



## CITY OF WEST HAVEN

### Request for Proposals FOR Purchase and Redevelopment

RFP # 2018-32

165 Richards Street and contiguous parking area located at  
70 Hall Street, West Haven, Connecticut 06516  
formerly known as CLARENCE E. THOMPSON SCHOOL

**Adaptive Reuse/Redevelopment Project by a development firm or individual to redevelop the former Clarence E. Thompson School for residential, mixed-use, retail/service or office purposes, consistent with the goals of the City.**

## **GENERAL INSTRUCTIONS**

**SUBMITTALS:** Five (5) copies of each proposal must be received on or before 2:00 PM on January 15, 2019. No submissions will be received electronically (by email or fax). Clearly indicate RFP # 2018-32

**ADDRESSED TO:** Robert Sandella  
Department of Finance  
355 Main Street, 3<sup>rd</sup> Floor  
West Haven, CT 06516

**INQUIRES:** All questions pertaining to this RFP should be submitted to Fred A. Messore, Commissioner of Planning and Development by email at [fmessore@westhaven-ct.gov](mailto:fmessore@westhaven-ct.gov) no later than 12:00 noon on January 8, 2019. Consultants wishing to receive responses to questions should indicate so in writing.

**WALK-THROUGH :** A walk-through is scheduled for December 18, 2018 at 11:30 am. In the event of inclement weather the walk - through will be held on December 19<sup>th</sup> at 11:30 am. Questions should be directed in writing to Fred A. Messore by email at [fmessore@westhaven-ct.gov](mailto:fmessore@westhaven-ct.gov)

**PROPOSALS RECEIVED AFTER 2:00 PM ON JANUARY 15, 2019 WILL NOT BE CONSIDERED. NO FASCIMILE-MACHINE OR E-MAIL PRODUCED PROPOSALS WILL BE ACCEPTED.**

## **REQUESTS FOR PROPOSALS FOR PURCHASE and DEVELOPMENT**

Proposal Numbers: 2018-32  
Proposal Receipt Deadline: 2:00 p.m., January 15, 2019  
Proposal Opening Date: January 15, 2019  
Proposal Opening Time: 2:00 p.m.

The City of West Haven, Connecticut (the "City") will accept sealed proposals for 165 Richard Street and contiguous parking area located at 70 Hall Street (formerly known as Clarence E. Thompson School) (Proposal No. 2018-32) until 2:00 p.m. on January 15, 2019. Proposals will be opened in public and read at such time.

The documents comprising these Requests for Proposals, as described below, may be downloaded from the City's website, [www.cityofwesthaven.com](http://www.cityofwesthaven.com), under "Quick Links and Useful Information" and the RFPs can be found under "Bids". Requests for Proposals may also be picked up at the Office of the West Haven Corporation Counsel, 355 Main Street, West Haven, Connecticut.

The City of West Haven reserves the right to: amend or terminate these Requests for Proposals and award the proposal to the proposer that, in its judgment will be in the best interests of the City and the City's Plans.

## **I. GENERAL INFORMATION**

### **A. BACKGROUND**

The City of West Haven owns property commonly referred to as Clarence E. Thompson School situated in the County of New Haven, City of West Haven, Connecticut at 165 Richards Street and 70 Hall Street (the "Premises"). The description/dimensions of the Premises can be obtained through the West Haven Global Information System (see B.6. below). At this time, the City requests proposals for the purchase and development of the premises.

### **B. PROPERTY INFORMATION**

The Premises consists of approximately 1.36 acres of land with a former school building containing a gross floor area of approximately 56,000 square feet.

#### **1. Premises Background**

The Premises is located in a Public Facilities zone, and a wide variety of commercial businesses are located in proximity to the Premises. City of West Haven sewer and water services are available to serve the Premises. Electricity and gas utilities are also available to serve the Premises.

#### **2. Location Information**

The Premises is located approximately one (1) mile east of the City's downtown, with an exit ramp from Interstate 95 North less than two (2) blocks away and exit ramp from Interstate 95 South approximately one-half (1/2) mile from the Premises. There is an entrance ramp to Interstate 95 North approximately one-half (1/2) mile from the Premises, and entrance ramp to Interstate 95 South approximately three (3) blocks from the Premises. The Premises is served by regular bus service with a bus stop available approximately one block from the Premises.

