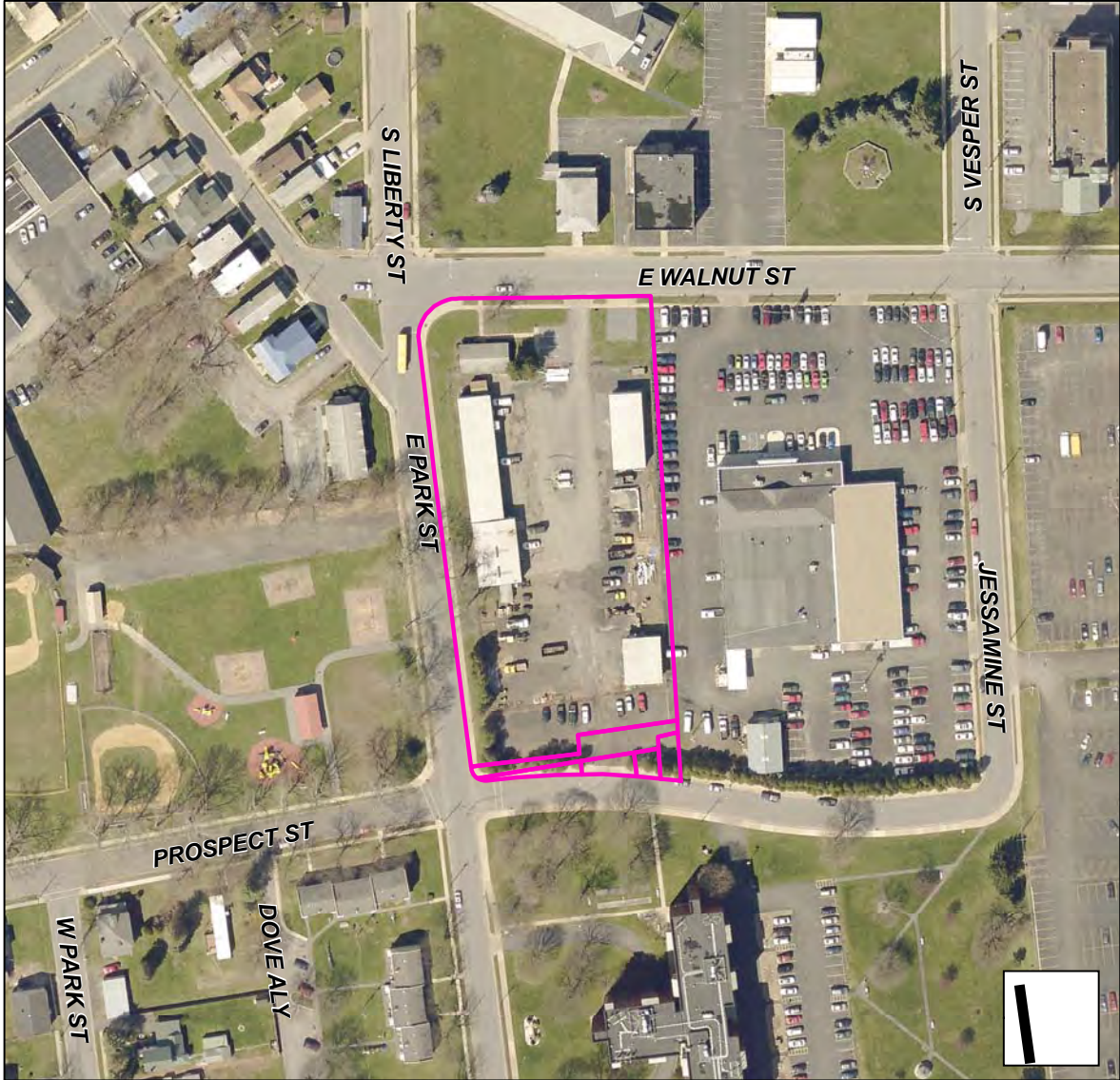


**Request for Proposals
Development of city-owned property
2 East Walnut Street
August 24, 2019**



*Aerial view of parcels and surrounding area
2 East Walnut Street
Note: Aerial photography captured in 2016*

RFP Issued by:

Lock Haven Redevelopment Authority
20 E Church Street
Lock Haven, PA 17745

Contact:

Don Powers, Chairman at LHRA@lockhavenpa.gov
For issues specific to this RFP.

