



INVITATION TO NEGOTIATE

LAKE WORTH BEACH CASINO BUILDING 2ND FLOOR PROPERTIES

ITN No. 26-XXX



Financial Services
Procurement Division
7 North Dixie Highway
Lake Worth Beach, FL 33460
561.586.1770

ITN # 26-XXX

LAKE WORTH BEACH CASINO BUILDING 2ND FLOOR PROPERTIES

The City of Lake Worth Beach (“**City**”) is seeking competitive, sealed proposals from responsible persons and entities (“**Respondents**”) to commence negotiations regarding offers to manage, maintain, operate, redesign, renovate, expand, equip, and/or implement creative ventures at the Lake Worth Beach Casino Building 2nd floor properties. The City is seeking such proposals for any or all of the following available options:

Option #1: Proposal for the Casino Building’s Ballroom event space on the 2nd floor. This includes approximately 3,000 SF finished event space and catering kitchen. This may include managing and operating event space and/or any other allowable commercial type of ventures.

Option #2: Project proposal for the Casino Building’s empty space on the 2nd floor. This includes approximately 5,000 SF unfinished space. This may include restaurant/lounge/bar and/or other allowable commercial-type ventures.

Option #3: Combination of Option #1 and Option #2 above that includes plans for the 2nd floor Ballroom event space and unfinished space of the Casino Building.

A more detailed description of the project location, project parameters, redevelopment options, and project criteria is incorporated into this Invitation to Negotiation (“**ITN**”) at **Exhibit “A”**.

This ITN may be downloaded at lakeworthbeachfl.bidsandtenders.net or www.lakeworthbeachfl.gov. All Respondents shall have a Bidding System Vendor account and be registered as a Plan Taker for this ITN, which will enable the Respondents to download the Bid Call Document, to receive Addenda email notifications and download all documents without the watermark “preview” on them.

To ensure receipt of the latest information and updates via email regarding this ITN, or if a Respondent has obtained this ITN from a third party, the onus is on the Respondent to create a Bidding System Vendor account and be registered as a Plan Taker for the ITN. Copies of this ITN may also be acquired by contacting **purchasing1@lakeworthbeachfl.gov**.

Time is of the essence and any proposal received after **3:00 p.m., XXX , 2026**, whether by mail or otherwise shall be rejected by the City. The time of receipt shall be determined by the time clock located in the Financial Services Office. Proposals shall be placed in a sealed envelope, marked with the ITN number, title, date, and hour proposals are scheduled to be received. **The City offices have limited access to the public at this time. Courier deliveries SHALL NOT require signature for the receipt. Respondents may deliver proposals directly to City Hall during regular business hours 8:00 a.m. to 5:00 p.m. Monday through Friday. If proposals are delivered in person, visitors shall ring the bell at the City Hall front entrance and wait for assistance or by contacting the Procurement**

Division at (561) 586 – 1770 in advance. Respondents are responsible for ensuring that their proposal is stamped by finance office personnel by the deadline indicated.

All Respondents responding to the ITN are responsible for ensuring that their proposal is received by the City at the designated office address by the deadline indicated in the ITN. The City will in no way be responsible for delays caused by any occurrence. Proposals shall not be submitted and will not be accepted by e-mail, telephone, telegram, facsimile, or any other City address except **at the stated office address below.**

All proposals must be hand-delivered or mailed to:

**City of Lake Worth Beach
Financial Services/Procurement Division
7 North Dixie Highway, 2nd Floor
Lake Worth Beach, FL 33460**

ENVELOPE MUST BE IDENTIFIED AS: ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

PUBLISHED: XXX, 2026 Palm Beach Post and City's Website

DRAFT

GENERAL INFORMATION

1. PROJECT OBJECTIVE AND OVERVIEW

The City of Lake Worth Beach (“City”) is seeking competitive, sealed proposals from responsible persons and entities (“Respondents”) to commence negotiations regarding offers to manage, maintain, operate, redesign, renovate, expand, equip, and/or implement creative ventures at the Lake Worth Beach Casino Building 2nd floor. The City is seeking such proposals for any or all of the following available options:

Option #1: Proposal for the Casino Building’s Ballroom event space on the 2nd floor. This includes approximately 3,000 SF finished event space and catering kitchen. This may include managing and operating event space and/or any other commercial type of ventures.

Option #2: Project proposal for the Casino Building’s empty space on the 2nd floor. This includes approximately 5,000 SF unfinished space. This may include restaurant/lounge/bar and/or other commercial-type ventures.

Option #3: Combination of Option #1 and Option #2 above that includes plans for the 2nd floor Ballroom event space and unfinished space of the Casino Building.

A more detailed description of the project location, project parameters, redevelopment options, and project criteria is incorporated into this Invitation to Negotiate (“ITN”) at **Exhibit “A”**.

2. SUBMITTAL OF PROPOSALS

Interested Respondents are invited to submit a complete proposal for consideration. The proposal must address the items requested clearly and concisely.

This ITN may be downloaded at lakeworthbeachfl.bidsandtenders.net or www.lakeworthbeachfl.gov. All Respondents shall have a Bidding System Vendor account and be registered as a Plan Taker for this ITN opportunity, which will enable the Respondents to download the Bid Call Document, to receive Addenda email notifications and download all documents without the watermark “preview” on them.

To ensure receipt of the latest information and updates via email regarding this solicitation, or if a Respondent has obtained this ITN from a third party, the onus is on the Respondent to create a Bidding System Vendor account and be registered as a Plan Taker for this ITN. Copies of this ITN may also be acquired by contacting purchasing1@lakeworthbeachfl.gov.

Time is of the essence and any proposal received after **3:00 p.m., XXX , 2026**, whether by mail or otherwise shall be rejected by the City. The time of receipt shall be determined by the time clock located in the Financial Services Office. Proposals shall be placed in a sealed envelope, marked with the ITN number, title, date, and hour proposals are scheduled to be received. **The City offices have limited access to the public at this time. Courier deliveries SHALL NOT require signature for the receipt. Respondents may deliver proposals directly to City Hall during regular business hours 8:00 a.m. to 5:00 p.m. Monday through Friday. If proposals are delivered in person, visitors shall ring the bell at the City Hall front entrance and wait for assistance or by contacting the Procurement Division at (561) 586 – 1770 in advance.** Respondents are responsible for ensuring that their proposal is stamped by finance office personnel by the deadline indicated.

The City reserves the right in its sole discretion to reject any or all proposals and/or to waive all nonmaterial irregularities on any and all proposals, or to cancel such solicitation if in the City's best interests. All costs and expenses, including reasonable attorney's fees, incurred by any Respondent in preparing and responding to this ITN are the sole responsibility of the Respondent firm including without limitation any and all costs and fees related to a protest. The documents included or incorporated in this ITN constitute the complete set of instructions, scope, specification requirements and forms (unless supplemented by City issued addendum). It is the responsibility of the Respondent to ensure that all pages are included. Therefore, all Respondents are advised to closely examine this ITN. All proposals must be typed or written in ink and must be signed in ink by an officer having authority to bind the Respondent. Signatures are required where indicated; failure to do so may be cause for rejection of a proposal.

3. CHANGES AND INTERPRETATIONS

Changes to this ITN will be made by written addendum. A written addendum is the only official method whereby interpretation, clarification or additional information can be given.

All questions regarding this ITN should be submitted in the bidding system at lakeworthbeachfl.bidsandtenders.net or in writing via e-mail to purchasing1@lakeworthbeachfl.gov, and must be received by the date set forth below for questions from potential Respondents. Most questions will be answered via addenda; however, if a question is not answered, the Respondent should assume all relevant information is contained within this ITN or previous issued addendum (if any). The City will attempt to not issue an addendum within three (3) business days of the due date of proposals; however, the City reserves the right to extend the due date of proposals and issue any addenda at any time prior to the revised due date for proposals.

4. PROPERTY OF THE CITY

All materials submitted in response to this ITN shall become the property of the City. The City has the right to use any or all ideas presented in any response to this ITN, whether amended or not, and selection or rejection of a proposal does not affect this right. No variances to this provision shall be accepted.

