

**TOWN OF CLINTON
REQUEST FOR DEVELOPMENT PROPOSALS
PIERSON SCHOOL ADAPTIVE RE-USE, CLINTON, CT**

1. INVITATION TO BID

The Town of Clinton is seeking proposals for the acquisition and development of senior, affordable housing units on a 3.62± acre parcel of land with improvements, owned by the Town, located at 75 East Main Street in the Town of Clinton (the “Property”) formerly known as the Abraham Pierson School. The Town contemplates that the acquisition may be accomplished by means of either a purchase or a lease of the Property. This RFP is intended to encourage and allow each Respondent the flexibility to propose an approach that will be beneficial to both the Respondent and the Town.

Land use approvals for this site have not been obtained. The successful Respondent will have to secure all land use approvals to develop the property.

The purpose of this Request for Development Proposals (RFP) is to select a Respondent who can demonstrate the experience and capacity necessary to develop and manage the parcel in conformance with the goals and objectives of the Town while also being sensitive to community standards, design aesthetics and the abutting, existing neighborhood while keeping units affordable with a preference for senior households not earning more than 40%, 60% and/or 80% of the State median income. The Town is open to other creative redevelopment approaches which should be fully described if other than the scope delineated in this RFP.

Respondents should submit an original proposal and three (3) copies, and one (1) digital copy on or before 3:00 p.m. on **Monday, June 5, 2023** to:

Town of Clinton
Attn: Karl Kilduff, Town Manager
54 East Main Street
Clinton, CT 06413

Proposals will be opened and recorded at this time. No proposals submitted after this time will be accepted. Proposals should be labeled “Proposal for Pierson School.” Faxed or electronically mailed (e-mailed) proposals will be deemed non-responsive and will not be accepted.

All inquiries shall be in writing and directed, to the individual noted above, no later than Monday, May 22, 2023. Inquires can be made via phone (860-669-9333) or e-mail (kkilduff@clintonct.org).

Any clarifications made in response to the questions of any one potential Respondent will be communicated in writing to all other known, potential Respondents.

An electronic copy of this request for proposals, along with any changes, will be posted on the Town web page (www.clintonct.org). The Town may issue Addenda to this RFP. When issued, addenda will be posted on the Town's website under the "Bids" link located on the home page. It is the Respondent's responsibility to check for and address any Addenda to this RFP.

2. SITE TOUR AND BRIEFING

Interested Respondents are required to attend an on-site briefing session and site walk on Monday, May 15, 2023 at 2:00 p.m. Attendance is mandatory. Please call for directions, if necessary.

3. INTRODUCTION

The current building has been a focus on civic life for many who either attended, or their children attended, the Pierson School. Others may have enjoyed community events held on the site such as summer concerts hosted in the gazebo or more recent arts activities.

The Town is looking for a development partner that will bring new life to the Pierson School building while also maintaining some aspects of civic life in and around the property. The Town is seeking an experienced development partner that can deliver on the Town's goals as well as be creative to developing shared solutions.

4. PROPERTY DESCRIPTION

- a. Location and Site information: This RFP involves the purchase or a land lease of the listed parcel of the Town of Clinton owned lot, located at 75 East Main Street. The property abuts pre-existing, privately developed non-residential properties. This site is 3.62± acres improved with a 47,400 S.F. building known as the Pierson School.

The building ceased being used as a public school in 2019 and the building was conveyed to the Town from the Board of Education in the same year. Since that time, the building has been vacant with occasional municipal uses for storage and recreational use of the gymnasium. The Town has kept the building heated and performed occasional necessary maintenance activity to preserve the building's condition.

A Phase I Environmental and a Hazardous Materials Assessment have not been completed by the Town in advance of this RFP. The site will be conveyed or leased in an "as-is", "where-is" and "with all faults" condition.

The larger neighborhood the property is located in is a mix of residential and non-residential uses typical of a “downtown main street environment.” Immediately abutting the site is the Adam Stanton House (a local museum) and the Church of the Holy Advent. The rear of the property abuts a rail line which is owned by Amtrak and used for their passenger service as well as Shoreline East commuter rail service.

- b. Buildings and improvements: The primary building on the site is the former Abraham Pierson School. The former school was originally constructed in 1932. There were two major additions added to the north end of the building. A major addition of classrooms, bathrooms, and administrative offices was constructed in 1952. In 2000, a 2,000 SF library was added.

The lower level is partially below street grade and includes classrooms, a gymnasium, and the library which totals 20,700 SF, the main level (first floor above ground) is 13,800 SF, and the upper story (second floor) is 12,900 SF. Approximate gross building area is as follows:

20,700 S.F.	Lower Level
13,800 S.F.	First Floor
<u>12,900 S.F.</u>	Second Floor
47,400 S.F.	Total

Attached Appendix A includes an approximate floor plan for the current building. Dimensions need to be confirmed by Respondents.

Property also includes two (2) bronze statues of historic local leaders and a gazebo (384 S.F.) toward the front of the parcel to the east. It is the Town’s desire to subdivide the parcel to create a small park that will continue the gazebo use for community events and the placement of the statues. The statues will not be moved. The final area to be designated as a park will be subject to negotiation but the Town anticipates an area of 20,000 S.F bounded by the existing driveway to the east, part of the parking lot to the north, East Main Street to the south and a line to be determined to the west. This park to-be-created is not part of the acquisition in this RFP. However, parking for any municipal use may impact the remaining site and potential tenant parking.

A shed is also on the site close to the rear of the building which is part of the property to be included in this RFP.

- c. Zoning: At present, the parcel is zoned “VD”, located in the East Main Village District. The Town of Clinton Zoning Regulations can be found on the Town’s website [www.clintonct.org] in the Planning & Zoning Department’s page.

The manner in which the Property is developed shall be consistent with the Town of Clinton's Plan of Conservation & Development and all applicable town, state and federal codes and regulations.

The property is also included in the Clinton Village Historic District and is listed on the Nation Register of Historic Places.

- d. Deed Restrictions, easements, or covenants: The current property was conveyed to the Town over time and represents the assemblage of 3 parcels. One of those parcels includes a deed restriction in favor of the Morgan Trust that the site be used for a public purpose. The Town is engaged in a process with the Connecticut Attorney General's Office to resolve the deed restriction and allow for a use envisioned in this RFP.

The Town reserves the right to place an affordable housing deed restriction on the property as part of this acquisition. The affordable housing deed restriction will be binding.

An easement was also granted over the eastern edge of the site as a non-exclusive right of way in favor of the Church of the Holy Advent (abutter). Parishioners of the church have had the ability to park in the parking lot for their worship services. The current easement only terminates if the Town or the Church sell their properties. It is the Town's desire to maintain the non-exclusive right of way. As such, acquisition by purchase will require a new easement. Acquisition by lease will maintain the current easement.

- e. Utilities and Infrastructure: Public utilities available in the neighborhood include public water, natural gas, electricity, cable and phone. Wastewater is handled with on-site septic.
- f. Respondent's responsibility and due diligence: Prospective Respondents should undertake an independent review and analysis concerning physical conditions, environmental conditions, zoning, financing, and other development and legal considerations.

5. BASIC TERMS AND CONDITIONS OF ACQUISITION

The successful Respondent will likely enter into a purchase and sale agreement or a long-term ground lease, as applicable, in a form prepared (or approved) by the Town Attorney. Notwithstanding, if a Respondent desires to use a specific form of contract, the Town will give reasonable consideration to the Respondent's form.

The Town will not provide financing for the acquisition.

The Town is open to all types of transaction structures. All viable options will be considered. Possible options are described below, but other potential designs that maximize the Town's asset and benefit the taxpayer's long-term will be considered. Respondents should propose all suggestions.

