

202-206 Columbia Street RFP Guidelines

Table of Contents

- I. INTRODUCTION 2
- II. RFP TIMELINE..... 3
- III. SITE DESCRIPTION 3
- IV. DEVELOPMENT GOALS 5
- V. PROPOSAL REQUIREMENTS..... 6
- VI. SELECTION CRITERIA 8
- VII. DEVELOPER DUE DILIGENCE 9
- VIII. SUBMISSIONS..... 9
- IX. STATEMENT OF LIMITATIONS..... 10
- X. APPENDIX..... 10

I. INTRODUCTION

Hudson Community Development and Planning Agency, (HCDPA), is seeking proposals for the purchase and development (Project), of an approximately 6,750 sq. ft. lot located at 202-206 Columbia Street in Hudson NY 12534. The Site consists of three separate parcels: Tax map reference, 109.35-2-28, 29, &30.

The land is vacant with 202 Columbia being the former site of the Hudson Community Garden. It is zoned R4- 3 Story Multiple Residence District.

[See Appendix A: Area Maps showing the site location with respect to state, regional and local boundaries]

About Hudson:

The City of Hudson is attractive to start-ups, small businesses and niche markets because it offers can offer reasonable rents; access to consumers and markets due to its central location and the high quality of life available to business owners and households. Tourism in Hudson is robust from May until December, attracting people to its unique mix of both locally specific and nationally acclaimed events, including a robust farm-to-table food scene. Hudson is currently the third most visited on/off destination on the Amtrak Line [see Appendix B: Amtrak Ridership].

The City of Hudson has been selected as an Opportunity Zone as well which could offer potential developers and investors incentives with this program [see Appendix C: Opportunity Zones].

Hudson is often cited as a model for the successful mix between locally initiated, organic growth coupled with complementary, targeted planning initiatives that build upon established patterns and trends. HCDPA and the City of Hudson recently developed and accepted a new Strategic Housing Action Plan which delineates a multi-faceted path forward to alleviate the growing cost of housing within the City of Hudson. This plan demonstrates the City's commitment to its residents and sustainable growth that considers both economic development and the continued need for affordable housing. [See Appendix D: City of Hudson Strategic Housing Plan.]

Based on the recent county housing needs assessment, data collection and analysis of the local housing inventory and the existing economic conditions, there is a growing disparity between wages earned in the local economy and housing costs for renters and homebuyers. This gap forces some residents to share housing, which may lead to overcrowding or to live further away from employment centers thereby driving up transportation costs. In an effort to increase the number of housing options for local residents and to avoid "warehousing" any one demographic, a mixed-income approach toward housing production must be implemented. New housing development must be accomplished with transparency and with the establishment of collaborative partnerships to create professional development teams to facilitate the construction

of a wide range of housing options serving a range of incomes. New development needs to incorporate Smart Growth Principals.

The selected developer of this project site will benefit from the City's continued investment in Strategic Housing Action Plan and the community's need for more housing inventory. The property is one of very few remaining vacant and multi-dwelling capable that remains in Hudson.

Hudson Community Development and Planning Agency seeks to move forward with the sale and development of this vacant parcel as their mission is to:

Foster and promote services to low-to-moderate income persons who reside in Hudson; and to administer other resources to promote community development.

History of HCDPA:

HCDPA was established as the City's Urban Renewal Agency. HCDPA is a corporate governmental agency, constituting a public benefit corporation. Although urban renewal agencies were initially created for the purposes of implementing the Federal Urban Renewal Program, many, such as HCDPA have remained active and vital by aggressively initiating and managing a broad range of community development activities.

For more information about the purpose, powers and authority of HCDPA, please visit: New York General Municipal – Article 15-A Municipal Urban Renewal Agencies, Organization and Powers http://law.onecle.com/new-york/general-municipal/GMU0A15-A_A15-A.html

II. RFP TIMELINE

RFP release date: November 14, 2018

Site tours: Parcel is undeveloped with street frontage, no tours necessary.

