

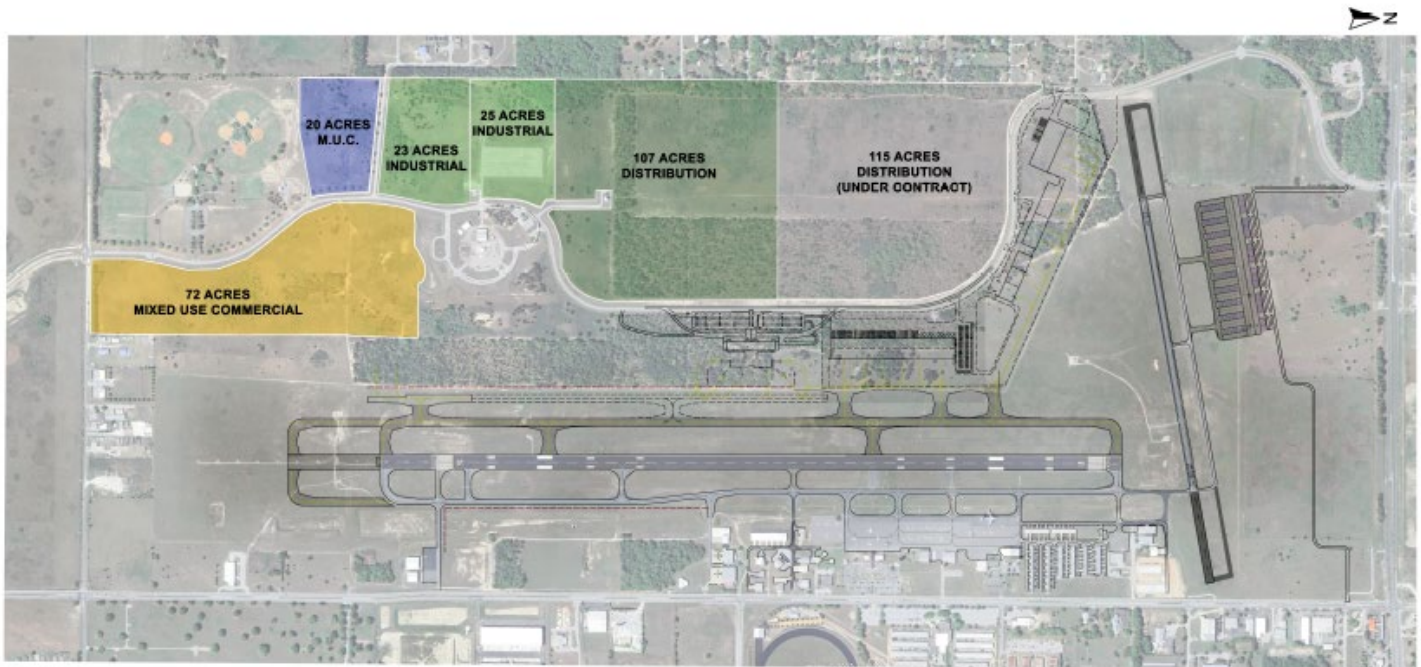


The City of Ocala is accepting sealed electronic submissions for:

**REV 4.22.24 Aviation Development Opportunities at
Ocala International Airport
Invitation to Negotiate (“ITN”) #: AIR/240418– Various
Commercial/Industrial/Distribution/Mixed Use Parcels**

Official copies of all solicitation documents may be obtained via electronic download from the City of Ocala’s e-procurement portal located at: www.bidocala.com.

Copies of documents obtained from any other source are not considered official copies.



Deadline for Questions: May 15, 2024, at 5:00 p.m. (EST)

All questions or inquiries regarding this solicitation must be submitted via e-mail to the Buyer Contact identified below no later than the deadline set for questions noted above. Any questions received after the deadline will not be considered.

Submission Deadline: May 17, 2024, 2024 at 2:00 p.m. (EST)

Sealed electronic submissions shall be accepted via the e-procurement portal up to the submission deadline noted above. Submissions received after the deadline and/or transmitted to the City of Ocala outside of the e-procurement portal shall be rejected.

