

Request for Proposals (RFP)
City of Columbus, Ohio
Department of Development



The City of Columbus, Ohio is seeking proposals from development teams pursuing the opportunity to redevelop the surface parking lot of the site adjacent to the North Market.

GENERAL INFORMATION

The City of Columbus (City) is the capital and largest city in the State of Ohio. It is the 15th largest city in the United States with a population of 835,957. It is the core city of the Columbus, OH Metropolitan Statistical Area (MSA), which encompasses a ten-county area.

Founded in 1876, the North Market is the City's last original public market. Its current location at 59 Spruce Street houses thirty-five independently-owned local businesses, and attracts over 1 million guests annually. The North Market Development Authority (NMDA) is the nonprofit organization responsible for daily market operations.

The City is seeking proposals from development teams pursuing the opportunity to redevelop the site adjacent to the North Market currently operating as a surface parking lot. Through this RFP process, the City and NMDA seek to enhance the North Market and surrounding North Market Historic District, provide opportunities to augment and expand the North Market's services and operations, and create a sustainable, long-term structure to ensure the financial viability of the North Market in perpetuity. The City is willing to evaluate alternative property ownership arrangements that would ensure the long term operation of the North Market while enabling private development on the site.

The goal of this RFP process is to select a development concept that will ensure the stability of the North Market. The City of Columbus reserves the absolute right to refuse development if the evaluation committee fails to select a winning concept.

The City will follow the process set forth in Section 329.28 of the Columbus City Code for awarding contracts through a request for proposals. Proposals submitted in response to this RFP will be reviewed in two phases, with all offerors and proposals being evaluated in Phase I and two or more of the highest qualified offerors being selected to proceed to Phase II.

PHASE I

A successful response to the first phase will demonstrate the development team's experience, financial capacity, and a development concept that meets the needs of the North Market described above.

PHASE II

The second phase will include a limited selection of development team(s) working closely with the City's Division of Economic Development and the NMDA to establish an advanced concept that identifies major design, fiscal, and infrastructure developments and includes public and private commitments.

SUBMISSION AND REVIEW OF PROPOSALS

Proposal Format: Each proposal shall be limited to twenty (20) pages exclusive of supporting material included in an appendix. All proposals must contain, at a minimum, the following information and be provided in the following order:

1. Cover letter summarizing the prospective developer's interest in the property and planned use.
2. Background summary of the company submitting the proposal: services provided, experience (design, construction, and operation), personnel, and capacity. Demonstration of the ability to perform the required services competently and expeditiously as indicated by workload and availability of personnel, equipment, and facilities. Competence to execute project as indicated by technical training, education and experience. Must also include any sub-consultants with a background summary for each. Please include examples of prior projects, particularly experience

with urban infill development projects in historic districts. List any other investments made by the respondent in the North Market Historic District and the relationship of the proposals to those investments.

3. It is the policy of the City of Columbus that business concerns owned and operated by minority and/or female persons shall have the maximum practical opportunity to participate in the performance of contracts that are city funded or include City of Columbus tax incentives. The offeror shall provide any relevant and pertinent plans as it relates to supplier and workforce diversity (an 'inclusion plan) in response to this RFP. The supplier diversity and/or workforce diversity inclusion plan is not a condition of the contract award, but helps the City assess the diversity and inclusion commitment and efforts of the offeror throughout the marketplace.
4. Description of the proposed development of the property. Development teams are encouraged to submit schematic or conceptual renderings of the proposed development, site access, parking, landscaping, and supporting market analysis, etc. in order to aid the City in its review.
5. Summary of the economic benefits of the project, including the following:
 - a. Total project investment
 - b. Total number of permanent jobs created or retained
 - c. Tax benefits to the City of Columbus
 - d. Other direct economic impacts
6. Summary of the community impact of the project, including the following:
 - a. Plan for long-term, sustainable financial structure to support North Market
 - b. How the new development will complement the North Market building and integrate into surrounding Historic District
 - c. Proposed treatment of North Market and plan to expand its services and operations
 - d. Arrangements to address any and all operational needs of the North Market during development phase
 - e. Impact on visitor experience
 - f. Treatment of the historic building and sensitivity to the environmental site conditions
 - g. Additional community impacts
7. Proposed schedule for the development of the property.
8. Financials:
 - a. Proposed purchase price for the property
 - b. Preliminary pro forma
 - c. Documentation of financing interests for the project
 - d. Any request for public assistance in developing the site including TIFs, historic tax credit applications, or other public financing requests