Deadline to submit questions: January 28, 2019

Deadline to submit Proposals: February 14, 2019, 12 PM noon

Interviews: To be conducted during the month of February and into March as needed, to be scheduled.

III. SITE DESCRIPTION

Site Summary

The property is located at 202-206 Columbia Street in the City of Hudson. This property totals 6,750 square feet. The combined parcel property has 75 feet of frontage on Columbia Street and 90 feet on 2nd Street and a depth of 90 feet. The rear of the property borders an adjacent property that is 75 feet long on Long Alley. The property has public water and sewer. The tax map identification is section 109.44-1-34. [See Figure 1, 2, 3.]

Land and Uses, Zoning

202 Columbia Street was used as the Hudson Community Garden for several years and now remains vacant. 204 and 206 Columbia are also vacant.

Zoning

The Site is located in the Three-Story Multiple Residence R-4 District. From the City of Hudson Code § 325-11:

Three-Story Multiple Residence R-4 District.

In a Three-Story Multiple Residence R-4 District, no building shall be erected, moved, altered, rebuilt or enlarged, nor shall any land or building be used, designed or arranged to be used, in whole or in part, for any purpose except the following:

A. Permitted uses.

(1) Any use permitted in, and as regulated in, the Multiple Residence-Conditional Office R-3 District, § **325-10A**, except that multiple dwellings shall conform to the bulk requirements for the R-4 District.

(2) Multifamily dwellings owned and operated by a municipal housing authority providing housing for low-income families pursuant to any federal or state law; a limited dividend nonprofit or cooperative corporation for low- or moderate-income families pursuant to any federal or state law.

[Added 5-10-1971; amended 12-13-1973 by L.L. No. 10-1973]

B. Conditional uses. The following conditional uses are permitted, subject to the approval of the Planning Board in accordance with Article **VIII** hereof:

[Amended 12-19-2000 by L.L. No. 1-2001; 2-18-2014 by L.L. No. 2-2014]

(1) Any use conditionally permitted in, and as regulated in, the Multiple Residence-Conditional Office District, §§ **325-10B(1)** and **325-10B(2)**.

(2) Telecommunications towers.

C. Accessory uses. Customary accessory uses, including those permitted in, and as regulated in, the One-Family Residence R-1 District, § **325-7C**, with the exception that not more than one professional office or studio shall be permitted for each 25 dwelling units or major fraction thereof on any lot. Such office or studio shall be only on the street floor of any building and on the floor immediately above the street floor only if there is direct access to such office or studio from outside the building.

Further information on the Hudson Zoning Districts is available in the City's website, <http://cityofhudson.org/content/Boards/View/11>

Transportation

The Site is within walking distance from an Amtrak station with Empire Service to Albany and New York City. There is a Public Columbia County Bus Service stop on the 2nd Street Side of the property.

Water Service

The Site is served by municipal water mains. Water is provided by the City of Hudson municipal water supply system.

Sanitary Sewer

The Site is served by municipal underground sanitary sewer piping and manholes.

Ownership and Taxes

The Site is currently owned by HCDPA and is exempt from property taxes.

Under a purchase and private re-use of the Site, property taxes would be assessed by the Hudson Tax Assessor. As of 2014, lands carry an assessment of \$30,000 (\$10,000 for each parcel.) More information on property taxes and the assessor can be found at

<http://cityofhudson.org/content/Assessment>

IV. DEVELOPMENT GOALS

HCDPA invites Respondents to submit Proposals that maximize the benefits to the New York State, the Capital Region and City of Hudson economies through redevelopment of the Site.