- 1.) Purchase. The Town will consider the complete nature of the entire site or portion. The purchase price will be guided by fair market value and the best value offered by the Respondents. The Respondent will assume the site is "as-is." Any remediation costs will be the responsibility of the Respondent.

The Town requires a deposit payment at the time of award and a subsequent payment at closing of construction financing. Final payment for purchasing the property shall be made at closing.

- 2.) Property Lease. The Town will consider proposals for the long-term lease of the Property. The Respondent will assume the site is "as-is." Any remediation costs will be the responsibility of the Respondent. Proposals should include relevant terms and conditions relating to improvements, maintenance, and liability. The proposed lease must not be subordinated to any financing related to the building. The final terms of the lease shall be subject to the approval of the Clinton Town Council and Town Meeting. Mandatory lease terms include the following:

- Term of Lease: The Respondent shall enter into a lease agreement with the Town for a term of between 40 and 99 years. The Town requires a deposit payment at the time of award and notice of intent to lease, with subsequent payment at closing of construction financing. Annual lease payments will be required at each lease date anniversary. The term of the lease shall provide that the buildings and structures erected on the property and any alterations and improvements thereto, shall become the property of the Town at the conclusion of the lease.
- Affordability: The Respondent shall use the property solely for the purpose of providing affordable housing to senior citizens. No market rate housing should be included in the proposal. All units must be sold at prices "affordable" to individuals whose incomes do not exceed 40%, 60% and/or 80% of the State of Connecticut median income. Proposals should identify the income mix for the units.
- Assignment: The lease may not be assigned to another entity without the prior written consent of the Town of Clinton.
- Implementation: The proposed development should be completed within three (3) years of lease execution. The lease will be executed when the Respondent has secured all necessary financing commitments for the project.

Regardless of transaction structure, the Respondent will select a management/maintenance entity that has at least five (5) years of successful management of affordable housing developments. Such company shall be located in the general proximity of the Town of Clinton to insure prompt response times. The management/maintenance entity is subject to the final approval of the Town.

6. OBJECTIVE AND GUIDELINES

The guidelines included in this section have been developed by the Town of Clinton and must be addressed and met in the proposal for this property.

- a. Design guidelines: The proposed project should be consistent with the pre-existing aesthetic and design cues present in the neighborhood.

The Town will only entertain proposals involving the adaptive re-use of the existing school structure. It is the Town's preference that the exterior of existing building be preserved to the greatest extent possible with an emphasis on the historic façade of the 1932 building which faces East Main Street (Route 1).

The Town will make the sole decision concerning the proposed project's consistency with the neighborhood.

- b. Financing: The Respondent's proposal should address specific financing options for this project and describe the Respondent's financing for other similar projects.
- c. Potential Public/Private Partnership: The Town has an interest in working with the successful Respondent to provide space in the property which could have a continued public use as a community amenity. The Town will be looking to Respondents to determine if the redevelopment of the property will allow for the housing use as envisioned herein as well as a portion (determined by the Respondent) of the available space within the building to serve a public purpose that could be used for senior citizen programming (or senior center) or general community programming. The Town is looking to Respondents to describe the scope of such development, logistical operations, liability, contributions and trade-offs necessary if such a public/private partnership is feasible as an awardable option.

7. CRITERIA FOR EVALUATING PROSPECTIVE RESPONDENTS

The Town will establish a process to review and rank submitted development proposals. All proposals must meet the following minimum threshold criteria:

- a. The RFP response must be complete and must conform to all submission requirements.

- b. The Respondent must have a minimum of five (5) years of successful experience in the development of senior housing or affordable housing.
- c. The Respondent must demonstrate that he/she has the financial capacity to carry out the project as proposed that includes the availability to the Respondent of a Performance bond or Letter of Credit. The respondent must provide a Credit Reference Authorization.
- d. The Respondent shall require the selected general contractor carry a Payment and Performance Bond in an amount equal to 100% of the construction contract.
- e. The financial proposal outlining the purchase price or ground lease should be kept in a separate sealed envelope marked and not mixed in with qualification statements or other submittals.

