

RFP-2023-013
233-235 West Dominick Street
Downtown Building Redevelopment



Issue Date: May 30, 2023

RFP-2023-013
233-235 West Dominick Street
Downtown Building Redevelopment

STATEMENT FROM MAYOR JACQUELINE IZZO

We are excited to invite your redevelopment proposals on this vital downtown building rehabilitation project. This project will build on our economic development strategy of focused downtown investments to create long-term sustainable and meaningful change. The building has stood for over a century and has some of the best views of downtown from its upper floors, and will be a truly unique experience once completed. We have worked hard to secure and contribute \$2 million to this project and we hope that your proposals reflect your excitement for such a unique development opportunity.



Mayor Jacqueline Izzo

www.romerises.com

Contents

PROPOSAL ADVERTISEMENT	4
EXECUTIVE SUMMARY & SCHEDULE	6
INTRODUCTION	7
SURROUNDING INVESTMENTS	8
PROPERTY INFORMATION	9
SUBMISSION REQUIREMENTS	10
REVIEW & EVALUATION OF PROPOSALS.....	11
APPENDICES.....	12



Full RFP & Appendices will be available electronically at the following location:

<https://www.romerises.com/rfp-2023-013>

PROPOSAL ADVERTISEMENT

Sealed proposals will be received by the City Clerk of the City of Rome, New York, until 11:00 a.m. local time June 29, 2023, for the following project:

RFP-2023-013

233-235 West Dominick Street Downtown Building Redevelopment

PROPOSAL DESCRIPTION

This RFP seeks interested and qualified developers to undertake the acquisition and redevelopment of an existing vacant city-owned building located at 233-235 West Dominick Street within the City of Rome, New York into a mixed-use property. The project also includes \$2 million of financial assistance through the RESTORE NY grant program made possible by Empire State Development Corporation.

Project Location: 233-235 West Dominick Street, Rome, NY, 13440
Owner: City of Rome
Owner's Representative: Matthew J. Andrews
City of Rome Deputy Director of Community & Economic Development
198 North Washington Street, Rome, NY, 13440
(315) 339-7643

PROPOSAL OPENING

Proposals will be publically opened and read aloud at 11:00 a.m. local time June 29, 2023 at 198 north Washington Street, Rome, NY, 13440, Rome City Hall, 2nd Floor, Common Council Chambers.

PROPOSAL SUBMITTAL & FORMS

All proposals must be received no later than the submission deadline listed above. The City of Rome will not accept late submissions. All proposals shall be made along with any required forms. Submittals shall include 8 hard copies and 1 electronic file which shall be enclosed in a sealed envelope marked to the attention of the City Clerk as follows:

RFP-2023-013
233-235 West Dominick Street Downtown Building Redevelopment
(Proposers Names)

EXAMINATION OF DOCUMENTS

Proposal materials can be inspected at the following locations

- Department of Community & Economic Development
Rome City Hall
198 North Washington Street, Rome, NY, 13440

PROPOSAL MATERIALS

RFP front end documents will be advertised electronically at the following locations:

- <https://romenewyork.com/treasurer-purchasing/>
- <https://www.bidnetdirect.com/new-york/city-of-rome>
- <https://www.nyscr.ny.gov/>
- <https://www.mvbe.com/>

Full RFP & Appendices will be available electronically at the following location:

<https://www.romerises.com/rfp-2023-013>

OFFICIAL RFP HOLDERS LIST

Proposers who intend to submit a proposal must call or email to be placed on the official plan holders list. Developers that obtain RFP documents from a source other than the issuing office must notify the City of Rome in order to be placed on the official plan holders list, in order to receive addenda and other correspondences. Proposals received from developers other than those on the official plan holders list will not be accepted. To be placed on the official plan holders list please contact the Department's Office at (315) 339-7643.

ADDENDA

All questions must be submitted by June 21, 2023. Addenda will not be issued after June 23, 2023.

PRE-PROPOSAL CONFERENCE, SITE VISITS, & PROJECT QUESTIONS

There will be no formal pre-proposal conference for this project. Site visits can be requested by calling the issuing office and scheduled ahead of time. All questions should be directed towards the owner's representative. 2 business day notice is required for anyone scheduling a site visit.

PROPOSAL SECURITY

None

SPECIAL BID LANGUAGE

This project is partially funded through NYS Empire State Development Corporation (ESD). ESD's Contractor & Supplier Diversity policies will apply to this project. The Office of Contractor and Supplier Diversity ("OCSD") will assign Minority- and Women-owned Business Enterprise ("MWBE") and Service-Disabled Veteran-owned Business ("SDVOB") participation goals to this project. ESD's agency-wide MWBE goal is 30% and SDVOB goal is 6%. You shall also be required to use good faith efforts to achieve the goals assigned to this project. Compliance with laws and the policy of ESD prohibiting discrimination in employment on the basis of age, race, creed, color, national origin, gender, sexual preference, disability or marital status shall also be required. ESD encourages grantees to adopt sustainable construction practices as part of their Restore NY project. Recycling construction & demolition materials, reusing recoverable materials, and building with recycled content may help municipalities lower project costs, create green jobs, and reach climate goals. As a condition of this award, the Environmental Services Unit at ESD will schedule a time to talk about some sustainable construction practices and how you may be able to implement them into your Restore NY project.

BID ADVERTISEMENT NOTES

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises (MWBEs). All qualified MWBE suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, or sexual preference. The City of Rome reserves the right to reject any or all proposals or to accept any proposals deemed to be in its best interest.

Eric Seelig, Rome City Clerk
Board of Estimate & Contract
Legal Date: 05/30/2023

EXECUTIVE SUMMARY & SCHEDULE

In order to facilitate the continued economic development progress and momentum within Downtown Rome, the City of Rome is issuing this request for redevelopment proposals of an existing building located at 233 West Dominick Street within Rome’s Downtown Revitalization Initiative (DRI) target area. This property site offers a mixed-use redevelopment opportunity to an existing 4-story 10,000 square foot building which lasted through Rome’s Urban Renewal period, and offers extraordinary views of the central business district. The project also includes a secured \$2 million redevelopment financial incentive through Empire State Development Corporations RESTORE NY grant program.

This RFP seeks proposals from interested and qualified developers to redevelop the property. The redevelopment of the site must represent the highest and best use of the of existing building and land in order to maximize its presence and impact to Downtown Rome and its overall resurgence as a desirable place to enjoy and live.

Interested developers must identify how their project will stand out above all other proposals while demonstrating a positive impact and contribution to Downtown Rome. The measures taken should set their project proposal apart from the pack and result in the “wow” factor with unique details that are critical in sustaining desirable downtown spaces.

Actual Dates

RFP Issue Date:	May 30, 2023
Questions Deadline:	June 21, 2023
Questions Response Date:	June 23, 2023
RFP Due Date:	June 29, 2023

Estimated Dates

Developer Selection Date:	July 21, 2023
Property Transfer & GSA	August 10, 2023



INTRODUCTION

The City of Rome is pleased to issue this Request for Proposals (RFP) for the redevelopment of an existing downtown building located at 233-35 West Dominick Street in the City of Rome, New York. The City and the Rome Industrial Development Corporation (RIDC) are working collaboratively to facilitate economic development within the city and promote downtown revitalization and redevelopment of its historic building fabric.

The City's transformative approach to investment and economic development of its downtown area supports growth of key industries identified within the Mohawk Valley Regional Economic Development Councils (REDCs) Upstate Revitalization Initiative (URI). By targeting downtown residential units, ranging from market-rate to luxury, as well as commercial/retail businesses, the City will continue to expand the 24/7/365 positive downtown vibrancy progress.

The City of Rome recently acquired site control and ownership of the property through tax foreclosure. A site visit identified building deficiencies, including immediate needs to be weather-secured and stabilized pending identification until an identified developer could be established. Lu Engineers and LaBella Associates were tasked with environmental and structural investigations to better understand the rehabilitation needs of the building, and the MRB Group commenced a building redevelopment financial pro forma and rehabilitation cost estimate to assess the financial feasibility of a comprehensive rehabilitation project.

This pre-redevelopment work was used in an Empire State Development Corporation (ESD) grant request for funding to support the private building revitalization. This work culminated in an award of \$2 million from the ESD RESTORE NY program to assist financially with redevelopment of the entire building into a mixed-use structure. This funding is intended to be passed along to the selected developer for cost related to the building rehabilitation and renovation work under a cost-incurred, documented expenses paid, reimbursement basis.

The project is supported by the City of Rome Common Council through local authorizing legislation and a financial allocation of \$100,000 that has been used previously to undertake structural and roofing work to stabilize and weatherize the building until a selected developer is able to begin their renovation process.

The RIDC has been a steadfast partner in supporting the City of Rome and its economic development progress by acting as the development corporation to facilitate land and property transfers between the municipality and identified private developers. This property will ultimately be conveyed to RIDC by the City once a developer has been identified. The development and purchase agreement for the property related to this RFP will be between the identified developer and RIDC, and the \$2 million grant services agreement will be executed between the selected developer and the City of Rome.



SURROUNDING INVESTMENTS

This project site is situated within the heart of Downtown Rome. Over the past century, this area has been experienced ebbs and flows with its building environment, vibrancy, attention, and opportunities. With the community’s plan for the Downtown Revitalization Initiative and the Erie Boulevard Brownfield Opportunity Area adoption building a solid foundation for direction and investment attraction, the surrounding blocks of downtown are experiencing public and private investments that haven’t been realized in the last half century since Rome’s Urban Renewal period (1950-1970).

The Capitol Complex (Theatre & Cinema) has solidified itself as the arts and culture anchor institution within the downtown and has driven the wave of arts and cultural related investments and improvements such as the Copper City Artist Lofts construction, Copper City Commons construction, Erie Boulevard Streetscape reconstruction plans, Public Artwalk development, City Hall Green reconstruction, and improvements to the public parking facilities. A number of new businesses have opened their doors within the downtown since 2020 to compliment the longtime establishments.

This project is undoubtedly a high-profile redevelopment project that will contribute to the growing wave of reinvestment and reestablishment of Downtown Rome’s unique character, and one that will capitalize on the surrounding investments and other unique opportunities that this site offers.



PROPERTY INFORMATION

Address:	233-235 West Dominick Street, Rome, NY, 13440
Tax Map Parcel ID#:	242.049-1-33
Year Built:	1940
Stories:	3 and a walkout basement
Gross Floor Area:	7880
Basement Square Footage:	2071
Current Ownership:	City of Rome
Parcel Size:	.07 acres
Primary Access:	West Dominick Street & Erie Boulevard
Zoning District:	C-3 Central Commercial
Water Supply:	City of Rome Municipal Water onsite
Wastewater/Sewer Supply:	City of Rome Municipal Sewer onsite
Electric Supply:	National Grid underground vault
Natural Gas Supply:	National Grid gas mains along West Dominick Street & Erie Boulevard
Telecommunications:	Northland Fiber, Verizon Telephone, Spectrum Broadband/Cable
Prior Use:	See Environmental Desktop Audit
Opportunity Zone Qualified:	YES
SHPO:	Letter of No Effect (secured)
Adjacent Uses:	Public Parking, Commercial and Office



SUBMISSION REQUIREMENTS

Interested developers must submit the following information:

1. Organization Name
2. Organization Operations Address
3. Organization Mailing Address
4. Name of Primary Point of Contact (POC)
5. Email & Telephone Number of POC
6. POC Affiliation to Organization
7. Authorization to Submit Proposal from Organization Board of Directors
8. Project Team Organizational Chart (including partners and subcontractors)
9. Up to 5 relevant similar rehabilitation projects undertaken by the Organization
10. Executive Summary of Proposed Project
11. Proposed # of Commercial Units & Square Footage of Each
12. Proposed # of Residential Units + Bedroom Count & Square Footage of Each Unit
13. Proposed # of Other Uses & Square Footage of Each
14. Organization's most recent tax filing (financial audit)
15. Proposed Purchase Price of Property (**minimum purchase price \$25,000**)
16. Project Budget (Must Use ESD Project Budget Form provided)
17. Proposed Project Financing Sources & Letter of Credit
18. Proposed Detailed Project Schedule
19. Form OCSD-1 (MWBE/SDVOB/EEO Policy Statement)
20. Form OCSD-2 (Staffing Plan)
21. Form OCSD-4 (MWBE & SDVOB Utilization Plan)
22. Form OCSD-5 (MWBE/SDVOB Waiver Request (If applicable))