5. ITN TIMETABLE

The anticipated schedule for this ITN is as follows:

- | | |
|--|----------------|
| • Questions from Potential Respondents Due | xxx - 4:00 PM |
| • Proposals Due Date and Time | xxxx - 3:00 PM |
| • Presentations | x |
| • Evaluation | x |
| • Negotiations | x |
| • Final Proposals* | x |
| • Final Proposals Evaluation* | x |
| • Final Negotiations* | x |
| • Award(s) | x |

* Final Proposals, Final Proposals Evaluation, and Final Negotiations are TBD based on initial Proposals received.

The City reserves the right to amend the anticipated schedule as it deems necessary.

6. CONE OF SILENCE

In accordance with the Palm Beach County Lobbyist Registration Ordinance and the City's procurement code, the City's procurement **cone of silence will be in effect as of the deadline to submit a proposal in response to this ITN.** A complete copy of the City's procurement code is available on-line at municode.com under the City's code of ordinances (sections 2-111 – 2-117). All Respondents are highly encouraged to review the same. In summary, the cone of silence prohibits communication between certain City officials, employees and agents and any entity or person seeking to be awarded a contract (including their lobbyists and potential subcontractors). The cone of silence terminates at the time of award, rejection of all proposals or some other action by the City to end the selection process. The cone of silence does not apply to authorized negotiations between a Respondent and the City's negotiation team under this ITN. **If a Respondent is submitting a proposal for a public-private partnership project ("P3 Project"), it shall be required to comply with the City's Public-Private Partnership Policy's ("P3 Policy") cone of silence requirements which provides that the cone of silence commences at the time the City first posts the solicitation for competing bids.**

7 ETHICS REQUIREMENT

This ITN is subject to the State of Florida Code of Ethics for Public Officers and Employees and the Palm Beach County Code of Ethics. Accordingly, there are prohibitions and limitations on the employment of City officials and employees and contractual relationships providing a benefit to the same. Respondents are highly encouraged to review both the Florida Code of Ethics and the Palm Beach County Code of Ethics in order to ensure compliance with the same.

Further, any Respondent coming before the City Commission for an award of a contract and who has made an election campaign contribution in an amount that is more than one hundred dollars (\$100.00) to any elected official of the City Commission, who is a current sitting member of the Commission, must disclose such election campaign contribution, verbally and in writing, in their responsive proposal to this ITN. Therefore, all Respondents shall complete the City's Campaign Contribution Statement attached to this ITN as Exhibit "B". Failure to complete will result in rejection of the Respondent's proposal.

8. DISCLOSURE AND DISCLAIMER

The information contained herein is provided solely for the convenience of the Respondents. It is the responsibility of each Respondent to assure itself that information contained herein is accurate and complete. Neither the City nor its agents provide any assurances as to the accuracy of any information in this ITN. Any reliance on the contents of this ITN, or on any communications with City representatives or agents, shall be at each Respondent's own risk. Respondents should rely exclusively on their own investigations, interpretations and analyses in connection with this matter. This ITN is being provided by the City without any warranty or representation, express or implied, as to its content, accuracy or completeness and no Respondent or other party shall have recourse to the City if any information herein contained shall be inaccurate or incomplete. No warranty or representation is made by the City that any proposal conforming to these requirements will be selected for consideration, negotiation or approval.

In its sole discretion, the City may withdraw this ITN either before or after receiving proposals, may accept or reject proposals, and may accept proposals which deviate from the non-material provisions of this ITN. Through its own investigation and in its sole discretion, the City may determine the qualifications, experience and acceptability of any Respondent submitting a proposal in response to this ITN. Following submission of a proposal, each Respondent agrees

to promptly deliver such further details, information and assurances, including, but not limited to, financial and disclosure data, relating to the proposal and/or the Respondent, including the Respondent' affiliates, officers, directors, shareholders, partners and employees, as requested by the City. Any action taken by the City in response to proposals submitted in response to this ITN or in making any award or failure or refusal to make any award, or in any withdrawal or cancellation of this ITN, either before or after issuance of the notice of intent to make an award, shall be without any expense, liability or obligation on the part of the City, or their advisors.

Any recipient of this ITN who responds hereto fully acknowledges all the provisions of this Discloser and Disclaimer and agrees to be bound by the terms hereof. Any proposal submitted pursuant to this ITN is at the sole risk and responsibility of the party submitting such proposal.

9. RESULTING CONTRACT

The terms and conditions of the resulting contract(s) will be negotiated with the successful Respondent(s). If the City and the successful Respondent(s) cannot agree on the terms and conditions of the resulting contract(s), the City reserves the right to terminate negotiations with the successful Respondent(s) and move to the next ranked Respondent(s) to commence negotiations. Negotiations may continue in this process until the City is able to enter into a contract with a Respondent(s) that best meets the needs of the City.

While the City anticipates awarding one contract, the City reserves the right to award to more than one Respondent if it is considered to be in the best interests of the City.

The awarded contract(s) which will cross fiscal-years are subject to the City's annual budget and appropriation process. If an awarded contract(s) is not funded in whole or in part in a fiscal year, the City will have the right to terminate the contract without cause. The City need not include a lack of appropriations provision in the resulting contract to avail itself of such right.

10. LEGAL REQUIREMENTS

This ITN is being issued in accordance with the requirements of section 255.065, Florida Statutes, regarding public-private partnerships ("P3") and the City's P3 Policy. While proposals received in response to this ITN may not necessarily be a "qualifying project" as defined under said statute and in the City's P3 Policy, it is anticipated that one or more proposals may offer the building, upgrading, operating, and/or financing of facilities. Prior to awarding or executing a contract for a "qualifying project", the City Commission will need to make the determinations required by and comply with section 255.065, Florida Statutes, and the City's P3 Policy, as applicable, to enter an interim agreement or comprehensive agreement with the selected Respondent. Each Respondent agrees that if its proposals is determined to be a qualifying project (aka "P3 Project") under section 255.065, Florida Statutes, or the City's P3 Policy, the Respondent shall comply with the statutory and P3 Policy requirements, as applicable, even if not laid out in detail in this ITN.

All Respondents are advised that under the existing City Charter, the City may not sell, hypothecate, convey or lease (except a lease of less than 30 years) the City Casino Building properties without an approved voter referendum. All Respondents are encouraged to review this Charter provision and all Charter and Code provisions regarding the City's beach complex.

For a proposal that proposes construction, which will exceed \$200,000.00, the City will require a public construction bond consistent with section 255.05, Florida Statutes, and any other applicable statute(s).

11. INSURANCE REQUIREMENTS

Prior to execution of the resulting contract derived from this ITN, the selected Respondent(s) shall obtain and maintain in force at all times during the term of the resulting contract insurance coverage as required herein (or such additional insurance requirements as the City may determine depending on the awarded proposal(s)). All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Certificates shall clearly indicate that the selected Respondent has obtained insurance of the type, amount, and classification as required for strict compliance with this provision and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the City. Compliance with the foregoing requirements shall not relieve the selected Respondent of its liability and obligations under the resulting contract.

- A. The selected firm shall maintain, during the term of the contract, standard Professional Liability Insurance in the minimum amount of \$1,000,000.00 per occurrence.
- B. The selected firm shall maintain, during the life of the contract, commercial general liability, including public and contractual liability insurance in the amount of \$1,000,000.00 per occurrence (\$2,000,000.00 aggregate) to protect the firm from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under the contract, whether such operations be by the firm or by anyone directly or indirectly employed by or contracting with the firm.
- C. The selected firm shall carry Workers' Compensation Insurance and Employer's Liability Insurance for all employees as required by Florida Statutes.
- D. The selected firm shall maintain comprehensive automobile liability insurance in the minimum amount of \$1,000,000 combined single limit for bodily injury and property damages liability to protect from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the ownership, use, or maintenance of owned and non-owned automobiles, including rented automobiles whether such operations be by the firm or by anyone directly or indirectly employed by the firm.
- E. The selected firm shall maintain cyber and privacy liability insurance in the minimum amount of \$1,000,000 per occurrence.

All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the selected Respondent shall specifically include the City as an "Additional Insured" on a primary, non-contributing basis.

12. EVALUATION AND AWARD

The ITN process is comprised of at least (3) three steps prior to award:

Step 1: Initial Proposal Evaluation.