HCDPA is seeking Proposals that are responsive to, but are not limited to, the following development priorities:

1. Achieve Goal 3 from the Strategic Housing Plan:
Production of New Housing Options Strategy: Facilitate and support the development of mixed-income housing carried out by private and non-profit developers, community groups and individuals.
2. Creating a transportation-oriented development project that reduces car dependency, facilitates ADA access and encourages pedestrian traffic.
3. First-rate design and aesthetic quality in harmony of surrounding buildings & community;
4. Incorporating sustainable building practices and employing LEED, Passive House, Zero Net Energy or Energy Star features

Transaction Structure and Certain Costs

Every Proposal must provide an offer price for the acquisition of the entire Site and/or long-term lease terms for the entire Site (in each case inclusive of land and improvements). Under a sale, it is intended that the site be conveyed at closing, and that the purchaser will hold title during development of the Site. Under a sale, the purchase price must be expressed in a fixed, non-contingent dollar amount. The purchaser will be required to enter into a Development Agreement that provides the terms of any phasing of the Project and agreements to develop the Site in compliance with the proposed development plan. Please note, once the Designated Developer enters into agreements with HCDPA, HCDPA will require the Designated Developer to pay:

1. Under a purchase, a 10% security deposit against the purchase price;

2. HCDPA's out-of-pocket costs and expenses incurred in connection with the Project and the disposition to the Designated Developer of the Site, including, without limitation, costs and expenses of HCDPA's consultants and legal counsel.

At closing, if a purchase, the Developer will be required to pay the balance of the purchase price to HCDPA in addition to an HCDPA administrative fee of an amount equal to 6.5% of the purchase price.

V. PROPOSAL REQUIREMENTS

The following are the submission requirements for all Proposals responding to this RFP. HCDPA reserves the right, in its sole discretion, to reject any Proposal that is deemed incomplete or unresponsive to the RFP requirements. HCDPA also reserves the right, in its sole discretion, to reject any and all Proposals for any reason or for no reason, and to proceed (or not proceed) with the development of the Site (either by itself or in conjunction with one or more third-party(ies)) without completing this RFP process. In evaluating the capabilities of the Respondent, HCDPA may utilize any and all information available (including information not provided by the Respondent). Proposals should clearly and concisely state the unique capabilities, experience, and advantages of the Respondent, and demonstrate the Respondent's capability to satisfy the requirements and objectives set forth in this RFP. HCDPA further reserves the right to ask additional written or oral clarifying questions to all Respondents or to a subset of Respondents. Respondent's financial offer for the Site should assume that it will be transferred in as-is condition. Each complete Proposal for the redeveloped site must contain the following elements:

1. Respondent Description

Each entity submitting a Proposal must demonstrate sufficient financial resources and professional ability to develop the Site in a manner consistent with its Proposal.

Each Proposal must include a description of the Respondent owner (under a sale) or tenant entity (under a long-term lease) or the development team, including:

- The intended form and structure of the owner or tenant entity and any proposed partnership or joint venture must be clearly explained. A chart/diagram of the owner or tenant entity, showing structure (percentages) of ownership and investment must be included.
- Name, address, phone number and email and of each member of the owner or tenant entity. Respondents must provide the Federal EIN numbers of the development entity and identify a primary contact person.
- Current operating budget.
- Evidence of ability to finance the Project including letters of interest and/or intent from equity sources and lenders.
- Any additional documentation or information evidencing the strength of the Respondent and its ability to complete the Project in a timely manner.

2. Project Description

The Project description should include a detailed narrative describing all relevant aspects of the Project and any plans/timing of phasing of the development. The description should address:

- The proposed use(s).
- Type, bulk and size of each component of the development program
- Description of the proposed uses, a list of potential tenants and any letters of interest and/or intent from potential tenants and a description of how such
- tenants align with the Development Goals set forth in Section IV of this RFP.
- The description should address how this project will advance the Development Goals set forth in Section IV above.

3. Purchase Price and/or Long-Term Lease Terms

For Respondents wishing to propose a purchase offer for the Site, a purchase price offer must be expressed in a fixed, non-contingent dollar amount to be paid at closing.