#### **3. Assessor's Information.**

The City Assessment Information for the Premises can be obtained through the West Haven Global Information System (see B.5. below)

#### 4. Zoning and Use.

Development of the Premises is subject to the City's Comprehensive Plan and related development regulations. The Premises is zoned PF - Public Facilities which allows a series of public uses, institutional uses, educational uses, medical uses, and government uses. Additional information concerning this zoning classification and the types of land uses and activities it supports can be found online at the following web link (See page 38-1 or page 95 of the .pdf as well as other sections dealing with parking, site plan approval, Special Permits, etc.) or by contacting the City's Planning and Zoning Department, located at City Hall, 355 Main Street, 3rd Floor, West Haven, Connecticut 06516 (203) 937-3580:

<http://www.cityofwesthaven.com/DocumentCenter/View/1199/Zoning-Regulations-to-08-17-PDF?bidId>

All proposals for development are subject to such municipal, board or agency approvals as made be required by law.

#### 5. Global Information System.

Information as to description/dimensions of the Premises and other detailed information can be obtained on the West Haven Global Information System (GIS) which may be accessed as follows:

- I. On computer, type in for destination the following: www.westhavengis.com.
- II. When screen comes up, you will be given four (4) choices: GIS Property Map Search, Town wide Map Search, Town wide Map Gallery, Town Grid Maps and Interactive Mapping.
- III. Under Interactive Mapping, press "Start Search" and this will bring up a map of West Haven.
- IV. Press "Search" on information bar at top of map.
- V. In box entitled "MBL:" type the following:  
048/0111/0/0000 for 165 Richards Street  
048/0097/0/000 for contiguous parking area known as 70 Hall Street

Then press "find." You will then be presented with the result list that will allow you to Zoom to GIS, a Quick Map of the Premises and the Property Card for the Premises. Further exploration of the GIS site may also be of benefit.

#### 7. Background Material

1. Digital copy of a report prepared for the Former Clarence E. Thompson School, entitled "Hazardous Building Materials Inspection", prepared by Fuss & O'Neill EnviroScience, LLC, dated June 24, June 27, and July 14, 2014 (which includes "Hazardous Building Materials Abatement Cost Estimates" as Appendix I).
2. Digital copy of FEMA mapping (FIRMETTE)
3. Digital of the Zoning Regulations for the Thompson School (PF District).

Digital copies may be acquired by email to Robert Sandella at rsandella@westhaven-ct.gov

8. Disclaimer.

Properties owned by the City of West Haven (the "City") are offered for sale and development and development on an "AS IS" basis.

THE CITY OF WEST HAVEN MAKES NO REPRESENTATIONS AND ASSUMES NO RESPONSIBILITY ARISING FROM THE PHYSICAL CONDITIONS OF THE PREMISES WHETHER SUCH CONDITIONS ARE KNOWN, UNKNOWN, OBVIOUS, HIDDEN OR OTHERWISE. ANY PURCHASER/DEVELOPER/LESSEE MUST RELY ON ITS OWN INSPECTIONS, INVESTIGATIONS AND OTHER DUE DILIGENCE WITH RESPECT TO ANY PARTICIPATION IN THIS REQUEST FOR PROPOSALS OR DEVELOPMENT OF THE PREMISES, OR ANY OTHER ACTIVITY CONCERNING THE PREMISES.

**C. PURPOSE.**

The purpose of this RFP is to seek proposals from qualified individuals or firms to purchase the Premises from the City for fair market value and develop the property to its highest and best use. The City's primary objectives for the Premises are:

- 1 Development of the Premises in a way that maximizes its highest and best use consistent with the City's Comprehensive Plan;
- 2 Development of the Premises in a way that generates the maximum number of high wage jobs and/or provides the maximum possible economic or other benefit for the City;
- 3 Purchaser/Developer capable of carrying out the proposed development within a specified time period;
- 4 Development that capitalizes on the Premises' significant size and access to public services.
- 5 Special consideration will be given to proposals that demonstrate the potential for attracting and developing "green industries", environmental friendly businesses, or those that provide opportunities for local business incubation and/or growth.

#### **D. DEFINITIONS.**

Definitions for the purposes of this RFP include:

City - The City of West Haven, a Connecticut municipal corporation, that is issuing this RFP.

Proposal - A formal offer submitted in response to this solicitation.

Proposer - Individual or company submitting a Proposal in order to attain a contract with the City.

#### **E. CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES.**

Specific restrictions apply to contracting with current or former City officers or employees pursuant to the Code of Ethics of the West Haven Municipal Code, Proposers should familiarize themselves with the requirements prior to submitting a proposal that includes current or former City officers or employees.

#### **F. ADDITIONAL PROPERTIES AVAILABLE FOR REQUEST FOR PROPOSAL**

The City is concurrently soliciting Requests for Proposals as to the Premises and other City owned properties known as 561 Main Street (formerly known as the Edgar Stiles School)

The City will also consider proposals which seek to incorporate both of the said properties for which Requests for Proposals have been solicited by the City.

