

CITY OF SHEBOYGAN REQUEST FOR PROPOSALS



DEVELOPMENT OF THE SHEBOYGAN MUNICIPAL AUDITORIUM AND ARMORY SITE



Issued: September 21, 2017
Due Date: November 10, 2017

REQUEST FOR PROPOSALS
Development of the Former Sheboygan Armory Site
RFP # 1928-17

INTENT

The City of Sheboygan invites qualified developers and development teams to submit proposals for the redevelopment of the former Armory site located at 516 Broughton Drive., Sheboygan, Wisconsin. Through the development of the former Armory site, the city seeks to:

- Develop the 106,500 square foot (2.44 Acres) irregularly shaped site in such a manner as to link the future of Sheboygan's downtown, lakefront, and riverfront with its rich historic past and current water-related activities.

- Develop Harbor Centre waterfront areas for public and private uses that will stimulate reinvestment in Sheboygan's central business district while maximizing public access to Lake Michigan and the Sheboygan River.

- Establish Harbor Centre as a multi-use activity center for the community and the region, including recreational, residential, retail, office, service, cultural, and educational.

- Leverage the close proximity of the site to Lake Michigan, Sheboygan's Downtown, and The South Pier District to maximize the absolute best use of the property.

BACKGROUND

The Sheboygan Municipal Auditorium and Armory was constructed in 1941 as a Works Progress Administration project (WPA) on the site of the former Freyberg Lumber Company.

In its 76 year history it has served as an Armory and Auditorium, a venue for semi-professional and High School basketball as well as housing an aerospace museum.

In 2014, the City of Sheboygan undertook an effort to attempt to locate a developer having an interest in adaptive re-use and rehabilitation of the structure without success.

In 2017, the Sheboygan Common Council directed that the City of Sheboygan seek proposals for both the clearing of the site as well as redevelopment of the vacant real estate.

The Structure occupies the eastern half of the site with the west half being used as a parking lot. The city is offering the entire site for development.

The basement areas under the current structure will be backfilled by the demolition contractor and tested by a third party to assure that proper compaction ratings are being achieved. This will assure that future development of the sub-surface areas can be readily accomplished.

The Armory contains limited basement area below grade; the majority of the structure is built at grade level.

The Site at was at one time the natural outlet of the Sheboygan River into Lake Michigan. The mouth was relocated to its current location to the south at some point in Sheboygan's history.

Additional Opportunities in the immediate area

Due to the unique proximity of the site to both the Sheboygan River as well as Lake Michigan, the city wishes to convey interest in hearing from potential developers their ideas about possible expansion of the project scope beyond the physical boundaries of the current site. Should there be interest by potential developers to alternatively propose such an expansion beyond the current geographic boundaries, the city is interested in learning more.

Working with the City of Sheboygan

The City of Sheboygan has a long track record of successful public-private partnerships for development with over \$200,000,000 in investment in the Downtown over the past decade.

As of this writing, there are three separate multi-family residential development projects underway in or near the Downtown. All together these three projects represent the addition of 261 market rate units. An additional 60 unit development is slated to break ground in 2018.

The City of Sheboygan and the Sheboygan County Economic Development Corporation recently completed a Condominium Market Study. Information from that study can be found at: <http://www.sheboyganwi.gov/wp-content/uploads/2017/06/2017.05-Strategy-Planning-Analysis-Sheboygan-WI.pdf>

