

Requests for Proposal
Senior/Affordable Housing Development of Real Estate
Offered by City of Marquette, Iowa
Located on Pleasant Drive Marquette, Iowa

Issue Date: October 13, 2020

Submission Deadline: December 31, 2020

Introduction and Background:

The City of Marquette, Iowa (the "City") has acquired 2.24 acres of property within the City's limits for development. After completion of a Senior Housing Feasibility Study, the City has chosen Pleasant Drive location for a senior/affordable housing development project. A map of the property is attached as Exhibit 1. The feasibility study is available on the City website (www.MarquetteIowa.city/city-business.html).

The property is primarily zoned R-3 Mixed Residential District. A copy of the City's R-3 zoning regulations is attached as Exhibit 2.

Proposal Guidelines and Requirements:

The City proposes to sell the property to a private developer, in exchange for the developer's commitment to construct new senior/affordable residential units on the property within five years. Detailed terms for the sale and development of the property will be included in a purchase, sale, and development agreement to be prepared by the City's legal counsel.

Guidelines: The City is requesting proposals for this residential redevelopment project that meet the following guidelines:

- 1) The City will negotiate the developer for purchase price of the property. The Closing date for transfer of the property is anticipated to be on or around March 1, 2021.
- 2) The developer may be eligible for tax exempt or property tax abatement programs (i.e., urban revitalization) for the project.
- 3) The City will improve streets and sidewalks to include extension of sanitary sewer mains, water mains, and stormwater to the property.
- 4) Utilities: The map attached as Exhibit 1 shows the location of the existing water and sanitary sewer infrastructure. The developer will be responsible for connecting to the City's water and sanitary sewer mains. The utilities/infrastructure construction will be required to meet City specifications.
- 5) The developer will be responsible for electric (Alliant Energy) and propane utilities to the property.

- 6) The developer shall have no outstanding or overdue taxes, fines, liens, or other obligations due to the City.
- 7) All involved entities and individuals (including developer and any separate individuals or entities to be involved as owner of record or in operation of the rental of housing units) shall have no current, pending, or threatened litigation against them related to their business or real estate; or if there is current, pending, or threatened litigation, it shall be disclosed in the letter and statement described in Requirement #1 below.

Required Contents of Proposal: All submitted proposals must include the following information, at a minimum:

- 1) A letter of intent, signed by an individual duly authorized to sign such letter on behalf of the developer entity, that contains a statement confirming that the developer and related involved entities are in conformance with and would complete the project in conformance with the above Guidelines.
- 2) Contact information for the principal developer, and for the individual or entity that will become owner of record of the property, and the individual or entity that will have primary responsibility for implementing the development proposal and construction work, if different than the principal developer.
 - a) A description of each involved entity's business structure (provide copies of any articles of operation or other business formation documents); and
 - b) A description of the experience/training of the individuals involved (either as individuals or as principals within an entity).
- 3) A description and general history of the principal developer's past completed projects, if any.
- 4) At least two (2) letters of reference regarding the principal developer's past completed projects, or if the developer has not previously completed a project, then the letters may be in reference for the developer generally.
- 5) A written description of and a proposed site plan/schematic (or other architectural rendering) of the developer's proposal for the project, including plans for runoff control measures and a description of any energy efficiency/green initiatives in the proposed plan.
 - a) Developers may submit variations on their proposal, provided that each variation has a separate written description and site plan/schematic.
- 6) A detailed construction schedule providing for all construction to be completed within 5 years of the Closing date (approximately March 2026), and including estimated dates for the following benchmarks:
 - a) Commencement of construction
 - b) Completion date for each building/lot included in proposal, and
 - c) Any other dates related to significant steps of developer's proposal.

- 7) The developer's plans for marketing the housing units for sale and/or rent, including:
 - a) Target demographic for homebuyers/tenants;
 - b) Intended sale/rental price points (may provide as an estimated range);
 - c) Identification of which housing units would be intended for sale to home buyers (if not all for rent) and which would be intended for rental to tenants (if not all for sale);
 - d) If any of the housing units are intended for rental, identification of the entity that would be responsible for managing and operating the rental units.

Proposal Submission and Selection Process:

Proposals must be submitted to and received by the City Clerk by no later than December 31, 2020 by 4:00 PM. Proposals may be submitted in person (M-F, 8:00 am to 4:00 pm) or sent by postal mail to City Hall at the following address:

City of Marquette
102 North St. PO Box 7
Marquette, IA 52158

It shall be the sole responsibility of developer firm to make certain that all proposals are in proper form and submitted before the deadline specified above.

All proposals will be reviewed and evaluated by a selection committee established by the City Council, made up of City staff, Councilmembers, and/or City legal counsel. Proposals will be reviewed and evaluated based upon the information contained in the respective submission packages. The selection committee shall identify and notify finalist developers/proposals within 5 business days of January 12, 2021.

The selection committee shall present an overview of the finalist proposals to the City Council at the City Council meeting on or around January 2021. The finalist developers shall be notified of the exact City Council meeting date and invited to present supplemental comments regarding their proposals at such City Council meeting. Following the presentation of the proposals, the City Council intends to select the proposal that in its sole discretion provides the greatest benefit to the City and the City's residents, subject to modification and negotiation of the terms of the proposal. The final award of the project shall not be approved until a purchase, sale, and development agreement between the City and the selected developer has been negotiated, agreed upon, and executed by the City, subject to all City legislative processes related to approving the sale of the property and the execution of the agreement, including public hearing requirements.