#### **G. PURCHASE .**

The City will consider all proposals seeking to purchase the Premises.

#### **H. CONTRACT CONTINGENCIES.**

The City will consider contingencies submitted by proposers (ie. zoning, etc.) as conditions to the purchase of the Premises, if deemed appropriate.

## **I. REJECTION OF PROPOSALS.**

The City reserves the right to reject any and all proposals and to waive informalities or irregularities in a proposal or in the proposal process. The City reserves the right to make the award in any manner deemed most advantageous to the City at its sole, absolute and exclusive discretion.

## **J. PREPARATION OF PROPOSAL.**

The City shall not be liable for any costs incurred by proposer in preparing or submitting a proposal. Proposals should be prepared simply and economically, providing a straight-forward, concise description of the proposer's capabilities to satisfy the City's requirements. Submitted materials become the property of the City and will not be returned. Submitted proposals constitute public records that are subject to review and copying by a person making an appropriate request for the public record.

## **K. PROPOSAL EVALUATION.**

The City does not intend to enter into an agreement to sell the Premises solely on the basis of price. Evaluation criteria will include but not be limited to:

- Purchase Price and terms.
- Earnest Money Deposit.
- Buyer Contingencies.
- Proposed Closing Date.
- Nature of proposed development - ie. use consistent with the City's Comprehensive Plan and consistent with the City's objectives for the Premises as outlined herein.
- Purchaser's financial capabilities to carry out the proposed development.
- Benefits to the community and the City.
- Amenities and benefits to the surrounding neighborhood.



## **L. ORAL PRESENTATIONS.**

The City, at its sole discretion, may ask individual proposers to make oral presentations without charge to the City. Such presentations provide an opportunity for the proposer to clarify its proposal to insure a mutual understanding of its contents.

## **M. GUARANTEE OF GOOD FAITH AND FIRM PRICE.**

Proposals shall remain in effect for a minimum of ninety (90) days from date of the Submission Deadline, unless extended by mutual consent.

## **N. DEVELOPMENT OF TERMS OF PURCHASE AND SALE AGREEMENT.**

If a proposal is selected, discussions and negotiations will be conducted with the apparent successful proposer regarding the terms of a Purchase and Sale Agreement ("Agreement"), including a development agreement setting forth mutually agreeable terms regarding the eventual development and utilization of the Premises. Final award of an Agreement is subject to approval by the Mayor and City Council. This Request for Proposals and the proposer's successful proposal will be an integral part of the Agreement, but may be modified by the provisions of the Agreement. Proposers must be amenable to including in the Agreement any information provided either in response to this Requests for Proposals or subsequently during the selection process.

## **III. PROPOSAL CONTENT AND FORMAT**

Proposals shall be in the following standardized format to facilitate evaluation of their comparative merits. Proposals shall include the sections indicated below. Proposals shall be typed.

### **Part 1 - Identification, Experience and References.**

Provide the name, principal place of business, telephone number of the contact person, and a narrative description of the proposer's organization and experience in developing properties similar to the Premises. List the qualifications of key personnel. Provide three (3) references, including a letter of financial capability from the proposer's bank.

### **Part 2 - Proposed Development.**

Provide a detailed description of the proposed development of the Premises, including:

- 2.1 A description of the uses which are proposed for the Premises, including the square footage and type of construction which will be devoted to each use;

- 2.2 A description of the ownership structure(s) of the development upon completion - ie. will the Premises be sold outright, transferred to a partnership, owned by the partnership upon completion, etc.
- 2.3 A description of the public improvements to be constructed and the cost and source of funding for the improvements.
- 2.4 Evidence of major user/tenant commitments and the nature of the commitments, if any. If no specific users or tenants are identified, provide a description of the type of users/tenants the proposer intends to seek. If specific potential users/tenants have been identified, provide letters from such users evidencing their interest in and/or commitment to locate in the proposed development.
- 2.5 A description of the manner in which the proposed development addresses the City's goals for the Premises as outlined herein.
- 2.6 A graphical presentation of the proposed development including a property plan and layout.

### **Part 3 - Proposed Financing Plan.**

Identify the source(s) of funds and a time schedule for completion of the proposed development, and should provide evidence of financial strength and capacity sufficient to undertake the contemplated improvements and operation of the Premises.

### **Part 4 - Proposed Compensation.**

The proposal shall include the amount the proposer is willing to pay the City for the purchase of the Premises.