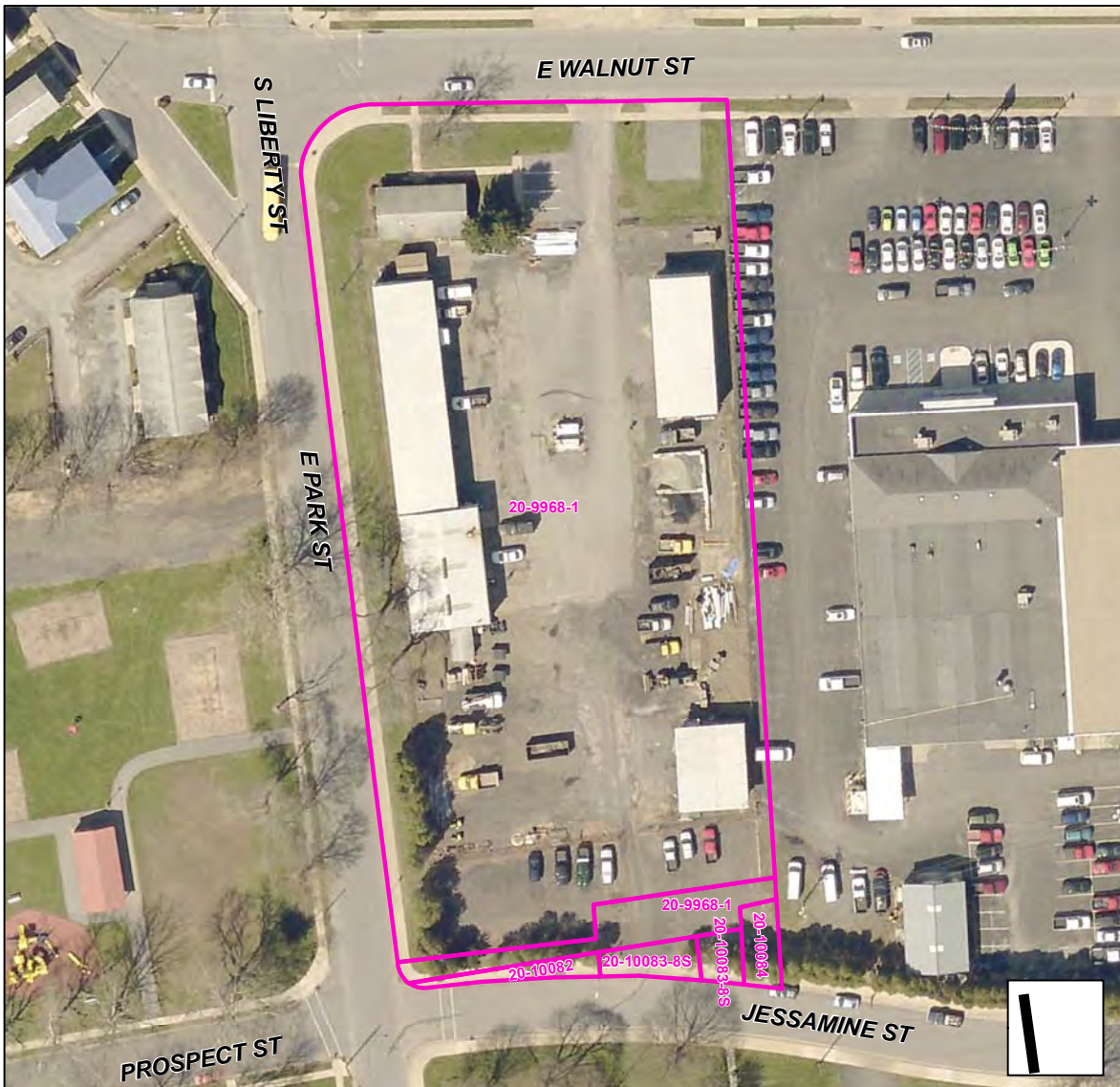
Introduction

The Lock Haven Redevelopment Authority, on behalf of the City of Lock Haven, is seeking development proposals for adjoining parcels of land the city owns. The address is 2 East Walnut Street, with all parcels totaling approximately 2.24 acres. This parcel benefits from significant public and private investments in the immediate vicinity. These parcels also have easy access to Pennsylvania State Route 220.