The proposals meeting the minimum criteria above will then be judged on the following additional comparative evaluation criteria.

Competitive Evaluation Criteria

- a. Site and unit design – Compatibility of proposed site plan and elevations to preserve the character and integrity of the surrounding neighborhood; to take advantage of transit oriented development opportunities; and to utilize design cues in the immediate neighborhood and Clinton generally. Provide an aesthetically pleasing new development that will continue to enhance the value and desirability of the surrounding neighborhood. The site should be designed with attention to stormwater management and incorporate principles of Low Impact Design (LID). Respondents should address accessibility, energy efficiency, and any other proposed features of the residential units.
- b. Respondent's capacity - Ability of the development team to complete the project as proposed successfully and in a timely manner, as evidenced by track record developing senior and affordable housing utilizing former public buildings or historic school buildings. The track record will be evaluated in terms of experience securing the kind of funding necessary for the project, outcome of comparable projects (time, budget, and design), evaluation of proposed property management, and reference checks.
- c. Respondent's financial capacity - Demonstration by the Respondent of the adequacy of proposed budgets (developing and operating), assessment of likelihood of obtaining proposed financing as demonstrated by letters of interest, ability to complete the project including securing any necessary interim financing, equity contribution of the Respondent, review of all other real estate owned and any bankruptcy within 10 years by any member of the development team.

- d. Feasibility of proposed project - Analysis of development budget; construction estimates and soft costs, administrative, management and utility costs.
- e. Track record of proposed management entity in managing senior housing and affordable housing.
- f. Additional Points – In evaluating competing proposals senior housing proposals will score highest but other, non-age restricted affordable housing proposals are acceptable. Additionally, extra points will be awarded to competing proposals that include a viable community use in the former school building, as described above in Section 6 c “Potential Public/Private Partnership”.

8. SUBMISSION REQUIREMENTS

The RFP response must be complete and must conform to all submission requirements. All proposals must include the following materials:

- a. Letter of interest signed by the principals(s) of the Respondent
- b. Narrative description of proposed development
- c. Number and type of units anticipated in the proposed development. Provide conceptual site plan/floorplan – such plans do not need to be of a standard to seek land use approvals or permits but sufficient for reviewers to understand the proposed development.
- d. Development budget sources and uses
- e. Project Schedule. Include anticipated timing for project planning and construction, securing financing, and applications for any anticipated grants, public subsidies and/or tax credits.
- f. Letter(s) of interest from lender(s)
- g. Description of Development team including prior experience of team members and references
- h. Respondent financials
- i. Description of real estate owned, including any information concerning any legal or administrative actions
- j. Role of Owner/Respondent/Consultant
- k. Prior development experience with an emphasis on developments most similar to the opportunity presented in this RFP

- l. Description of proposed management/maintenance entity and references
- m. Tenant mix. Provide the projected income mix of tenants and any age restriction if proposed.
- n. Potential Public/Private Partnership. While not required, if offered, describe a feasible plan for space inside the building to be used as general community use. If offered, describe the nature of the partnership, available square footage and approximate location, any necessary capital contribution from the Town, and necessary space management requirements.
- o. Completed Non-Collusion Affidavit (Appendix B)

9. SELECTION PROCESS

All proposals submitted by the deadline will be opened and logged in publicly.

Nothing in the Connecticut Freedom of Information Act would require the Town to make public any financial information provided in confidence as part of this RFP [CGS§ 1-210(b)(5)(B)]. It is the Town's intention to hold this information in confidence and limit its distribution.

The Town of Clinton will review and evaluate all proposals that have been received by the submission deadline. Evaluation of the proposals will be based on the information provided in the bidder's submission in accordance with the submission requirements of this RFP and any interviews, references, and additional information requested by the Town of Clinton.

The selected Respondent will be required to execute a contract that is approved by the Town Council, the Town Attorney and the attendees of a Town Meeting, as well as all other documents the Town deems necessary to complete the acquisition and project as proposed and approved.