Buyer Contact: EILEEN MARQUEZ, SENIOR BUYER
E-Mail: emarquez@ocalafl.gov
Phone: (352) 629-8362

**THE CITY OF OCALA RESERVES THE RIGHT TO REJECT ANY AND ALL SUBMISSIONS
INVITATION TO NEGOTIATE NO. AIR/240418
INDUSTRIAL DEVELOPMENT OPPORTUNITIES AT OCALA INTERNATIONAL AIRPORT
Various Commercial/Industrial/Distribution/Mixed Use Parcels**

The City of Ocala, Florida ("City"), through this Invitation to Negotiate ("ITN") is seeking proposals from qualified and interested firms or individuals interested in purchasing certain parcels from the City, and subsequently developing those parcels for commercial, industrial, or retail uses at the Ocala International Airport Business Park.

EXHIBITS: Each of the following Exhibits are incorporated into and made a part of this ITN as if fully set forth

- EXHIBIT A:** Avigation Easement
- EXHIBIT B:** Sample Contract for Sale and Purchase
- EXHIBIT C:** Parcel Boundary Survey
- EXHIBIT D:** Utility Maps
- EXHIBIT E:** Airport Property Use Map
- EXHIBIT F:** Financial Review Committee Documentation

**SECTION 1
INTRODUCTION TO INVITATION TO NEGOTIATE**

1.1. INTRODUCTION AND BACKGROUND

In 2012, the City of Ocala established the Ocala Business Park at the Ocala International Airport and is actively seeking purchase/development proposals for the property. The park consists of several hundred acres and is located on SR 40 within 3 miles of I-75, in close proximity to US 27, US 441-301, and SR 200. Ocala is a mid-point between Atlanta and Miami; Jacksonville and Tampa and sits within the Florida High-Tech Corridor with nearby access to the University of Florida (Gainesville), University of South Florida (Tampa), University of Central Florida (Orlando) and the University of Tampa. Local colleges are the College of Central Florida (public), Rasmussen (private), and Webster University (private).

Adequate right of way exists on Southwest (SW) 67th Avenue to allow for widening of the road to four (4) lanes by the purchaser of the property, the alignment of the road may not be altered due to airport and other restraints. The property is served by the City of Ocala water, sewer, electric, and fiber telecommunication utilities. Approximate utility locations and proposed easements are included in **Exhibit C – Parcel Boundary Survey**. Utility locations are shown in **Exhibit D** but should be field verified by the Purchaser.

1.2. OBJECTIVES OF THIS INVITATION TO NEGOTIATE

- (a) The objective of this ITN is to identify and engage a master developer or other qualified firm (hereinafter referred to as the "Developer") capable and willing to fund, design, develop, and operate a facility or enterprise that will serve or support operations at the Airport, increase jobs within the City and augment the tax base. All development shall be in compliance with FAA FDOT, and Airport development policies, rules, and standards.

- (b) The document attached to this ITN as **EXHIBIT E** provides an overview of the land uses available to each listed parcel.

1.3. MINIMUM QUALIFICATIONS (PRE-QUALIFICATION REQUIREMENTS)

Responding firms or teams must meet the following standards as they pertain to this ITN:

- (a) Must be legally qualified and properly certified to engage in contracting through a certified or registered general contractor or a certified or registered building contractor as the qualifying agent, and qualified to perform the services proposed in response to this ITN under any other applicable laws or regulations.
- (b) Must demonstrate and clearly show in their written proposals that they meet the minimum standards of competency and experience to provide the services outlined in this ITN.
- (c) Must have, and be able to demonstrate, adequate technical resources, financial resources, and equipment, or have the ability to obtain and to manage such resources and equipment, as required during the performance period of the proposed contract.
- (d) Must be able to comply with the proposed or required performance schedule.
- (e) Must have a satisfactory record of contractual performance.

1.4. OWNERSHIP, ZONING, AND SITE DISCLOSURES

- (a) **Ownership of the Property.** The parcel associated with this offering is owned by the City of Ocala.
- (b) **Existing Environmental Conditions.** Undeveloped.
- (c) **Zoning and Permitting.** Reference **EXHIBIT E** for permitted land uses. Purchaser is responsible for all permitting requirements and expenses.
- (d) **Examination of the Project Site.** Prior to responding to the Solicitation, proposers are responsible for (a) examining the Solicitation thoroughly; (b) visiting the project site to become familiar with local conditions that may affect cost, progress, or performance; (d) studying and carefully correlating proposer’s observations with the Solicitation; and (e) notifying the Buyer Contact of all conflicts, errors, or discrepancies found in the Solicitation.

1.5. PROPOSED PROJECT SCHEDULE

Based on the information currently available to the City, the anticipated schedule to be followed in the selection of a Developer will be as follows:

Milestone	Date*
Deadline for ITN clarification and questions	May 15, 2024 at 5:00 p.m. (EST)
Deadline for submission	May 17, 2024 at 2:00 p.m. (EST)
Administrative review of proposals	TBD
Evaluation Committee Meeting and Preliminary Scoring	TBD
Deadline for Completion of Financial Review Committee Review	TBD
Shortlisted Firms – Presentations and Interviews (if required)	TBD
Final Scoring/Ranking and Posting of Recommended Firm	TBD

Development Agreement Negotiations	TBD
City Council Approval Date	TBD
Developer Agreement and Contract Execution	TBD

***The City reserves the right to modify this schedule at any time. These dates may be extended, changed, or updated within the listing at www.bidocala.com. Proposers are responsible for verifying all listing information prior to submitting a response to this solicitation.**

1.6. QUESTIONS AND CLARIFICATIONS

Proposers are encouraged to communicate any questions regarding this ITN by the deadline set forth herein. Questions should be sent in writing via e-mail to the Buyer Contact identified. Questions and answers will be communicated to all proposers by issuing an addendum posted to www.bidocala.com.

END OF SECTION

SECTION 2 SCOPE OF SERVICES AND SPECIFICATIONS

It is expected for the successful firm or team to have advanced skills and significant experience in the design and construction of a high-quality project.

2.1. **OVERVIEW**

As set forth in the ITN, the City is seeking proposals from proposers to purchase and develop various parcels of undeveloped non-aviation property. The property lies to the west and to the north of the Ocala International Airport and is shown on **Exhibit E – Property Use Map**. The property has been improved with a two-lane roadway, street lighting, electric, water, sewer, and telecommunications.

2.2. **PROPERTY AND OFFER**

Property: The properties included in this ITN are being sold individually or as one unit in a bulk sale. Proposals for any portions or combinations of these parcels will be considered on a case-to-case basis. Other City property is not available for sale as part of this ITN. City incentives will not be provided as part of this sale.

Development: The City prefers development of the property to fit the following criteria:

1. Use of the property shall be consistent with, or similar to, the following uses:
 - a. Medical/biotechnology center
 - b. Logistics/distribution
 - c. Boutique hotel
 - d. Retail sales
 - e. Research & development facilities
 - f. Office/business park
 - g. Gas station with large food court
 - h. Clean technology Aviation related
 - i. Medium to light industrial
 - j. Equine-related business
 - k. Food processing (excluding meat rendering plants)
2. The developed property should have high employment needs and utility consumption (electric, water, and telecommunications).

Closing: The closing(s) of the sale of the listed parcels must occur by December 31, 2024.

