



Florida's Dynamic
Waterfront Community

RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY

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MEMORANDUM

TO: HONORABLE CHAIR AND CRA BOARD OF COMMISSIONERS

FROM: JONATHAN EVANS, MPA, MBA, ICMA-CM, CRA EXECUTIVE DIRECTOR

COPY: MICHAEL HAYGOOD, CRA ATTORNEY

DATE: FEBRUARY 10, 2021

SUBJECT: REQUEST FOR QUALIFICATIONS – LEGAL SERVICES

Pursuant to the direction provided by the Riviera Beach Board of Commissioners to proceed with the issuance of a solicitation for legal services for the City of Riviera Beach Community Redevelopment Agency (CRA). The Executive Director has drafted a Request for Qualifications (“RFQ”) concerning legal services and is requesting feedback from the Board with regards to the items contained in the draft solicitation. On January 26, 2021, the executive director emailed the Board of Commissioners concerning the draft RFQ for any comments with regards to the proposed solicitation. At this moment, staff is requesting direction on the length of solicitation, the proposed scope of services, qualifications, submission process, and the evaluation and selection elements.

Once direction is provided, it is status intent to release the solicitation for professional services exclusively related to legal services for the CRA.

Staff is requesting direction on the solicitation, and how to proceed related to the procurement of legal services.