The city's development goals for the site include maximizing the site's development potential and contributing to the vibrancy of the City of Lock Haven area with a well-designed development that will bring employees, residents, customers, hotel guests and/or visitors to the area.

Proposal deadline: November 22, 2019

Proposals are due to the Redevelopment Authority no later than 4:00 p.m. local time November 22, 2019. The Authority will hold an optional pre-proposal meeting on September 24, 2019 at 2:00 p.m. in the first floor Council Chambers of City Hall located at 20 E. Church Street, Lock Haven, PA to discuss the RFP and answer questions.



*Aerial view of parcel numbers 20-9968-1, 20-10082, 21-10083-8S, 20-10084
Note: Aerial photography captured in 2016*

Background Information

• **Location and description of parcels:**

This approximate total 2.24-acre tract as located within a General Commercial zoning district in the City of Lock Haven. The parcel is accessible from East Walnut Street, Park Street and Jessamine Street. The tract includes Clinton County Tax parcel numbers; 20-9968-1, 20-10082, 21-10083-8S, 20-10084.

Planning Framework

The parcels are zoned GC (General Commercial) and are subject to the Flood Damage Control Standards Overlay. The current zoning is intended to provide for the development of commercial facilities. Conditional Use or Special Exceptions to zoning will be considered if proposed usage is different from those listed below under possible uses. The property will not be rezoned. As with all proposed development in the city, final plans are subject to compliance with adopted policies and ordinances.

- **Development goals, visions and possible uses**

As noted, the overall goal is a development which will build upon and compliment the vitality of the surrounding area, including supporting the success of existing uses, while maximizing the development potential of the site. The potential for this area is one that combines natural amenities, educational opportunities, workplaces and retail services. Proposals for the site should contribute to this mix of activity by creating a unique place, providing commercial services or experiences to draw in employees and/or residents.

A wide range of uses are possible, including animal hospital/veterinary clinic, automated banking facility, automobile, heavy equipment and similar motor vehicle rental and sales, automotive service station, automotive repair center, bank, beauty/barber shop, business service, car wash, club room, private club ground or meeting hall, coffee house, general convenience store, crafts or artisans studio, commercial day care, emergency service facility, essential service installations, farmer/flea market, food service, forestry, funeral homes, health and fitness club, home improvement center, lumber or building material sales facility, hotels, indoor commercial recreation facility, light industrial applications, laundromat, commercial kennel, massage therapy, mini/self-storage facility, motel, multi-mixed use facility, outdoor commercial recreation area, business office, medical office, parking compound, parks, playgrounds and other noncommercial recreational uses, personal service facilities, places of assembly, places of worship, plant nursery, post office, public buildings, public/private works facility, restaurant, retail business, roadside stand, commercial school, public or private school, shopping center, tavern/bar and theaters. There is also the availability to create residential uses on the upper floor to any of the listed allowable commercial activities.

- **Development plan**

The parcel will be expected to follow city municipal codes for all intended usage including, but not limited to, zoning, subdivision & land development, and the Pennsylvania Uniform Construction Code. More detailed information about the code may be found at:

- Zoning Code

<https://www.ecode360.com/30506573?highlight=central%20business%20district#30506573>

- Subdivision and Land Development

<https://www.ecode360.com/30504882>

- Pennsylvania Uniform Construction Code

<https://www.dli.pa.gov/ucc/Pages/default.aspx>

- **Environmental**

Draining improvements will be required for the site so that it meets the requirements of the city's Subdivision & Land Development. This may include, but is not limited to, construction of on-

site stormwater detention to maintain existing downstream peak flow rates, water-quality improvements and on-site stormwater improvements as needed. More information regarding the city's stormwater management and drainage criteria may be found at:

<https://www.ecode360.com/30505279>

- **Land sale terms**

The Redevelopment Authority expects the parcels to be sold for at least the fair market value. In accordance with the disposition, an independent appraiser will be asked for input as to the fair market value of the parcels before any sale is proposed to the City Council. The parcel will be sold pursuant to a redevelopment agreement that will include a number of terms. Please note that any public financial assistance may trigger additional requirements.

