



**REQUEST FOR QUALIFICATIONS (RFQ)
Community Rating System (CRS)
No. 2025-00-001**

The Village of Palmetto Bay is currently soliciting proposals from a qualified firm to review the Village's current Community Rating System (CRS) Program and prepare the Village to improve its CRS classification from 5 to 4 or better, which services are to be provided with certain specific performance measures defined by this RFQ. The Village will **receive sealed proposals no later than 3:00 p.m. on or before Friday, November 1st, 2024** (late submittals, email submittals, and facsimile submissions will not be accepted) **by the Village Clerk at the Village Hall Municipal Center located at 9705 East Hibiscus Street, Palmetto Bay, Florida 33157**. All proposals received will be publicly opened and read aloud on said date and time before the Procurement Specialist.

To be considered, all interested Parties must request copies of the documents and submit one (1) original and a flash drive containing a copy of the entire original submission in one (1) sealed package titled **"Community Rating System (CRS) RFQ# 2025-00-001"**. **THE PACKAGE MUST BE CLEARLY LABELED TO THE ATTENTION OF THE VILLAGE CLERK, INCLUDING THE PACKAGE TITLE**. The respondent shall bear all costs associated with the preparation and submission of the response to the solicitation.

A pre-submission meeting is scheduled for **Wednesday, October 16th, 2024, at 3:00 p.m.** at the Village Hall Municipal Center at 9705 E. Hibiscus Street, Palmetto Bay, FL 33157. The proposal documents may be obtained on or after **Tuesday, October 1st, 2024**. All documents can be obtained by visiting our website www.palmettobay-fl.gov and by clicking Bids & RFP's. If you cannot download the documents, please contact Alessia Bencomo, Procurement Division, abencomo@palmettobay-fl.gov.

The Village reserves the right to reject any and all proposals or parts thereof, to terminate the process at any time, solicit the Project, waive any informalities, technicalities or irregularities, to disregard all non-conforming, conditional or counter-proposals, to award in whole or in part to one or more respondents, or take any other such actions that may be deemed in the best interest of the Village. Any late withdrawal from a Proposer that was granted award but declined, the Village has the right to enter negotiations with the second highest scored Proposer.

www.palmettobay-fl.gov