



# Yorktown Redevelopment Commission Request for Proposals

Yorktown Downtown Redevelopment Area  
July 12, 2021



Yorktown Redevelopment Commission

9312 West Smith Street, Yorktown, IN 47396

# **Overview**

## **Introduction**

The Yorktown Redevelopment Commission (the “YRC” or “Commission”), pursuant to Indiana Code 36-7-14-22, is requesting proposals (“Proposals”) from qualified parties for the acquisition of land as a part of the implementation of the Downtown Yorktown Redevelopment Plan. The project being contemplated by this Request for Proposal (the “Project”) will be located on land currently owned by the Commission and located between Canal Street to the North, Walnut Street to the East, State Road 32 to the South, and Plum Street to the West in the Town of Yorktown, Indiana (the “Project Sites” as shown in Appendix A).

Proposals are due at the office of the Town of Yorktown Town Manager’s Office at 9312 West Smith Street, Yorktown, IN 47396 (the “Town Manager’s Office”) on or before 12:00pm, August 9, 2021. ON August 12, 2021, at 4:00 PM, the YRC will open the Proposals in the Commission Office at 9312 West Smith Street. The final selection will be made by the YRC on or around September 9, 2021.

## **Proposal Availability**

The Request for Proposals packet may be obtained directly from the Town Office, located at 9312 West Smith Street, Yorktown, Indiana or by emailing Pete Olson, Town Manager, at [polson@yorktownindiana.org](mailto:polson@yorktownindiana.org).

## **Yorktown Redevelopment Commission (YRC) Background**

The Yorktown Redevelopment Commission is composed of six members: three members appointed by the Town Council President, two members appointed by the Town Council, and one non-voting school appointment. The Commission was created to make maximum opportunity for rehabilitation, redevelopment or economic developments of areas in the Town. Its primary purpose is to finance projects for the betterment of the community by designating TIF districts in order to capture taxes of new development for the use of constructing these improvements that help benefit the community. The Commission helped pay for many of the improvements included in the downtown redevelopment project, such as the Civic Green, new Canal St streetscape, and many more items.

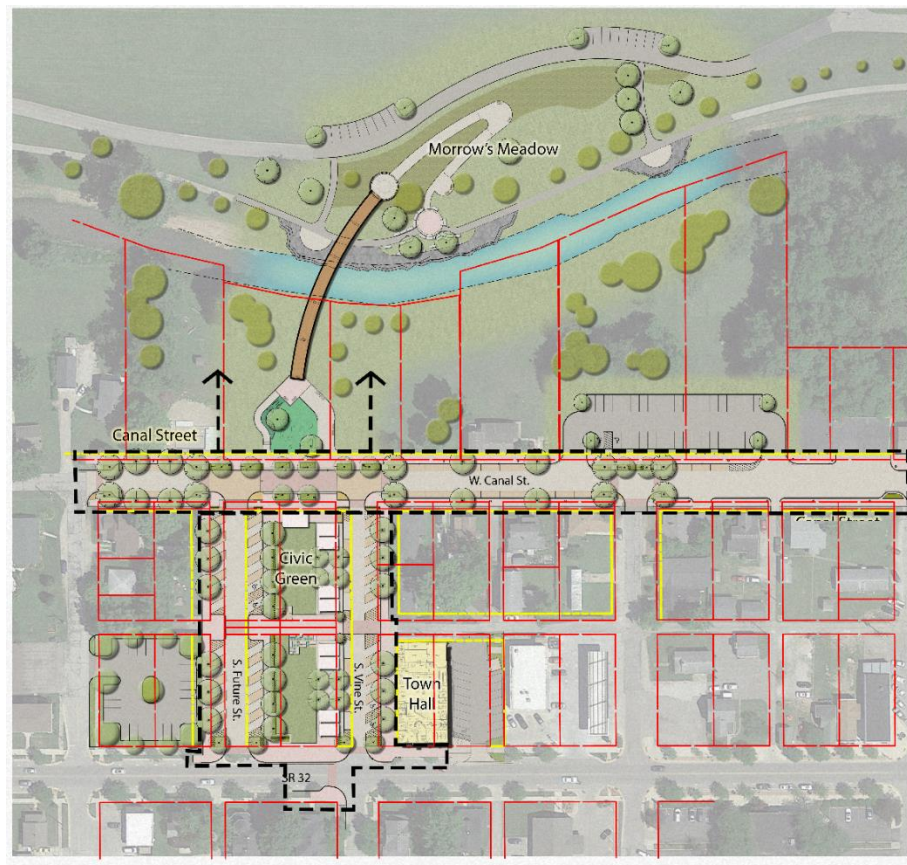
## **Downtown Yorktown Redevelopment Area Project Overview**

The YRC set forth in 2016 to create a Downtown Redevelopment Plan with clear goals, exciting program elements, build-able design direction, realistic budgets, and implementation strategies. Previous planning studies developed program lists that are carried forward within this plan, but modified per continuous review with the YRC.