Step 1a.: Preliminary Review and Ranking. When the City receives the initial proposals, the Procurement Division shall determine whether each proposal meets the minimum submittal requirements to be considered (**see Exhibit "A" for the minimum submittal requirements**). The City Manager or designee shall appoint an evaluation committee comprised of City staff and relevant consultants, if desired ("Evaluation Committee") to review and score the proposals. All

proposals that satisfy the minimum submittal requirements will be evaluated and scored by the Evaluation Committee during a **public meeting** based on the following **evaluation criteria**:

EVALUATION CRITERIA	Points Awarded
<p>LEADERSHIP (Tab 1)</p> <ul style="list-style-type: none"> • Letter of Transmittal • Leadership Response • Relevant experience, accomplishments, and capabilities • Clear understanding of ITN and available options • Identification of proposed project as a P3 Project or a Non-P3 Project 	<p>0 – 5 points</p>
<p>EXPERIENCE OF THE RESPONDENT (Tab 2)</p> <ul style="list-style-type: none"> • Qualification of Staff (up to 5 points) • Relevant experience, capabilities and proven success with similar projects and/or development, and private public partnerships and teaming (up to 5 points) 	<p>0 - 10 points</p>
<p>APPROACH (Tab 3)</p> <ul style="list-style-type: none"> • Project Development Approach (up to 5 points) • Description of achievement of project options is clearly identified (up to 5 points) • Opportunities and challenges of project clearly defined and solutions provided (up to 5 points) • All City’s development regulations have been met (up to 5 points) 	<p>0 - 20 points</p>
<p>DEVELOPMENT/PROJECT PLAN (Tab 4)</p> <ul style="list-style-type: none"> • Strategy and conceptual plans for the project option(s) selected (up to 15 points) • Conceptual development of desired facilities, public access and proposed programs (up to 15 points) • Plan of addressing the required items on proposed options (up to 10 points) Development budget and schedule; public/private or project responsibility matrix (up to 15 points) 	<p>0 – 55 points</p>
<p>VETERAN BUSINESS ENTERPRISE, SMALL BUSINESS AND LOCAL BUSINESS PREFERENCE (Tab 5)</p> <ul style="list-style-type: none"> • Respondent has provided supporting documentation claiming veteran business enterprise, small business or local business preference 	<p>0 – 5 points</p>

<p>DEFAULT, TERMINATION, LITIGATION, DEBARMENT, ETC & ADDITIONAL INFORMATION</p> <ul style="list-style-type: none"> Instances of a default under a similar project or contract; instances of litigation related to a similar project or contract; instances of on any debarment by a local, state or federal governmental entity 	<p>0 – 5 points</p>
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Scoring is based on a 100-point scale. The following guidelines will be used for the evaluations (with associated weighting). **To be considered “Qualified”, a Respondent must receive a minimum aggregate average of 70 points.** The Evaluation Committee shall rank the proposals based upon the evaluation criteria and present such ranking to the City Commission.

Step 1b.: City Commission Initial Review and Ranking. At a **public meeting**, the City Commission will review the proposals and consider the Evaluation Committee’s ranking. The City Commission may approve all proposals received to proceed to negotiations, may reject some or all proposals, may create a short-list of proposals to proceed to negotiations, or may cancel this ITN if in the City’s best interests. The City Commission may also require the chosen Respondents to make a presentation at a public meeting. If presentations are requested, the City Commission will determine which proposals will proceed to negotiations after such presentations consistent with the evaluation criteria set forth above. If two or more proposals offer the same or similar proposed venture, the City Commission shall endeavor to (but is not required to) rank those proposals and proceed to negotiations with the highest ranked Respondent of the same or similar proposed venture consistent with the evaluation criteria set forth above. If a Respondent provides supporting documentation claiming veteran business enterprise, small business, or local business, the City Commission may provide a preference to such Respondent if it is ranked against another proposal proposing the same or similar proposed venture which does not claim a preference.

The City Manager or designee shall appoint a negotiation team comprised of City staff and relevant consultants, if desired (“Negotiation Team”). Once the City Commission determines whether any proposals are proceeding to negotiations, the City’s Negotiation Team shall meet privately in accordance with section 286.0113, Florida Statutes, to discuss negotiation strategies for each Respondent moving forward in the process.

Step 2: Negotiations.

In accordance with section 286.0113, Florida Statutes, the City’s Negotiation Team shall meet privately with each Respondent (as determined above) to ask questions regarding the Respondent’s proposal, answer Respondent’s questions, and provide suggestions on preparing a final proposal. The goal of each negotiation session with a Respondent shall be to clarify the proposal and establish basic terms and conditions for a resulting contract.

Step 3: Final Proposals.

Step 3a.: Submittal of Final Proposals. After negotiations with the Respondent(s), the City shall request that each Respondent submit a final proposal by a date and time certain consisting of a term-sheet or the terms and conditions for a resulting contract with the City for the proposed project. Respondents are authorized to revise their initial proposal based on the negotiation session(s) with the City’s Negotiation Team. The City may also ask for another presentation from the Respondent based on their final proposal. Failure to submit a final proposal (or provide a

requested presentation) by the date and time set will result in the disqualification of a Respondent from further consideration.

Final proposals shall be in the same format as the initial proposals and shall include the Respondent's final Statement and Evidence of Financial Capability as follows:

- A statement and evidence of financial capability, including the ability to fund all proposed project costs and/or operations of the facility.
- A "Letter of Intent" from a lender as to its interest in financing the proposed project (if applicable) and/or operations of the facility. The City considers a reputable lender as an intuition which has, in the opinion of the City, the financial capability and experience to commit, loan and monitor the funding of loans necessary to complete the proposed project and/or operations of the facility.
- The Respondent's financial statement, with notes, and not older than one (1) year, and should indicate the resources and the necessary working capital to assure financial stability through the completion of the proposed project and/or operations of the facility.
- Financial capability shall also include an examination of the business plan and operating pro-forma for the proposed project and/or operations of the facility.
- Respondent is required to provide a complete and detailed business plan and operating pro-forma that supports the proposed project and/or operations of the facility.

Step 3b.: Negotiation Team Review and Ranking of Final Proposals. At a **public meeting**, the Negotiation Team shall review the final proposals and rank them in accordance with the **Evaluation Criteria** set forth above. The Negotiation Team shall present the rankings to the City Commission.

Step 3c.: City Commission Review of Final Proposals and Award. During a **public meeting**, the City Commission shall evaluate the final proposals, consider the recommendations of the Negotiation Team, approve the Negotiation Team's ranking or re-rank the proposals, and award a resulting contract to the Respondent or Respondents whose final proposal is in the best interests of the City based on the same **Evaluation Criteria** set forth above or otherwise reject the proposals and cancel this ITN. Prior to the award of any P3 Interim Agreement or Comprehensive Agreement, the City Commission shall make all findings required by section 255.065, Florida Statutes.

The Negotiation Team will complete the final negotiations with the first-ranked Respondent(s) and present the negotiated contract to the City Commission for consideration. If the City Commission is not satisfied with the results of the negotiations with the first-ranked Respondent(s), the City may terminate negotiations with such Respondent(s) and direct the Negotiation Team to negotiate with the second-ranked Respondent(s) and so on. If only one proposal is received by the City and it is not satisfied with the results of the negotiations, the City may terminate the negotiations. Further, the City may, in the alternative, choose to reject all proposals at any point in the process until a contract is awarded and fully executed by the City.

General Guidelines: In an event of a tie in scoring, for the purpose of determining the best value in the award of this ITN where more than one Respondent identifies a preference, the veteran business enterprise preference shall take precedence over the local business preference, and the local business preference shall take precedence over the small business preference.

While the City allows Respondents to specify any desired variances to the ITN terms, conditions, and specifications, the number and extent of variances specified will be considered in determining the Respondent who is most advantageous to the City.

The City Manager may engage the City Attorney at any time to provide legal advice, participate in negotiations (non-voting), or otherwise address questions related to legal sufficiency or compliance with applicable laws and this ITN.

13. PROPOSAL FORMAT

Each Respondent shall submit **one (1) original, six (6) copies, and one (1) electronic copy on USB drive of its proposal**, in a clear, concise format, on 8 1/2" x 11" paper, in English.

Each proposal (and all copies) shall contain all the information required herein to be considered for award. Omission of required data may be cause for disqualification. Any other information thought to be relevant, but not applicable to the enumerated sections, should be provided as an appendix to the proposal. If publications are supplied by a Respondent to respond to a requirement, the proposal should include reference to the document number and page number. Proposals not providing this reference may be considered to have no reference materials included in the additional documents.