4. Site Plan and Architectural Design

Each entity submitting a Proposal must provide the following:

- A summary of the proposed building program for the Project with square footages for each use.
- At a minimum, a set of concept sketches on 8.5 x 11 paper, showing the proposed Project and a set of schematic renderings of the proposed Project showing the principal elevations and massing, floor plans for each use, traffic circulation, streetscape and landscape plans, entry features and signage.
- A description of the proposed exterior materials and other relevant specifications.
- A description of sustainable building practices that will be incorporated into the project during construction/renovation and operation of the improvements.

5. Zoning Calculation

Respondent must submit a floor area ratio “FAR” analysis showing all calculations, including proposed uses and any proposed parking.

6. Development Timeframe

Respondent must submit a development timeline (subdivided into phases, if necessary), identifying the estimated length of time to reach key milestones, including: commencement and completion of design; financing; commencement and completion of construction; potential tenants; and operational stabilization for each component of the development program. Any contingencies that may affect this timeline should be identified.

7. Mechanicals, Equipment, Infrastructure

Respondent shall provide an overview of how the principal spaces, systems and building elements would be modified or re-used or demolished. Proposal should outline all necessary development, including modifications from current –as-is condition, and include an estimated schedule, budget and funding sources.

8. Team Member Qualifications

- Identification and qualifications of each member of the development team, including all persons or entities that will design, develop, or operate the Project, as well as the attorney, engineer, general contractor and other professionals, as appropriate, including leasing and management, who will be involved with this Project.
- A description of similar projects undertaken by the members of the Respondent's team, particularly preservation and adaptive re-use projects
- A summary of the availability of each of the principal members of each firm and their availability for commitment to the Project.
- Background information of the owner or tenant entity, including resumes describing the relevant experience of all principal members. This information must be submitted for every participant in a joint venture and should highlight similar projects (including a project description and approximate dollar value for each).

VI. SELECTION CRITERIA

Proposals may be reviewed by HCDPA and other City officials. The sale or long-term lease of the Site may be subject to approval, as required under applicable law and regulation, which may include approval of the HCDPA Board of Directors, the Department of Public Works, the Public Authorities Control Board, and the Comptroller of the State of New York. When evaluating proposals, the following equally-weighted selection criteria will be considered in no order of priority:

- *Consistency with Development Goals:* Thoughtful and innovative approach to addressing the Development Goals articulated in RFP's Section IV.
- *Financial Feasibility:* Respondent's demonstrated financial condition to complete the Project; availability of identifiable funding sources to finance the Project; sufficient revenue to support operating revenues, scheduled payments related to capital costs, reserve fund contributors and debt service. *Employment Impact:* Creation of construction and permanent on-site jobs and payroll.
- *Economic Impact:* Projected expenditures, construction costs, annual operating costs and other direct spending that will help spur economic activity. HCDPA will also consider the impact that indirect spending that the Project will generate and any applicable tax revenue.
- *Financial Offer:* Provision of competitive terms for the purchase and/or long-term lease of the Site. In the final analysis used to select the Designated Developer, this criterion will be scored by HCDPA based on the method of disposition that HCDPA elects to pursue.
- *Development Team Qualifications:* Experience, development skills, and financial resources necessary to complete a high-quality Project on time and within budget.
- *Schedule and Timing:* Proven ability to complete the Project in a timely manner.

Prior to selecting the Designated Developer, HCDPA reserves the right to remove Respondents from competitive consideration at one or more points throughout the solicitation based on these criteria and/or a failure to achieve minimum satisfaction of the

development goals. In order to remain in competitive consideration, Respondents are encouraged to present their most competitive Proposal terms at each stage of the solicitation. HCDPA also reserves the right to conduct interviews with or pose questions in writing to individual Respondents in order to clarify the content of their proposals and to ensure a full and complete understanding of each proposal.

