

The City of Old Town, Maine

AND

Old Town Development, LLC



Request for Proposals (RFP)

Property Development at 123 Brunswick Street

March 2021

I. INVITATION TO BID

The Old Town Development, LLC is seeking proposals to develop one (1) vacant parcel of land, within the downtown district. The focus for this development is residential, however a mixed-use project will certainly be considered for approval. The vacant lot was once part of former Old Town Canoe factory site. The City of Old Town and the Old Town Development, LLC believe this project will complement the larger vision of the downtown revitalization and reflects the need to increase residential density as reflected in the 2016 Comprehensive Plan.

Downtown Old Town has seen the recent opening of a new upscale restaurant and night club. Future development by the same ownership group of this restaurant and night club includes a 1,100-seat music venue that will host approximately 150 events annually and estimates 70,000 visitors to the City each year. Increased visitor traffic to this venue, along with other existing businesses, will spur additional development within the district. The addition of these new developments coupled with the goals of our comprehensive plan has created a need for greater residential density.

The last 18-24 months have seen an addition of approximately 65 apartment units. Demand for these new units have outpaced supply. These new units have maximized the allowable density at each location, while esthetically adding to each of the neighborhoods they occupy.

Important to the City and the Old Town, LLC is a proposal that meets the long-term vision of the downtown district. The City prefers a project that places ownership of the property in the hands of a private developer but would consider a financial arrangement that would include a long-term lease if beneficial to a developer.

The City and the Old Town Development, LLC have identified several goals that this project(s) will accomplish. Proposals will be evaluated on the ability of a developer to meet the following goals:

1. Create multi-unit dwellings that maximize the density of this lot as outlined in both the comprehensive plan and downtown revitalization plan.
2. Create an esthetically pleasing project that complements the character of the downtown and its surrounding neighborhoods.
3. Repurpose the property within a timeline that allows for safe and efficient construction but minimizes the impact within the surrounding neighborhoods.

The City of Old Town and the Old Town Development, LLC reserves the right to reject any or all proposals or suspend this process at any time. The City of Old Town and the Old Town Development, LLC makes no representations or warranties, express or implied as to the accuracy and/or completeness of the information provided in this RFP. This RFP (including all attachments and supplements) is made subject to errors, omissions, prior sale, lease or financing and withdrawal without prior notice, and changes to, additional, and different interpretations of laws and regulations.

Submission requirements:

1. Each developer will submit five (3) copies no later than 5:00 pm on the; date, time, and place for submission.
2. Proposals should be marked: “1123 Brunswick Street RFP Response”.
3. Proposals will be accepted up until the close of business on April 30, 2021.
4. Incomplete responses will not be accepted and must be signed by authorized parties.
5. All submissions are subject to all Freedom to Information Act requests.

Inquiries and questions:

1. All inquiries and information requests should be submitted in writing to EJ Roach, Director of Economic and Community Development, via email at eroach@old-town.org.

Proposers’ Responsibility for due diligence:

Prospective developer(s) submitting proposals should undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development and legal considerations.

II. SITE TOUR AND BRIEFING

Important to successfully redeveloping this parcel is having a good understating and knowledge of the site location and its proximity to Main Street. Understanding the current growth and development within Old Town and the surrounding communities is important to this project. In addition to viewing the development site, a briefing with key City staff and leadership within the community will be offered to all potential developers.

Interested developers are strongly encouraged visit the site, 123 Brunswick Street, Old Town, ME 04468. A virtual tour may be conducted to accommodate potential developers.

III. PROPERTY DESCRIPTION

Address: 123 Brunswick Street
Map 25, Lot 037
0.53 Acres
Assessed land value: \$36,500
Zoned I-1 Industrial
Neighboring Parcels are zoned R-2

Utilities:

Utility	Provider
Water	Old Town Water District
Sewer	Old Town Pollution Control
Electric	Versant Power
Natural Gas	Bangor Gas

Internet	Several (Including fiber)
Telephone	Several
Cable	Spectrum

Utility Capacity (Water & Sewer):

Bidders are responsible for their own review and analysis related to all aspects of the project.

Buildings and improvements:

There are no existing buildings on the site. Buildings did exist on each property and were removed.

Zoning:

The property is currently zoned I-2 (Industrial). Prior to any transfer of property, the City will take the necessary steps to make changes to the zoning to allow for residential and mixed use.

All zoning for this development site may be accessed via the following link:

<http://oldtownftp.bizcompasscloud.com/City%20Website/Documents/Code%20Enforcement/Zoning%20Ordinance.PDF>

IV. DEVELOPMENT GUIDELINES

Programmatic Objectives:

- Develop 12-14 apartments to increase housing density within the downtown.
- A reduction in the number of units may be considered if office or commercial space is incorporated into the project.
- Reduce the average age of residential housing stock within the downtown district.
- Generate additional commercial and business development within the district.
- Encourage improvements and/or renovations to other private rental units within the downtown district.
- Develop residential housing that will attract working professionals to the community.
- Create housing within the city that maximizes the use of city services (i.e., water, sewer, road infrastructure, etc.).
- Align with the City’s Comprehensive Plan goals.
- Align with the City’s Downtown Plan Goals.