Proposals must be properly signed in ink by the owner/principal having the authority to bind the Respondent in a resulting contract. **Signatures are required where indicated; failure to do so may be cause for rejection of the proposal.**

Only one proposal may be submitted by each Respondent.

Proposals which do not contain or address key points or sufficiently document the requested information may be deemed non-responsive and rejected.

All proposals shall be submitted in the format identified below. Failure to submit the required documentation in the format identified may cause the proposal to be rejected.

COVER PAGE

Clearly indicate the Respondent's name address, telephone number, name of contact person, date, and proposal name.

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Tab 1 – Leadership

Letter of Transmittal and Leadership Response (not to exceed two pages)

This letter will summarize in a brief and concise manner the following:

- Entity name, address, telephone, website, email, and fax number (also on **Exhibit "C"**)
- Ownership/organization structure
- Parent company, if applicable
- Names of officers and principals
- The legal status and years of continuous operation
- In-house capabilities and services
- General summary of Respondent's business operation; how long in business; general approach to tasks and projects; and, why the Respondent should be selected, including a summary of relevant experience, accomplishments, and capabilities.
- Indicate whether the proposed project qualifies as a P3 Project (as defined in the City's P3 Policy) or is a Non-P3 Project.

- Respondent's understanding of the ITN and the proposed project option(s).
- The letter must name all persons or entities interested in the proposal as principals. Identify all of the persons authorized to make representations for the Respondent, including the titles, addresses, and telephone numbers of such persons.
- An authorized agent of the Respondent must sign the Letter of Transmittal and must indicate the agent's title or authority.
- The person or entity identified in the Letter of Transmittal will be considered the primary point of contact for the Respondent. The Respondent will need to name the representative authorized to negotiate with the City.
- If more than one person or entity is named on the Letter of Transmittal, a legal document showing the partnership, joint venture, corporation, etc. shall be submitted showing the legality of such. Submittal for Joint Venture to include executed Joint Venture agreement and if state law requires that the Joint Venture be registered, filed, funded, or licensed prior to submission of the proposal, then same shall be completed prior to submittal. Respondents shall make their own independent evaluation of the requirements of the state law.

Tab 2 – Experience of the Firm

Qualification of Staff (limited to two pages plus resumes)

Respondents shall provide a two-page summary regarding their ability to utilize and/or redevelop the Casino Building space(s) as proposed in a specific timeframe, including information regarding dedicated staff, and the current workload should be provided.

Resumes of key personnel should also be included. Resumes should not exceed one-page per person. Resumes should include a description of:

- Training, education and degrees.
- Related experience and for whom.
- Professional certifications, licenses and affiliations.

Project Experience & References

Respondents shall provide a minimum of three (3) similar projects on the form provided (**Exhibit “D”**) and include whether the project and/or operations of similar facilities was completed on time and within budget. The project description should include the size, location, start and completion date (or projected start/completion date), construction cost, role played, and financial interest. Provide relevant photos.

Prior experience and skill with other Florida municipalities is desirable. Respondents are responsible for verifying the correct phone numbers and contact information provided. Failure to provide accurate information may result in the reference not being obtained or considered.

Teaming (if applicable)

- Summarize the name and titles of the internal development team that will be assigned to this project and/or operations of the facility, along with a brief biography.
- Summarize the key consultants that will support the development team and/or operations of the facility, and a very brief listing of their relevant experience.

Tab 3 – Approach

Respondent Approach

Provide written summary of your understanding and overall approach of the project and/or operations of the facility at the Lake Worth Beach Casino Building 2nd floor and the specific project option(s) selected and discuss how the project option(s) will be achieved along with the challenges faced by the development or management approach. (Maximum 2 pages)

Respondents shall describe in detail the proposed project and/or operations of the facility including without limitation location; necessary facilities; necessary personnel; necessary renovations; necessary expansion; necessary financial investment; use of any City resources and/or necessary partnering; and, the proposed method to secure the necessary property interests.

Tab 4 – Development/Operations of the Facility Project Plan

The Respondent must submit a Conceptual Development/Project Plan based on the following submission requirements:

Development/ Operations of the Facility Project Strategy

- Key assumptions
- Key disclaimers
- Explain market, economic and technical rationale
- Explain benefits to the residents and community
- Explain details of how is this plan meeting the City's vision and identity and welcoming to all residents and visitors

Conceptual Plan and Designs

- Note scale of drawings (as applicable)
- Identify specific offered use for the designated space
- Identify all services offered and their location in the space(s)
- Identify all offered changes to the space(s)
- Conceptual space elevations (if applicable)

Conceptual Development and Plan of Facilities, Access, and Programs for the Space(s)

Respondents will submit a Conceptual Development/Operations of the Facility Project details summarizing requested facilities developments for each option(s) they have chosen to include at minimum:

Option 1:

- Provide detailed description of the proposed 3,000 sq ft finished event space usage and how is this usage going to benefit residents and visitors
- Provide details on proposed programs
- Identify utilization of the event space and access to the public
- Provide details on City's usage of the space and utilization
- Identify programs that can be offered, type of ventures/services options that will provide an income option for the City
- The proposal shall clearly provide for the methodology and approach to the project with details of each step of the services that will be completed.
- Respondent must provide detailed methodology of how the space will be managed including but not limited to:

- Define what options and the services the Respondent is proposing to the City that will best satisfy the needs of the City and its residents. State your project management plan and method of approach.
- Give a brief description of your creative ideas to provide first-rate event management services. What will draw patrons to your service? What will keep them coming back? What will be your specialty?
- Provide a staffing plan.
- Provide a proposed menu with prices for all items and services. Provide an example of a catering menu with prices and service options for banquets.
- Provide a statement regarding your ability to provide catering for large events, weddings, and banquets.
- Provide a plan on how you will monitor customer satisfaction.
- Provide a detailed schedule of the maintenance of both the premises and equipment.
- Provide a plan on how you will anticipate promoting and marketing events for the ballroom. Include how you see a partnership with the City on marketing and promotion (if any).
- Provide a plan on your approach to hosting special events and activities associated with the operation of the ballroom. Identify the type of ideas you have to draw patrons?
- Define personnel, consultants, and resources available
- Provide a projected implementation plan.
- Provide information regarding any proposed innovative concepts that may enhance value and quality and any favorable cost containment approaches or additional or alternative ideas that may be successful if implemented by the City.

Project Budget and Schedule

Respondents shall provide the financial details on themselves and their financial capacity to manage the resulting contract for a period of up to five (5) years.

Provide details on the proposed financial operations of the ballroom, and the projected revenue. The information provided must be clear, concise, realistic, and attainable. Include information on how the assumptions on which the projections are based were arrived at. State specifically what percentage of the revenue will be shared with the City, and whether this is a fixed rate or on a sliding scale.

State Annual Base Rate amount that will be provided to the City.

Respondents shall provide the anticipated rates for up to five (5) years.

Option 2:

- Provide details of proposed plans for unfinished 5,000 sf of space, potential changes and improvements.
- Provide details on development options and programs.
- Identify type of ventures or restaurant/bar/lounge options that will provide an income option for the City.
- Identify any additional ideas and developments for the unused space.
- Provide conceptual space elevation (if applicable).

Conceptual Development Budget and Schedule

Respondents will submit a Conceptual Development Budget summarizing estimates for the following categories of costs: site development, construction, professional fees, tenant-related,

financing, green initiatives, and estimated overhead costs. Respondents will also submit a Conceptual Development Schedule summarizing the critical path of major activities required to plan, fund, construct/renovate, lease and open the project.

Proposed Lease Terms

Respondents will submit a proposal for leasing the City owned space for a term of less than thirty (30) years. Proposed business terms will be based on a sound market and industry rationale.

Public Financing Statement of Interest

If required, Respondents will submit a statement of their interest in requesting financing assistance and incentives to close financial gaps that jeopardize the projects economic viability. Said statement of interest will include a "but for" rationale and justification.