Interested developers may submit the following additional information:

23. Concept building plans
 24. Draft floor plans
 25. Rehabilitation Scope of Work
 26. Letter of Intent by business(s) to occupy commercial or other space within the project
- **Site visits and building tours will be offered on an as-needed basis. Please contact the point of contact listed in the proposal advertisement to schedule site visits.**

To the extent practical, proposals are encouraged to identify which sustainable construction practices may be incorporated into the project and how they will be implemented. Examples of sustainable constructions practices include: recycling construction & demolition materials, reusing recoverable materials, and utilizing building materials containing recycled content.

If all the above information is not included in your submission, your proposal is at risk of not being considered at the sole discretion of the City of Rome.

REVIEW & EVALUATION OF PROPOSALS

The City's Real Property Committee will oversee the review and overall scoring of each proposal submitted. The Real Property Committee (RPC) was created to speed the return of these properties back to private owners. The RPC has created a process by which persons interested in buying City real estate may submit a purchase proposal for consideration. The primary function of the RPC is to screen the proposals and make recommendations to the Common Council and Board of Estimate and Contract for final approval.

Each proposal will be reviewed for completeness. The RPC will take into consideration criteria including but not limited to the following while evaluating each proposal:

- Completeness of proposal with required information and additional information
- Consistency with current zoning regulations
- Development team similar project experience and qualifications
- Proposed mix of uses
- Demonstration of project financing and funding leverage
- Project budget, timeline, and scope of work
- Redevelopment readiness with renderings and floorplans
- Development team familiarity with Empire State Development grant funding and state requirements
- Committed tenants for non-residential space
- Understanding and familiarity of the project site
- Purchase price

LEGAL DISCLAIMER

This request for proposals expressions of interest is not an offer by the City of Rome to sell the properties described herein. The City of Rome will use the proposals received from said request to better understand the available options to develop the properties in accordance with the City's current development strategies and create a link between the City and potential developers. The information received from developers may be used for direct sale negotiations with those developers, or for use in a subsequent procurement for the properties. It is understood that no obligation is made by the City or any interested parties that submit an expression.

The City makes no representations or guarantees about the title. It is your responsibility to investigate these issues on your own or through an attorney. Investing through a title search to determine if there is a lien(s) on the property is in your interest and at your expense. Should the Buyer wish to obtain any title searches, tax searches, bankruptcy searches, surveys, title insurance, or any other title inquiries, the Buyer is advised to do so in advance of entering into Agreement for Purchase of the property. Contact your attorney or title search organization to obtain more information on cost and time of researching title.

APPENDICIES

PROJECT DOCUMENTS

- A. Tax Map
- B. Property Deed
- C. Property Title Report
- D. Property Appraisal
- E. State Historic Preservation Office Letter of “No Effect”
- F. Empire State Development Project Award Letter

BUILDING REHABILITATION DOCUMENTS

- G. 2022 Redevelopment Cost Estimate
- H. Building Redevelopment Financial Pro Forma
- I. Building Redevelopment Incentives

BUILDING ENVIRONMENTAL INFORMATION

- J. Property Environmental Desktop Audit
- K. Soil Vapor Intrusion Sampling Results
- L. Comprehensive Asbestos-Containing Materials Inspection

PROJECT GRANT RELATED INFORMATION

- M. Grant Services Agreement Terms
- N. ESD Project Budget (Projected) Form
- O. OCSD-1 MWBE & SDVOB/EEO Policy Statement
- P. OCSD-2 Staffing Plan
- Q. OCSD-3 Workforce Utilization Report
- R. OCSD-4 MWBE/SDVOB Utilization Plan
- S. OCSD-5 Waiver Request Form
- T. OCSD-6 Compliance Report
- U. OCSD-7 MWBE Expedite Request