



COMMUNITY SAVINGS BANK AND CITY OF MARION
REQUEST FOR PROPOSALS FOR PROPERTY DEVELOPMENT
1204 7th AVENUE

DATE: March 21, 2019

Request for Proposals

Community Savings Bank (“bank”) owns a site at 1204 7th Avenue in Marion that is currently vacant. The bank acquired the site as a voluntary foreclosure after a building project was only partially completed. Foundations and supporting infrastructure were installed for a three story mixed use building project that had identified retail/restaurant use on the main level and housing on the upper levels. The site had identified brownfield conditions that were abated as part of the original redevelopment and has been granted a no further action letter by the Iowa Department of Natural Resources. Building plans were previously reviewed and approved by the City of Marion for the three story structure.

The bank and City of Marion (city) are partnering to facilitate the completion of the project by a developer or commercial interest (“the developer”) based on the strength of proposals received, as more fully described below. The selected developer must demonstrate the technical experience, financial strength, and proven ability to effectively complete the started project within the parameters established herein. The central point of contact for this Request for Proposals (RFP) process is Jeannie Matthews with GLD Commercial Real Estate. Based on the relative strength of proposals received, a recommendation is expected to be made to the City for execution of a development agreement for financial incentives. Any award of bid will be contingent on the execution of a development agreement between the Developer and the City laying out the terms of the project.

The City of Marion (“city”) is acting in concert with the bank to bring about the completion of the building project that is consistent with community goals, appropriate adopted development plans and ordinances, and is an asset to the Marion Uptown District. A preliminary project review has been completed by the City and the project has been pre-approved for a 12 year 85% property tax rebate (maximum \$1m benefit).

Marion City Hall | Administration
1225 6th Avenue, Suite 110
Marion, Iowa 52302
www.cityofmarion.org



The developer will be expected to complete the project in conformance with the plans and specifications that have been approved, although the city will entertain properly designed changes to interior layouts, etc. pending review by city staff. Copies of the building plans may be reviewed by contacting Jeannie Matthews and/or the City of Marion Building Inspection Division. Firms responding to the RFP should explain contemplated changes to the facility.

All qualified Developers are invited to submit proposals; however, all developers are encouraged to arrange a walk-through of the building site prior to the deadline for submitting proposals (April 30, 2019). Walk-throughs may be arranged by contacting Jeannie Matthews at (319)731-3413. Proposals are expected to be initially reviewed by the bank and City of Marion Economic Development Committee, and a recommendation made to the City Council within 30 days of the proposal due date.

General Conditions

This RFP does not obligate the bank to sell the property. The Bank reserves the right to accept or reject any or all proposals submitted. The Bank will pay no costs associated with the preparation, submission, or presentation of this RFP. All information, documentation, or materials submitted in response to this RFP will become property of the Bank and may be subject to applicable laws. Any addendums to this RFP will be posted on the appropriate pages of GLD Commercial Real Estate and City's respective websites at <https://gldcommercial.com/property/1204-7th-avenue-marion-ia-52302/> and <http://www.cityofmarion.org>, and it is the responsibility of developers to acknowledge any and all addenda in their proposal.

Project Summary

Community Savings Bank has owned the site since 2017. A three story mixed use building project had been started on the site but was never completed. Foundations and underground utility extensions were installed at the site, along with a limited amount of above ground support structure. The project was never completed and the site has been open to the elements since. Former uses of the site prior to the start of the building projected included vehicle maintenance and dry cleaning. Underground environmental conditions were noted on the site with the original project and were abated. A no further action letter has been issued for the site and is available for review.

The Bank has not had the site evaluated to determine the condition of existing installed infrastructure. The City building department has evaluated some site conditions and can provide information within their scope of knowledge. Developers are encouraged to review this carefully and structure their proposals with this information in mind.

The property is not listed as a contributing structure on any local, state, or federally designated historic district. It is in historic Uptown Marion and the project must consider this context. Existing buildings are immediately adjacent to the site and have operating businesses that must be taken

into account. The city would be supportive of acting as a conduit for tax credits that could potentially be leveraged to support the project.

The intent of this Request for Proposals is to identify the Developer with a desire to invest in Marion, and to return the building and/or site to an application that would represent the highest and best use of a site in the revitalizing and growing uptown core of Marion.

The following are several key considerations for firms to consider as you prepare the

RFP:

- The building site is approximately 7,260 square feet and is located on the corner of 7th Avenue and 12th Street in Marion's uptown core. It has a service alley to the rear.
- The property is currently zoned C-2 Central Business District Commercial, which is appropriate for uses identified at <http://cityofmarion.org/home/showdocument?id=6531> . It is immediately adjacent to other parcels with the same zoning designation.
- There are no known remaining environmental issues; however, there may be accommodations that must be made during construction to ensure no issues are raised.
- The expectation is that the completed structure will have a taxable value of at least \$3.8m.
- The project is in the Central Corridor Urban Renewal Area and has been previously evaluated for incentives.
- Please discuss how you might utilize local businesses in the completion of the project and construction.
- Existing infrastructure has not been evaluated by the city; however, the building inspection division is confident that the external foundation will be able to be used to support the structure. Other installed improvements may be able to be re-used pending further inspection.
- The developer is responsible for evaluating existing conditions to determine what may be re-used from the previously installed infrastructure.
- Bank Parameters:
 - Bank has strong preference to sell the site.
 - Bank is willing to work with potential buyers on project financing.
 - Site is currently listed at \$325,000.
 - No further action letter from DNR is available.

Project Parameters

In an attempt to guide Developers in the creation of their proposal and develop a project that is beneficial to the community while taking into account the interests of the many stakeholders, we offer the following parameters to guide this redevelopment and all of these should be addressed in proposals. It should be noted that the Bank reserves the right to adjust these parameters at their discretion if it is determined to be in the best interest of the Bank and/or City of Marion or if warranted by market conditions both during this RFP process, during the due diligence phase, and after the property is sold. Also, once a Developer is selected the Bank and/or City reserves the right



to negotiate with the Developer and make adjustments as determined to be in the best interest of the community, this project and/or our redevelopment partners.

Developers must keep the following parameters in mind:

- A use that would require a rezoning for a more intensive use would not be contemplated in this area. Currently only uses permitted with the C-2 zoning district are allowed. A design overlay district is also in place providing for enhanced building design review.
- All proposals should include a plan to have the entire project proposed completed within one year or no later than December 31, 2020.
- Developers must demonstrate their experience and capacity to take on the project, and to make the necessary improvements to renew the property's status as an important contributor to Marion's vitality.
- Energy conservation and other sustainability provisions are encouraged.
- The City of Marion has evaluated this project for potential incentives. To be formally awarded, any such incentives must be adopted as part of a comprehensive development agreement.
- All Developers are invited to arrange a site visit, which may be coordinated through Jeannie Matthews.

Proposal Requirements

As indicated, Developer qualifications to implement a project of this scope and design will be determined by a comparative evaluation of the 'Selection Criteria' detailed later in this RFP as Attachment A. All additional related information pertaining to the Developer's qualifications will be evaluated and may affect the Developer's score.

The following is the information to be included:

Developer name, address and brief history.

1. Services to be provided by your firm.
2. Services to be provided by outside consultants.
3. Past projects of relevant nature or scope.
4. Qualifications/resumes of key personnel likely to be assigned to this project. Firms are encouraged to have the primary staff person to be assigned to this project present at the presentation.
5. A copy of the firm's most recent financial statement or other demonstration of financial capacity to complete the project.

All questions and contacts regarding this RFP shall be directed to:

Site Review/Visits, existing documentation:

Jeannie Matthews
GLD Commercial Real Estate
319-731-3413
jmatthews@gldcommercial.com

Building Plans/Known Conditions:

Gary Hansen, Building Official
City of Marion
1225 6th Avenue
319-743-6330
ghansen@cityofmarion.org



SELECTION PROCESS

A committee established by the bank and city will review proposals and may interview Developers if deemed necessary. The committee will use the attached evaluation criteria to rank Developers and make a recommendation to the Marion City Council.

PROPOSAL PRESENTATIONS, DEADLINES, AND FORMAT

The deadline for submission of proposals shall be April 30, 2019 in the office of the Bank Vice President as collected through GLD Commercial. Presentations to the Bank and City Council will be conducted upon request of either party.

The Bank requests that firms submit ten (10) copies of their proposal. Please provide one electronic copy of your proposal via email to the Bank representative and City of Marion. There must be at least one letter on official letterhead signed by a principal empowered to contractually obligate the submitting firm accompanying the proposals.

NON-DISCRIMINATION

No person or firm will be excluded from participation in this project on the grounds of any legally protected status.



**COMMUNITY SAVINGS BANK AND CITY OF MARION
1204 7th AVENUE REDEVELOPMENT PROPOSALS
ATTACHMENT A
EVALUATION FORM**

Name of Firm: _____

1. Firm's experience, expertise, and qualifications. Your firm's experience with similar projects and the qualifications of key personnel assigned to this project. Experience completing similar projects.

