

## **RFP 11-09**

### **CITY OF NORWICH REQUEST FOR PROPOSALS TO LEASE OR PURCHASE GREENEVILLE AND BUCKINGHAM SCHOOLS**

The City of Norwich is seeking proposal from qualified entities to lease or purchase and re-use the former Greenville School located at 165 Golden St. and/or the former Buckingham School located at 182 Cedar St.

Potential respondents are advised that both buildings have been vacant for over a year and would require substantial hazardous material abatement and other renovations to meet current building codes.

Responses must include a description of the re-use, evidence of financial capability to complete the project, project time line, and lease terms or purchase price.

**Ten sets of the proposal shall be submitted on or before 4:00 PM on**

**Friday, August 5, 2011 To:**

**William Block  
City Purchasing Agent  
City Hall, 100 Broadway  
Norwich, CT 06360**

Proposal documents are available at the Office of the Purchasing Agent at City Hall, Room 105, 100 Broadway, Norwich, CT 06360 or on the City website at [www.norwichct.org](http://www.norwichct.org) or at the State of Connecticut DAS Web Portal.

# **Request for Proposals – Greeneville and Buckingham Schools**

## **Statement of Purpose**

The City of Norwich is seeking proposals from qualified entities to lease or purchase the Greeneville and/or Buckingham Schools located at 165 Golden Street and 182 Cedar Street in Norwich, respectively. The respondent(s) selected must insure the building(s) immediately upon execution of a lease or purchase agreement with the City.

Proposals must contain a timeline for stages of environmental remediation, code compliance and development. All contractors and subcontractors must be adequately bonded and insured in accordance with city requirements. The successful proposer will be required to provide and enter into an agreement with the City establishing terms for compliance with the above noted timeline and subsequent development agreement.

All proposals must include a complete description of the proposed project and cost estimates as well as the timeline. The successful respondent must be prepared to demonstrate that it has sufficient financial resources to complete the entire project as proposed within the timelines established.

## **Property Status and Condition**

The buildings are offered on an “As-Is, Where-Is” basis. The buildings have been vacant since June, 2010. Additionally, the Greeneville property has a deed covenant restricting its use to educational or recreational purposes. The City will assist any selected developer of this property in modifying this restriction, if needed.

Due to the length of time that these buildings have been vacant, current building and occupancy codes will be in effect for the re-use of the premises. All code updates and hazardous material abatement will be the responsibility of the respondent selected.

A hazardous material report on each building is available to prospective respondents (The City of Norwich does not warrant or make any guarantees as to the accurateness or completeness of this study). This study as well as access to either building may be arranged by contacting Mr. Barry Ellison, Director of Public Works at 860-823-3789.

## **Submission Requirements and Proposal Format**

Proposals shall be written and presented in the following format; using the headings presented below for the organization of the responses. Respondents shall address all questions and provide a sufficient level of detail to enable evaluation of the proposal.

The City Council or its Public Works Subcommittee, may, in their absolute discretion, decide to interview or receive presentations from one or more of the respondents on their plans for the property(ies) in order to assist the Council or subcommittee with its evaluations.

- **Developer:** Indicate the name, address, and telephone numbers of the responding entity. Provide the names of two (2) contact people who are authorized to speak for said entity. Also, include a description of prior real estate or business development experience, evidence of solvency, financial stability, financial capacity to develop the project as described in the response and authorization to allow the City to verify this information. Submit a firm commitment letter from a bank or other lending institution demonstrating that financing is in place for the prompt development of the property as proposed. Submit a letter from a licensed insurance broker indicating that the property can be insured upon execution of a sale or lease agreement with the City.
- **Overview of the Proposal:** Submit a statement that provides a clear identification of the proposal, describe the proposed use and financial analysis of the total project cost, sources and uses of funds and estimated real and personal property taxes to be generated by the project. Concept plans shall include a sketch showing all proposed changes to the building, floor plan, and parking lots as well as planned improvements for the site.
- **Plan of Action:** Provide an overview of how the proposal will be implemented. Include approximate start date and time schedule for improvements/completion of each element and approximate cost estimates. Financing, permitting and construction timetables shall be included.
- **Zoning and Plan of Conservation & Development:** Provide a statement explaining the compatibility of the proposal with the City of Norwich Zoning Regulations and Plan of Conservation & Development. Also include a list of all federal, state, and municipal permits required for the development of the project.
- **Site Plan Bond:** Upon execution of an agreement between the respondent and the City a site plan bond in an amount to be determined by the Department of Planning and Development shall be provide to the City.
- **Acquisition Price:** The respondent shall state their acquisition offer for the property(ies) as either an outright purchase or a lease. Should a lease be offered, state term of lease, amount, frequency (monthly, quarterly, etc.) of payment and whether it is an open or closed end lease.
- **Evaluation of Proposals:** The Council Public Works subcommittee will review the proposals to determine compliance with the required submission criteria. Proposals determined not to meet the submission criteria shall be rejected. Written notice of rejection shall be forwarded to the respondent. The partial schedule for this process is as follows

- 1) Publish RFP-July 19, 2011
- 2) Receive RFP responses- August 5, 2011
- 3) Public Works subcommittee reviews responses- August 9, 2011
- 4) City Council receives subcommittee recommendations- August 15, 2011

- **Evaluation Criteria** The subcommittee will consider the following issues in the review process.
  - 1) Consistency with City Zoning Regulations and Plan of Conservation & Development.
  - 2) Financial and administrative capabilities.
  - 3) Economic impact of the proposed project, including potential jobs and dollar value of the investment.
  - 4) Past performance and reputation of respondent.
  - 5) Schedule for project development.
  - 6) Overall quality of proposal.
  
- **Other Conditions:** The City of Norwich expressly reserves the right to reject any and all proposals and to waive any informality. The City expressly reserves the right to require more definitive, alternate, or different proposal terms with one or more of the respondents who submit proposals, The City shall not pay compensation to any person, whether a broker, finder, or business agent relative to a submission of a proposal, award of proposal, or execution of the legal documents with the selected party.



**MBLU :** 86/ 3/ 13/ / /  
**Location:** 165 GOLDEN ST  
**Owner Name:** NORWICH CITY OF  
**Account Number:** 7128860001

**Parcel Value**

Item	Appraised Value	Assessed Value
Buildings	2,202,000	1,541,000
Xtra Bldg Features	0	0
Outbuildings	25,000	17,000
Land	868,000	608,000
<b>Total:</b>	<b>3,095,000</b>	<b>2,166,000</b>

**Owner of Record**

NORWICH CITY OF  
 165 GOLDEN ST EXT  
 NORWICH, CT 06360

**Ownership History**

Owner Name	Book/Page	Sale Date	Sale Price
NORWICH CITY OF	0251/0233	6/1/1950	0

**Land Line Valuation**

Size	Zone	Appraised Value	Assessed Value
12.30 AC	MF	868,000	608,000

**Construction Detail**

<b>Building # 1</b>	<b>MODEL</b> Commercial	<b>Grade</b> C+
<b>STYLE</b> Schools-Public	<b>Occupancy</b> 1	<b>Exterior Wall 1</b> Brick/Masonry
<b>Stories:</b> 2	<b>Roof Cover</b> T&G/Rubber	<b>Interior Wall 1</b> Minim/Masonry
<b>Roof Structure</b> Flat	<b>Interior Floor 2</b> Vinyl/Asphalt	<b>Heating Fuel</b> Oil
<b>Interior Floor 1</b> Carpet	<b>AC Type</b> None	<b>Bldg Use</b> MUNICIPAL MDL-94
<b>Heating Type</b> Hot Water	<b>Total Baths</b> 0	<b>1st Floor Use:</b> 903C
<b>Total Bedrms</b> 00	<b>Frame Type</b> MASONRY	<b>Baths/Plumbing</b> AVERAGE
<b>Heat/AC</b> NONE	<b>Rooms/Prtns</b> AVERAGE	<b>Wall Height</b> 12
<b>Ceiling/Wall</b> SUS-CEIL & WL		
<b>% Comn Wall</b> 0		

**Building Valuation**

<b>Living Area:</b> 31,915 square feet	<b>Replacement Cost:</b> 3,552,229	<b>Year Built:</b> 1956
<b>Depreciation:</b> 38%	<b>Building Value:</b> 2,202,000	