VII. DEVELOPER DUE DILIGENCE

Respondents must rely on their own research and investigations for all matters, including, costs, title, survey, development, financing, construction, remediation, and renovation. It is strongly recommended that respondents review the relevant planning documents, including:

2002 Comprehensive Plan, City of Hudson Website

Draft Local Waterfront Revitalization Program, City of Hudson Website

<http://cityofhudson.org/business/index.php>

VIII. SUBMISSIONS

Ten (10) hard copies and one (1) electronic copy (in the form of a flash drive) of the Proposal identified must be received by HCDPA by February 14, 2019, 12 PM noon at the following address:

Hudson Community Development and Planning Agency

Attn: Branda Maholtz, Interim Director

1 North Front Street

2nd Floor

Hudson, NY 12534

RFP Inquiries

HCDPA will accept written questions via email from prospective Respondents regarding the RFP. Please submit questions to: branda@hudsonfirst.com Written questions must include the requestor's name, e-mail address of the Respondent represented and should be received by January 28, 2019.

No contact related to this solicitation with HCDPA Board members, staff or consultants, other than emails to the designated email account for the solicitation, branda@hudsonfirst.com, will be allowed by Respondents or employed representatives of Respondent team members during the procurement period of this RFP. Any such contact by a Proposer will be grounds for disqualification.

IX. STATEMENT OF LIMITATIONS

1. This RFP, submissions from Respondents to this RFP, and any relationship between HCDPA and Respondents arising from or connected or related to this RFP, are subject to the specific limitations and representations expressed herein, as well as the terms contained elsewhere in this RFP. By responding to this RFP, Respondents are deemed to accept and agree to this Statement of Limitations. By submitting a response to this RFP, the entity acknowledges and accepts HCDPA's rights as set forth in the RFP, including this Statement of Limitations.

2. The issuance of this RFP and the submission of a response by any firm or the acceptance of such response by HCDPA does not obligate HCDPA in any manner whatsoever. Legal obligations will only arise upon execution of a formal contract by HCDPA and the firm(s) selected by HCDPA. HCDPA reserves the right: (i) to amend, modify, or withdraw this RFP; (ii) to revise an requirements of this RFP; (iii) to require supplemental statements or information from any responding party; (iv) to accept or reject any or all responses thereto; (v) to extend the deadline for submission of responses thereto; (vi) to negotiate or hold discussions with any respondent and to correct deficient responses which do not completely conform to the instructions contained herein; and (vii) to cancel, in whole or part, this RFP, for any reason or for no reason. HCDPA may exercise the foregoing rights at any time without notice and without liability to any Respondent or any other party for its expenses incurred in the preparation of responses hereto or otherwise. Responses hereto will be prepared at the sole cost and expense of each Respondent.

3. HCDPA reserves the right, in its sole discretion, without liability, to utilize any or all of the RFP responses, including late responses, in its planning efforts. HCDPA reserves the right to retain and use all the materials and information, and the ideas, suggestions therein, submitted in response to this RFP (collectively, the –Response Information), and each Respondent must grant an unconditional and perpetual license without charge to HCDPA to use any copyright or other legally protected rights in and to the Response Information.

4. This RFP shall not be construed in any manner to implement any of the actions contemplated herein, nor to serve as the basis for any claim whatsoever for reimbursement of costs for efforts expended in preparing a response to the RFP. HCDPA will not be responsible for any costs incurred by Respondents related to preparing and submitting a response to this RFP, attending oral presentations, or for any other associated costs.

5. To the best of HCDPA's knowledge, the information provided herein is accurate. Respondents should undertake appropriate investigation in preparation of responses.