All Options Required Items:

- Provide details of easy and affordable access to the residents and visitors to all areas.
- Identify plans for adjacent affordable food options.
- Provide residents and visitor friendly development, space usage or redevelopment options.
- Identify improvements throughout the finished and unfinished space.
- Provide details of how newly developed facilities will be energy efficient and comply with the City's desire for green initiatives.
- Provide details of how ADA compliance will be achieved for all proposed facilities and surrounding areas.
- Provide details and innovative options for all spaces.
- May include proposed general business terms (e.g., lease payments, ground rent, revenue sharing formulas, concession fees, term length and renewal options, etc. and approaches on risk, control, and value and how these are allocated between the parties).

Public/Private Responsibility Matrix (if applicable)

Respondents will complete a responsibility matrix summarizing the most critical responsibilities of stakeholders that will be required in order to structure a workable public/private partnership.

Program Element	Developer	City	Other
Land			
Financing			
Design			
Construction			
Leasing			
Operations			
Parking			
Marketing			
Approvals			

Tab 5 – Veteran Business Enterprise, Small Business and Local Business Preference

Section 2-117 of the City's Procurement Code shall govern the application of a veteran business enterprise, small business and/or local business preference for this ITN. **Documentation to support a Respondent as a Veteran Owned Business, Small Business and/or Local Business must be submitted with a Proposals in response to the ITN.** Documentation submitted after the proposal deadline will be rejected.

Order and application of preferences. For all preferences set forth in this ITN, only one preference may be identified in a response to this ITN.

Tab 6 – Additional Information (Maximum 5 Points)

DEFAULT, TERMINATION, LITIGATION, DEBARMENT, ETC.

Respondent will provide a summary of any default, termination, litigation, debarment against or which named the Respondent in the past five (5) years which is related to the Respondent's proposal in response to this ITN or that Respondent otherwise provides in the regular course of business. The summary shall state the nature of the default, termination, litigation, debarment and a brief description of the outcome or projected outcome, and the monetary amount involved. *If none, state as such and provide written statement in the document.*

ADDITIONAL CONSIDERATIONS

Identify any additional or unique resources, capabilities, or assets which the Respondent is proposing as part of its project.

ALL COMPLETED FORMS

Respondents must include all completed forms listed as attachments.

PROOF OF LICENSES

Respondent will provide proof of required licenses for the proposed project , which shall include:

- Proof of all applicable licenses for proposed project including proposed operations of the facility (including registration with State of Florida Division of Corporations if applicable);
- Statement or proof of required insurance; and,
- Proof of Respondent's Business Tax Receipt (as applicable)
- Other Proof of Specific Qualifications.

14. RESPONDENT'S REPRESENTATIONS

By submitting a proposal, the Respondent warrants, represents, and declares that:

- A. Person(s) designated as principal(s) of the Respondent is named and that no other person(s) other than the person(s) mentioned has (have) any interest in the proposal or in the resulting contract.
- B. The proposal is made without connection, coordination or cooperation with any other persons, company, firm or party submitting another proposal, and that the proposal submitted is, in all respects, fair and in good faith without collusion or fraud.
- C. The Respondent understands and agrees to all elements of the proposal unless otherwise indicated or negotiated, and that the proposal may become part of any contract entered into between the City and the Respondent.

D. By signing and submitting a proposal, Respondent certifies that Respondent and any parent corporations, affiliates, subsidiaries, members, shareholders, partners, officers, directors or executives thereof are not presently debarred, proposed for debarment or declared ineligible to bid or participate in any federal, state or local government agency projects.

E. Pursuant to 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted firm list maintained by the State of Florida may not submit a proposal to the City of Lake Worth Beach for 36 months following the date of being placed on the convicted firm list. Respondent certifies that submittal of its proposal does not violate this statute.

F. Respondent recognizes and agrees that the City will not be responsible or liable in any way for any losses that the Respondent may suffer from the disclosure or submittal of proposal information to third parties.

G. Respondent has carefully and to his/her full satisfaction examined the ITN, the and all required forms, and Respondent has received and read all addenda issued and has included the same in its proposal.

15. PROTESTS

Any actual Respondent who is aggrieved in connection with this ITN may protest such procurement. The protest must be filed with the City in accordance with the City's procurement code. A complete copy of the City's procurement code is available on-line at municode.com under the City's code of ordinances (sections 2-111 – 2-117). The protest procedures are set forth at section 2-115. There are strict deadlines for filing a protest. Failure to abide by the deadlines will result in a waiver of the protest.

16. EXHIBITS

This ITN consists of the following exhibits (which are incorporated herein by reference):

- A. Exhibit "A" Detailed Description of Options
- B. Exhibit "B" City's Campaign Contribution Statement (must be submitted)
- C. Exhibit "C" Respondent Information Form (must be submitted)
- D. Exhibit "D" Similar Projects/Relevant Experience/References (must be submitted)
- E. Exhibit "E" Drug Free Workplace Form (must be submitted)
- F. Exhibit "F" Scrutinized Companies Certification (must be submitted)
- G. Exhibit "G" Casino Building 2nd Floor Layout
- H. Exhibit "H" Veteran Business Enterprise, Small Business and Local Business Preference Form
- I. Exhibit "I" Affidavit of Compliance with Anti-Human Trafficking Laws (must be submitted).

17. COMPLIANCE

All proposals received in accordance with this ITN shall be subject to applicable Florida Statutes governing public records including without limitation Chapter 119, Florida Statutes. If any Respondent believes its proposal contains exempt or confidential information, the Respondent must identify the same at the time of submission of its proposal and cite to the applicable Florida Statutes for the information to be deemed exempt and/or confidential. Failure to do so may result in the waiver of such exemption or confidentiality.

18. PUBLIC ENTITY CRIMES

Pursuant to section 287.133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list maintained by the State of Florida may not submit a bid to the City for 36 months following the date of being placed on the convicted vendor list.

19. SCRUTINIZED COMPANIES

Each Respondent will be required to certify (**Exhibit “F”**) that it and its intended subcontractors are not on the Scrutinized Companies that Boycott Israel List and are not engaged in the boycott of Israel.

A. Respondent certifies that it and its proposed subcontractors are not on the Scrutinized Companies that Boycott Israel List and are not engaged in a boycott of Israel. Pursuant to section 287.135, Florida Statutes, the City may immediately terminate any resulting contract at its sole option if the Respondent or any of its proposed subcontractors are found to have submitted a false certification; or if the Respondent or any of its proposed subcontractors, are placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel during the term of a resulting contract.

B. If the resulting contract is anticipated to be for one million dollars or more, the Respondent certifies that it and its proposed subcontractors are also not on the Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies with Activities in Iran Terrorism Sectors List, or engaged in business operations in Cuba or Syria as identified in Section 287.135, Florida Statutes. Pursuant to Section 287.135, the City may immediately terminate a resulting contract at its sole option if the Respondent, or any of its proposed subcontractors are found to have submitted a false certification; or if the Respondent or any of its proposed subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies with Activities in Iran Terrorism Sectors List, or are or have been engaged with business operations in Cuba or Syria during the term of this Agreement.

C. The Respondent agrees to observe the above requirements for applicable subcontracts entered into under any resulting contract.

D. The Respondent agrees that the certifications in this section shall be effective and relied upon by the City for this ITN and for the term of any resulting contract, including any and all renewals.

E. The Respondent agrees that if it or any of its subcontractors' status changes in regard to any certification herein, the Respondent shall immediately notify the City of the same.

F. As provided in Subsection 287.135(8), Florida Statutes, if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

20. E-VERIFY

Pursuant to Section 448.095(5), Florida Statutes, the Respondent shall be required to (as applicable):

A. Register with and use the E-Verify system to verify the work authorization status of all new employees and require all subcontractors (providing services or receiving funding under a resulting contract) to register with and use the E-Verify system to verify the work authorization status of all the Respondent's and subcontractors' new employees;

B. Secure an affidavit from all subcontractors (providing services or receiving funding under a resulting contract) stating that the subcontractor does not employ, contract with, or subcontract with an “unauthorized alien” as defined in Section 448.095(1)(k), Florida Statutes;

- C. Maintain copies of all subcontractor affidavits for the duration of any resulting contract and provide the same to the City upon request;
- D. Comply fully, and ensure all subcontractors comply fully, with Section 448.095, Florida Statutes;
- E. Be aware that a violation of Section 448.09, Florida Statutes (Unauthorized aliens; employment prohibited) shall be grounds for termination of any resulting contract; and,
- F. Be aware that if the City terminates a resulting contract under Section 448.095(5)(c), Florida Statutes, the Respondent may not be awarded a contract for at least 1 year after the date on which the contract is terminated and will be liable for any additional costs incurred by the City as a result of the termination of the contract. .