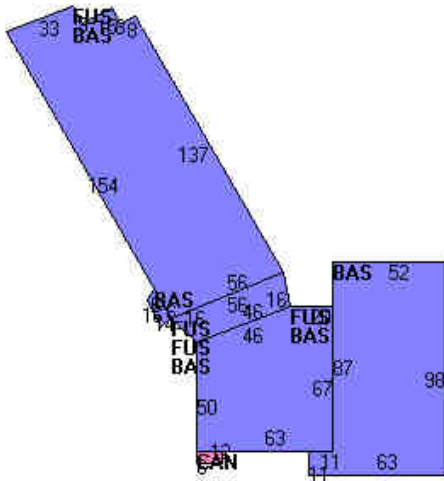
**Extra Features**

Code	Description	Units	Appraised Value
No Extra Building Features			

**Outbuildings**

Code	Description	Units	Appraised Value
PAV1	PAVING-ASPHALT	25000 S.F.	22000
FN1	FENCE-4' CHAIN	350 L.F.	2000
FN1	FENCE-4' CHAIN	250 L.F.	1000

**Building Sketch**



**Subarea Summary**

Code	Description	Gross Area	Living Area
BAS	First Floor	18215	18215
CAN	Canopy	72	0
FUS	Upper Story, Finished	13700	13700

CURRENT OWNER				TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT				
NORWICH CITY OF				2 Above Street	1 All Public	1 Paved	1 Urban	Description	Code	Appraised Value	Assessed Value	6104 NORWICH, CT
137 WASHINGTON ST				1 Level		5 Curb & Gutter		EX COM LN	21	705,000	494,000	
NORWICH, CT 06360						6 Sidewalk		EX COM BL	22	3,082,000	2,157,000	
Additional Owners:								EX CM OTB	25	92,000	64,000	
						SUPPLEMENTAL DATA						<b>VISION</b>
Other ID:		092-003-073.000-0000		BUILT		1956						
DISTRICT		1		SPEC DIST								
STATUS		BAAX		SPEC DIST 2								
CENSUS TRAC		6965		SPEC DIST 3								
GIS ID:		0000628		ASSOC PID#								
								Total:		3,879,000	2,715,000	

RECORD OF OWNERSHIP				BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	KC.	PREVIOUS ASSESSMENTS (HISTORY)								
NORWICH CITY OF				0268/0298	12/01/1953	U	1	0		Yr.	Code	Assessed Value	Yr	Code	Assessed Value	Yr	Code	Assessed Value
										2009	21	494,000	2007	BAAX	1,643,000	2003	BAAX	1,286,800
										2009	22	2,157,000	2007	BAAX	309,000	2003	BAAX	126,200
										2009	25	64,000	2007	BAAX	60,000	2003	BAAX	60,500
										Total:		2,715,000	Total:		2,012,000	Total:		1,473,500

EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor										
Year	Type	Description	Amount	Code	Description	Number	Amount	Comm. Int.										
Total:																		

ASSESSING NEIGHBORHOOD								APPRAISED VALUE SUMMARY					
NBHD/SUB	NBHD NAME	STREET INDEX NAME	TRACING	BATCH									
0010/A					Appraised Bldg. Value (Card)						3,082,000		
					Appraised XF (B) Value (Bldg)						0		
					Appraised OB (L) Value (Bldg)						92,000		
					Appraised Land Value (Bldg)						705,000		
					Special Land Value						0		
					Total Appraised Parcel Value						3,879,000		
					Valuation Method:						C		
					Adjustment:						0		
					Net Total Appraised Parcel Value						3,879,000		

BUILDING PERMIT RECORD								VISIT/CHANGE HISTORY						
Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments	Date	Type	IS	ID	Cd.	Purpose/Result
									11/9/2007			NAS	00	Measur+Listed
									1/22/1999			RM	00	Measur+Listed

LAND LINE VALUATION SECTION																		
Use Code	Use Description	Zone	D	Frontage	Depth	Units	Unit Price	I. Factor	S.A.	Acre Disc	C. Factor	ST. Idx	Adj.	Notes- Adj	Special Pricing	Adj. Unit Price	Land Value	
903C	MUNICIPAL MDL-94	MF				6.28	AC	187,500.00	0.50	D	1.0000		1.00	0010	1.20	ZONE	112,218.75	705,000
Total Card Land Units:						6.28	AC	Parcel Total Land Area: 273,557 SF						Total Land Value:		705,000		

