



MICHIGAN LAND BANK FAST TRACK AUTHORITY

REQUEST FOR DEVELOPMENT PROPOSALS

Issue Date: December 7, 2018

Questions Due: December 14, 2018

Answers Posted: December 19, 2018

Submission Deadline: Noon ET, January 10, 2019

Subject Property

Former Glendale School Property

Tax Parcel 61-26-770-011-0001-00

3001 Jefferson Avenue

City of Muskegon Heights, Muskegon County, Michigan

This Request for Proposals (RFP) is issued by the Michigan Land Bank Fast Track Authority (MLB). MLB is the parcel title owner and, in partnership with the City of Muskegon Heights (City), seeks interested builder-developers to submit their proposals for a residential build-out of the property. As described further in this document, a qualifications-based process will be used to select a preferred developer to proceed to a negotiated purchase/development agreement. Demolition and environmental activities shall be addressed by MLB via a Michigan Act 381 brownfield redevelopment plan, otherwise the parcel shall be sold "as is" without warranty as to condition.

Property Information

The subject property is a single parcel of approximately 2.37 acres which comprises an entire city block, bounded on the north by Summit, east by Jefferson, south by Rotterdam, and west by Glendale streets. Within the property, the former Glendale Elementary School building is sited, along with two (2) portable classroom structures, and at-grade improvements. The Glendale School closed in 2013 and the property was conveyed to MLB for transitional ownership pending redevelopment. The total area of structures is approximately 50,000 square feet. The structures and land improvements are located on the north half of the parcel, but the MLB will have them demolished to provide an open, vacant parcel prior to any transfer or conveyance.

Project Objectives & Guidelines

The parameters below shall be addressed by respondents in their responses:

1. The City and MLB have established these objectives for the project:
 - a. The platted lots shall be administratively combined for a minimum of twenty (20) 50'x100' lots, with ten lots each fronting Glendale and Jefferson streets. It is anticipated that platted lots will be transferred over time to the developer as development and construction is completed.

- b. The residential build-out shall be detached residential structures of 1-4 units, with each unit to be conveyed in fee-simple to purchasers for cash or by first lien mortgages.
 - c. A minimum of five (5) different building formats or floor plans shall be proposed and constructed, each with at least two (2) architectural elevations, to provide neighborhood design variety.
 - d. The units shall reflect the neighborhood residential design styles of Muskegon Heights and will be subject to design review and approval by the City.
2. Respondents should undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development and legal considerations.
 3. MLB will ONLY consider responses which identify the purchase and development of the entire parcel and commit to constructing housing units which meet or exceed the above project objectives.
 4. Respondents shall present a concept or vision for the entire site in both narrative and drawing(s), and a timeline for all pre-development, construction, marketing and sale activities.
 5. MLB shall ONLY accept proposals for units which are ad-valorem assessable/taxable because of tax-increment financing needs for demolition and other activities. Proposals presenting a payment-in-lieu-of-taxes (PILOT) approach shall be rejected.
 6. Projects that include commitment from both the respondent and its internal or subordinate contractor(s) to (1) provide training or employment opportunities for regional residents and (2) demonstrate benefits to the local municipality and the surrounding area shall be prioritized.
 7. The acquisition price of the subject parcel to the selected respondent will be \$1.00 and additional development incentives may be available.

Specific Elements

1. Inquiries
Any questions concerning this RFP must be posted on the State of Michigan SIGMA Vendor Self Service (VSS) or emailed to landbank@michigan.gov no later than December 14, 2018. In the interest of transparency, only written questions posted on VSS or emailed to the MLB will be accepted. Answers will be posted on VSS and the MLB website on December 19, 2018.
2. Submission Deadline
One (1) complete electronic copy must be received before 12:00 noon Eastern Time on Thursday, January 10, 2019 through either VSS or landbank@michigan.gov. Late responses will be disqualified.
3. Review and Selection
This RFP shall be used for pre-qualification purposes. Completed responses will allow MLB to understand a proposed vision for the site, composition of teams, financial standing, and record of similar development projects. MLB will narrow the field to three or fewer respondents for interview. One (1) respondent will be invited to negotiate and execute a development/purchase agreement.

4. Signed Responses

Response letters of interests must be signed by an authorized representative of each partner/entity making up respondent development team. Electronic signatures will be accepted.