9. References: Minimum of three references of relevant projects must be included.

10. Appendices: Any supporting material.

RFPs are due no later than **4pm EST on November 21, 2016** to:

Ashley Senn
City of Columbus
Department of Development
150 South Front Street, Suite 220
Columbus, OH 43215

Please provide ten (10) printed copies of the proposal. Also provide a copy in electronic format to ajsenn@columbus.gov.

NOTE: Generally, all proposals and associated documents that are submitted in response to an RFP are considered public records and are open for inspection as required by Ohio public records law (Ohio Revised Code Section 149.43). If an offeror considers proprietary information that is submitted with its proposal to be a “trade secret,” as defined in Ohio Revised Code Section 1333.61(D), and wants such information not to be disclosed to the public, the offeror must clearly identify it as such in the submitted proposal and request that it not be disclosed. If the City determines that the identified information would be considered a trade secret under Ohio law and thus not subject to mandatory disclosure under Ohio public records law, it will treat it as confidential, subject to a contrary judicial determination. In the event of any legal challenge to the City’s non-disclosure of proprietary/trade secret information, the offeror, as the entity claiming trade secret status for its proprietary information, shall bear the burden to identify and demonstrate that such information is included in categories of protected information under Ohio law. The City shall promptly notify offeror of any public records request it receives that would include proprietary/trade secret information identified by the offeror.

All questions from development teams must be submitted in writing at the Vendor Services portal: <http://vendors.columbus.gov/sites/public/VendorPortal/>. Answers to questions and any bid specification amendments will be posted publicly on the Vendor Services portal. All questions must be submitted no later than November 11, 2016.

Proposal Selection: An evaluation committee will review proposals, contact references, and schedule interviews with respondents to gather additional information. Proposals will be evaluated based upon, but not limited to, the following:

1. Qualifications of the Respondent (25 points)
 - Successful past performance on similar urban infill projects, development in historic districts, and capacity to execute project as indicated by technical training, education and experience

- Demonstration of ability to secure financing based on previous development experience
2. Development Concept (50 points)
- Planned use of the site does not adversely impact the North Market's ability to function and maintain its current activities during construction
 - Proposed development enhances the North Market building and surrounding North Market Historic District
 - Provides opportunities to augment and expand North Market services and operations
 - Creation of a sustainable, long-term structure to ensure the financial viability of the North Market in perpetuity
3. Financials, Economic Impact, and Timeline (25 points)
- Economic development impact of the project (including jobs created & retained, tax benefits to city, or other direct economic impacts)
 - Proposed City incentives needed for successful execution of the project (tax incentives, grants, loans, public infrastructure spending, etc.)
 - Timeline for completion of project and the ability to perform the required services competently and expeditiously as indicated by workload and availability of personnel, equipment, and facilities
4. Interview (10 points)

The City of Columbus reserves the absolute right to accept or reject any and all proposals submitted. The City will require the recording of deed restriction and execution of an agreement to perform the proposed work. The deed restriction will allow the City to inspect the project and revert ownership of the site if the buyer fails to complete the project.

The remaining selection timeline is as follows:

- ❖ October 24, 2016- Issue RFP Phase I
- ❖ November 3, 2016- Public Information meeting
- ❖ November 9, 2016- Bidder's Conference meeting
- ❖ November 11, 2016- Final question submittals
- ❖ November 21, 2016- RFP Phase I responses due
- ❖ November 28-December 2, 2016- Development team interviews
- ❖ December 9, 2016- Issue RFP Phase II
- ❖ January 27, 2017- RFP Phase II responses due
- ❖ February 3, 2017- Preferred development team announced

ATTACHMENTS

1. Survey
2. Environmental Assessment
3. State Historic Preservation Office letter
4. North Market financial documents
5. North Market Historic District Architectural Guidelines
6. Downtown Commission Design Guidelines
7. Downtown Commercial Revitalization Area (CRA) map
8. Nationwide Arena Tax Increment Financing (TIF) District map