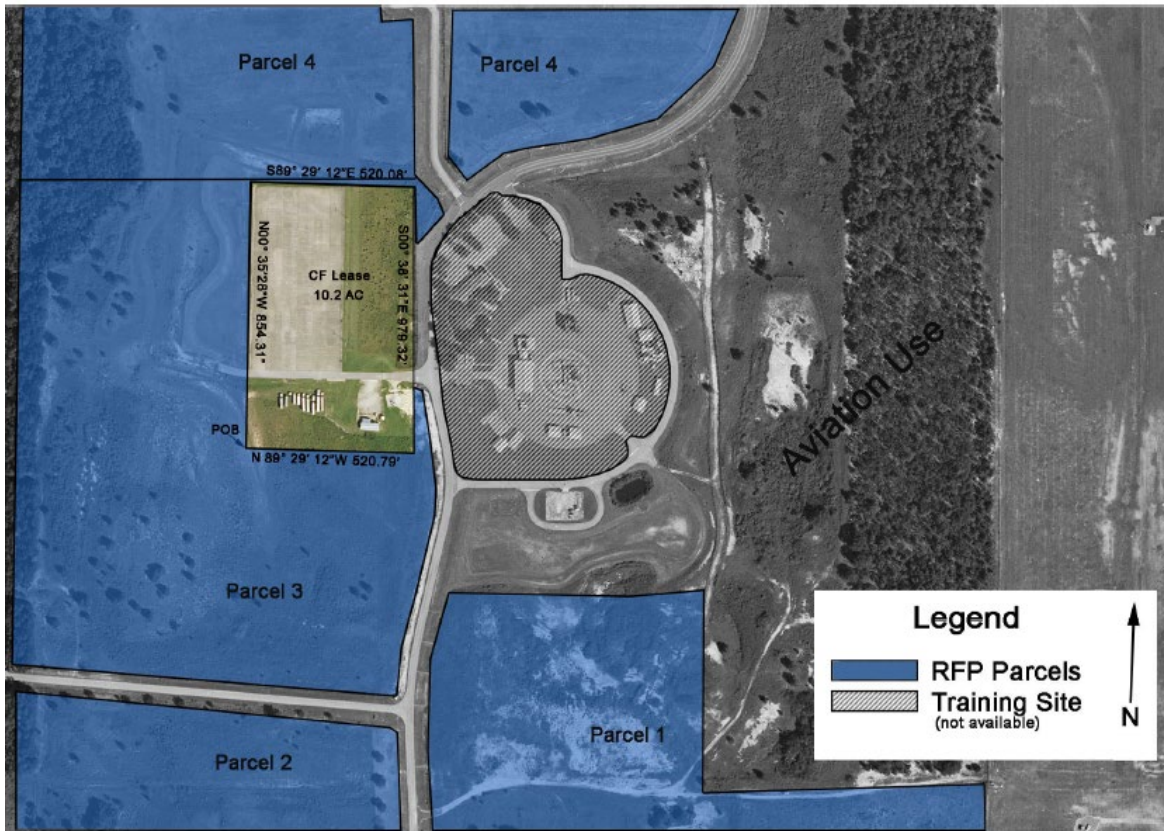
Price Offered: Proposers are encouraged to submit purchase price proposals at, or above, current Fair Market Value (FMV) as established by an appraisal to be provided by Purchaser prior to closing. The City reserves the right to seek its own appraisal with the purchase price established within the range of the two appraisals. Due to Federal Aviation Administration (FAA) regulations, the City cannot sell the property below FMV, and all property uses must be accepted by the FAA and compatible with airport operations as dictated in Florida Statutes 333.

2.3. **COLLEGE OF CENTRAL FLORIDA LEASE**

The City currently has a lease with the College of Central Florida for the property (shown below) located at: 3103 SW 67th Avenue, Ocala, FL 34474.

The purchaser of the property must honor this lease 18 months subsequent to closing (with appropriate notice to The College). The lease expires September 30, 2027. The current lease payment is \$2,758.34 per month

with annual 3% escalation. Please find the lease at this link: [EXECUTED CONTRACT - College of Central Florida \(AIR 220614\)](#)



2.4 SITE PLAN AND PLANNING/ZONING REVIEW

This property is owned by the City, and varied Commercial, Industrial, and Retail land uses would be permitted, including those set forth in the “Development” portion of Section II of this Scope of Work.

All land use, zoning and other development approvals (if required) will be conducted or processed in accordance with applicable laws and regulations, and the City cannot guarantee, through contract, the outcome, but is willing to provide that certain development approvals (including land use and zoning) will be conditions to closing under any property sale agreement.

The property is subject to City’s concurrency and development review process. Platting of the property will be required if the purchaser proposes to later sell portions of the property. All development shall be consistent with City’s Transportation Element (Objective 10) of the Comprehensive Plan adopted on January 22, 2013 available at Ocala Comprehensive Plan: <https://www.ocalaf1.gov/government/city-departments-a-h/growth-management/planning> A new traffic study will be required.

2.5 REGULATORY ENVIRONMENT

The City of Ocala has primary regulatory jurisdiction for the activity at the Airport. Development of portions of the City property (parcels) is subject to Ocala Airport Zoning Ordinance, Chapter 18, Article IV: [Ocala, Florida - Code of Ordinances/Chapter 18 - Aviation](#). To comply with recent legislation (Chapters 2016-181 and 2016-201, Laws of Florida), the City will be required to update its zoning ordinance prior to the date that actual development of the property likely commences.