5. Acceptance of Responses

The RFP is not a binding agreement. Responses to the RFP will be assessed in accordance with the evaluation criteria, and respondents will be notified whether they have been chosen to proceed.

6. Submission Requirements

All responses shall include the following items:

- a. Respondent - Letter of Interest.
- b. History of firm(s) and all proposed external entity partners or consultants.
- c. Background or resume(s) of all principals of the firm(s).
- d. Vision and concept plan narrative and drawing(s).
- e. Sketch of all unit formats, floorplans and elevations.
- f. History of projects undertaken by the firm(s).
- g. Demonstration of financial capacity to undertake the project.
- h. Timeline for pre-development, construction, marketing and sale activities.

Evaluation

The selection of the preferred respondent(s) will be based on MLB's review on feasibility and quality of proposals in addressing the above submission requirements.

Conflicts of Interest

The respondent shall disclose any conflicts of interest, as part of their response, to MLB. MLB will consider the nature of the respondent's responsibilities and the degree of potential or apparent conflict in deciding the course of action that the respondent needs to take to remedy the conflict of interest. A conflict of interest exists wherever an individual could benefit directly or indirectly from access to information or from a decision over which they may have influence and includes a perceived conflict where someone might reasonably perceive there to be such benefit and influence. A conflict of interest occurs when a staff member or consultant attempts to promote a private or personal interest that results in an interference with the objective exercise of their job responsibilities or gains any advantage by his/her position and working relationship with MLB. Conflicts of interest may be real, potential or perceived. Failure by the respondent to disclose a conflict of interest, be it real, potential, or perceived, will result in disqualification.

Miscellaneous Items

1. All proposals will become the property of the Michigan Land Bank Fast Track Authority and may be reproduced in full or in part and/or published for public review and will not be returned to the proposers. Proposals will be public records. Please do not submit any information that is confidential.
2. MLB reserves the right to request additional information from respondents, reject all submittals, waive any irregularities in the submittal requirements, or cancel, suspend or amend the provisions of this RFP at any time. If such an action occurs, MLB will notify all respondents.

3. MLB will not reimburse respondents for any cost(s) involved in the preparation and submission of responses to this RFP or in the preparation for and attendance at subsequent interviews. Furthermore, this RFP does not obligate MLB to accept or contract for any expressed or implied services.

Exhibit A – Images showing Subject Parcel

Exhibit B – Parcel Legal Description

EXHIBIT A
IMAGES SHOWING SUBJECT PROPERTY

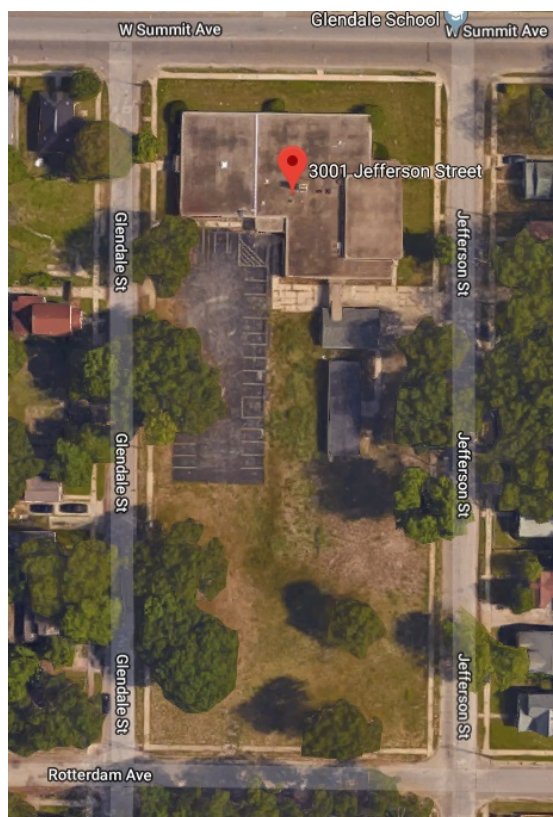


EXHIBIT B
PROPERTY LEGAL DESCRIPTION

Lots One (1) through Forty (40), Block Eleven (11) of Charles M. Steele a Subdivision, City of Muskegon Heights, Muskegon County, Michigan, as recorded in Liber 3 of Plats, Page 28, Muskegon County Records.