In order to help guide the redevelopment of downtown, the following principles were derived from discussion in meetings with the Commission and have subsequently been adopted as the driving force behind the study:

1. *Create a social and economic hub for the Town of Yorktown.* A central hub in downtown Yorktown to root social interactions and economic development. From this hub, develop and connect to places to live, work, and play in the community.
2. *Develop a destination downtown Yorktown.* A downtown Yorktown that attracts and draws visitors to the core of the Town to experience the culture, enjoy the social events, and patronize the local businesses.
3. *Create a multi-generational attraction.* With Yorktown Schools as a keystone of our community and Morrow's Meadow the premier community destination, create a space which connects these two community assets to the downtown core. Furthermore, this connection needs to be suitable for multiple generations with a strong focus on young families.
4. *Develop a project which creates a "culture" unique to Yorktown.* Create and nurture a culture, unique to Yorktown, where residents feel a sense of pride and belonging with this project at the core – a place where residents want to live, work, learn, and play in the community.

The Town has purchased the Project Sites. The Commission will provide assistance to the developer regarding a number of items including obtaining neighborhood support and project permitting. The properties are being offered at the average of two appraisals (see Appendix B) as described in Section 2B "Offer Price". Offers may exceed the appraised value and will be considered when evaluating the proposals. The YRC does not intend to be a co-developer, or a long-term owner of the Project Sites.





The Yorktown Town Council adopted the Downtown District and Overlay District in March 2019. The Downtown District and Overlay District guidelines were developed to create, enhance, and expand upon the Downtown envisioned by the 2016 Downtown Redevelopment Plan. The Downtown District will be the heart of Yorktown, and it will be formed by a network of pedestrian-friendly, tree-lined streetscapes with mixed-use buildings supporting retail, commercial, office, and residential. The three Overlay Districts – Downtown Core, Park Overlook, and Downtown Neighborhood – will link green spaces, civic uses, and adjacent neighborhoods to Downtown Yorktown.



The developer's ability to meet the requirements, as set forth below, will be a primary criterion in evaluating proposals. The proposals shall include (but are not limited to) the following:

- Purchase price and terms for Project Site(s)
- Identify potential use(s) for the commercial space
- Total developer investment anticipated, including financing relationships which demonstrate an ability to finance the improvements contemplated in the proposal
- Topic public assistance anticipated (if any)
- Number of jobs created

- Schedule showing construction beginning in less than 24 months
- Sealed financial statement showing ability and capacity to complete the project (*this is only reviewed by the Town's financial advisor and is not considered a public document*)

The YRC has an expectation of a design that complements and enhances the commercial corridor, but which also is progressive and innovative in nature. While design is not requested with this proposal, the developer must include the Commission in the design process and the Commission reserves the right to approve any conceptual exterior designs for the project (with such approval not unreasonably withheld).

## **Proposal Contents**

Developers may propose on any or all three of the site areas listed in this RFP. Proposals must include the following information:

### **Cover Page**

1. Proposer's name and mailing address.
2. Proposer's current legal status: corporation, partnership, sole proprietor, etc.
3. Contact person's name, title, phone number, and e-mail address.
4. Signature of authorized corporate office for each entity proposing as a partnership or team.
5. A Proposal submitted by a trust (as defined in Indiana Code 30-4-1-1) must identify the beneficiary of the trust and the settlor empowered to revoke or modify the trust.

### **Project Description**

1. A description (narrative, preliminary schematic plans if available) of the proposed development of the Project Site(s).
2. A description of the land use for areas within the development (if more than one use is proposed).
3. Identify at least one (1) primary tenant/user.
4. If more than one tenant/user is required, provide documentation showing interest from at least two (2) credit tenants.
5. A description of the number of jobs, with salary levels, anticipated with this project.
6. Description of long-term ownership plans of the project, whether the developer plans on owning or selling the project once complete.
7. If known by the developer within the timeframe of this RFP, identify any construction companies or design consultants who will be used for this project.

