



Request for Proposals

Redevelopment of Otego Elementary School

Sale and Redevelopment of the former Otego Elementary School

Summary

The Property

The property is located at 353 Main Street, Otego, New York 13825. The building has been operated as a public school since its construction in 1931, with an addition in 1998. The building is available for inspection by appointment.

- Square Footage: 34,196
- Acreage, including building and adjacent land with parking lot and Septic – 4.85 Acres.
- Construction: Mostly masonry and brick façade, steel in the roof;
- Water: Village
- Sanitary: Septic
- Power: NYSEG
- Fuel: Oil
- Cable: Spectrum

A survey map and property description are attached to this request for proposal as Exhibit A (property offered designated at Parcel 3 on the survey map). We anticipate closing on the property and conveyance of title within sixty days of the date of award.

The Offering

The property and the opportunity to redevelop the facility are being offered in a competition which is designed to select the developer or developer team best suited to accomplish the objectives of the Unatego Central School District. Each proposal will include the various submissions set forth herein. Selection of the development team will be made by the School District.

The rules of the competition are designed to permit interested developers to participate without being required to spend a significant sum of money. No architectural plans, models, or other displays will be accepted as part of the competition.

Proposals will be accepted from interested developers until 3:30 p.m. on October 7, 2019. The instructions for submission of proposals can be found on pages 6-7 of this RFP. The rules of the competition do not permit disclosure of the identity of participating developers until after the designated proposal deadline. After that date, no attempt will be made to withhold the names of developers who have submitted proposals, although financial reports and similar data submitted with each proposal will be treated as confidential.

A monetary offer for the property is required for the proposal and will be one of multiple factors considered when choosing a developer. Developers must also submit a price

estimate for redevelopment of the property based upon a conceptual design discussion to be held with each participating developer by the School District. This price estimate and a financial summary for the resulting project should include a calculation of the residual value of the property that can be supported.

A map showing the property offered for sale and a description thereof are attached as exhibit A (Property offered is indicated on the survey map as Parcel 3) to this Request for Proposal.

Site Preparation

The School District will clean and prepare the facility for delivery to the selected developer. Preparation of the facility will include removal of all school materials, furniture and equipment, as well as any debris and other actions to make the facility safe and secure. The school material, furniture, and equipment may be available and price negotiable.

Site Delivery

The facility is available for redevelopment immediately following conveyance of title. Prior to actual conveyance, the selected developer will have access to the site for engineering surveys, test borings and other investigations. It will be the developer's responsibility to obtain all approvals required by any governmental authority having jurisdiction over the project.

The Board of Education anticipates a closing and conveyance of title no later than 60 days from the date of the award.

Project Plan

Developers will be asked to submit a project plan identifying a completion date for design and all construction activities related to the redevelopment of the facility along with related milestones, including design, approval and construction milestone details.

Request for Proposals

<u>Table of Contents</u>	<u>Page</u>
I. Objectives for the Redevelopment	4
II. Proposed Standards and Controls	5
III. Disposition Policy and Offering Procedure	6

I. Objectives for the Property Redevelopment

- a.** To experience minimal disruption in the residential areas surrounding the property related to the redevelopment construction activities.
- b.** To improve the environment and development potential of the surrounding area.
- c.** To achieve excellence in design by selecting a development team with design capabilities appropriate to a location with potential for listing on the National Register of Historic Places.

II. Proposed Standards and Controls

The following Standards and Controls represent a summary of the type of restrictions which may be incorporated into the Purchase and Sale Agreement:

- a.** Permitted Uses for the Site. The property is currently zoned Residential 2. Current permitted uses include single and multiple family dwellings, educational facilities and commercial agriculture, or any combination thereof. Additional uses are possible but would require application and approval by the Village of Otego Planning Board.
- b.** Servicing, Waste Disposal and Exterior Storage. All servicing facilities must be enclosed within structures and shielded from public view. All waste must be stored within structures and no exterior storage will be permitted.

III. Disposition Policy and Offering Procedure

A. Selection of Developer

All proposals received will be reviewed and evaluated by the Board of Education in order to select the developer best suited and qualified, on the basis of the proposals made, to redevelop the facility in accordance with objectives stated herein. A qualified developer is one who, in the sole opinion of the Board of Education, possesses the experience and financial resources necessary to complete the project at a reasonable cost and according to a project plan submitted by the developer.

Once selected, the developer must submit a deposit of 20% of the monetary offer in guaranteed funds to the attorney for the Board of Education within 10 business days of the award. Failure to submit the deposit will cause the Board of Education to withdraw the award.

B. Offering Procedure

- This RFP will be submitted to prospective developers.
- The Board of Education requires that each prospective developer submit a written proposal via electronic mail to Sheila Nolan, Clerk of the Board of Education at snolan@unatego.stier.org and hard copy respectively to the Unatego Central School District (attention Sheila Nolan, Clerk of the Board), 2641 State Highway 7, PO Box 483, Otego, NY 13825. The proposal must contain the information outlined in the "Information to be Submitted by a Developer" section of this RFP. This information must be received before 3:30 p.m. on October 7, 2019.
- The Board of Education reserves the right to reject or accept any proposal received and to request additional information or modification of a proposal from any prospective developer during the selection process.
- The selection of the developer will be made within 30 days after proposal deadline.
- After selection of a developer, the Board of Education will negotiate the terms of a purchase and sale agreement with the selected developer.
- Once selected, the developer must submit a deposit of 20% of the offer price in guaranteed funds to the attorney for the Board of Education within 10 business days of the award. Failure to submit the deposit will cause the Board of Education to withdraw the award.
- The Board of Education anticipates a closing and conveyance of title no later than 60 days from the date of the award.

C. Information to be submitted by a Developer

- A statement of the developer's willingness to acquire and redevelop the property in accordance with the objectives, standards and controls and procedures contained within this RFP. This statement should include identification of a project plan for completion of the project, along with a construction cost estimate and proposed lease terms. This statement should be prepared with the understanding that it will be incorporated into the purchase and sale agreement.

- A narrative statement describing the qualifications of the developer and the development team to complete the project. This statement should include a description of the developer's proposed form of business organization to develop and own the property, along with an identification of the principals involved in the organization and the extent of their involvement.
- A narrative statement describing how the developer proposes to integrate their team into the process outlined in this RFP for completion of the project, including how the developer proposes to interact and coordinate activities with the School District.
- A statement of the financing plan(s) the developer proposes relative to the project, including an understanding of equity capital to be injected into the project and the sources and amounts of debt capital and any grant funding. This would include a verifiable proof of funds statement. If mortgage financing is to be obtained, the developer must provide proof of the developer's ability to obtain the necessary funds, including a loan pre-approval letter or statement from a financial institution for the funds to be used, together with a copy of the developer's last audited financial statement or Federal Tax Return.
- A financial summary showing the projected operating financials for the project, including the proposed residual value for the land the project will support.

- A statement of how the developer will propose to manage the property post-construction, including the form of relationship to be established between the developer and the property management organization and a description of the property management team and their qualifications.
- A statement of any relationships between the developer and any contractors or subcontractors that may take part in the project and their qualifications.

Appendix A: