

REQUEST FOR PROPOSALS FOR PURCHASE AND DEVELOPMENT OF REAL ESTATE PURSUANT TO INDIANA CODE § 36-7-14-22

16-18 Indiana Ave.

I-Overview

This Request for Proposals (“RFP”) is issued by the **Valparaiso Redevelopment Commission** (“Commission”) consistent with Indiana Code § 36-7-14-22. Proposals are invited to acquire and develop the existing building located at 16-18 Indiana Ave. Valparaiso, Indiana (“Building”). The Building consists of 10,008 SF gross building area (GBA) in Valparaiso’s vibrant downtown.

II-Preparation and Submission of Proposals

The following is provided as guidance for the submittal of a Proposal.

1. Cover Letter

A cover letter on Respondent’s letterhead must be signed and submitted by a person authorized to submit and sign the Proposal. The cover letter shall include the following:

- a) A brief history and overview of Respondent and reason(s) for submitting a Proposal;
- b) The Respondent’s legal name, address, and telephone number;
- c) The name of the person authorized to sign and submit the Proposal, his/her title, telephone number and e-mail address;
- d) State of legal formation, ownership structure, and date of formation of Respondent (if applicable);
- e) The proposed purchase price and sales terms; and,
- f) any other relevant information about Respondent that Respondent wishes to disclose.

2. Financial Information

A financial overview to show Respondent’s financial capability to complete the proposed Project and amount of financing necessary with the sources of such financing.

3. Project Explanation

A conceptual overview of the proposed Project including:

- a) Plan for the Building including any conceptual designs;
- b) structural improvements to be made;
- c) Project phasing (if any);
- d) Description of amenities and economic value added to Valparaiso through the proposed Project;

- e) Respondent’s rationale for the proposed Project. Why is this the best use for the property? Respondent may include market data, preliminary due diligence reports and other information that supports Respondent’s proposed Project; and,
- f) any other relevant information about the proposed Project that Respondent wishes to disclose.

4. Schedule

A timeline for the proposed Project, including any conditions that must be met before the Project can commence. The schedule must include:

- a) Time needed to secure financing (if necessary);
- b) Design start and end dates;
- c) Site preparation start and end dates;
- d) Construction start and end dates.

5. Price

The value of the Building, based on the average of two appraisals, is **\$605,000**. The Commission is not open to land speculating or Proposals that do not include timely development of the Building. Proposals must include a proposed purchase price; however, the Commission is willing to consider alternatives and creative options instead of an immediate upfront payment, if such will enhance the overall development.

III-Proposal Evaluation Criteria

The Commission aims to foster private development that offers the greatest community benefit and is consistent with the stated goals within this RFP. The Commission is empowered under Indiana law to accept a Proposal from the “highest and best” Respondent.

Proposals that incorporate and further advance the goals of the Creative District Plan (<https://ci.valparaiso.in.us/DocumentCenter/View/6289/Valparaiso-Creative-District-Plan-?bidId=>) and/or the Elevate Valpo Downtown Vision Plan (<https://ci.valparaiso.in.us/DocumentCenter/View/8546/2022-02-10-Booklet-Small---DRAFT-DWTN-Plan->) shall be given additional consideration. Specific objectives of these plans that may relate to the redevelopment of the Building include the development of artist live/work spaces, galleries, studios, and small scale performance venues that will complement offerings at the Memorial Opera House and Central Park Amphitheater, and/or a mix of uses that include primarily retail, restaurant, or service uses on the ground floor and office and/or residential on upper floors.

A Proposal may include any commercial or residential use that will not adversely impact the surrounding area. The exact mix of uses, density and price will be up to the Respondent submitting the Proposal. In reviewing Proposals, the Commission will consider the following factors:

Capacity

1. The ability of the Respondent to successfully plan and complete the proposed Project

Experience

2. Respondent's experience in successfully completing similar projects.

Finances

3. The financial feasibility of the Proposal, including the Respondent's ability to make improvements and financial investments with reasonable promptness.
4. The amount of private investment.
5. The purchase price to be paid to the Commission.

Impact on the Public

6. The effect on area traffic.

Legal

7. Factors required under Indiana Code § 36-7-14-22(f) and any other required by law.

Additional Considerations

Respondents may be requested to discuss their Proposals with the Commission or the Commission's staff and consultants. Respondents submitting Proposals may be asked to respond to additional questions and/or submit additional information. The Commission may also issue Addendums and/or Supplemental Requests to this RFP. Commission staff may make a recommendation to the Commission as to which Proposal(s), if any, should be considered. The Commission may select a Proposal after considering staff recommendations and the criteria described in this Proposal. Upon selection, the Commission may enter negotiations with the Respondent. The Commission reserves the right, to reject any or all Proposals.