Building Design & Construction:

- Proposed development will consist of 12-14 apartments or fewer apartments combined with first-floor office and or commercial space.
- Roof line expected to be one of the following designs: Gable & Valley, Gable with Dormer, Hip & Valley, Hip Roof or Cross Gabel. Alternative styles may be submitted for consideration.
- The proposed site plan should include road access, an explanation of the internal traffic flow pattern and how traffic will be managed to ensure safety of all tenants.

- Development will follow all established building codes and ordinances established by the City of Old Town, Maine.
<http://oldtownftp.bizcompasscloud.com/City%20Website/Documents/Code%20Enforcement/Zoning%20Ordinance.PDF>

Price and Financial Guidelines/Incentives:

Included in the proposal should be an offer that reflects a reasonable value of the property. An offer will not be accepted or rejected only on the criteria of price. Decisions will be made on the holistic impact of the project. Below is information that may factor into a purchase price.

- Assessed price of land: \$36,500
- Tax Increment Financing (TIF) district: YES
- Opportunity Zone: YES
- Mill Rate at time of this publication: \$22.86

Management and Maintenance Plan:

Provide a management plan specific to the operation of this property post construction. The management plan should include who will manage the property. If a manager has not been selected, please explain how the developer plans on procuring a management agent. The plan should address if there will be on-site management and if so, how that will work, and if not, how that will be handled. Proposers should include a maintenance plan and detail the storage of maintenance equipment.

Development Agreement:

The City of Old Town and the Old Town Development, LLC intends to execute a Development Agreement with the selected developer within 60 days of selection. This agreement will incorporate the provisions of the developer's accepted proposal and will detail how the developer will develop, construct, and operate the project.

V. SUBMISSION REQUIREMENTS:

- A. Developer and development team
- B. Development concept
- C. Project financing and financial analysis *
- D. Conceptual design
- E. Implementation plan & timeline
- F. Management plan

*Financial information from private individuals must be treated as private, confidential information with access limited to essential individuals in accordance with state and federal laws.

1. The Developer and Development Team

A. The proposal must include a description of the development team, the individuals, and organizations to be involved in the development, in particular the project manager, and their experience. The development team shall include, without limitation, the developer, architect, engineers, and consultants, and may include the contractor, property manager, lenders, and investors. Background information, including firm resumes and resumes for principals and employees expected to be assigned to the project, shall be provided.

B. Narrative on why the project is similar and why your experience is relevant to the proposed development project.

C. Confirmation that no local, state, or federal taxes are due and outstanding for the development team or any constituent thereof.

D. List of current projects under development and at what stage these projects are in (predevelopment, pending funding, construction, etc.)

E. Provision of at least three (3) references with contact names, title and current telephone numbers and e-mail addresses, who can provide information concerning the Proposer's experience in similar projects.

2. Development Concept

A. The estimated unit price compared to similar markets.

B. Unit breakdown by bedroom size.

C. Description of a marketing plan.

D. Discussion of the physical plan and architectural character of the project and the various programmatic and physical elements of the development, including energy savings/green building elements, etc.

E. Discussion of any environmental requirements, if applicable, and how the site design meets these requirements.

3. Project Financing and Financial Analysis

A. proposed pre-development budget, including all projected sources to be used to secure the necessary permits and approvals for the construction and operation of the development.

B. development budget which includes a detailed source and uses.

C. 7-10-year operating budget

4. Conceptual Design Drawings (11 x 17 plans)

A. site plan that describes; entry way, driveway, parking layout, building locations, storage locations (if applicable), and trash management.

B. elevations.

C. typical unit floor plans.

5. Implementation Plan and Timetable:

A. Detailed development schedule for all elements of the plan, including key milestones, financing benchmarks, and projected completion/occupancy timeframes, etc.

C. The Proposer should provide a schedule for securing approvals as part of the proposal.

D. The Proposer should note what zoning variances, special permits or modifications are required.

6. Management Plan:

The proposal must include a plan for the ongoing management of the developed facilities. If the Proposer is including a property manager as part of its team, all relevant information as outlined under 'Developer' above should be included as well as details of projects where the Proposer and Manager have worked together before.

VII. SELECTION PROCESS

- All proposals submitted by the deadline will be opened in public and logged. All proposals will be reviewed and scored by a committee of City Staff and members of the Old Town Development, LLC.
- All information contained in the proposals is subject to Maine's Freedom of Information Act.
- All complete submissions will be narrowed to three (3) finalists. Each finalist will participate in an interview with the selection committee. A finalist will be selected and notified within 10 days of the completion of the final interview. The selected finalists will enter financial contract negotiations and participate in the appropriate transfer of ownership.
- Evaluation of the proposals will be based on the information provided in the Proposer's submission in accordance with the submission requirements of this RFP and any interviews, references, and additional information requested.
- Successful bidder(s) will be notified in writing.

VIII. EXECUTION OF AGREEMENTS

- Developer is required to apply for a construction permit and submit plan to the planning board no later than 60 days from the transfer or property ownership.
- All contract amendments must be in writing and approved and signed by an authorized official.

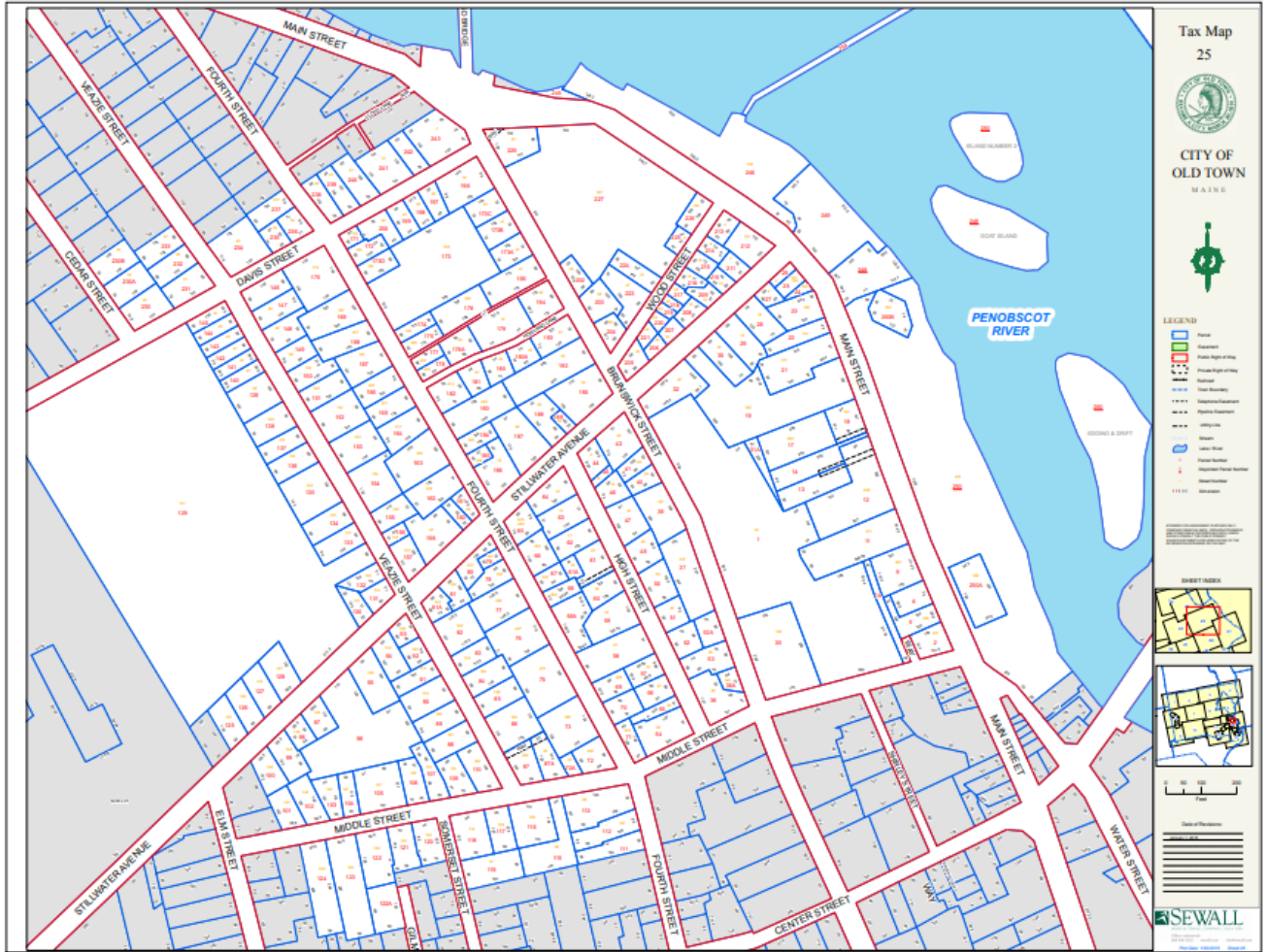
REFERENCES

https://www.maine.gov/dacf/municipalplanning/comp_plans/Old_Town_2016.pdf

<http://www.old-town.org/p/code-enforcement.html>

<http://oldtownftp.bizcompasscloud.com/City%20Website/Documents/Code%20Enforcement/Comp%20Plan%20-%20Final.pdf>

Tax Map 25: Lot 37



Property Location: 123 Brunswick Street