Figure 3.0: Infographic

At a Glance: HARBOR CENTRE

DOWNTOWN/RIVERFRONT/SOUTH PIER | SHEBOYGAN

Home to **2,698**
Guys & Gals



A Popular **DESTINATION**



45,500
Event Attendees

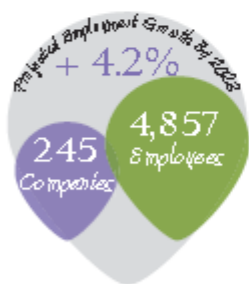


183,000
Overnight Guests

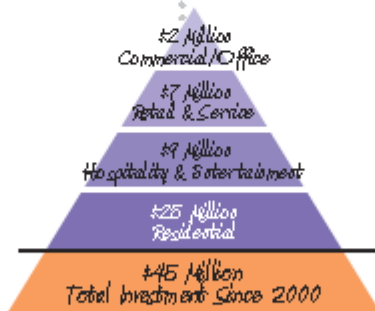


635,000
Visitors

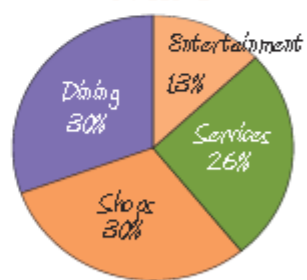
A Place to Grow Your **BUSINESS**



A Place to **INVEST**



A Diverse Business **MIX**



Who Chooses **HARBOR CENTRE?**

Daytime Workforce: **4,857**



THE SITE

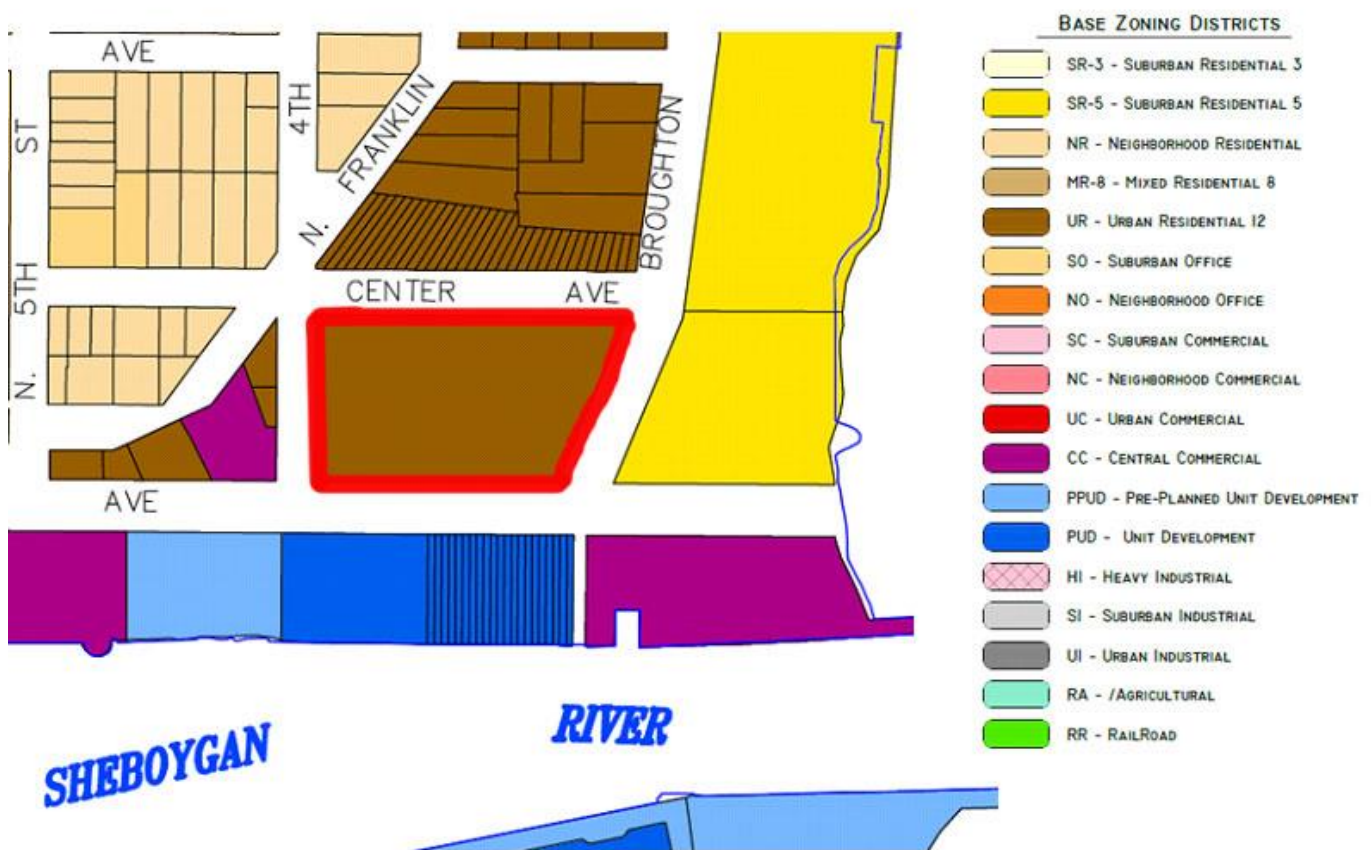
The Armory site is a 2.44 acre parcel that is surrounded by commercial and residential uses. To the east is the Sheboygan Yacht Club, the north and south is a condo/apartment complex, the west are commercial/ residential uses. It is in visual proximity to both the Sheboygan Lakefront and the South Pier development.

