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OFFICE OF THE CITY MANAGER

NO. LTC # 005-2013

LETTER TO COMMISSION

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Kathie G. Brooks, Interim City Manager

DATE: January 7, 2013

SUBJECT: Miami Beach Convention Center (MBCC) RFQ Phase II Schedule

The purpose of this Letter to Commission is to inform the Commission of the upcoming scheduled meetings as part of Phase II of the MBCC RFQ process.

At the December 12, 2012 Commission meeting, the City Commission accepted my recommendation to short-list the top two ranked Proposers (Portman CMC and South Beach ACE) to proceed to Phase II of the RFQ process. Strategic Advisory Group (SAG), as the City's consultant, is assisting the Administration with the RFQ process and negotiations with the Proposers.

As previously reported, Phase II of the RFQ will include extensive public input through several Community Meetings and Commission Workshops. The first scheduled Public Community Meeting is scheduled for January 29, 2013 at 6:00pm at the Convention Center, Rooms A101-105, and will be facilitated by SAG. The purpose of this first Community Meeting is for the Proposers to gather input from the community and gain insight on issues such as design, open space, traffic etc.

The Proposers will synthesize the information gathered at the community meeting and formulate guiding principles and a preliminary master plan to be presented to the community at a follow-up community meeting in February.

Please see the Attached outline of the scheduled Community Meetings and Commission Workshops.

If you have any questions, please feel free to contact me.

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MBCC RFQ Phase II Public Meeting Schedule

(All meetings are scheduled to start at 6:00pm)

- Jan 29** **Public Community Meeting #1**
(MBCC Rooms A101/105)
- Gather initial public input
- Feb 27** **Public Community Meeting #2**
(MBCC Flamingo Ballroom 4, Hall C Entrance)
▪ Guiding Principles for Master Plan based on community input
▪ Master Plan Concept (bubble diagrams)
- Feb 28** **City Commission Workshop #1**
(MBCC Flamingo Ballroom 4, Hall C Entrance)
▪ Guiding Principles for Master Plan based on community input
▪ Master Plan Concept (bubble diagrams)
- Mar 27** **City Commission Workshop #2 & Public Community Meeting #3**
(MBCC Flamingo Ballroom 4, Hall C Entrance)
▪ 3D Massing diagrams
- May 13** **Public Community Meeting #4**
(Location to be determined)
▪ Complete Master Plans
- May 15** **City Commission Workshop #3**
(Location to be determined)
▪ Complete Master Plans
▪ Proposed LOI Terms
- Jun 5** **City Commission Meeting**
(Commission Chamber, Time Certain to be determined)
▪ Selection of the Final Proposer based on LOIs and Master Plans