Site plan and building elevations must be approved by the Federal Aviation Administration, in accordance with

14 Code of Federal Regulations Part 77, and Florida Statutes Chapter 333: Airport Zoning. Relative airport requirements, restrictions, and development standards can be found at: <http://www.ocalafl.org/airport/> under the respective titles: [Airport Master Plan Final Report](#); [Airport Layout Plan \(ALP\)](#); and [Development Standards](#). The parcels are designated non-aviation related land uses on the ALP, and therefore may be developed. The ALP outlines the height/elevation restrictions as indicated on Sheets 8 and 9 (link referenced above).

[Ocala International Airport Stormwater Master Plan](#) approved 2013, allows for a streamlined storm water approval process through the [Southwest Florida Water Management District](#). Any development within the boundary of the Airport Master Storm Water Plan will require a letter of modification to storm water district. Approvals are generally received shortly after thirty (30) days.

END OF SECTION

SECTION 3 PROPOSAL SUBMISSION AND EVALUATION CRITERIA

Proposers shall follow the submittal requirements set forth herein. Responses that do not adhere to the following format or which fail to include the requested information/documents may be considered non-responsive and therefore ineligible for award. The City reserves the right to seek additional/supplemental information as needed.

SUBMITTAL OF PROPOSALS: All proposals must be electronically submitted before 2:00 p.m. (EST) on the listing end date/bid close date identified at www.bidocala.com. Proposals received after this time and date will not be considered. **Proposals may not be submitted by any other means.** The City will not accept proposals sent by U.S. Mail, couriers, fax, or e-mail.

PAGE SIZE AND FORMAT: Proposals shall contain 8 ½" x 11" pages only with a minimum font size of 11 points. There is no page limit for this ITN; however, if there are page limits for specific Sections, it will be noted below.

COVER PAGE: The cover page shall include the title of this ITN along with the proposer's firm name, address, contact person, telephone number, and e-mail address:

3.1. **ORGANIZATION OF PROPOSAL**

Proposers shall follow the submittal requirements set forth herein. Responses that do not adhere to the following format or which fail to include the requested information/documents may be considered non-responsive and therefore ineligible for award. The City reserves the right to seek additional/supplemental information as needed.

Respondents shall construct their response in the following format and a tab must separate each section.

- (a) **Transmittal Letter.** A transmittal letter must accompany the submittal and must be signed by an individual legally empowered to represent the development firm/team. The transmittal letter should include the following:
 - (1) Identification of the individuals authorized to represent the development firm/team in any negotiations, along with their mailing address, phone and fax numbers, and e-mail addresses.
 - (2) A short narrative describing proposer's understanding of the scope of work and a brief summary of proposer's approach and concept of the Project and why the proposer is the most qualified and best choice to be awarded this Project.

- (3) Specific statement that the proposer has read and understands all procedures and criteria associated with the submittal requirements.
- (4) Acknowledgement of receipt of this ITN and understanding that all terms and conditions contained herein may be incorporated into a resulting contract.
- (5) Statement that the individual who will execute the resulting contract shall be authorized to do so as a representative of the team submitting the response.

(b) **TAB 1 – Project Team Composition, Qualifications, Roles, and Availability.** The emphasis of this section shall be on key personnel that will be committed to the Project and their specific Project roles.

- (1) Provide a brief narrative which provides a general description of the Project team, highlighting the team's qualifications and experience and the team's ability to provide the services detailed in the Solicitation.
- (2) Provide an organizational chart depicting proposer's key personnel that will be committed to the Project. Key personnel must include primary contacts for construction related issues, design related issues, and principal officers that will be involved in the Project. The personnel identified in the organizational chart are expected by City to be utilized for the Project. City reserves the right to disallow substitutions without prior City approval.
- (3) For each key personnel identified, describe their respective role and responsibilities with respect to this Project and provide a resume for each individual depicting education, certifications, professional affiliations, licensure, experience on similar or related projects of this size and scope; and any other unique qualifications.
- (4) Identify and provide qualifications and experience of any sub-contractors, if any, and the resources available to perform the work for the duration of the Project.
- (5) Please also provide:
 - i. The location of the principal office of your firm that will be responsible for overseeing the Project;
 - ii. Florida professional and contractor licenses held by the firm and key personnel who will be assigned to this Project, complete with license numbers and an indication of whether the license is held by the individual or the firm;
 - iii. State which member of the team will provide bonds for the Project. For that team member, provide a statement from AM Best, Inc., indicating a rating of A or better.
 - iv. If proposer is a Minority Business Enterprise certified by the state of Florida, provide a copy of said certification.