IV-Obligations of Respondent Submitting a Proposal

The Respondent submitting the selected Proposal must agree to do each of the following at the Respondent's expense:

1. Complete the proposed Project according to the proposed timeline and in compliance with all Indiana Building Codes and City of Valparaiso Ordinances, Policies and Standards, including Zoning Ordinances.
2. Enter into a *Real Estate Purchase Agreement* incorporating the terms of the RFP, the terms included in the successful Proposal, and other provisions negotiated by the Commission and the Respondent.
3. Commit not to use Buildings in a manner that would be reasonably offensive to the owners or users of neighboring real estate or would tend to create a nuisance.
4. Dedicate additional right of way, if required, to meet applicable street requirements.
5. Agree to use "best efforts" to employ price competitive contractors, suppliers and vendors located within Northwest Indiana (Porter and Lake counties) with respect to the proposed

project. In addition, agree to purchase materials and supplies from price competitive suppliers and vendors located within Northwest Indiana (Porter and Lake counties). Upon request, Respondent shall provide the Commission an accounting of the project as to the: i) contractors and suppliers used; and, ii) “best efforts” employed.

V-Instructions for Submitting Proposals

Submitting Proposals

- a) All Proposals shall be submitted in a sealed envelope. **No facsimile or email submission will be accepted.** The envelope must be labeled with the Respondent’s name and address; and the words “Proposal for 16-18 Indiana Ave. – Redevelopment Commission”.
- b) If a Proposal is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation “PROPOSAL ENCLOSED” on the face of the outer envelope.
- c) Proposals shall be filed in the Valparaiso Clerk-Treasurer’s Office in Valparaiso City Hall located at 166 Lincolnway, Valparaiso, Indiana, 46383, before the hour of **3:00 p.m. (CST) on September 8, 2022.**
- d) All Proposals submitted become the property of the City and are a matter of public record.
- e) The Commission is not responsible for late or lost Proposals due to mail service inadequacies, traffic or other similar reasons. Proposals received after the designated time may not be considered in the selection process.
- g) The Commission reserves the right to accept or reject any or all Proposals and to waive informalities or irregularities in the selection process.
- h) Proposals shall be submitted as follows: three (3) bound copies and one (1) electronic copy on a thumb drive.
- i) A Respondent may, upon written request, modify or withdraw their Proposal at any time prior to the opening date and time. A request to modify or withdraw a Proposal must be signed by the same person or persons who signed the original Proposal submitted. No Proposal may be modified or withdrawn after the opening of the Proposals.

Opening of Proposals

Consistent with Indiana Code § 36-7-14-22(e), the Proposals received will be opened in public by the Commission’s Executive Director on **September 8, 2022**, during the Commission’s regularly scheduled meeting, which begins at 4:00 pm CT.

Applicable Laws

Any contract resulting from a Proposal submitted will be construed in accordance with and governed by the laws of the State of Indiana.

Authority to Bind Submitting Entity

The signatory for the Respondent represents that he or she has been duly authorized to execute the Proposal documents on behalf of the Respondent and has obtained all necessary or applicable

approvals to make this submission on behalf of the Respondent when his or her signature is affixed to the Proposal.

Requests for Clarifications and Addenda

1. Respondents intending to submit Proposals who have questions should contact **George Douglas**, Executive Director of the Valparaiso Redevelopment Commission, at gdouglas@valpo.us.
2. A guided tour of the Building may be arranged by contacting **George Douglas**, Executive Director of the Valparaiso Redevelopment Commission, at gdouglas@valpo.us. Although every effort will be made to accommodate requests, there is no guarantee that all tour requests will be fulfilled.
3. Interpretations or clarifications determined necessary by the Commission will be issued by addenda mailed, e-mailed, or otherwise delivered to all Respondents recorded by the Commission as having received the RFP and requesting to receive updated information. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications from any other source will be without legal effect.
4. All requests for clarification to this solicitation must be received at least one (1) week before the opening date to allow for the issuance of any addendums determined by the Commission to be necessary.
5. To receive addendums or other information updates, Respondents must email **George Douglas**, Executive Director of the Valparaiso Redevelopment Commission, at gdouglas@valpo.us to register their email contact information.
6. The Commission reserves the right to amend, revise, extend, modify and revoke this RFP. The Commission also reserves the right to waive any errors and omissions by Respondents in any Proposals.