

WYANDOTTE

**SPECIFICATIONS FOR QUALIFICATIONS
AND PROPOSALS FOR REDEVELOPMENT OF
FORMER CITY HALL LOCATED AT 3131 BIDDLE AVENUE
AND THE VACANT LOT AND CITY PARKING LOT SOUTH OF FORMER CITY HALL
IN THE CITY OF WYANDOTTE, MICHIGAN**

BID FILE #4613



Issue Date: February 27th, 2013
Closing Date: March 25th, 2013

City of Wyandotte
Department of Engineering and Building
3200 Biddle, Suite 200
Wyandotte, Michigan 48192
www.wyandotte.net

Mark A. Kowalewski, PE, City Engineer
Natalie Rankine, RA, Downtown Development Authority Director

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BACKGROUND INFORMATION

The City of Wyandotte is pleased to announce the offering of prime downtown Wyandotte property for redevelopment of a commercial and/or mixed use residential development. Proposals for redevelopment of the property or a portion of the property will be accepted; however preference will be given to development proposals that encompass all the property.

A. OVERVIEW OF DOWNTOWN WYANDOTTE

1. Wyandotte is a waterfront community rich in history and known for its distinctive architecture, charming downtown district, waterfront parks, golf course and variety of cultural and recreational offerings. The Wyandotte Downtown District is anchored by Biddle Avenue. The map shown in Exhibit A illustrates the amenities and attractions located within the Downtown District: Wyandotte Shores Golf Course and Waterfront Park, Bishop Park which includes a Handicap Kayak Launch, Bacon Memorial Library, Henry Ford Wyandotte Hospital, U.S. Post Office, Wyandotte Arts Center, Wyandotte Museum, Yack Ice Arena, SMART Bus Stops, SMART Bus Park & Ride, City Hall including Wyandotte Municipal Service Offices. The District hosts the State's second largest Street Art Fair in the State, as well as weekly Farmers Market from June through October.
2. The District has a variety of restaurants, bars and sweet shops that range from fast food and casual fare to fine dining. Many restaurants also offer ample seasonal outdoor café seating. Downtown retail shopping offers an array of men's, women's and children's apparel, home furnishings, accessories, jewelry and art galleries. There are also a variety of service-based industries: dental, medical, legal, financial and banking. Downtown Wyandotte has a local Bed and Breakfast for accommodations.
3. The northern portion of the DDA District houses two important cultural institutions: The Wyandotte Museums and the Downriver Council for the Arts. The Wyandotte Museums Campus includes three historic homes and archives for the City of Wyandotte including a comprehensive gallery dedicated to the history of Wyandotte. The museum offers tours as well as cultural programming throughout the year. The James R. DeSana Arts and Cultural Center is owned by the City of Wyandotte and operated by the Downriver Council for the Arts (DCA). The DCA hosts art exhibits, classes, lectures, live music, summer art camps and theatrical productions throughout the year.

PROPERTY INFORMATION

A. LOCATION:

This redevelopment proposal encompasses one vacant parcel (3149 Biddle Avenue) and one existing building (3131 Biddle Avenue) as well as the adjoining parking public parking lot located directly adjacent to each another on the east side of Biddle Avenue between Sycamore and Maple Streets.

B. DESCRIPTION OF PROPERTIES, HISTORY & LEGAL DESCRIPTION:

3131 Biddle Avenue

1. The building located at 3131 Biddle has been utilized as Wyandotte City Hall since 1968. The building was originally designed for and utilized as Federal's Department store. The building is 32,520 square feet and consists of two (2) floors and a full basement. Legal Description: All of Lots 18 through 21 and the north 2 feet of Lot 22, Eureka Iron & Steel works Resub. The Lot Size is 102' x 120'.
2. The City will accept proposals wherein the 3131 Biddle Avenue property is either rehabilitated or demolished. The City has applied for grant funding through the 2012 Michigan Elimination Program to have this building demolished. If the City does not obtain said grant, the city will consider recovery of the demolition costs within the developer's Brownfield Plan. This would allow the cost of the demolition to be recovered via the City tax capture.

3149 Biddle Avenue

1. The vacant parcel of land located at 3149 Biddle Avenue was the former Fogel Furniture store which was demolished by the City of Wyandotte in 2010. Demolition included removal of existing building foundations. The site is currently utilized as a gravel parking lot. Legal Description: South 23 feet of Lot 22 and all of Lots 23 and 24 Eureka Iron & Steel Works Resub. The Lot Size is 73' x 120'.

City Parking Lot

1. The property also has an adjacent paved parking lot just south of the building, which is currently utilized as a public parking lot. Legal Description: Lots 25 to 27 Eureka Iron & Works Resub. Lots Size is 75' x 120'.

C. ZONING:

1. The property is currently zoned CBD (Central Business District). Proposals will only be accepted for uses permitted in the CBD. Copies of our current zoning ordinance may be found on our website at www.wyandotte.net.

D. BUILDING AND SITE CONDITIONS:

1. The building and/or vacant property is being sold in an as-is condition without expressed or implied warranty. The City of Wyandotte assumes no responsibility for the environmental conditions, including existing underground conditions of the property.

2. The City owns two other properties currently utilized as a public parking lots, but they are not for sale in this redevelopment. These lots are located at the northwest corner of Van Alstyne and Sycamore (75' x 120') and the southwest corner of Van Alstyne and Maple Streets (33' x 120'). These properties are not for sale, but creative proposals to lease these lots for residential or employee parking may be considered.
3. Commercial inspection of 3131 Biddle Avenue will be conducted by the City at no charge to the successful bidder. The inspection will be performed once a proposed use is determined.
4. The City is in the process of performing a Phase I Environmental Assessment on the property at 3131 Biddle Avenue. Copies will be available once the report is completed.
5. The City performed a Phase I Environmental Assessment on the building formerly known as 3149 Biddle Avenue prior to demolition. The report was done by Dziurman/Associates, P.C. and is dated 5/14/08. See Exhibit C.
6. Said agreement will provide that dirt shall be removed from the site at the developer's expense.

E. NEIGHBORHOOD ENTERPRIZE ZONES (NEZ)

NEZ incentives are applicable to proposed residential developments only. This property is located in an NEZ which offers eligible dwellings a twelve (12) year tax abatement. Example of the tax saving is as follows:

Owner occupants of single family homes are eligible to apply for this tax savings.

Home valued at \$200,000 **without** the tax abatement using 2006 Homestead Tax Rate:
Taxable Value for land and house \$100,000 x 48 mills = \$4,800.00

Home valued at \$200,000 **with** the tax abatement using 2006 Homestead Tax Rate:
Taxable Value for land \$10,000 x 48 mills = \$480.00
Taxable Value for home \$90,000 x 16.86 mills = \$1,500.00

This yields a yearly savings of \$2,820.00

F. DEVELOPMENT OBJECTIVES

1. The City of Wyandotte will consider either a development that utilizes the existing structure or provides demolition of the building (3131 Biddle Avenue). The City's Strategic Plan emphasizes this block for street-level commercial and high-rise residential development affording residents a view of the Detroit River and surrounding scenic areas. The purchaser is responsible for all work necessary to rehabilitate the structure or provide for demolition, including but not limited to the following: legal, architectural, environmental, engineering, infrastructure, utilities, public right-of-way improvements, legal descriptions and any other related work. Additionally, the proposed development should be sited without driveway access from Biddle Avenue.
2. Proposals for redevelopment of one or both parcels will be accepted; however preference will be given to development proposals that encompass both properties.
3. A Proposed Development should be consistent with the development objective outlined in the City of Wyandotte's Strategic Plan 2010-2015. This document may be found on City's website at www.wyandotte.net

REQUIRED CONTENT FOR PROPOSALS

G. QUALIFICATIONS

1. Previous experience: Respondents should present a listing of previously completed projects similar in scope of work of the proposed project.
2. Financial resources: Respondents should submit the names, addresses, telephone numbers and relevant positions of several project and banking references.
3. Participants: Respondents should identify each of the participants involved in the project, identify their roles and provide an overview of their previous experience.
4. Plan of action: Respondents should provide a detailed overview of how the proposal will be implemented. The description should include a detailed, step-by-step schedule for implementation of the project including a projected time schedule and preliminary cost estimates.
5. Financing: Respondents should demonstrate how the project will be financed. A detailed narrative identifying the method of financing, sources of funds and amounts from each source should be provided.

H. PRELIMINARY SITE PLAN & SCHEMATIC DESIGN

1. In order to review all feasible alternatives, the City will accept multiple preliminary design proposals. Preliminary site plans do not have to be drawn to scale, as they are conceptual. If a proposal is otherwise acceptable, a scaled site plan will be required. A preliminary site plan must accompany each proposal and shall include:
 - a. Proposed layout and use of each floor, including basement.
 - b. Provisions for parking and showing whether covered or uncovered.
 - c. Means of ingress and egress.
 - d. Landscaping plan. If the proposed use is non-residential, the landscaping plan must comply with the City's landscaping ordinance requirements. Regardless of the proposed use, the site plan submitted in response to this request must include a site layout indicating the pavement areas to remain and the pavement areas to be removed.
 - e. The proposed development should be sited without driveway access from Biddle Avenue.
2. More specific information about the proposed project, i.e., finish construction materials and architectural renderings will aid the city in formulating recommendations to the Mayor and City Council.
3. If possible, provide a visual representation of the proposed development and provide schematic plans that include typical floor plan(s) and elevations of front, side and rear views. Such visual representation need not be elaborate or costly, but should offer a clear picture of the proposed end result.
4. Provide a description of the construction quality, green building techniques (ie, LEED) utilized and any energy efficiency gains produced, and the quality of the internal aesthetics.

I. ECONOMIC IMPACT

The respondent must provide a description of the anticipated impact of the proposed project, such as construction and permanent jobs created, estimated total dollar amount invested in the rehabilitation of the property, and the

estimated cost of equipment, machinery and furnishings purchased for site. A full market study is not required, but the statement should demonstrate the respondent's understanding of the larger market issues and how the project will be successful within that context.

J. PRICE

1. The proposed bidding price must be written in both words and numerals. Provided the building will remain vacant during remodeling, and escrow deposit is not required for the estimated cost of building repairs and improvements. Your proposal must outline the amount you intend to pay at closing, and the means of financing required for the remainder of the balance. Preference will be given to those bidders with a higher percentage of initial cash to percentage financed.

K. EARNEST MONEY DEPOSIT

Proposals in response to this offering shall include a Ten Thousand Dollar (\$10,000.00) deposit in the form of a cashier's check, bank money order, or certified check payable to the "City of Wyandotte". In order to protect the integrity of this solicitation and review process, deposits may be forfeited in cases where acceptable proposals are withdrawn prior to execution of any agreement. This earnest money deposit shall be applied to the purchase price of the successful bidder at the time of closing. All other deposits shall be returned at the discretion of the City Council.

L. DISCLOSURE AND ANTI-COLLUSION

Proposal makers must complete the sworn affidavit included in this Request for Qualifications and Proposals, listing all persons, firms or corporations having any interest in the Agreement that would result from acceptance of the proposal, and stating whether any member of the City Council, or Officer, or Employee of the City is directly interested in said proposal (page 14).

M. STANDARDS

Purchaser understands that in addition to contractual obligations that result from this proposal process, development of the property is subject to all usual codes and ordinances applicable for construction and use, as follows.

1. City of Wyandotte Zoning Ordinance.
2. City of Wyandotte Building Code. The City utilizes the State of Michigan Building Code, 2000 (or current edition(s) at time of construction).
3. Michigan Rehabilitation Code for Existing Buildings

N. EVALUATION

Responses to this offering will be evaluated for the best combination of the following:

1. Quality of the proposed redevelopment.
2. Experience, qualifications and readiness of the prospective purchaser to redevelop the property.

3. Highest and Best Use of the property determined by impact to the City in terms of dollars invested, positive financial impact for downtown merchants, and long-term tax base generated.
4. Dollar amount bid for the property.
5. A development that promotes cross-commerce among the other businesses located in the Central Business District. Wyandotte currently enjoys a vibrant downtown district and desires new businesses that can attract clientele to not only their business but also to existing businesses.
6. A development that provides financial return to the City including, but not limited to: incremental tax revenues and secondary financial impacts.
7. Create opportunities for minority and woman-owned businesses.
8. A development that is consistent with the City of Wyandotte's Strategic Plan 2010-2015. This document may be found on the City's website at www.wyandotte.net.

O. REQUIRED BUILDING IMPROVEMENT DOCUMENTS PRIOR TO CLOSING

1. The successful bidder will be required to submit the following to the City prior to a Purchase Agreement being forwarded to Mayor and City Council: (1) a rehabilitation or demolition/construction schedule with time frames identified and a budget with cost estimates; and (2) a document indicating the ability to finance the project or obtain financing.
2. Prior to closing on the property, the successful bidder must complete the following: (1) rehabilitation or new construction plans must be approved by the City and all required permits pulled; (2) evidence of adequate financing in the form of a bank statement, loan approval or other acceptable documentation; (3) a final rehabilitation budget with a list of contractors and associated costs (based on permits pulled by the contractors); (4) site and landscape plan approved by the Planning and Rehabilitation Commission; (5) elevation approved by The Design Review Board and City Council.

INSTRUCTIONS TO PROPOSAL MAKERS

A. DELIVERY

Proposals with bid deposits in response to this Request for Qualifications and Proposals shall be delivered to the City Clerk, Wyandotte City Hall, 3200 Biddle Avenue, Suite 100, Wyandotte, Michigan, prior to the deadline in a sealed envelope which shall be clearly marked as follows:

**SPECIFICATIONS FOR QUALIFICATIONS AND PROPOSALS
FOR REDEVELOPMENT OF FORMER CITY HALL
AT 3131 BIDDLE AVENUE AND THE VACANT LOT AND CITY
PARKING LOT SOUTH OF THE FORMER CITY HALL
IN THE CITY OF WYANDOTTE, MICHIGAN
BID FILE #4613**

B. DEADLINE

Monday, March 25th, 2013 at 2:00 p.m. Local Time

C. PRE-PROPOSAL WALK-THROUGH

Friday, March 15, 2013, from 10:00 .m. to Noon at 3131 Biddle Avenue, the City will conduct a pre-proposal meeting and tour of the building. All proposal makers are encouraged to attend this meeting.

D. OPENING

The proposals will be publicly opened and read aloud at Wyandotte City Hall, City Council Chambers, at 2:00 p.m., March 25th, 2013 or as soon thereafter as convenient.

E. EXPEDITIOUS AGREEMENT

The successful bidder shall expeditiously enter into a purchase agreement, subject to the terms set forth in the specifications, for submission to the City Council.

F. PROPOSAL SELECTION

The City intends to utilize submittals to these specifications as a method of determining qualifications of purchasers and as an evaluation of the proposals submitted. Interviews of selected purchasers may also be scheduled.

G. TERMS OF SALES AGREEMENT

The terms of any eventual Agreement of Sale will include, but are not limited to, the following:

1. "As-Is" condition. The property being sold is in "As-Is" condition, without express or implied warranty.
2. Title Insurance. The City of Wyandotte will furnish a Warranty deed. Title insurance must be obtained at the purchaser's expense.
3. Taxes and Prorated Items. The City as Seller shall pay all taxes and assessments, which have become a lien upon the land at the date of the purchase agreement. Current taxes, if any, including current taxes on

structures already demolished, shall be prorated and adjusted as of the date of closing in accordance with the "Due Date" basis of the taxing unit in which the property is located.

4. Subdivision possible: The property is being offered as one parcel, but may be split into smaller parcels depending on the proposals received.
5. Evidence of adequate financing for rehabilitation or demolition/construction of project.
6. Site plan approval.
7. The purchase agreement will require obtaining a City building permit and submitting a property survey prior to closing. Purchaser will have 120 days from Council acceptance of the Purchase Agreement to obtain a building permit. One (1) thirty (30) day extension may be granted by the City Engineer at his discretion.
8. Purchaser is responsible for the payment of the TWO HUNDRED DOLLAR (\$200.00) closing fee. The closing fee will be paid at the time of closing. Purchaser will be responsible for payment of Wayne County Lot Combination Fee estimated to be \$300.
9. The respondent shall be responsible for obtaining at its sole cost: all permits, standard regulatory approvals, approvals for zoning appeals or regulatory changes of any kind, as well as any required engineering and environmental studies title for the properties, all closing costs, any costs for appraisals, surveys, legal descriptions, and, any other typical development "soft costs".
10. Execution of a Preservation Easement to protect the exterior appearance of the structure. The intent of the City is to retain the traditional appearance of the building or new construction and to prohibit any modifications that would detract from its traditional appearance.

H. RESERVATION

The City, as always, reserves the right to reject any or all responses and the right to waive any formal defects in proposals when deemed in the best interest of the City. Material submitted by respondents to the City becomes the property of the City and may not be returned.

I. ADDITIONAL COPIES

1. This RFQ & P is on file in the Office of the City Clerk and copies are available for download on the City of Wyandotte's Website: www.wyandotte.net and also at the Michigan Inter-governmental Trade Network (MITN) website at: www.mitn.info

J. INQUIRES

Questions about this proposal shall be submitted, in writing, by March 18, 2013 at 1:00 p.m. and directed to:

Mark Kowalewski, PE, City Engineer
3200 Biddle Avenue, Suite 200, Wyandotte, Michigan
734-324-4554, mkowalewski@wyan.org

Or

Natalie Rankine, RA, Downtown Development Authority Director
3200 Biddle Avenue, Suite 300, Wyandotte, Michigan
734-324-7298, nrankine@wyan.org

AWARD PROCEDURES

A. ELIGIBILITY FOR AWARD

1. In the event that the city determines that it has received one proposal, which, at the sole determination of the City, is feasible, then the City may make an award for the property under the terms of this RFP. In order to be eligible for such an award, the proposal must be responsive to the RFP. Responsive proposals must follow all guidelines established herein for preparation and submission and achieve goals stated within this RFP.
2. Respondent may be required to make a presentation to the Wyandotte City Council and Downtown Development Authority (DDA).
3. The City may designate a Review Panel for evaluating the proposal. The size and composition of the Review Panel is the sole responsibility of the City. The Review Panel shall have the opportunity to review all written materials and may request additional written materials or oral presentations from any or all Respondents.
4. The Wyandotte City Council will make the final decision regarding the award of the project. In doing so, the Council retains the right to accept, reject or revise all recommendations, to request additional information from the Review Panel, City Staff, any or all Respondents and to reject all Respondents.

B. NOTICE OF AWARD

Official notice of award will be sent by U.S. Mail to the address and contact persons listed on the Proposal Signature Sheet. Respondents who are not selected will be similarly notified by U.S. Mail after a proposal has been accepted and approved.

ADMINISTRATIVE INFORMATION

Issue Date:

Wednesday, February 27th, 2013.

Issuing Officer:

City of Wyandotte, Department of Engineering and Building & Downtown Development Authority
3200 Biddle Avenue
Wyandotte, Michigan 48192

Obtaining RFP:

The RFP is available free of charge from the Michigan Inter-Governmental Trade Network (MITN) website at www.mitn.info the City of Wyandotte's website at www.wyandotte.net . All addendums will be listed on these websites.

Questions and Inquires:

Written questions and inquires will be accepted from respondents and must be submitted by March 18, 2013 at 1:00 p.m. Please direct questions to mkowalewski@wyan.org or nrankine@wyan.org .

Deadline:

The deadline for receipt of proposals is 2:00 p.m. local time on Monday, March 25th, 2013. Proposals will be dated and time stamped upon submission. Use of the U.S. Postal Service, private delivery companies or courier services is undertaken at the sole risk of the Respondent. It is the Respondent's sole responsibility to ensure that the proposal is in the possession of the City by the deadline.

Submitting Responses to RFP:

All proposals must be delivered to:

The City of Wyandotte will receive proposals at Wyandotte City Hall, City Clerk's Office, 3200 Biddle Avenue, Suite 100, Wyandotte, Michigan.

Please submit one (1) original with original signatures plus two (2) copies totaling three (3) submissions of each proposal and all materials together in one envelope, clearly marked as follows:

**SPECIFICATIONS FOR QUALIFICATIONS AND PROPOSALS
FOR REDEVELOPMENT OF FORMER CITY HALL
AT 3131 BIDDLE AVENUE AND THE VACANT LOT
AND CITY PARKING LOT SOUTH OF FORMER CITY HALL
IN THE CITY OF WYANDOTTE, MICHIGAN
BID FILE #4613**

PROPOSAL SIGNATURE SHEET

DATE: _____, 2013

TO: The Honorable Mayor and City Council
Wyandotte City Hall
3131 Biddle Avenue
Wyandotte, Michigan 48192

PROJECT: SPECIFICATIONS FOR QUALIFICATIONS AND PROPOSALS FOR REDEVELOPMENT OF FORMER CITY HALL AT 3131 BIDDLE AVENUE AND THE VACATE LOT AND THE CITY PARKING LOT SOUTH OF FORMER CITY HALL LOCATED IN THE CITY OF WYANDOTTE, MICHIGAN. BID FILE #4613

**THE UNDERSIGNED HEREBY CERTIFY AS FOLLOWS:
(each box must be checked by Proposal Maker)**

- INSPECTION: Familiarity with the present condition of premises based on recent inspection.
- COMPREHENSION: Understanding Specifications, including expeditious agreement, Council approval, permits prior to closing, and commitment to develop within six (6) months.
- PROPOSED BUILDING FEATURES: Proposals must be attached.
- BID PRICE FOR PROPERTY: _____ Dollars (\$ _____ .00)
- EXECUTED ANTI-COLLUSION AFFIDAVIT: to be attached.
- DEPOSIT: Ten Thousand Dollars (\$10,000)
Check No. _____
- SIGNATURE: _____
Name: _____
(please print)
Company Name: _____
Address: _____

Phone Number: _____
Fax Number: _____
E-mail address: _____
- ADDENDUMS RECEIVED: _____

ANTI-COLLUSION AFFIDAVIT

Note: The affidavit set forth below MUST be executed on behalf of the proposal maker and furnished with every proposal.

STATE OF MICHIGAN
COUNTY OF WAYNE

_____, being first duly sworn, deposes and says he/she is

the _____ of _____, the proposal maker
TITLE (if applicable) NAME OF COMPANY

which has submitted on the ____ day of _____, 2012 to the City of Wyandotte, Michigan, a

proposal for the development of the former City Hall at 3131 Biddle Avenue and the vacant lot and City Parking Lot South of former City Hall in the City of Wyandotte, all as fully set forth in said proposal. The aforementioned proposal maker

constitutes the only person, firm or corporation having any interest in said bid or in any contract, benefit or profit which may, might or could accrue to, or grow out of the acceptance in whole or in part of said proposal, except as follows:

Affiant further states that said proposal is in all respects fair and is submitted without collusion or fraud; and that no member of the City Council, or officer or employee of said City is directly or indirectly interested in said proposal.

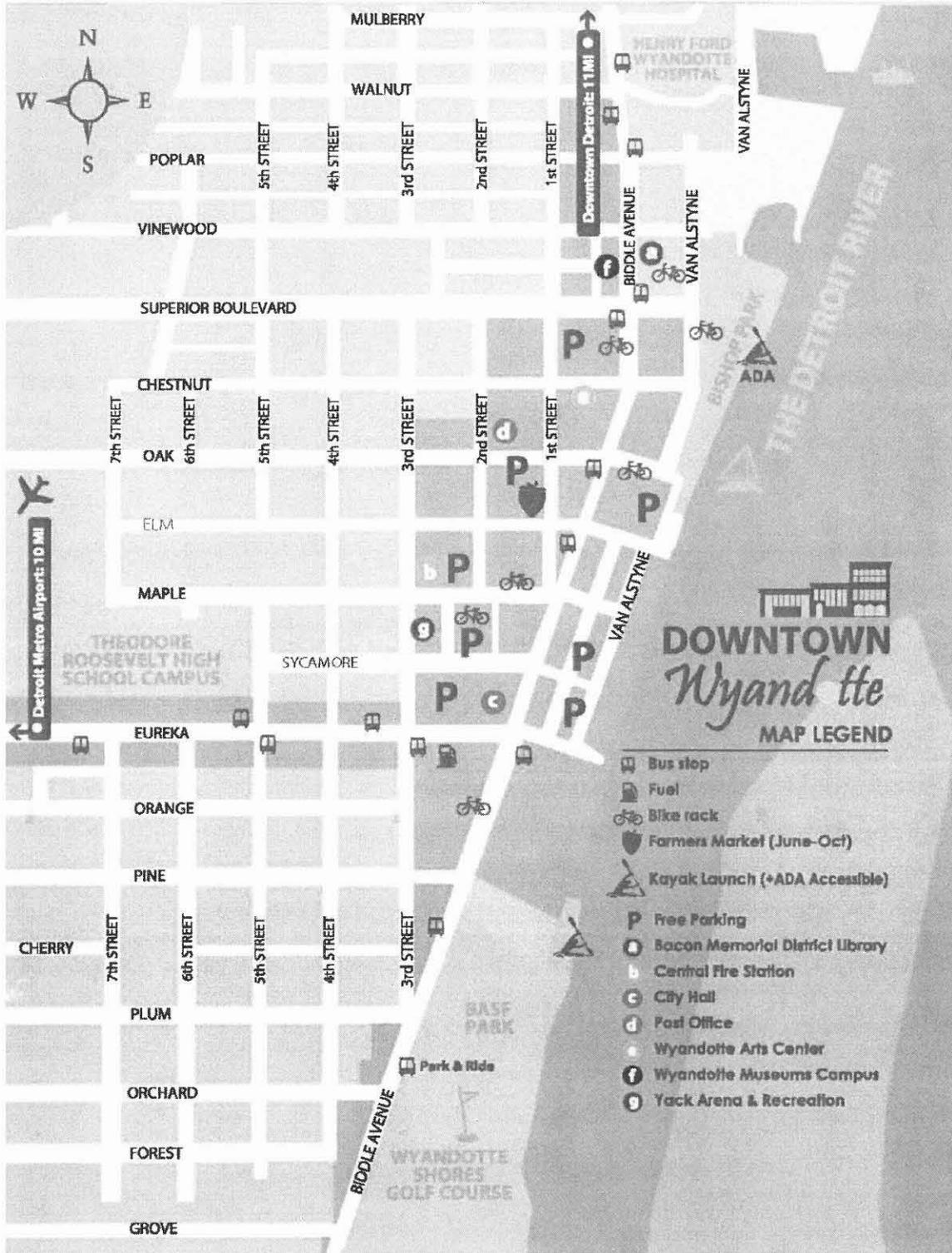
Applicant Signature

SWORN TO and subscribed before me, a Notary Public, in and for the aforementioned named State and County this ____ day of _____, 2013.

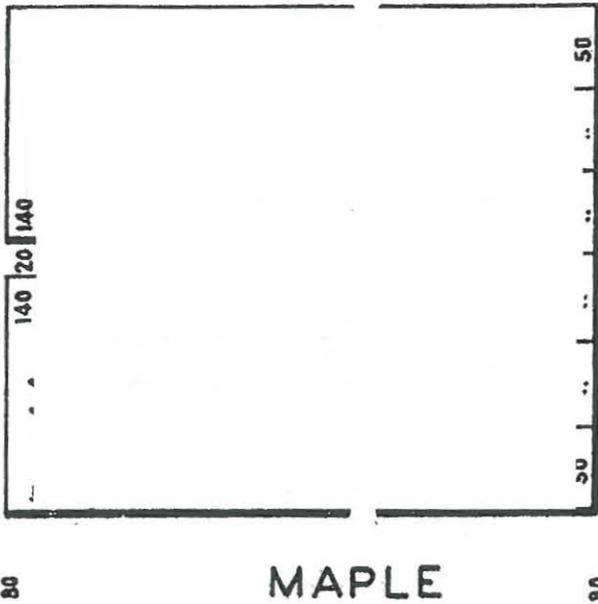
Notary Public: _____

My Commission Expires: _____

EXHIBIT A



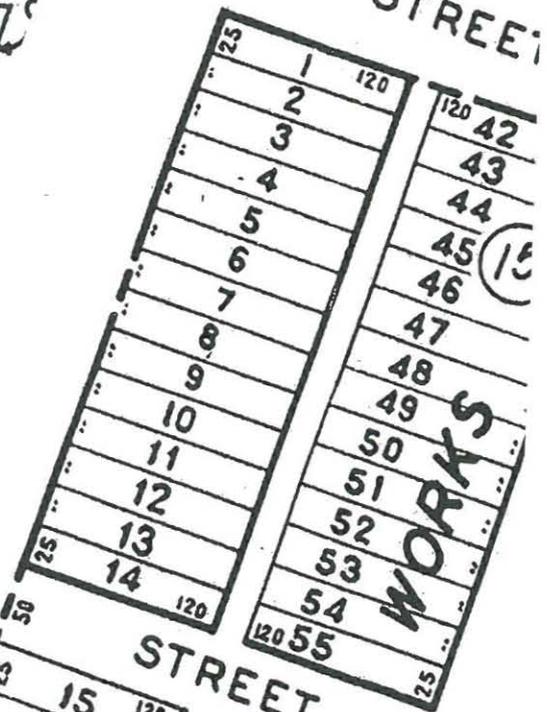
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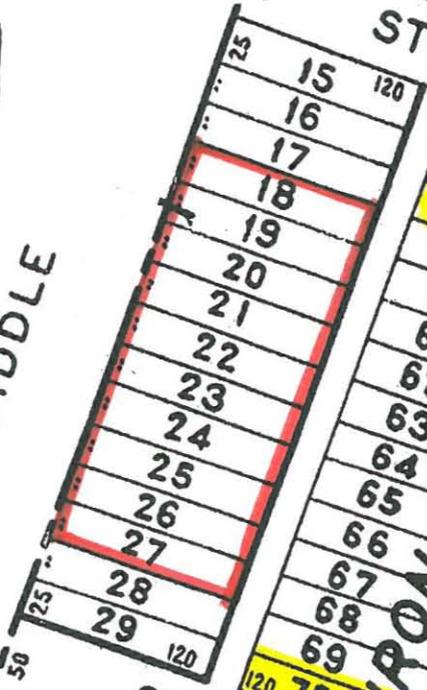
MAPLE

STREET



STREET

BIDDLE



SYCAMORE

VAN ALSTYNE

RESUB



Proposed Development Site



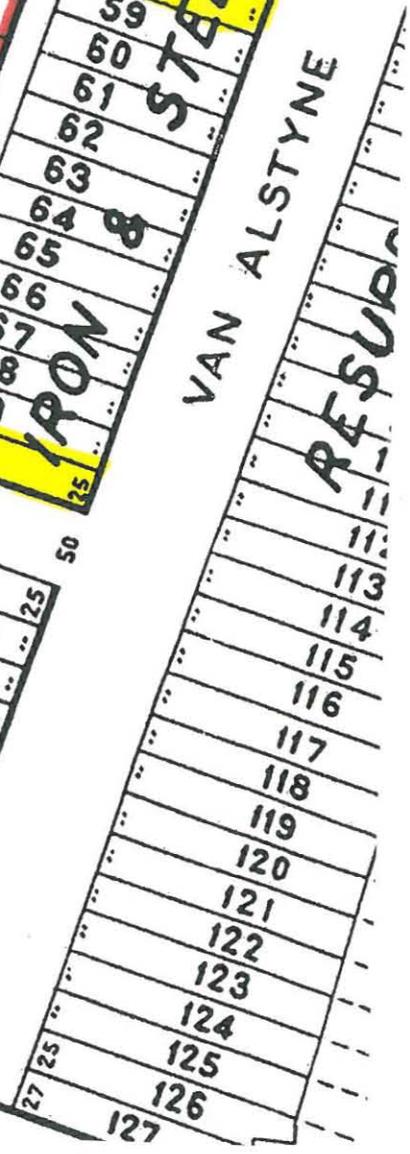
Public Parking Lots

STREET



EUREKA

EUREKA



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