10. GENERAL INFORMATION

The Town of Clinton reserves the right to accept or reject any and all proposals and reserves the right to waive technicalities where such action best serves the interest of the Town. The Town of Clinton reserves the right to withdraw its RFP at any time prior to final selection, in its sole discretion.

The Town of Clinton will be the sole and exclusive judge of quality and compliance with proposal specifications in any of the matters pertaining to this RFP. The Town reserves the right to award the contract for this project in any manner it deems to be in the best interest of the Town of Clinton.

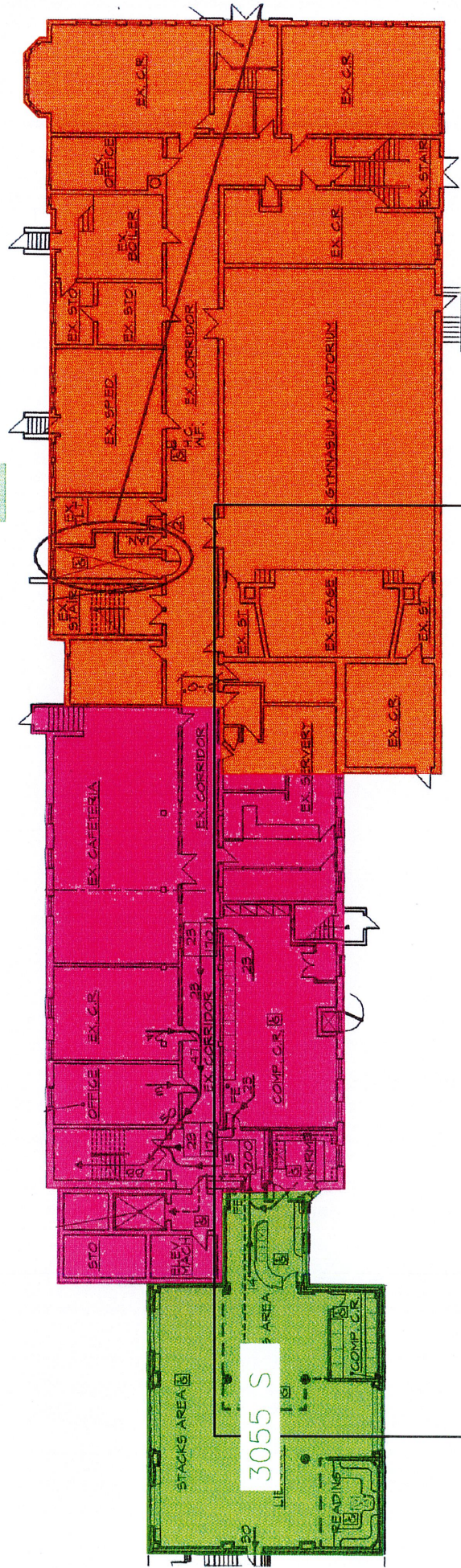
The Town may, at its discretion, require Respondents to make a public presentation of proposals to solicit community feedback during the evaluation process.

All responses provided should be as detailed as possible to provide the proposal evaluators with enough information to make a fair assessment of the proposer's qualifications and approach.

The Town will not be liable for any costs associated with the preparation or submittal of this RFP or subsequent product demonstrations.