### **Project Finances**

1. Proposed acquisition price for the land (see Offer Price section below).
2. Preliminary capital pro forma showing the sources and uses of funds to purchase the Project Site(s) and construct the development. Detail any non-conventional means of financial assistance (federal/state funding, other public/not-for-profit assistance, etc.).
3. Sealed financial statement for the developer or equity partner showing the capacity to finance and/or complete the project.

### **Offer Price**

Proposers will need to clearly indicate their offer price and terms for the property, either collectively or individually. **The average of two appraisals for the subject properties is as follows:**

#### **Project Site Area #1**

- The property is located on West Canal Street, east of Vine Street and west of Market Street in Yorktown, Indiana.
  - 2100 S Vine St: 18-10-22-155-001.000-017
  - 2104 S Vine St: 18-10-22-155-002.000-017
  - 9317 W Canal St: 18-10-22-155-003.000-017
- Condition: This site is vacant ground.
- **Price: \$38,800**

#### **Project Site Area #2**

- This Property is Located on West Canal Street, west of Market Street and East of Vine Street in Yorktown, IN.
  - 9313 W Canal St: 18-10-22-155-004.000-017
  - 2101 S Market St: 18-10-22-155-006.000-017
- Condition: This site is currently vacant ground.
- **Price: \$29,750**

The cover pages for the appraisals can be found in Appendix B. The offer price is only one of the factors considered by the YRC which reserve the right to accept, reject, or table any and/or all Proposals. Any Proposals received by the YRC are subject to the terms of the offering process described herein and in Indiana Code 36-7-14-22.

### **Project Schedule**

1. A proposed timeframe for the implementation of the development, including identification of any conditions which must be met before the proposal can become a reality. The schedule should include the time needed to obtain financing, complete design and secure permits and approvals, prepare Project Site(s), state and complete construction.

### **Developer Experience**

1. Provide examples in graphic and/or narrative form of related projects the developer has completed which are similar in nature to the one described in this RFP. Include project references, location, type of development, proposer's role(s), cost of project, funding sources, status of project, and information about any continued financial or operating interest in each.
2. Include previous relevant experience working with the public sector or not-for-profits on joint development projects.
3. Summarize any pending or current lawsuits to which the responder or any principals of the responder have been a party which could limit a developer's ability to perform the work contemplated in their proposal.

### **Organizational Capacity**

1. Describe, in detail, what other development projects the developer is currently working on, including project size, scope, timeline, etc. Also, include the number of employees of the firm and brief biographies of firm principals or offices. Experience of firm principals or officers in other positions may be used as a replacement for developer experience.
2. Provide evidence of capacity to finance the project. This may be provided in the form of the financial capacity of the firm, and/or the ability of the developer to secure necessary funding sources.
3. Specify whether the development entity is or intends to form a corporation, a general or limited partnership, a joint venture, or other type of business association to carry out the proposed development.

### **Submittal and Deadline**

Proposers must submit copies of their Proposals in five bound copies and one electronic copy. All supporting documentation must be on paper no larger than 11" x 17". Proposals and supporting documentation must be submitted in a sealed envelope labeled "**YRC – Downtown Redevelopment Area Proposal**". Proposers may choose to provide additional sets if and when invited to do so for presentation purposes. Submissions will *not* be returned.

Proposals must be delivered to the Town of Yorktown, Town Manager's Office on or before 12:00pm on August 9, 2021, and addressed to:

To: Yorktown Redevelopment Commission  
"YRC – Downtown Redevelopment Area Proposal"  
9312 West Smith Street  
Yorktown, IN 47396

## **Evaluation**

### **Review / Selection Process**

Once opened by the YRC, the Proposals will be reviewed by a committee comprised of members and staff of the Commission and other Town officials and consultants as deemed necessary by the YRC (the "YRC Review Committee"). Some or all of the proposers may be requested to appear for an interview and present their Proposals to the YRC Review Committee.

The Proposals will be due on August 9, 2021 at 12:00pm. The Proposals will then be opened by the YRC in their public meeting on August 12, 2021 at 4:00pm. Upon opening of the Proposals, the YRC will begin its formal review process through the YRC Review Committee. The YRC Review Committee will then make a recommendation as to the Proposal that best meets the evaluation criteria to the Commission.