END OF GENERAL INFORMATION

DRAFT

EXHIBIT "A"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

Detailed Description of Options

Project Description:

The City of Lake Worth Beach ("City") is seeking competitive, sealed proposals from responsible persons and entities ("**Respondents**") to commence negotiations regarding offers to manage, maintain, operate, redesign, renovate, expand, equip, and/or implement creative ventures at the Lake Worth Beach Casino Building's Ballroom event space on the 2nd floor. The City is exploring how these spaces may be more effectively utilized, redeveloped, or integrated with additional improvements to better serve public purposes, enhance functionality and financial sustainability, and address operational and underutilization challenges. The City seeks proposals that provide insight into feasible redevelopment concepts, potential improvements, operational approaches, and business terms, and that identify relevant constraints or limitations and the overall public benefit to be derived from the proposal. The City is seeking such proposals for any or all of the following available options:

Option #1: Proposal for the Casino Building's Ballroom event space on the 2nd floor. This includes approximately 3,000 SF finished event space and catering kitchen. This may include managing and operating event space and/or any other commercial type of ventures.

The City is aware that the City's Casino Ballroom experience is extremely important to the overall success of hosting events. The City is seeking an organization or individual to create a comfortable, inviting, and family-friendly environment for customers and clientele to enjoy. As a public facility, the Casino Ballroom needs to balance the right of public access with the high standards of service expected by its customers. The selected Respondent, as the event management contractor, must ensure that patrons and visitors to the City's Casino Ballroom receive outstanding customer service. Potential customers of the ballroom are looking for a wide variety of fare. The City seeks a partner that will provide a diverse culinary menu along with healthy options for contracted catering events. The selected Respondent will operate the ballroom as a stand-alone operation. Located inside the Casino Building, the ballroom amenities include: outside patio area, bar, and a full catering kitchen. In addition, the selected Respondent shall have the opportunity to contract for catering operations when chosen by the client or City for events to be held in and around the ballroom.

The ballroom will be available during normal operating hours, 365 days per year/7 days per week to accommodate services geared towards the clientele and for various types of events.

Note: The City reserves the right to use the ballroom on Mondays, Tuesdays, and Wednesdays for City events at no cost to the City.

Option #2: Project proposal for the Casino Building's empty space on the 2nd floor. This includes approximately 5,000 SF unfinished space. This may include restaurant/lounge/bar and/or other commercial-type ventures. As a public facility, the Casino Ballroom needs to balance the right of public access with the high standards of service expected by its customers. Residents and Visitors as potential customers of this space are looking for a wide variety of services.

Option #3: Combination of Option #1 and Option #2 above that includes plans for the 2nd floor Ballroom event space and unfinished space of the Casino Building.

Location and Opportunity

The City of Lake Worth Beach is a coastal municipality of 7 square miles, located in Palm Beach County, Florida. The City's northern boundary is adjacent to the City of West Palm Beach's southern boundary and about 64 miles north of Miami. Downtown Lake Worth Beach is the artistic soul of Palm Beach County with a historic theater and a museum, live music clubs, coffee houses, art galleries, antique malls, retail stores, and many restaurants. The City's Municipal Beach Complex is located east of the Downtown area, adjacent to the Atlantic Ocean.

Property Description

The Municipal Beach Complex is a 19 ½ acres parcel owned by the City and generally located at 10 S. Ocean Blvd., Lake Worth Beach, Florida (Parcel Control Numbers: 38434426000010010 and 38434426000010070). The Complex includes the Casino Building, Pool Facility, waterfront park, parking area, picnic area, restrooms, municipal pier, and additional adjacent areas. The Casino Building includes a first-floor area currently leased to commercial tenants and a second floor area of approximately 5,000 SF of unfinished space, approximately 3,000 SF of finished event space and a catering kitchen.

The City's Casino Ballroom consists of an indoor space with beautiful backdrops for engagement parties, showers, weddings, and more. With its unique 1920's architecture, it offers a 3,000-square-foot ballroom space with views of the Atlantic Ocean as well as a wrap-around terrace and beautiful courtyard area.

The Municipal Beach Complex has 713 paid public parking spaces available that are operated and enforced by the City, including 50 spaces reserved for Lake Worth Beach residents with a valid parking decal. The remaining spaces are digitally metered and have a maximum allowance of 8 hours.

2013 Renovated Municipal Beach Complex

In 2013, the City renovated the Municipal Beach Complex, which officially re-opened to the public on March 1, 2013. The renovated Complex quickly became the new beach destination in South Florida. The renovated Casino Building is true to its original 1920's architecture; and, while there is no gambling at the renovated Casino Building, the name "Casino" remains as a reminder of the history and importance of the building to the citizens of Lake Worth Beach.

The renovated Municipal Beach Complex features an oceanfront park, restrooms, and picnic facilities, which complement the William O. Lockhart Municipal Pier. Beach chairs, lounges and cabanas are available to rent at the beach.

The first floor of the Casino Building is currently leased out by various commercial tenants. The first floor includes multiple restaurants, an ice cream shop, and a t-shirt store.

A unique distinction on the second floor of the Casino Building is a 3,000 SF event space/ballroom that offers breathtaking views of the Atlantic Ocean with wrap-around terraces and provides a perfect location for weddings, special occasions, and other events. The ballroom has won Wedding Wire's Couples Choice Award four years in a row in 2017, 2018, 2019 and 2020 and was also featured in Married in Palm Beach in 2017, 2018 and 2019. Adjacent to the ballroom on the second floor is 5,000 SF of unfinished space and a nearby catering kitchen.

Below is an aerial photograph of the Municipal Beach Complex post-renovation.



Lake Worth Beach - Beach and Casino Land Development Regulations

All development at the Municipal Beach Complex must comply with the City's land use and zoning categories. The land use and zoning categories for the Municipal Beach Complex, including development regulations and allowable uses, are detailed below. This information may also be found in the City's Code of Ordinances.

The Municipal Beach Complex encompasses approximately 19 ½ acres and includes a 20,861 SF reconstructed Casino Ballroom building as well as 7,284 SF of various other structures. The site floor area ratio (FAR) is 0.033 based on the gross leasable area limit on the site of 64,715 SF. There is approximately 35,000 and 40,000 of allowed new construction that can be leased. For the overall

site at the current FAR, the total allowable area allowed on the site is 127,413 SF. Consequently, there is roughly 100,000 SF of allowable building on the site of which up to 64,715 SF is leasable.

Maximum height per the City's Comprehensive Plan is 45' and two stories. By utilizing a planned development scenario of the site, the overall height can be raised to 65'-0' and three stories (the Transfer Development Rights (TDR) option would have to be triggered to gain the additional story).

Future Land Use Element

Policy 1.1.13: Beach and Casino - The Beach and Casino land use category designates the area of public beach and casino building area. The term "Casino" is used in name only and reflects the historic name of the buildings and site. Designation of this area signifies the expectation that the public beach will be used for public recreation and use and specified accessory uses, and the casino area will be used for a combination of permitted private commercial and public uses. The gross leasable area of all buildings shall not exceed 64,715 SF. The implementing zoning district is BAC.

Policy 1.2.15: Locational Criteria for the Beach and Casino Designation - The Beach and Casino land use designation is mapped on sites where such uses already exist. The mapping of these uses on these sites indicates that public beach will be used for public recreation use and specified accessory uses and casino area for a combination of permitted private commercial and public uses. Per Table I the Beach and Casino (BAC) Future Land Use Designation allows for a maximum height of 45' and a FAR of 0.15

Land Development Regulations

Sec. 23.3-22 BAC—Beach and Casino

a) Intent - The beach and casino district (BAC) is a zoning category for the City's public beach and casino area. It is intended for public use of the beach area and other beach related uses and private commercial and public uses in the casino area.

b) Principal uses permitted by right or by administrative or conditional use permit- Refer to the permitted use table at section 23.3-6 for complete list of uses.

1. In the beach area (east of the east edge of the existing seawall). Public beach and pier and accessory uses such as umbrella, beach chair, beach and water related rentals and cafes on the pier only, and special events permitted pursuant to section 21-18.

