

Request for Proposals (RFP) Purchase of 20 Acre City-Owned Parcel in Horizons Business Park

The City of Riverside is soliciting proposals from qualified parties to purchase a City-owned industrial lot located at 3910 NW Helena Rd in the Horizons Business Park. The subject property is currently undeveloped and is part of the L-385 Tax Increment Financing (TIF) district.

The purpose of this RFP is to identify a developer with the interest, resources, and experience to purchase and develop the property into a desirable addition to the Horizons Business Park. Preference will be given to buyers prepared to close quickly on the property and construct a building consistent with the surrounding development. If the City and the preferred buyer are unable to reach a mutual agreement, the City may select another qualified developer from the RFP respondents.

The City is not seeking to have any form of partnership role in the development of the site. The City seeks to sell the real estate for the construction of a substantial industrial building on the site. The City will have certain expectations including and in addition to the sales price that the selected developer will have to execute and agree to. In addition, the selected developer will be subject to all applicable rules, regulations, and procedures attendant on the development of any property in the Horizons Business Park.

The City is not seeking a broker, agent, or consultant who proposes to work on behalf of the City to market the property or act as a real estate advisor.

Site Information

The subject site is a 20.07 acre parcel zoned PD (Planned Development) and approved for a variety of industrial or warehouse uses. The approved PD plan provides design standards and guidelines for buildings and uses within the district. The site has access to Horizons Parkway, which connects I-635 and Missouri Route 9, via NW Helena Road and NW 41st St.

Utilities are extended to the site. Sanitary sewer is located at the southeast corner of the site. Water extends along the east side of NW Helena Road. Gas and electric are located along NW Helena Road as well. There are multiple fiber providers within the Horizons Business Park

Incentives

This property is located in the L-385 TIF district which expires in 2029. Additionally, a Chapter 100 Development Plan was completed for the site which allows for a sales tax abatement for construction materials. The City will not approve real property abatement for the site.

It is the City's expectation that development occur quickly on the site. If a Certificate of Occupancy has not been issued by January 1, 2023, a PILOT penalty of \$300,000 will be due to the City no later than January 31, 2023. The PILOT penalty shall continue for each successive year until a Certificate of Occupancy has been issued.

Evaluation & Selection

The City will evaluate proposals and select the proposal that it judges to be in the best interests of the City. The City shall be the sole judge of its own best interests, the proposals, and any resulting sales contract and/or development agreement. The City's decisions shall be final.

The City's evaluation criteria may include, but shall not be limited to, the following:

- Overall responsiveness to the RFP
- Qualifications and experience of the respondent
- Proposed development intended for the site
- Anticipated timeframe for purchase and development of the site
- Proposed purchase price
- Requested incentives
- Financial capability of the proposed developer to complete the purchase and development
- Such other factors as the City may deem relevant

The following timeline is anticipated for the proposal evaluation and selection process. The City reserves the right to change this schedule to meet the needs of City staff, the selection committee, and the Board of Aldermen.

RFP Issued:	July 14, 2021
Final Day to submit questions:	July 27, 2021
Final amendment/addition issued:	August 3, 2021
Proposals due:	August 12, 2021

A City review committee consisting of City staff will review all proposals and make a recommendation to the Board of Aldermen. After selection by the Board, City staff will enter into negotiations with the successful respondent for a sale and purchase agreement, and if necessary, a development agreement.

The City may request additional information from respondents at any time prior to the final approval of a selected respondent. The City reserves the right to select one or none of the

respondents. The City will select what, in its sole judgement, it determines will be in the best interest of the City.

All submittals shall become the property of the City, and, after the selection process, will be a part of the public record.

Response Requirements

Responses shall include the following information, presented in this order:

- **Cover Letter:** On firm letterhead, identify the principal contact, providing the name, title, street address, email address, and telephone number, as well as all persons authorized to make representation for the respondent. The letter must indicate the type of organization of the respondent
- **Qualifications and Experience:** Summarize the respondent's development experience, including:
 - Examples of similar projects undertaken by the developer;
 - Administrative capacity to undertake the project;
 - Overall quality of the development team as shown by their previous experience, as well as that of their principals and participants;
 - Expertise in developing high quality projects of similar scope and scale;
 - Experience with development in the local Kansas City market or similar markets; and
 - Proposed development team members.
- **Legal Disclosure:** Disclose any judgements, bankruptcies, legal proceedings, or conflicts of interest to projects the respondent has developed, owned, or has a substantial ownership interest in.
- **Development Proposal:** This section of the proposal should explain the respondent's plan for development of the property, including:
 - **Uses & Zoning** – Indicate the proposed uses of the property;
 - **Design** – Describe the design and character of the project. Provide proposed building elevations and site plan.
 - **Plan Consistency** – Describe how the proposed development is consistent with the existing Horizons development.
 - **Tax Generation** – Provide information regarding anticipated sales tax and property tax generation for the development.
 - **Investment** – Provide an estimate of the total investment to be made in the development of the property.
 - **Development Schedule** – Provide an anticipated development schedule from the time the respondent owns the property to the completion of occupancy.

- **Ownership by Purchaser** – The successful respondent must maintain ownership of the property through the completion of development of the property and therefore must indicate in the response to this RFP an affirmative statement to that effect.
- **Financial Capabilities** – While respondents are not required to supply specific information regarding their financial capabilities at this time, respondents must include in their response an affirmative statement regarding their willingness to supply such information if selected as the developer. Such information will remain confidential.
- **Financial Incentives & Purchase Price** – Indicate whether the proposed development requires any financial incentives, including the type of incentive program and level of incentive. Provide a statement of the proposed purchase price associated with the respondent’s proposal.
- **References** – Submit three references for similar projects. If possible, include contacts at other municipalities that you have worked with. Include name, title, telephone number, and email address for the person to be contacted.

All respondents shall submit five (5) printed copies of their proposal and one electronic copy in pdf format in a sealed package or envelope marked “DoorLink Lot 4 Development Proposal.” Responses shall be delivered to”

**Robin Kincaid, City Clerk
City of Riverside
2950 NW Vivion Rd
Riverside, Missouri 64150**

Proposals must be received no later than 4:00 on Thursday August 12, 2021.

Questions & Information Requests

Any amendments or addenda to the RFP will be posted on the City’s website and distributed directly to respondents known to have the RFP. To ensure you are sent the latest information regarding this request, you must register as an interested respondent by submitting your contact information to Community Development Director Mike Duffy (mduffy@riversidemo.gov). The City will distribute any amendments or addenda by email.

Questions about the RFP may be directed in writing to Mike Duffy, Community Development Director, at mduffy@riversidemo.gov. Contact regarding the RFP with any persons other than Mike Duffy, including both other City staff or City elected officials, may result in the disqualification of the submitted response to the RFP.

All respondent communications with the City will be considered confidential prior to the opening of responses. Any questions regarding the RFP must be submitted by July 27, 2021. Responses will be sent to all registered respondents no later than August 3, 2021. No further questions will be answered after this date.

Terms & Conditions

- All proposals shall become an integral part of any real estate purchase contract and/or development agreement executed between the City of Riverside and the purchaser/developer.
- The City retains the right to use any or all ideas presented in any proposal. Selection or rejection of the proposal does not affect this right.
- Supplemental materials will not be accepted after the proposals have been opened, unless requested by the City.
- The City reserves the right to amend, modify, or withdraw this RFP for any reason, or no reason whatsoever, and at the City's sole and absolute discretion.
- This RFP does not commit the City to select any purchaser or developer of the subject property or enter into an agreement with any purchaser or developer.
- The City reserves the right to negotiate with any respondent.
- The City reserves the right to reject any proposal or all proposals if deemed to be in the best interest of the City. The City reserves the right to waive informalities in the RFP.
- No respondent may withdraw their proposal for a period of ninety (90) days from the response date.
- All responses to this RFP, and documents and meetings relating thereto, may remain closed records or meetings under the Missouri Sunshine Act until a contract is executed or until RFP responses are rejected. All responses to the RFP, proposals and supplementary material will become the property of the City when submitted. Thereafter, all responses to the RFP and all proposals will become public information.
- The selection of a purchaser and/or developer is subject to the approval of the City by its Board of Aldermen, at its sole discretion.
- The City will not be liable for any expenses incurred by a respondent in replying to this RFP or for expenses incurred by the successful respondent during the negotiation of a real estate contract and/or development agreement between the respondent and the City.

Image I – Site Map/Survey



Image II – Assessor's Map