Proposals should include consideration and acknowledgement several site issues:

Zoning: The Armory property is currently zoned Urban Residential (UR). This district is intended to permit development, which has a high density, urban community character. The land use standards for the district permit single-family attached development permitted by right, and multi-family development permitted as a conditional use, as well as a variety of related institutional land uses. City will consider zoning changes for potential development opportunities.

Setbacks: Setbacks vary depending on proposed use. Parcel does have street frontage on all sides of parcel.

Zoning Map:



The city has completed both a Phase 1 and Phase 2 Environmental Site Assessments on the property. Copies of such assessments are available upon request from the Department of City Development by emailing: development@sheboyganwi.gov

The City's Goals

Proposals for development of the site should fully complement the City of Sheboygan's apartment recruitment efforts and complement its downtown/Harbor Centre/South Pier districts.

Proposals should maximize the utilization of the land with an urban density which results in the maximization of property tax value.

Proposed development shall feature unique architectural elements that meet the city's guidelines and commingle well with other development in the area.

Proposals shall meet the following criteria:

1. Proposals shall be prepared on standard 8 1/2" X 11" letter-size format;
2. Ten copies of each proposal;
3. Email digital copy of proposal bernard.rammer@sheboyganwi.gov

ESSENTIAL RFP ELEMENTS

Proposal Format and Required Information

1. **Project Deliverables:** Detail a specific project for all or part of the redevelopment area with a specific offer to purchase price, include descriptions of the types of reports and assumptions utilized to justify the project and provide information on predicted vulnerabilities as they might apply to the project. Provide a conceptual Site Plan and renderings for the proposed development.

2. **Project Management:** Include biographies and relevant experience of key staff and management personnel. Describe the qualifications and relevant experience of the types of staff that would be assigned to this project. Describe the company's bonding process and coverage levels of employees.

3. **Level of Investment and Financial Viability:** Include a project construction budget, the status of their organization (whether a corporation, a non-profit or charitable institution, a partnership, a limited liability corporation, a business association, joint venture, or other) indicating under which laws it is organized and operating and include a brief financial history. The developer shall also provide a statement regarding any debarments, suspensions, bankruptcies and/or loan defaults.

- A. The Developer shall provide a Pro-Forma and sources and uses as it relates to the proposed development.

- B. The Developer will be required to provide documentation that external financing can be obtained, should the proposed project be awarded.

4. **Successful Examples:** Include detailed descriptions and photos of other redevelopment projects completed by your firm and/or partners.

5. **Organizational Overview:** Provide the following information about your Company:

- Official registered name (Corporate, D.B.A., Partnership, etc.), address, main telephone number, toll-free numbers, and facsimile numbers.
- Person authorized to contractually bind the organization for any proposal against this RFP.
- Brief history, including year established and number of years your development team has taken on similar projects.

6. **Scope/Phasing:** Propose a project implementation timeline and performance standards for the construction work to be completed.

Developer's proposal in response to this RFP will be incorporated into the final Development Agreement between the City of Sheboygan and the developer and the selected vendor(s) of the developer.

Costs of Proposal

Any costs incurred in the development of the response to this Request for Proposals are borne by the developer. The City of Sheboygan is not responsible for any costs incurred by the developer in formulating a response, or any other costs incurred such as mailing expenses.

Evaluation Criteria

Weighting of criteria is used by the city as a tool in selecting the best proposal. The city may change criteria and criteria weights at any time. Evaluation scores or ranks do not create any right in or expectation of a contract award. Proposals will be evaluated on the accuracy and responsiveness of the developer. Background checks and references will also be considered.

Evaluation of proposals will be based upon the quality of response, the proposed developer's background and proposed investment.

