



## Legislation Details (With Text)

**File #:** R-2019-203    **Version:** 1    **Name:** Development Impact Fee Study  
**Type:** Resolution    **Status:** Passed  
**File created:** 5/16/2019    **In control:** Engineering Division  
**On agenda:** 7/3/2019    **Final action:** 7/3/2019  
**Title:** A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Negotiate And Execute An Agreement With The Highest Ranked Firm To Provide Development Impact Fee Study Services For Varied Proposed Non-Utility Development Impact Fees.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. EN 19-069 Resolution RFQ Impac Fee Consultant .pdf, 2. RFQ-4604-19-PB Development Impact Fee.pdf, 3. RFQ-4604-19-PB Impact Fee Study Agreement\_.pdf, 4. RFQ-4604-19-PB\_Tindale Oliver Response\_ReSubmittal.pdf, 5. RFQ 4604-19-PB Submittal Raftelis.pdf, 6. RFQ 4604-19-PB Development Impact Fee Calculations Evaluation Matrix 4.1.19.pdf, 7. RFQ 4604-19-PB Development Impact Fee Calculations Oral and Final Ranking.pdf, 8. TermSheetDevelopmentImpactFeeStudyRFQranking2019.pdf, 9. BIS 19203.pdf

Date	Ver.	Action By	Action	Result
7/3/2019	1	Regular City Commission Meeting	adopt	Pass

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Negotiate And Execute An Agreement With The Highest Ranked Firm To Provide Development Impact Fee Study Services For Varied Proposed Non-Utility Development Impact Fees.

Staff Recommends: Approval of the Attached Resolution.

**Explanation:**

In 2013 the City implemented, (Resolution No. R-2013-340 and Ordinance No. O-2013-21) major revisions to Section 6.7 of the Land Development Regulations. These changes generated Impact Fee Revenue being used for Park projects, in addition to water and sewer connection charges. Currently, the City does not charge any other Development Impact Fees.

It is important to periodically evaluate fees associated with the impact of development. As such, staff recommends it is in the best interest of the City to enter into an agreement with a professional Development Impact Fee Calculation firm to provide services required to evaluate implementation of new non-utility Impact Fees to meet the demands placed on the City's infrastructure by development projects. The non-utility Development Impact Fees to be evaluated and considered under this agreement will include review and update of Park Impact Fee, new Police Impact Fee, new Fire Impact Fee, new General Services Impact Fee, new Transportation and Mobility Impact Fee and new Affordable Housing Impact Fee.

On January 20, 2019 a Request for Qualifications (RFQ-4604-19-PB) was posted on BidSync and sent to firms known to provide these services. A total of 31 firms viewed the RFQ and 6 downloaded the documents from Bidsync's solicitation webpage. On February 19, 2019 the Office of the City Clerk and the Procurement Division received statements of qualifications packages from 2 firms, Raftelis Financial Consultants, Inc. and Tindale Oliver and Associates, Inc.

An Evaluation Committee comprised of the City Engineer, Assistant Chief of Police, Interim Director Parks Recreation and Cultural Arts and Community Development Manager reviewed the submittals.

On April 1, 2019, the members of the Evaluation Committee, together with a non-voting Procurement staff, met in a publicly advertised meeting to evaluate statements of qualifications and short-listed the participating consulting firms as follows (the highest point total is the highest ranked):

1. Tindale Oliver and Associates, Inc.-373
2. Raftelis Financial Consultants, Inc.-360

On April 30, 2019, the above short-listed firms presented their qualifications to the evaluation committee and were again ranked based upon specific selection criteria, including a presentation and questions and answer session; the presentation ranking is as follows:

1. Tindale Oliver and Associates, Inc.-374 points - 1st ranked
2. Raftelis Financial Consultants, Inc.-340 points - 2nd ranked

The Director of Development Services recommends that the City Commission authorizes the appropriate City officials to negotiate a scope of services and fee agreement for Development Impact Fee Calculation Services with the top ranked consultant Tindale Oliver and Associates, Inc.

Recommended for inclusion on the agenda by:

Luis A. Lopez, P.E., City Engineer

Shiv Newaldass, Director, Development Services

Gus Zambrano, AICP, Assistant City Manager/Sustainable Development