(c) **TAB 2 – Experience of the Proposing Firm and Project Team.** Here, proposers should address their specific experience as it relates to the work required for this Project. The evaluation of the proposer and team will in part be based on the nature of their respective experience.

- (1) List at least two (2), but no more than three (3), projects in Florida and the southeastern United States where the firm and/or project team provided similar services in the last five (5) years, whether complete or ongoing. For each project submitted as proof of experience, please identify:
 - i. Project name;
 - ii. Project location;
 - iii. Project description;
 - iv. Owner's name;
 - v. Project initial budget and final budget;

- vi. Project start date;
- vii. Number of change orders;
- viii. Initial and final substantial completion dates;
- ix. Summary of work actually performed by firm or team; and
- x. Project reference information (name, title during project, phone, and e-mail)

- (2) Identify all contracts or subcontracts awarded to the firm or team that have been terminated prior to completion within the last five (5) years.
- (3) Identify all claims arising from a contract which have resulted in litigation or arbitration within the last five (5) years. Briefly describe the circumstances and outcomes of each.

(d) **TAB 3 – Development Concept.** This is the proper place for graphic materials that demonstrate how the specific plan will tie into local goals and satisfy the general intent of this ITN. It should be as detailed and complete as possible and set forth:

- (1) A written description of the proposed development project, noting the overall concept, and its relationship to City goals, guiding principles, and objectives as stated in the ITN.
- (2) Identify Proposer's offer for per square foot pricing. The minimum acceptable price per square foot is \$0.26. Offers reflecting pricing less than the minimum will not be considered.
- (3) Describe the facility proposed for construction. Specify total number of for sale or rental units, mix of different types, square footage size of units, rent or sales price targets.
- (4) Identify any proposed parking facilities to be included in the project including number of parking spaces provided and if facilities can accommodate public parking.
- (5) Identify on-site and off-site infrastructure support, and/or utilities requirements.
- (6) Rents, values, units, square footage of all the above sufficient in detail to support any estimates of taxes or other receipts that will accrue to the benefit of the City.
- (7) Project Conceptual Plans and Design must be addressed within this tab and should include the following exhibits or materials:
 - i. This visual concept plan should be of specific detail to discern the mass, scale, quality of materials, mix of uses, signing, and overall architectural quality as well as the treatment/interface with the urban realm. Illustrative site plans and diagrams are preferred.
 - ii. The format for any plans can reflect photographic examples of projects previously developed by the proposing team, sketch illustrations or computer renderings. The intent is to provide the reviewers with a solid understanding of the proposer's commitment to the City's vision of OIA.
 - iii. Respondents should demonstrate how stormwater is integrated throughout all phases of the development process.

(e) **TAB 4 – Marketing of Project.** Provide a narrative, supported by graphics if appropriate describing the structure and means for the marketing of the various elements of the project including, for example, preliminary estimate of pricing, lease or rental terms with respect to commercial hangar units and other pertinent information to understanding the positioning of the concept detailed above.

(f) **TAB 5 – Basic Financial Structure of the Proposed Project**

- (1) Identify the likely financing method, debt-to-equity ratios, and types of debt to be utilized.
 - (2) A list of likely funding sources and discussion of the sources and uses of funds for construction.
 - (3) Identify all likely financial partners, equity partners, financial institutions with which developer will create a relationship in this project and provide statements by these parties indicating their interest to participate in the project.
 - (4) Provide bank and financial references for the principal(s) as Developer.
 - (5) Provide bank and financial references for the key financial parties.
 - (6) Additional financial information shall be requested directly by the City's Financial Review Committee should proposer be selected for further consideration. A document containing a list of this additional financial information attached to this ITN as **EXHIBIT F**. Proposer need not submit this additional financial information with its proposal.
- (g) **TAB 6 – Purchase/Sale Agreement.** Respondents will provide a general outline of any additional terms and conditions that Respondent would like to be incorporated into the Purchase/Sale Agreement, as well as any objections to existing terms and conditions.