2. In the casino area (west of the east edge of the existing seawall):

A. Pool, pool building and accessory uses.

B. Picnic facilities, play-grounds, recreational uses and restrooms.

C. Parking and parking structure.

D. Ballroom, banquet and meeting rooms.

E. Retail establishments. The sum of all retail establishments may not exceed seven thousand two hundred (7,200) SF.

F. Restaurants (no drive thru), sandwich shops and snack bars, outdoor cafes and push carts.

G. Special events as permitted pursuant to section 21-18.

H. Environmental/nature centers, art shows, exhibits and other events not requiring a special event permit pursuant to section 21-18.

c) Development regulations

1. Building height:
 - A. Total building/structure height shall not exceed sixty (60) feet.
 - B. Two (2) habitable stories totaling not more than fifty (50) feet in height.
 - C. Architectural features not to exceed an additional ten (10) feet in height.
 - D. Building height shall be measured as defined in general definitions.
 - E. Parking structures shall not exceed three (3) levels or thirty-two (32) feet. The height of the highest parking surface shall not exceed the crown of the loop road closest to the seawall.

2. Setbacks:
 - A. East: Seventy-five (75) feet from the east edge of the existing seawall excluding public seating, outdoor patio and dining areas (which shall be at least forty-five (45) feet from the east edge of the existing seawall), public shelters, signage and push carts.
 - B. West: Seventy-five (75) feet from the property line.
 - C. North: Two hundred (200) feet from the property line excluding public seating, public shelters, signage, and picnic pavilions, (which shall be at least thirty-five (35) feet from the property line and which shall be subject to conditional use approval by the planning and zoning board).
 - D. South: Thirty-five (35) feet from the property line.

3. Building coverage: Fifteen (15) percent.

4. Maximum impermeable surface: Sixty-five (65) percent.

5. Floor area ratio. The maximum floor area ratio is 0.1.

d) Prohibited uses - All uses not specifically permitted.

Project Criteria:

Each Proposal shall include the following criteria:

- Respondent must submit a proposal for at least one of the options identified.
- The City desires a proposal based on a long-term lease agreement (less than 30 years) with the selected Respondent for Option#2.
- If the Respondent proposes construction of additional useable space, the proposal must adhere to the City's land use and zoning categories for the Municipal Beach Complex, including development regulations and allowable uses, as detailed in this ITN. Only allowable uses are permitted.
- The City will deliver the premises in an "as in" condition for leasing or for the event space management. The Respondent is responsible for any improvements to the site.

Each Proposal shall identify which of the options it intends to pursue as the City is inviting proposals for any, or a combination of, the above-described options.

The City desires proposals which creatively propose options for the Casino Building 2nd Floor spaces, including but not limited to, management options.

End of Detailed Description of Options

EXHIBIT "B"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

CITY CAMPAIGN CONTRIBUTION STATEMENT

This ITN is subject to Section 2-101 of the City of Lake Worth Beach Code of Ordinances regarding campaign contributions which provides:

Sec. 2-101. - Additional and supplemental disclosures requirements.

- (a) Any elected official of the City of Lake Worth Beach, who is a current sitting member of the city commission and has accepted an election campaign contribution in an amount that is more than one hundred dollars (\$100.00) from an individual or business entity having an interest in a matter before the city commission in which the city commission will take action, must publicly disclose, both verbally and in writing, such contribution prior to any discussion or vote on the matter. The written disclosure must be submitted to the city clerk.

- (b) Any applicant coming before the city commission for an award of a contract with the city and who has made an election campaign contribution in an amount that is more than one hundred dollars (\$100.00) to any elected official of the city commission, who is a current sitting member of the commission, **must disclose such election campaign contribution, verbally and in writing, during the application or bidding process and before the award of the contract.**

Respondent to complete: Check which statement applies, fill in the requested information, if applicable, and sign below.

[] Neither the undersigned business nor any of its owners or officers contributed more than \$100.00 to the campaign of a sitting City Commission member. [If you checked this statement, you are done and may sign below.]

[] The undersigned business or one or more of its owners or officers contributed more than \$100.00 to the campaign of a sitting City Commission member. All such contributions are listed below and on the attached sheet of paper (if more room is needed). [If you checked this statement, please fill in the information requested below and sign below.]

1. _____ contributed a total of \$_____ to the campaign of City Commission member _____.
2. _____ contributed a total of \$_____ to the campaign of City Commission member _____.
3. _____ contributed a total of \$_____ to the campaign of City Commission member _____.
4. _____ contributed a total of \$_____ to the campaign of City Commission member _____.

Signature:

I hereby certify that the above statements are true and correct to the best of my knowledge and I understand that a false or inaccurate statement may result in the rejection of this bid/proposal/submittal or the immediate termination of any resulting agreement with the City of Lake Worth Beach.

By: _____

Print Name: _____

Print Title: _____

Print Name of Business: _____

Commissioner/Mayor to complete: Check which statement applies, fill in the requested information, if applicable, and sign below.

[] Neither the above referenced business nor any of its owners or officers contributed more than \$100.00 to my campaign. [If you checked this statement, you are done and may sign below.]

[] The above referenced business or one or more of its owners or officers contributed more than \$100.00 to my campaign. All such contributions are listed below and on the attached sheet of paper (if more room is needed). [If you checked this statement, please fill in the information requested below and sign below.]

_____ contributed a total of \$ _____ to my campaign.
 _____ contributed a total of \$ _____ to my campaign.
 _____ contributed a total of \$ _____ to my campaign.
 _____ contributed a total of \$ _____ to my campaign.

Signature:

I hereby certify that the above statements are true and correct to the best of my knowledge and I understand that a false or inaccurate statement may result in the rejection of this bid/proposal/submittal or the immediate termination of any resulting agreement with the City of Lake Worth Beach.

By: _____

Print Name: _____

For City Clerk's Use Only.

THIS SECTION SHALL BE COMPLETED ONLY IF THERE IS A CAMPAIGN CONTRIBUTION LISTED ABOVE BY THE VENDOR OR COMMISSION MEMBER.

Applicable campaign contributions were disclosed in writing above, and prior to the award of the contract, the following statements were verbally made at the City Commission Meeting on the ____ day of _____, 202__.

Check all that apply.

_____ Commissioner/Mayor _____ verbally disclosed the campaign contribution(s) set forth above.

_____ Vendor, _____, verbally disclosed the campaign contribution(s) set forth above.

EXHIBIT "C"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

RESPONDENT INFORMATION PAGE

Person/Entity Name: _____

Authorized
Signature:

Signature

Print Name

Title: _____

Physical
Address:

Street

City State Zip Code

Telephone: _____

Email Address: _____

Website (if applicable): _____

Federal Identification Number: _____

This is a requirement of every Respondent

EXHIBIT "D"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

SIMILAR PROJECTS & RELEVANT EXPERIENCE & REFERENCES

Please describe below at least three (3) prior or on-going ventures/projects of the Respondent which are similar to the proposed venture for the City of Lake Worth Beach. Please provide as much additional information as possible (as attachments to this form) in order for the City to understand the venture and the Respondent relevant experience. The City may further investigate all the information provided.

#1 SIMILAR VENTURE/PROJECT

Name of Venture or Project: _____

General Description of Venture or Project: _____

Description of status: _____

Reference Contact Person Name: _____ Title: _____

Address: _____

Phone No.: (____) _____ E-mail: (____) _____

Project value: _____ Start date: _____ Completion date: _____
(month/year) (month/year)

#2 SIMILAR VENTURE/PROJECT

Name of Venture or Project: _____

General Description of Venture or Project: _____

Description of status: _____

Reference Contact Person Name: _____ Title: _____

Address: _____

Phone No.: (____) _____

E-mail: (____) _____

Project value: _____ Start date: _____ Completion date: _____
(month/year) (month/year)

#3 SIMILAR VENTURE/PROJECT

Name of Venture or Project: _____

General Description of Venture or Project: _____

Description of status: _____

Reference Contact Person Name: _____ Title: _____

Address: _____

Phone No.: (____) _____

E-mail: (____) _____

Project value: _____ Start date: _____ Completion date: _____
(month/year) (month/year)

EXHIBIT "E"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

CONFIRMATION OF DRUG-FREE WORKPLACE

In accordance with Section 287.087, Florida Statutes, whenever two or more proposals are equal with respect to price, quality, and service which are received by any political subdivision for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

- (1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- (2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- (3) Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in subsection (1).
- (4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.
- (5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
- (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement on behalf of _____, I certify that _____ complies fully with the above requirements.