If you are interested:

- **Optional preproposal informational meeting**

An informational meeting will be held:

September 24, 2019 at 2:00 p.m.

City Hall Council Chambers

20 E Church Street

Lock Haven, PA 17745

Please contact Lock Haven Director of Permits & Licenses Cyndi Walker at (570) 893-5623 to RSVP your attendance at the pre-proposal informational meeting.

- **Whom to contact**

Questions regarding the RFP should be directed via email to the following staff representative:

Don Powers, Chairman Lock Haven Redevelopment Authority

LHRD@lockhavenpa.gov

In addition, city staff may provide periodic updates and addenda to this project and this information also will be posted on the city's website. Potential respondents are encouraged to periodically check the city website for any new information concerning this process. Proposers are encouraged to sign up for notifications by emailing LHRD@lockhavenpa.gov.

- **Proposal submission**

Proposers must submit copies of their proposal as follows: one unbound copy, seven bound copies and one electronic version in pdf format via email or on USB flash drive. Proposal must be on standard 8.5 by 11-inch paper. All supporting documentation must be on paper no larger than 11 by 17-inches. Proposals and supporting documentation must be submitted in a sealed envelope labeled "2 East Walnut Street RFP." Faxed proposals will not be accepted. Proposers may choose to provide additional sets if and when invited to do so for presentation purposes. Submissions will not be returned.

Proposal shall be delivered to the Redevelopment Authority on or before:

Friday, November 22, 2019 at 4:00 p.m. eastern standard time

To: **Lock Haven Redevelopment Authority**

**Proposal for: 2 East Walnut Street
20 E Church Street
Lock Haven, PA 17745**

Proposals received after the deadline will not be accepted.

• **Proposal Contents**

The information being requested through this RFP is necessary for the Redevelopment Authority to adequately evaluate your proposal. Failure to supply the requested information may result in rejection of your proposal. The Redevelopment Authority is not responsible for the costs incurred by proposers or their subcontractors incurred in connection with this RFP process, including but not limited to costs associated with preparing a proposal or associated with participating in any presentations or negotiations related to this RFP.

Proposals must include the following:

1. A **cover page** that includes the following information:
 - A. developer's name and mailing address
 - B. developer's current legal status: corporation, partnership, sole proprietor, etc.
 - C. Federal ID number or social security number
 - D. State ID number
 - E. Contact person's name, title, phone number, fax number and email address
 - F. signature of authorized corporate officer of each entity proposing as a partnership or team
 - G. developer's ability to complete the development, including experience and financial backing information.

2. A **description** (narrative, schematic plans and elevations) of the proposed development (e.g., size of building and square footage of specific components, nature of improvements and how they would bring active public uses to the site, amount and type of parking spaces needed, anticipated materials and design style/concept, circulation patterns, proposed public realm improvements, loading/service provisions) to be built on the site. As noted above, the proposal should indicate how the setbacks might best be deployed to complement the proposal. If any accessory residential development is proposed, the proposal should include tentative information about the bedroom compositions, rents and/or sales prices and amenities/services included. If commercial development is proposed, information should be included about the anticipated type of tenants expected.

3. An **identification of the entities** that will be involved, a description of the roles they will play (e.g., developer, building owner, tenant, professional consultant) and a summary of the team's past experience in working together. A description of the entities' experience in developing similar projects must be included, including location, type of development, proposer's role(s), cost of project, funding sources, status of project and information about any continued financial or operating interest in each. Identify the principal person who will speak for the development team and any other key participants who will be involved in negotiating the project terms. Specify whether the development entity is or intends to form a corporation, a general or limited partnership, a joint venture or other type of business association to carry out the proposed development. The developer must

also provide two years of financial statements, which may be submitted confidentially under separate cover. Design consultants on the team must be licensed in the Commonwealth of Pennsylvania; the submission must include a certification that identified team members meet these requirements.