3.2. **EVALUATION CRITERIA AND PROCESS**

- (a) **Administrative Review of Proposals.** City Procurement staff shall first review all proposals in detail to make a determination as to the responsiveness of each proposer:
- (1) A proposal will be deemed responsive where it complies with the requirements as set forth in this solicitation, including the submission of all required documentation in the format outlined by this ITN.
 - (2) If a proposal is found to be inadequate with regard to any of the requirements set forth in this solicitation, the City's Procurement and Contracting Officer, in his/her sole discretion, shall make a determination as to whether or not the deficiency can fairly be corrected or if the proposal should be rejected and found to be non-responsive.
 - (3) Only those proposals found to be responsive shall be submitted to the Selection Committee.
- (b) **Selection Committee Preliminary Review (Pass/Fail).** Preliminary Review shall consist of the evaluation of proposal quality and clarity, as well as the proposer's understanding of the project and design and construction approach on a pass/fail basis. Selection Committee members will individually assess a pass or fail score for each of the evaluation criteria noted below. Proposals that do not receive a majority passing score will be rejected. Proposals receiving a majority passing score will be shortlisted.

PRELIMINARY REVIEW EVALUATION CRITERIA	SCORING (PASS/FAIL)
Proposal Quality Including Clarity and Understanding of Project and Objectives	Pass/Fail
Design and Construction Approach and Process	Pass/Fail

- (c) **Selection Committee Final Review.** Selection Committee Final Review shall consist of the evaluation of the proposals received only from those firms shortlisted during Preliminary Review

against the evaluation criteria noted below. If oral interviews are determined to be necessary, final scoring will be conducted after the interviews.

FINAL REVIEW EVALUATION CRITERIA	SCORING (100 POINTS)
Development Concept and Compatibility	40
Qualifications and Experience of the Firm and Team Members	40
Financial Ability of Firm and Fiscal Impact to City	20
Total Maximum Points	100

(d) **Negotiations.** Negotiation meetings will be conducted in Ocala, Florida and the City will distribute instructions and/or agendas in advance of each negotiation session.

- (1) Representatives for each Proposer should plan to be available, without interruptions, for the entirety of the Proposer’s scheduled negotiation meeting. Negotiations will include discussions of the scope of project and development plans to be provided by the Developer until acceptable terms are agreed upon, or it is determined that an acceptable agreement cannot be reached.
- (2) The Procurement and Contracting Department, along with departmental staff and the City Attorney’s Office shall attempt to negotiate a contract with the highest-ranked vendor under terms and conditions that are fair, competitive, and reasonable.
- (3) Should the City be unable to negotiate a satisfactory contract with the highest-ranked vendor, negotiations with that vendor shall be terminated and negotiations with the next highest-ranked vendor shall proceed. If negotiations with the next highest-ranked vendor are unsuccessful, negotiations shall be terminated and attempted with the third highest-ranked vendor. This process shall continue until an agreement is reached or until the Procurement and Contracting Officer rejects all proposals and either cancels the solicitation or readvertises for new proposals.
- (4) Negotiations will not be open to the public, but will be recorded pursuant to Section 286.0113, Florida Statutes. The recorded sessions and any records presented at the meeting will remain exempt from Florida Public Records until such times as the City provides notice of an intended decision or until 30 days after the final reply, whichever occurs first. Provided, however, if the information provided at the meeting is deemed to be material to the ITN, then an addendum will be issued to all responders.

(e) **Posting the Notice of Intent to Award.** After negotiations are conducted, it shall be the City’s intent to award the contract to the responsible and responsive vendor that the agency determines will provide the best value to the City. The Buyer shall prepare and post a Notice of Intent to Award to The City’s eProcurement system and will request required insurance certificates, performance and payment bids, or other contractual documents from the vendor.

(f) **Council Approval:** The intent to award and contract shall be submitted as a standalone City Council agenda item. The final negotiated agreement must be determined to be fair, competitive, and reasonable by City Council before formal award.

END OF SECTION