X. APPENDIX

Appendix A: Area Maps

Figure 1: Contextual Image of the Parcels and Environs

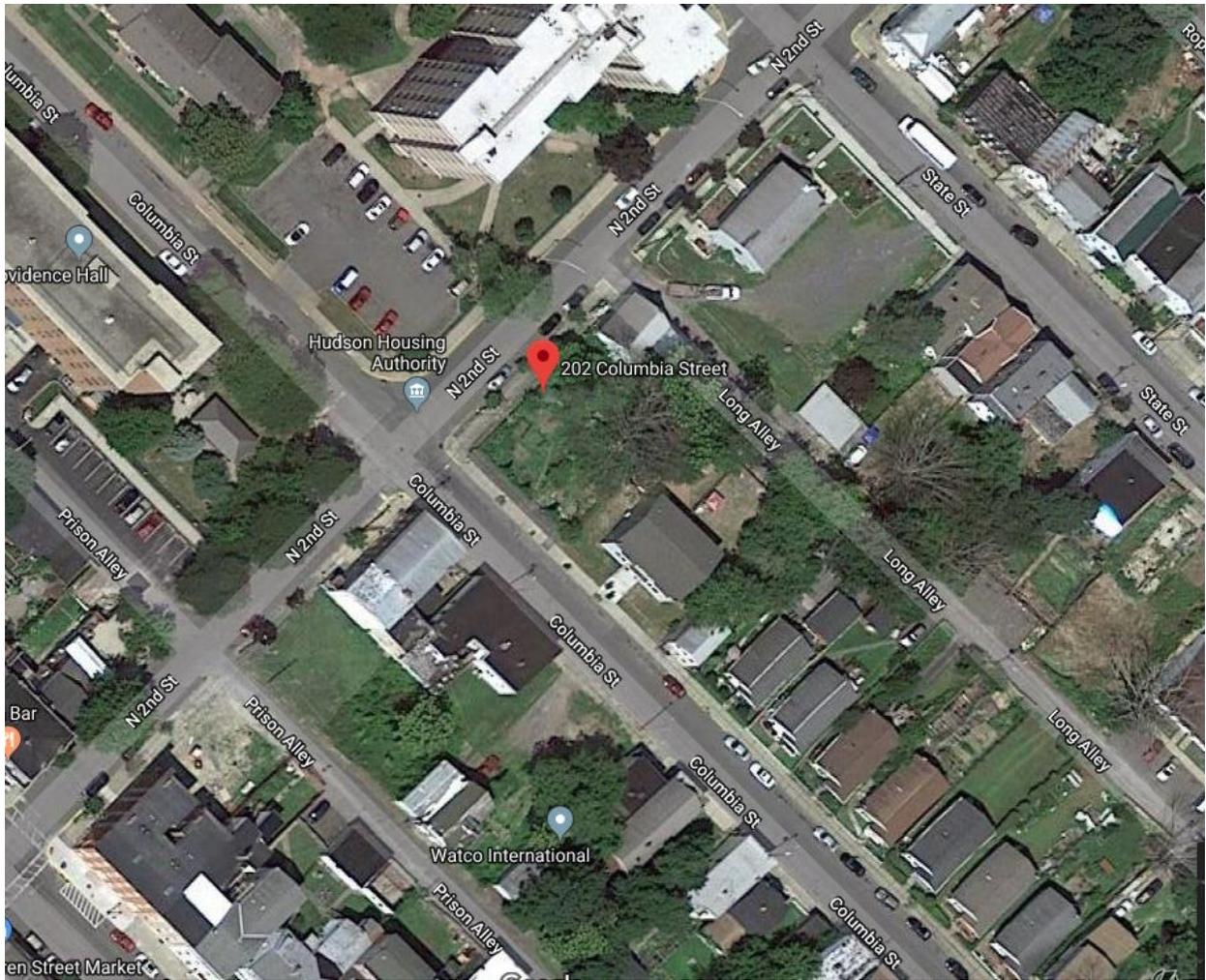


Figure 2: Parcel with greater Hudson Area



Figure 3: City of Hudson within the Capital Region and Hudson Valley



Appendix B: Amtrak Ridership

<https://www.hudsonvalley360.com/article/hudson-amtrak-station-still-3rd-busiest-statewide>

<https://www.railpassengers.org/site/assets/files/2049/hud.pdf>

Appendix C: Opportunity Zones

<https://esd.ny.gov/opportunity-zones>

<https://www.irs.gov/newsroom/opportunity-zones-frequently-asked-questions>

Appendix D: Strategic Housing Action Plan

<http://hcdpa.com/wp-content/uploads/2016/03/Hudson-Strategic-Housing-Plan-2018.pdf>