## **Evaluation**

Each proposal will be reviewed for quality, content and conformance with the requirements above. The YRC Review Committee will make a recommendation to the YRC for final review, acceptance and approval.

## **General Information**

### **Schedule**

Issuance of RFP	July 12, 2021
Questions Due to YRC	July 26, 2021
Submission Deadline for Proposals	August 9, 2021
Proposals Opened by YRC	August 12, 2021
Review / Evaluation of Proposals / Interviews	August 12 – September 8, 2021
Selection of Developer	September 9, 2021

### **Inquiries**

All inquiries regarding this Request for Proposals should be made through the YRC's representation, Mr. Pete Olson, Town Manager. The contact information is as follows:

Mr. Pete Olson  
Town Manager, Town of Yorktown  
9312 West Smith Street, Yorktown, IN  
(765) 759-4003  
[polson@yorktownindiana.org](mailto:polson@yorktownindiana.org)

## **General Terms and Conditions**

### **Addenda and Explanations Written and Oral**

Should a Proposer find any discrepancy in or omission from these instructions or any other forms in the Offering Packet, or should the Proposer have questions regarding any aspect of this offering, the Proposer shall submit written questions via email to the YRC's Representative, Pete Olson, addressed to [polson@yorktownindiana.org](mailto:polson@yorktownindiana.org) by 12 noon on July 26, 2021. The YRC will respond in writing to all questions at one time and in one document which will be an addendum to the Offering Packet (on or about August 2, 2021) and such document will be provided to all registered Proposers receiving a Proposal Packet and have completed the Contact Information Form. The YRC, its representatives, employees, or agents will not be responsible for any oral instructions and or interpretations.

### **Project Agreement**

The successful Proposer will be expected to enter into a Purchase and Development Agreement with the Commission, which Project Agreement shall contemplate the conveyance of the Project Site, all easement agreements related to the Project Site and set forth the nature of the development and/or improvement of the Project by the developer. By the delivery of the Offering Sheet, Proposer agrees to negotiate the Purchase and Development Agreement in good faith and acknowledges and agrees that if, in spite of good faith negotiations, Proposer and the YRC cannot reach agreement on a form of Project Agreement on or before 45 days following the acceptance of the proposal of such successful Proposer, then such successful Proposer shall have no further rights (development or otherwise) in or to the Project Site and the YRC may re-offer the Project Site or otherwise dispose of the same as permitted by law.

### **Rejection or Acceptance of Offers**

The YRC reserves the right to accept, reject or table any and/or all Proposals. If the YRC accepts or provides notice of acceptance, the successful Proposer shall begin negotiating the Project Agreement within ten (10) days after such Proposer is notified of acceptance.

### **Conflict of Interest / Non-Collusion**

- a. All submitting entities must certify that the entity has not entered into a contract or agreement relative to the price of the proposed real estate, nor taken any action to prevent a person from submitting a proposal; or to induce a person to refrain from submitting a proposal. The submitting entity's proposal is without reference to any other proposal unless specifically so identified.
- b. All submitting entities certify that they are not in a situation where the submitting entity's private interest would interfere with its responsibility to the YRC or to the Town of Yorktown or raise such questions about such interference. The submitting entity agrees not to accept work, enter into a contract, accept an obligation or engage in any activity paid or unpaid, that is inconsistent or incompatible with the submitting entity's obligations, or the scope of services to

be rendered to the YRC. The submitting entity shall warrant that, to the best of their knowledge, there is no contract or duty on the submitting entity's part that conflicts with or is inconsistent with the services sought to be provided to the YRC.

- c. The submitting entity, if selected, must sign and have a notarized Conflict of Interest / Non-Collusion Affidavit.

### **Applicable Laws**

Any contract(s) resulting from the proposal submitted will be developed in accordance with and governed by the laws of the State of Indiana.

### **Costs for Submitting Proposals**

The Town of Yorktown and the YRC will not be liable for any costs incurred by the respondents in replying to this Request for Proposals. The Town of Yorktown and YRC are not liable for any costs of work or services performed by the selected Proposer prior to the award of the contract.

### **Authority to Bind Submitting Entity**

The signatory for the entity submitting a proposal represents that he or she has been duly authorized to execute the proposal documents on behalf of the submitting entity and has obtained all necessary or applicable approvals to make this submission on behalf of the entity before affixing his or her signature to the proposal.