The City reserves the right to reject any or all proposals.
Any questions may be submitted to Bonnie Basemann, City Clerk

Miscellaneous:

1. **Warranty:** By submitting a proposal, the developer represents and warrants that it is the owner of or otherwise has the right to use, distribute, and license or sublicense all materials used in connection with its proposal submission. The developer further represents and warrants that the work proposed to be performed will be completed using sound, professional practices and in compliance with all local, state, and federal ordinances, regulations, and laws.
2. **Assignment:** No contract or any of its provisions may be assigned, sublet, or transferred by the developer without the written consent of the city. Subject to the foregoing, any contract will be binding upon and will inure to the benefit of the parties and their respective successors and assignees.
3. **Governing Law and Forum:** The terms and conditions of this RFP and any resulting contracts or activities based upon this RFP shall be construed in accordance with the laws of the State of Iowa. Any litigation arising between the parties related to this RFP or any resulting contract shall be initiated and maintained only in the appropriate federal or state court for Clayton County, Iowa.
4. **Return of Proposals:** All proposals become the property of the City and will not be returned to the developer. Once received and opened, the contents of the proposals will be placed in the public domain and be open for inspection by interested parties. Trade secrets or proprietary information that are recognized as such and are protected by law may be withheld upon the written request of developer.
5. **Non-Discrimination Statement:** In accordance with applicable federal and/or state law, it is the policy of the City of Marquette, Iowa not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, disability, age, or religion in its programs, activities, or employment practices. If the developer has questions or grievances related to compliance with this policy by the City, the developer may contact the City or the appropriate federal or state agency.

Exhibit 2

MIXED RESIDENTIAL DISTRICT R-3

PRINCIPAL USES AND STRUCTURES	MINIMUM OFF-STREET PARKING
1. Single-family dwelling	2 spaces per unit
2. Two-family dwelling	2 spaces per unit; 4 space minimum
3. Condominiums, Townhouses/Rowhouses	2 spaces per unit
4. Multiple family dwelling	2 spaces per unit; 4 space minimum
5. Community meeting or recreation building	1 space for every 100 sq. ft. of floor area
6. Park, playground or playfield	5 spaces for each acre developed for active usage
7. Elementary or secondary school	1 space per classroom and office plus one space for every 6 seats in the main auditorium or stadium
8. Day Nurseries/Centers	1 space plus space for each employee
9. Churches and Temples	1 space for every 4 seats in the auditorium
10. Funeral parlor	1 space for every 4 seats in the main chapel
11. Public housing	1 space per unit
12. Boardinghouse	1 space for every 2 beds
13. Bed and Breakfast/Bath Homes	1 space per bedroom
14. Hospital and Medical clinics	1 space per 150 sq. ft.
15. Group homes	1 space per employee and 1 per each 2 residents
16. Hotel, Motels, or Tourist Cabins	1 space per unit

PERMITTED ACCESSORY USES AND STRUCTURES

1. Private garages.
2. Private swimming pools and tennis courts.
3. Private greenhouses not operated for commercial purpose.
4. Accessory uses and structures as defined in subsection 165.03(1), not involving the conduct of business on the premises, except home occupations located on the same lot or a contiguous lot under the same ownership.
(Ord. 348 – Dec. 10 Supp.)
5. Temporary buildings used in conjunction with construction work, provided that such buildings are removed promptly upon completion of the construction work.
6. Solar collectors.
7. Fuel tanks for home heating.
8. Fences, except barbed wire, electric, or other potentially hazardous type.
9. Satellite dishes.

SPECIAL EXCEPTION USES AND STRUCTURES

Subject to Section 165.38 and the other requirements contained herein, the Board of Adjustment may permit the following:

1. Sanitariums, rest, nursing and convalescent homes; homes for orphans and aged on sites of one (1) acre or more; off-street parking and yards comparable for other institutional uses of this chapter shall be provided.
2. Public utilities, but not including equipment storage or maintenance yards and buildings or general administrative and sales offices, provided that any substation or building shall meet the front and rear yard requirements for dwellings and that two (2) parking spaces per substation or one (1) per employee at the site be provided.
3. Swimming pools, golf courses and country clubs, except miniature courses or driving ranges operated for a profit.
4. Greenhouses.
5. Zero lot line development as provided in Section 165.46. *(Ord. 346 – Dec. 10 Supp.)*

MINIMUM LOT AREA AND WIDTH	MINIMUM REQUIRED FRONT, SIDE AND REAR YARD	MAXIMUM HEIGHT
Single-family dwellings: Area - 5,000 sq. ft Width - 50 feet	Dwellings and other non-institutional uses: Front: 10 feet Rear: 10 feet Side: 6 feet	35 ft.
Two-family dwelling: Area - 5,000 sq. ft Width - 50 feet	Schools, Churches or other Public or Institutional Buildings: Front: 10 feet Rear: 10 feet Side: 6 feet	
Multiple dwelling, Condominiums, Townhouses/Rowhouses Area - 7,500 sq. ft. for 3 units plus 1,000 sq. ft for each additional unit. Width - 75 feet		

PERMITTED SIGNS

Refer to Chapter 155 of this Code of Ordinances.

SPECIAL REQUIREMENTS

1. All new structures constructed or placed in R-3 Districts shall have a minimum main floor of 600 square feet per dwelling unit, excluding porches, garages, and accessory buildings.
2. A detached building shall be located a minimum of five (5) feet from the principal structure, and fifteen (15) feet from the front property line.
3. Structures attached to the principal building shall be considered part of the principal building and shall conform to the same front, side, and rear setback regulations.
4. Garages opening onto the alley shall have a rear yard of eighteen (18) feet.