4. A **market study** or other information documenting the demand for the proposed space.
5. A **description of the public benefits** that will result from the development (e.g., the number and types of housing units, the creation or retention of jobs including the estimated number, type and wage levels, tax base enhancement, the provision of retail goods and services, public realm improvements, etc. This should include an estimate of the taxable real estate value upon completion and annual real estate taxes.
6. A **proposed timeframe** for the development, including identification of any conditions that must be met before the proposal can become a reality. The schedule should include the time needed to obtain financing, complete design and secure permits and approvals, prepare the site, start and complete construction, and start and complete lease-up and/or sellout.
7. An executed “**Consent for Release of Response Data**” form (see Exhibit A). Proposals that do not include an executed “Consent for Release of Response Date” form shall be considered incomplete which will be grounds for rejection of the entire proposal.
8. A list of any **Conditional Use, Special Exceptions or Variances to zoning** that will be required
9. Any **other information** that would help the Redevelopment Authority understand and evaluate the concept.

The contents of the proposal and any clarification of the contents submitted by the successful proposer may become part of the contractual obligation and be incorporated by reference into the redevelopment contract between the selected developer and the Redevelopment Authority.

- **Review/evaluation criteria**

In reviewing the potential development concepts, the following criteria are among those that will be considered:

- The experience and the financial and organizational capacity of the developer in successfully planning and completing development projects of similar type and scale, on time and within budget. The developer’s development track record with the City of Lock Haven, including any history of meeting (or not meeting) its contractual commitments to the city, will be an important factor.
- The existence of committed building tenants(s), if a commercial or office proposal.
- The degree to which the proposal supports the neighborhood’s design character and contributes to the public realm.

- The quality of the proposed project’s exterior design and materials and the intended application of other environmental standards.
- The market and financial feasibility of the project, and its ability to secure necessary private funds and be started and completed in a timely manner.
- The public benefits to be provided by the development (e.g., the generation of real estate taxes, the creation or retention of jobs, the provision of housing units and/or commercial goods and services).
- The land price to be paid to the Authority and whether any additional public investment would be needed to make the project feasible.
- Overall quality of the submission

The Authority may, in its sole discretion, expand or reduce the criteria upon which it bases its final decisions regarding selection of the developer for this parcel.

- **Review/selection process**

A committee that will include the Lock Haven Redevelopment Authority, members of Lock Haven City Council and city staff will review the proposals received by the due date. The proposals will be reviewed on how the proposed development will benefit the community, benefit the city economically, improve the quality of life, and provide diversity of design. Some or all of the proposers may be requested to present their proposals to the Redevelopment Authority. During the review process, proposers may be asked questions to clarify their proposals, but cannot modify their proposals.

The review committee will make a recommendation as to the proposal that best meets the evaluation criteria. At this point, the Redevelopment Authority will negotiate the terms of the development contract that may include the terms of the transactions.

The Redevelopment Authority reserves the right to reject any or all proposals or parts of proposals, to negotiate modifications of the proposals submitted, and to negotiate specific work elements with a proposer into a project of lesser or greater magnitude than described in this RFP or the proposer’s reply.

Schedule

Following is the anticipated tentative timeline:

Preproposal meeting: September 24, 2019

Submissions deadline for proposals: November 22, 2019

Review/evaluation of proposals: Up to January 25, 2020

Recommendation of selected developers to the Authority (tentative): February 17, 2020

- **Contracting requirements**

Requirements that apply to all developments:

1. the development must be in conformance with the Americans with Disability Act of 1990 and ADA Amendments Act of 2008, the Fair Housing Act and the Uniform Federal Accessibility Standards.

2. Zoning alteration responsibility: it is the selected developer's responsibility to undertake and finance any variance and/or special use approvals necessary for the proposed development.

Exhibits

- A. Form of Consent for Release of Response Data

Exhibit A
For of Consent for Release of Response Date

_____, 2019

Lock Haven Redevelopment Authority
20 E Church Street
Lock Haven, PA 17745

RE: 2 East Walnut Street Request for Proposals

_____, on behalf of _____,
hereby consents to the release of its development proposal in response to the 2 East Walnut Street Request for Proposals and waives any claims it may have against the Lock Haven Redevelopment Authority and the City of Lock Haven for making such information public. The foregoing consent and waiver does not extend to financial statements submitted under separate confidential cover.

Signed: _____

Print name: _____