for the District to evaluate the proposals, each Proposer, including all team members, shall provide information relevant to its ability to provide the services that will best meet the needs of the District in a timely manner. At a minimum, this information shall include:

- a) Experience of the lead Professional Golf Course Architect in design of golf Facilities.
- b) Whether the firm and members of the team are a certified minority business enterprise.
- c) Experience of firm and team in securing approvals (local, State and Federal) for this type of project (if any). Please include documentation.
- d) Names and qualifications of firms and persons that will be assigned to work with, or consult with, the lead Golf Course Architect and District on this project.
- e) Statement of all team member's local availability and degree of accessibility to the District relative to this project for all members of the lead Golf Course Architect's team.
- f) References for all team members (including individual names and telephone numbers).
- g) Proposed time required for review of existing facilities and preparation of the Master Plan, Report, Construction Documents and Cost Estimates for the improvements.

B. Submission Procedures

1. Any proposals received after the above stated time and date will not be considered. It shall be the sole responsibility of the Proposer to have its proposal delivered to the District's office for receipt on or before the above stated time and date. If a proposal is sent by U.S. Mail, the Proposer shall be responsible for its timely delivery to the District. Proposals delayed by mail shall not be opened at the public opening, shall not be considered, and arrangements shall be made for their return at the Proposer's request and expense.
2. Each Proposer shall examine all requests for proposal documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the request for proposal shall be made in writing to the Executive Director, (561) 417-4599. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given. If any addenda are issued to the request for proposal, the District will attempt to notify all known prospective Proposers, however, it shall be the responsibility of each Proposer, prior to submitting their proposal, to contact the Executive Director at (561) 417- 4599 to determine if addenda were issued and to make such addenda a part of the proposal.
3. Twelve (12) signed copies of the proposal shall be submitted in one sealed package, clearly marked on the outside "Sealed Proposals for Architectural/Engineering Services for Renovations for Ocean Breeze," and addressed to:

Greater Boca Raton Beach & Park District
Attention: Executive Director
Room 404, Community Center
Sugar Sand Park
300 South Military Trail
Boca Raton, Florida 33486
4. Proposals shall clearly indicate the legal name, address and telephone number of the Proposer (corporation, firm, and partnership, individual and team members). Proposals shall be signed above the typed or printed name and title of the signer (the Professional Golf Course Architect). The signer shall have the authority to bind the Proposer to the submitted proposal. The team members shall include the required information for each team member and indicate the Professional Golf Course Architect and indicate which firm is the lead firm to be contacted by the District.

5. All expenses for making proposals to the District are to be borne by the Proposer.
6. Any proposal may be withdrawn up until the date and time set above for opening of the proposals. Any proposals not so withdrawn shall, upon opening, constitute an irrevocable offer for a period of 90 days to sell to the Greater Boca Raton Beach & Park District the services set forth in the proposal until one or more of the proposals have been duly accepted by the Greater Boca Raton Beach and Park District. District action on proposals normally will be taken within 45 days of opening, however, no guarantee or representation is made herein as to the time between the proposal opening and subsequent District action.
7. The District reserves the right to accept or reject any or all proposals, to waive irregularities and technicalities, and to request re-submission. The District reserves the right to award the contract to the responsible Proposer submitting a responsive proposal with a resulting negotiated agreement, which is most advantageous, and in the best interest of the District. The District shall be the sole judge of the proposal and the resulting negotiated agreement that is in its best interest, and its decision shall be final.
8. All applicable laws and regulations of the State of Florida and ordinances and regulations of Palm Beach County will apply to any resulting agreement.
9. If any Proposer violates or is a party to a violation of the Code of Ethics of the State of Florida with respect to this proposal, such Proposer may be disqualified from performing the work described in this proposal or from furnishing the services for which the proposal is submitted. A copy of the Code of Ethics is available at the District Office, 300 South Military Trail, Boca Raton, Florida.
10. A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to 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 from the date of being placed on the convicted vendor list.
11. The successful Proposer shall indemnify and save harmless the Greater Boca Raton Beach & Park District from and against all claims, suits, actions, damages or causes of action arising during the term of any resulting agreement for any personal injury, loss of life or damage to property sustained by reason, or as a result of, the performance of the work for which the agreement was entered into, or its agents, employees, invitees, and all other persons, and from and against any

orders, judgments, or decrees, which may be entered thereto, and from and against all costs, attorney's fees, expenses and liabilities incurred in, or by reason of, the defense of any such claim, suit or action, and the investigation thereof. Professional liability insurance insuring the errors and omissions and negligence of the Proposer for all professional services in the amount of \$1,000,000.00 shall be required. Nothing in the agreement shall be deemed to affect the rights, privileges and immunities of the District as set forth in the Florida Statute §768.28.

12. Any agreement or contract resulting from the acceptance of a proposal shall be on forms either supplied by or approved by the District and shall contain, at a minimum, applicable provisions of the request for proposal. The District reserves the right to reject any agreement, which does not conform to the request for proposal and any District requirements for agreements and contracts.
13. Firms are required to commit that the principals and personnel named in the proposal will perform the services throughout the contractual term unless otherwise provided for by way of a negotiated contract or written amendment to same executed by both parties. No diversion or substitution of principals or personnel will be allowed unless a written request that sets forth the qualifications and experience of the proposed replacement(s) is submitted to and approved by the District in writing.
14. Proposer must note Federal ID number on proposal.

C. Proposal Review and Contract

1. Selection Criteria

The District desires to award a contract to the Proposer that demonstrates the ability to provide the highest quality service at the best costs. To accomplish this goal, the District's criteria for selection will include, but not be limited to:

- a) Ability of professional personnel.
- b) Whether the firm is a certified minority business enterprise.
- c) Past performance of the firm.
- d) Willingness to meet the District's time and budget requirements.
- e) Location of Proposer.
- f) Recent, current, and projected workloads of the firm.
- g) The volume of work previously awarded to each firm by the District.

The initial function of the professionals to be engaged pursuant to this request for proposals will be to review the existing facilities and make recommendations regarding their condition, function and other pertinent matters as determined by the professional and to present such recommendations in a Report and Master Plan.

After review, the District may determine the extent to which construction and renovation are to be performed and, in conjunction with the Professional Golf Course Architectural Firm, determine budgets for further professional services and the cost of improvements. Consequently, no budget for this work is currently available.

2. Selection and Ranking

Based upon an evaluation of proposals submitted and pursuant to Florida Statute §287.055, the District intends to select and/or rank finalists who may be required to make formal presentations before the Board of Commissioners regarding their qualifications, approach to the project, and ability to furnish the required services to best serve the needs of the District.

3. Negotiations and Contract Awards

After ranking is completed, the District will attempt to negotiate an agreement that will be in the best interests of the District. Assuming the successful negotiation of an agreement, the matter will be submitted to the Board of Commissioners for approval. Upon approval, the formal contract will be prepared and entered into by both parties.

4. Contract for Services

Final fee for professional services and the scope of services will be negotiated with the firm selected, based upon its proposal and District requirements.

The firm chosen will be required to enter into a formal contract with the District.

GREATER BOCA RATON
BEACH & PARK DISTRICT
Arthur C. Koski
Executive Director