Maximum 20 points = _____

2. Firm's capacity and resources. Evidence of your firm's ability to complete projects of this scope and design in a timely manner successfully.

Maximum 15 points = _____

3. Project overview/fulfillment of community needs. Explain your understanding of the Community's objectives for this project. Please describe your understanding of the community's needs, the unique aspects of redeveloping this property, and the approach your company will take to successfully complete the project.

Maximum 30 points = _____

4. References. Please provide five letters of recommendation from persons or firms for which you have performed development work. City staff will conduct additional reference checks also. At least one reference from a local government official preferred.

Maximum 15 points = _____

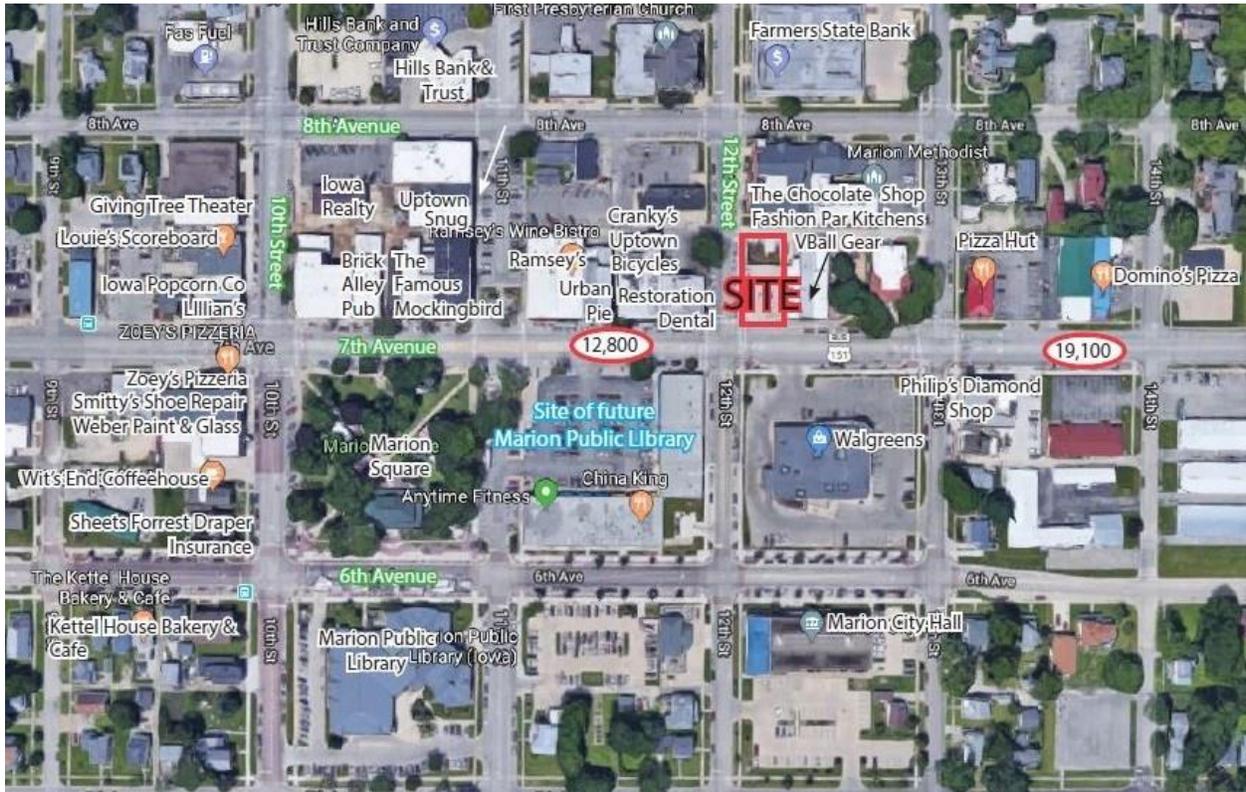
5. Purchase price offered (bank).

Maximum 20 points = _____

TOTAL POINTS: _____

NOTES: _____

**COMMUNITY SAVINGS BANK AND CITY OF MARION
1204 7th AVENUE DEVELOPMENT PROPOSALS
ATTACHMENT B
PHOTOS OF SITE**



COMMUNITY SAVINGS BANK AND CITY OF MARION

1204 7th AVENUE DEVELOPMENT PROPOSALS

ATTACHMENT C

DESIGN RENDERINGS