Authorized Representative's Signature

Date

Print Name

Position

EXHIBIT "F"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

SCRUTINIZED COMPANIES CERTIFICATION FORM

By execution below, I, _____, on behalf of _____
(hereinafter, the "Contractor"), hereby swear or affirm to the following certifications:

1. The Contractor has reviewed section 215.4725, Florida Statutes, section 215.473, Florida Statutes and section 287.135, Florida Statutes, and understands the same.
2. The Contractor is not on the Scrutinized Companies that Boycott Israel List nor is the Contractor engaged in a boycott of Israel.
3. If awarded a contract, the Contractor agrees to require these certifications for applicable subcontracts entered into for the performance of work/services under this procurement.
4. If awarded a contract, the Contractor agrees that the certifications in this section shall be effective and relied upon by the City for the entire term of the contract, including any and all renewals.

If the contract awarded hereunder is for one million dollars or more, the following additional certifications apply:

1. The Contractor is not on the Scrutinized Companies with Activities in Sudan List.
2. The Contractor is not on the Scrutinized Companies with Activities in the Iran Petroleum and Terrorism Energy Sector List.
3. The Contractor is not engaged in business operations in Cuba or Syria.
5. If awarded a contract, the Contractor agrees to require these certifications for applicable subcontracts entered into for the performance of work/services under this procurement.
6. If awarded a contract, the Contractor agrees that the certifications in this section shall be effective and relied upon by the City for the entire term of the contract, including any and all renewals.

RESPONDENT/CONTRACTOR:

By: _____
Name: _____ [Corporate Seal]
Title: _____

STATE OF _____
(COUNTY OF _____)

The foregoing certification regarding the Scrutinized Companies Certification Form was acknowledged before me by means of physical presence or online notarization on this ____ day of _____, 2026, by _____, as the _____ [title] of _____, A _____, which is authorized to do business in the State of Florida, who is personally known to me or who has produced _____ as identification.

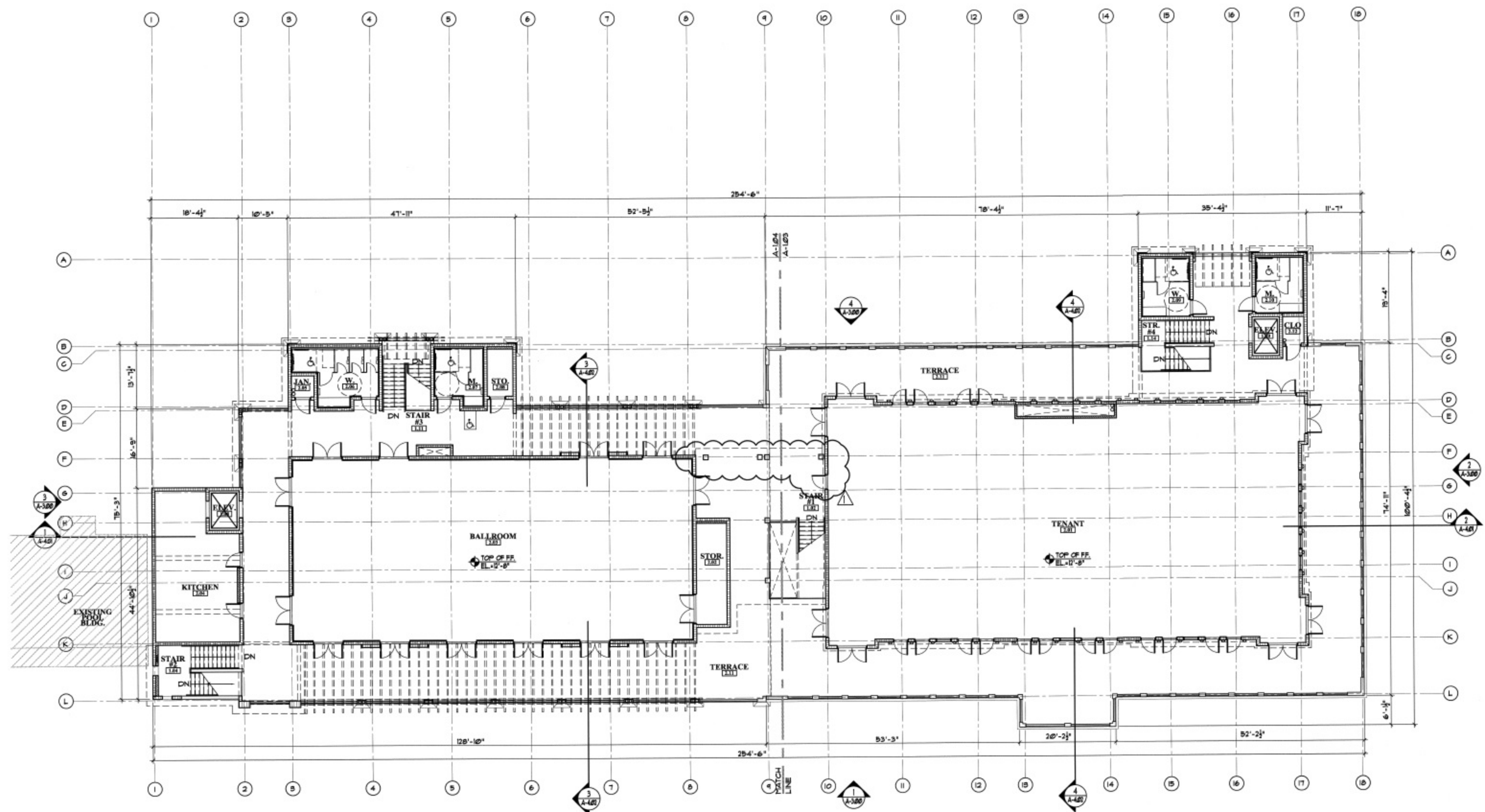
Notary Public Signature

Notary Seal:

EXHIBIT "G"

Casino Building 2nd Floor Layout

DRAFT



1
MASTER SECOND FLOOR PLAN

 3/32" = 1'-0"

EXHIBIT "H"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

**VETERAN BUSINESS ENTERPRISE, SMALL BUSINESS AND
LOCAL BUSINESS PREFERENCE FORM**

Section 2-117 of the City's Code of Ordinances shall govern the application of a Veteran Business Enterprise, Small Business and/or Local Business preference for this RFP.

The undersigned Respondent, hereby claims the following preference:

- Veteran Business Enterprise
- Small Business
- Local Business

Documentation to support a Respondent as a Veteran Business Enterprise, Small Business and/or Local Business must be submitted in response to the RFP and attached to this form. Documentation submitted after the RFP deadline will be rejected.

Signature:

I hereby certify that the above statements are true and correct to the best of my knowledge and I understand that a false or inaccurate statement may result in the rejection of this bid/proposal/submittal or the immediate termination of any resulting agreement with the City of Lake Worth Beach.

By: _____

Print Name: _____

Print Title: _____

Print Name of Business: _____

EXHIBIT "I"

ITN # 26-XXX CASINO BUILDING 2ND FLOOR PROPERTIES

Affidavit of Compliance with Anti-Human Trafficking Laws

[THIS FORM MUST BE SIGNED AND NOTARIZED]

I, the undersigned, am an authorized officer or agent of _____ ("Vendor") and swear or affirm that the Vendor does not use coercion for labor or services as defined in section 787.06, Florida Statutes.

Under the penalty of perjury, I hereby declare swear or affirm that the above state facts are true and correct.

[Corporate Seal]

By: _____
Print Name: _____
Title: _____

STATE OF _____)
COUNTY OF _____)

THE FOREGOING instrument was acknowledged before me by means of physical presence or online notarization on this ____ day of _____ 202_, by _____, as the _____ [title] of _____, a company authorized to do business in the State of Florida, who is personally known to me or who has produced _____ as identification, and who did take an oath under penalty of perjury that the facts stated with regard to section 787.06, Florida Statutes, are true and correct, and that he or she is duly authorized to execute the foregoing instrument and bind [_____] to the same.

Notary Public Signature

Notary Seal:
My Commission expires: _____