The following elements will be the primary considerations in evaluating all submitted proposals and in the selection of a developer (out of a total of 100):

- *Proposal includes a use or variety of uses which complements Downtown Sheboygan (30 Points)*
- *Proposal maximizes taxable value to the city. (30 Points)*

- *Proposal offers a reasonable purchase price/lease rate to the city. (20 Points)*
- *Proposer offers financial strength and can implement/construct quickly. (10 Points)*
- *Availability of high-quality design personnel and contractors to complete the project. (10 Points)*

The response that is deemed to be the most advantageous for the city and region shall be termed the best project. Consideration will be given to cost, level of investment, functionality, use, and other factors. A selection committee at the City of Sheboygan may be composed of members from the community, Common Council, Finance, Attorney, Planning and Public Works Departments.

To be selected, a developer must be able to comply with the general requirements outlined in this document and with any other applicable laws and requirements.

Questions And Proposal Submission location:

Please submit proposals **no later than 1:00 p.m. on Friday November 10, 2017** and all questions regarding this Request to

Bernie Rammer, Purchasing Agent
c/o Purchasing Division
City of Sheboygan
828 Center Avenue, Suite 205
Sheboygan WI 53081
Bernard.rammer@sheboyganwi.gov

The City of Sheboygan will review all proposals and evaluate the proposals based on the information received. Short-listed firms may be asked to meet with the city to further discuss their proposals. Any such meetings will be on an appointment basis with appropriate advance notice.

TERMS AND CONDITIONS

- A. The plans, specifications, and documents provided to the City of Sheboygan by the interested party in the form of a proposal shall become the sole property of the City of Sheboygan. The city reserves the right to use these documents for whatever purposes thought to be within the best interest of the city.
- B. The City of Sheboygan reserves the right to reject any or all offers and discontinue this RFP process without obligation or liability to any potential developer.
- C. The City of Sheboygan reserves the right to award a contract on the basis of initial offers received, without discussions or requests for best and final offers and award more than one right to develop.

- D. The city reserves the right to negotiate the final scope and nature of the project prior to final Common Council approvals.
- E. No reimbursement will be made by the City of Sheboygan for costs incurred in preparing responses to this request for proposals. In addition, any costs associated with professional opinions, inspections or testing shall be the sole responsibility of the proposing party.
- F. The Sheboygan Common Council reserves the right to reject any or all proposals, cancel this solicitation, and waive any informality associated with the proposal process.
- G. The Sheboygan Common Council, upon recommendation from the Finance and Personnel Committee, reserves the right to award the project deemed most beneficial to the City of Sheboygan.
- H. Proposals submitted must contain at a minimum of the elements listed herein. Incomplete proposals may not be considered. With the long timeline associated with this Request for Proposals, the city believes it is allowing sufficient time to assemble a comprehensive proposal document.
- I. The City of Sheboygan does not warrant the property free from defect or guarantee fitness for use for any proposed use of the property.
- J. The City of Sheboygan is subject to the Wisconsin Open Records Laws. As such all proposals received become a “public record” under these statutes.
- K. If the proposals submitted contain information that is regarded as a “trade secret” or proprietary/private these sections of information must be **clearly identified** as such. The City of Sheboygan will attempt to withhold such information from any public records or open records requests in order to protect the information.
- L. Should the withholding of information identified as a “Trade Secret” be challenged within a court of law, the owner of the information and not the City of Sheboygan, shall be singularly responsible for all costs associated with the court action. Please note that cost information in and of itself, is not considered to be a trade secret.
- M. The City of Sheboygan cannot be held responsible for divulgence of information contained in the proposals that is proprietary/personal or considered a “trade secret” if said information is not **clearly** denoted or identified as such.
- N. All proposals received shall remain in effect for not less than 90 days following the due date. Proposals received may only be withdrawn with the express consent of the City of Sheboygan.

- O. In order to assure an orderly proposal process, the City of Sheboygan requests that all communications, questions or information related to this request be submitted in WRITING to the Purchasing Agent. If properly registered, all interested parties will receive the information via email as it becomes available. This will assure that all parties receive consistent information.

- P. Verbal discussions or dialogue between potential proposers and City of Sheboygan staff, representatives or officials is not to be considered as **official** information. The City of Sheboygan will distribute all **official** information, in written format, through the Purchasing Agent.

- Q. Any potential conveyance of title of this real property as a direct or indirect result of this solicitation shall transfer the property to the recipient is an as-is condition with the recipient assuming any and all future liability.



044 10/2014



The Armory City of Sheboygan



Armory Site -Aerial View