APPENDIX A

Floor Plan of Abraham Pierson School



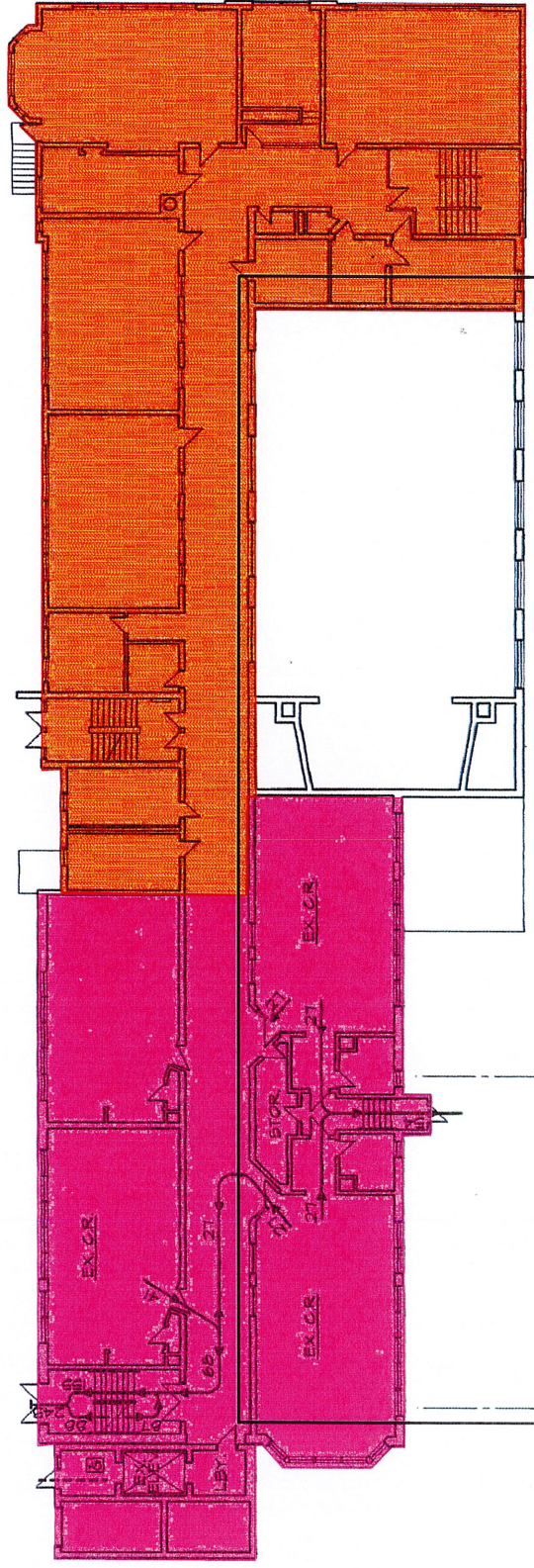
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2015

LOWER LEVEL FLOOR PLAN

A diagram of a circular pond with a diameter of 20 feet. Below the pond is a scale bar with markings for 0, 10', 20', and 40'.

- OR 932 BU G
- 1952 ADD ON
- 2000 ADD ON

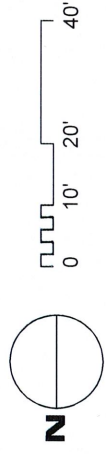


SQU R OOTAGE=13800 SF

DTC PROJECT NUMBER: 16157.1F6
 DTC DRAWING FILE: ... LY
 SCALE: 1"=20' DRAWN BY: AS
 DATE: 12-01-2021 CHECKED BY: GC



2321 Whitney Avenue - Hamden Center II
 Hamden CT 06518
 PH: 203 239-4200
 FAX: 203 234-7376
 www.isamc.com

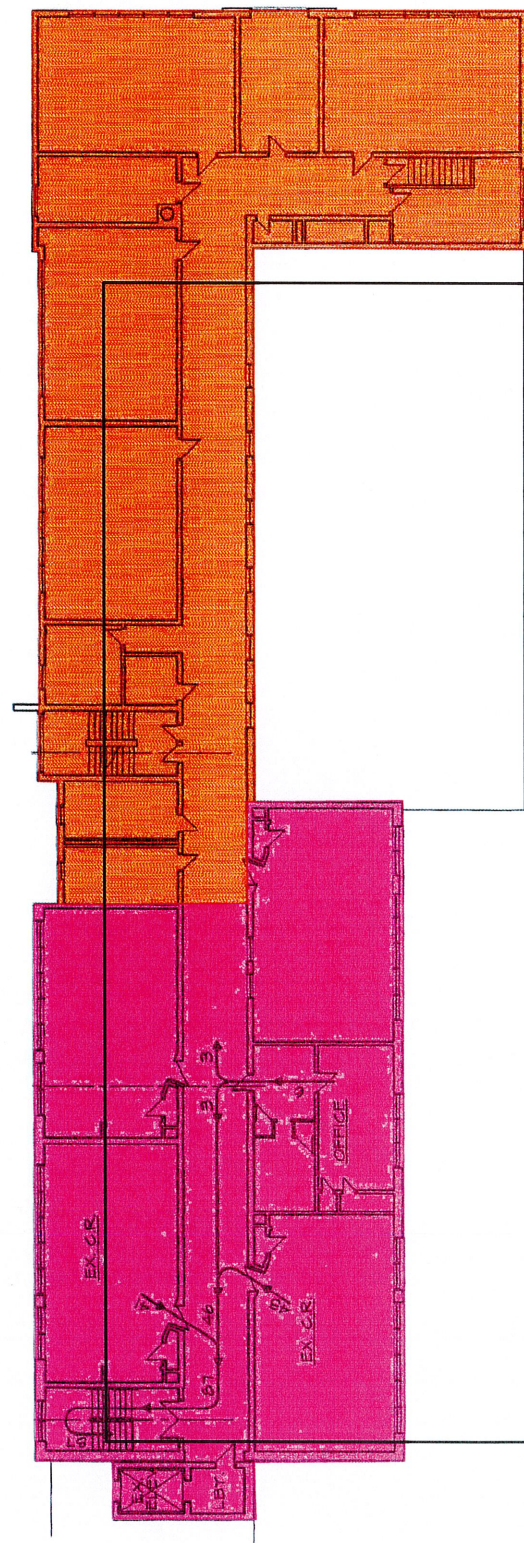


ABRAHAM PIERSON ELEMENTARY
 SCHOOL

MAIN LEVEL FLOOR PLAN

CLINTON
 CONNECTICUT

- OR 932 BU G
- 1952 ADD ON
- 2000 ADD ON

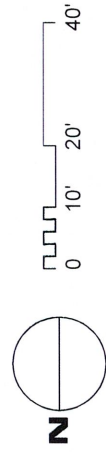


UPP R	0	SQUARE FOOTAGE=12,900 SF
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DTC PROJECT NUMBER: 16157-1F6
 DTC DRAWING FILE: ...
 SCALE: 1"=20' DRAWN BY: AS
 DATE: 12-01-2021 CHECKED BY: GC



2321 Whitney Avenue - Hamden Center II
 Hamden CT 06518
 Ph: 203 238 4200
 Fax: 203 234 7376
 www.isanetc.com



ABRAHAM PIERSON ELEMENTARY
 SCHOOL

UPPER LEVEL FLOOR PLAN

CLINTON
 CONNECTICUT

APPENDIX B
REQUEST FOR DEVELOPMENT
PIERSON SCHOOL ADAPTIVE RE-USE
NON COLLUSION AFFIDAVIT FORM

The undersigned proposer, having fully informed himself/herself/itself regarding the accuracy of the statements made herein, certifies that:

- (1) the proposal is genuine; it is not a collusive or sham proposal;
- (2) the proposer developed the proposal independently and submitted it without collusion with, and without any agreement, understanding, communication or planned common course of action with, any other person or entity designed to limit independent competition;
- (3) the proposer, its employees and agents have not communicated the contents of the proposal to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal; and
- (4) no elected or appointed official or other officer or employee of the Town of Clinton is directly or indirectly interested in the proposer's proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

The undersigned proposer further certifies that this affidavit is executed for the purpose of inducing the Town of Clinton to consider its proposal and make an award in accordance therewith.

Legal Name of Proposer

(signature)
Proposer's Representative, Duly Authorized

Name of Proposer's Authorized Representative

Title of Proposer's Authorized Representative

Date

Subscribed and sworn to before me this _____ day of _____, 202__.

Notary Public
My Commission Expires: