



**City of Jonesboro
Office of the City Manager**

**REQUEST FOR PROPOSALS FOR
DEVELOPMENT OF CERTAIN CITY
CENTER AND DOWNTOWN
DISTRICT SITES**

(21-0033)

Issue Date:

October 5, 2021



CITY OF JONESBORO
OFFICE OF THE CITY MANAGER
124 North Avenue
Jonesboro, GA 30236
(770) 478-3800 FAX (770) 478-3775

Date Issued: October 5, 2021

Bid Number: 21-0033

DEVELOPMENT OF CERTAIN CITY CENTER AND
DOWNTOWN DISTRICT SITES

Jonesboro, Georgia 30236

SECTION 1: INTRODUCTION & AREA HISTORY

The City of Jonesboro, Georgia (hereinafter the “City”), in conjunction with the Jonesboro Downtown Development Authority (hereinafter the “DDA”) is seeking development proposals from qualified contractors firms (“Developers”) for the opportunity to develop and purchase certain City-Owned properties. Because of the properties’ proximal location to the City’s Downtown District and the new City Center, the City Council and DDA consider these properties as important sites that offers unique residential, retail and mixed-use development opportunities.

The City and DDA are interested in attracting private-sector investment in its downtown area. The Historic Downtown District and surrounding City Center Mixed Use District provides a vibrant core to the City’s downtown and are popular tourism drivers. The City is exploring redevelopment options to address gaps in the downtown retail and housing mix, as well as to enhance the City’s economic base. The City and/or DDA is amenable to entering into a development agreement with a qualified developer and may consider certain financial inducements in exchange for achieving mutually beneficial development outcomes.

Throughout recent years and continuing into the present, major investments of public resources have been made to redevelop the Town Center of Jonesboro. Both the public and private sectors have joined to create and implement the revitalization plan adopted for the Downtown District. The collaboration of Jonesboro’s business, residential, and civic community is the linchpin for how the City has progressed. To ensure that the redevelopment of Jonesboro was a coordinated effort, the City adopted a Livable Centers Initiative (LCI) Update in April of 2017. The plan articulated that the City of Jonesboro could build on its historic downtown to create a more vibrant area with public improvements, private investments, and new residences and businesses. The LCI effort was coordinated by City Officials and can be found in “BluePrint Jonesboro.”

Realizing the importance of sustainable growth, the City assembled over 20 acres of land consisting of several parcels in and around the Downtown District. This parcel assembly is grouped into four main sites, which are now being offered for sale to the private sector, for the purpose of constructing mixed-use development. Proposers will be able to bid on any of the four (4) assemblages they desire. There is a growing desire and marketability as expressed in the Livable Centers Initiative “Blueprint Jonesboro” to see an increase in the construction of new owner and rental occupied housing in the community. The City supports other forms of housing/commercial options, where appropriate, and promotes new development

that integrates into the existing character and enhances Jonesboro's live, work and play environment. The City is already making significant progress toward these objectives. The following request for proposals invites interested developers to consider and respond to this exciting opportunity.

SECTION 2: PROPERTY INFORMATION



Site Addresses – “Site #1”

(Property Assemblage)

206 Fayetteville Rd

204 Fayetteville Rd

160 Smith Street*

158 Smith Street*

156 Smith Street

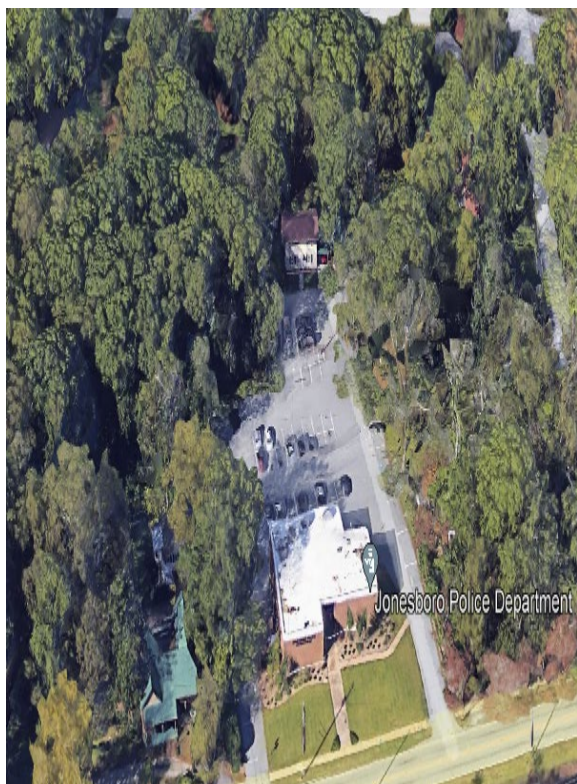
101 Burnett Street

0 Burnett Street

Total Acreage – 2.4 +/-

There are presently two other catalytic projects within close proximity of this site that will aid in the redevelopment and revitalization of this site. The City Center, which is currently under construction, is roughly 30,000 square feet of Civic Space that will comprise both City Hall and the Police Department functions. The current City Center construction is slated to be complete in June 2022. The property is adjacent to Lee Street Park, where the City hosts several large-scale events attracting thousands of participants each year. Several residential homes adorned this site prior to their demolition.

*Closing is pending.



Site Addresses-“Site #2”

(Property Assemblage)

166 South Main Street - .82 Acres**

170 S. Main Street - 1.09 Acres

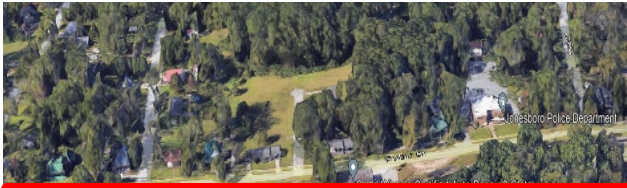
176 S Main Street – 1.90 Acres

175 Cloud Street – Vacant Property

173 Cloud Street - .44 Acres

There are presently some residential structures, office structures and the Jonesboro Police Department located on this property assemblage. The City is seeking to combine the parcels for a mixed use development. Given the location of the parcels, the City's top priority would be residential single-family detached. Upon completion of the new City Center, all offices currently at the Police Department will be relocated to that facility.

**Owned by the DDA



Site Addresses- “Site #3”

167 South McDonough Street – 9.10 acres

101 Lake Jodeco Road – 6.70 acres



This beautiful, large tract of land consists of a mixture of grassed and wooded land with a residential dwelling in the northern portion. As the largest tract of available land in the Downtown District, the City is seeking for a proposal to include a mixed-use development, commercial development or residential development.



Site Address: “Site #4”

124 North Avenue
(Jonesboro City Hall)

The pictured site is home of the present Jonesboro City Hall. The site, erected in 1923, features a number of different offices, restrooms, storage, kitchen, basement and an executive conference room. The site also features ample parking and sits next to a City owned park. The City would seek for this property to remain commercial. City offices will relocate to the new City Center upon completion of the project.

SECTION 3: PROPOSAL FORMAT AND CONTENTS

The City of Jonesboro is seeking proposals to redevelop the sites listed in Section 2. Preference will be given to those sites that feature mixed-use developments containing office, retail, restaurant and residential land uses. This City is offering the assembled sites “as is” and is soliciting proposals that offer ownership and/or rental/lease housing products. (Proposals advocating the construction of lease housing, townhomes and multi-family residential that may be easily converted to owner occupied housing in the future will be considered).

Proposals from developers who have demonstrated experience in similar developments working in a historic downtown core will be given preferential treatment.

The proposals must be presented in the order and manner described in the paragraphs that follow. To be considered substantive, the proposal must respond to all requirements of this part of the RFP. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the proposal. If the Proposer chooses to supply publications in order to respond to a requirement, the response should include reference to the document number and page number. This will provide a quick reference for the selection committee. The proposal must address the following elements.

3.1 Statement of Project (s) Understanding: State in concise terms, your understanding of the project presented by the RFP and your recommended approach to developing the Project Site. Explain why your firm is interested in this specific project.

3.2 Conceptual Plan: Please provide a conceptual site development plan that shows the number and proposed locations of buildings and/or dwelling sites to be constructed on the property. Include with a conceptual plan a description of the proposed units, including anticipated gross and finished square footage, possible architectural/design features and anticipated unit/housing pricing. Include proposed renderings and/or possible floor plans of proposed units. Any proposal that is contingent upon the construction of a “gated community” should be clearly illustrated as such, with all proposed vehicular controls and/or perimeter fencing clearly identified. Proposals are free to suggest more than one conceptual plan or offer alternatives for the City’s consideration. Alternatives may address different development densities, price points, access assumptions or other variables that could impact the Proposer’s offering price or payment terms for the site.

3.3 Project Approach: Describe in a narrative form the technical plan for accomplishing the development, from property acquisition to completion. This approach should include time frames and, at minimum, address the following elements:

- Demolition of remaining improvements (if necessary)
- Construction start date
- Projected phasing and absorption
- Proposed plan for accessing the property
- Site improvements, amenities or other relevant factors
- Overall marketing strategy and approach
- Describe how the development will address market needs and demand.
- Outline a financial plan and resources required to complete the project. Identify plan to obtain required resources and their impact on the project.
- Identify your firm’s plan to address issues including, but not limited to, development agreement, zoning, land acquisition, permitting and improvements required to proceed with construction.
- Describe unique design elements or features to be incorporated into the development

3.4 Proposed Contract for Purchase: This section should address the terms and conditions under which

the Proposer would agree to purchase the Project Site, as is, from the City of Jonesboro. This section should include but not be limited to the following elements:

Clearly describe the purchase price and proposed payment terms being offered, including a projected closing date; List any and all buyer contingencies associated with that offer, including due diligence to be completed prior to closing and all variables impacting the offering price. List any and all requested actions of the Seller, which must be completed prior to closing.

Proposers may choose to offer alternative terms of sale for the City's consideration if, in the Proposer's judgment, the presentation of options or alternatives would strengthen the proposal. It is the City's intent to utilize the content of this section as the basis for an actual Contract for Purchase with the selected developer, so it is incumbent upon the Proposer to divulge any and all applicable terms and conditions within this section.

The final contract will be subject to the approval, rejection or modification by the City of Jonesboro Mayor & City Council.

3.5 Qualifications and References: The proposal shall include a description and history of the development team, including a statement of qualifications, relevant development experience, financial capacity to purchase the Project Site under the terms offered, and capability to complete the proposed development. Provide a list of projects of a similar nature that your firm or assembled team has completed or is currently working, with contact information of qualified persons who may provide references. This information should include, but not be limited to, the General Contractor and the Architect.

The City expects all key members of the Proposer's development team who would undertake this project, to be determined in advance of the proposal submission and clearly identified within the proposal.

3.6 Evidence of Financial Capability to Undertake the Project: The proposal shall include adequate documentation of the Proposer's financial strength and ability to obtain project financing for both the acquisition and development of the Project Site. The City may consider the following financial information, or acceptable substitute, to establish the Proposer's financial viability: most recent available audited financial statement, annual reports, management letters, letters of credit or support by banks or other lending institutions, etc.

3.7 Reconveyance Rights: If the conditions set forth are not met, the Seller, in its sole discretion, shall be entitled to demand by written notice (a "Reconveyance Notice") that the Purchaser reconvey the Property to Seller. Such repurchase shall occur on or before the ninetieth (90th) calendar day following the later of (a) the delivery of the Reconveyance Notice, or (b) the date on which all governmental approvals and consents have been obtained by Seller such that the Seller is ready, willing and able to repurchase the Property (such later date hereinafter the "Repurchase Date".) The property shall be repurchased at the purchase price agreed upon, regardless of what improvements have been made upon the Property, and upon the same terms and conditions as contained herein, except that the Seller shall not be entitled to any credit for the earnest money deposit. Additionally, the development on the Property shall be finished, as evidenced by the material satisfaction of all requirements necessary for the issuance of a temporary (if applicable) or permanent Certificate of Occupancy, no later than the first (1st) anniversary of the Commencement Deadline (such date, the "Completion Deadline"). In the circumstance in which development on the Property shall have begun, but shall not have been finished by the Completion Deadline, then Seller may, at its option and in its sole discretion, deliver a Reconveyance Notice and exercise its Reconveyance Rights as outlined hereinabove. If, with respect to the failure of the development of the Property to be completed by the Completion Deadline, Seller does not send a Reconveyance Notice to Purchaser on or before the first (1st) anniversary of the Completion Deadline, Seller's right to demand reconveyance of the Property shall be waived and forever forfeited.

3.8 Substantive Nature of Proposals: Proposals that are not substantive maybe considered non-responsive. It is not sufficient for the vendor to address the proposal in general terms or in terms other than those outlined in the proposal. The format of the proposal must be as outlined. Proposal should be prepared simply and economically, providing a straightforward, concise description of the vendor's ability to meet the requirements of the RFP.

SECTION 4: EVALUATION AND SELECTION PROCESS

4.1 Highest Responsible Bidder: The City/DDA will make the award in accordance with Georgia law to the highest responsible bidder meeting the terms and conditions as set forth herein.

4.2 Proposal Evaluation Process:

4.2.1. Initial Classification of Proposals

During the evaluation phase, the City and DDA will form an evaluation team comprised of the City Manager, Mayor, Director of Community Development and others to initially review and screen the proposals for responsiveness to this RFP. Proposals determined to be technically non-responsive or not as responsive as other proposals, may be eliminated at this point. Proposals passing this initial screening will be contacted for an interview to clarify specific matters presented in the proposals. These discussions will allow respondents to elaborate on his/her proposal and to request other pertinent information. The City Manager & Mayor will use information gained during these discussions, and information presented in the proposal, to rank proposals in accordance with criteria stated in the RFP. One or more interviews, including a possible presentation of proposals at a public/neighborhood forum, may be required by the City Manager before rendering a decision. The following factors will, at a minimum, be considered during the proposal evaluation process:

- Qualifications, experience and capabilities of the development team;
- Responsiveness to the purposes and objectives of the RFP;
- Incorporation of "new urbanism" and other innovative planning principles into the overall project design;
- Overall project quality and projected end value at completion;
- Market and financial feasibility of the proposed development;
- Financial strength of the firm and ability to capitalize the project;
- Offered purchase price, contingencies and favorable terms offered for the assembled property;
- Demonstrated ability and willingness to close the transaction and assume property ownership as quickly as possible;
- Project impacts on surrounding neighborhoods, and Construction implementation timeline.

All other provisions of the RFP will also be considered. At this time, the City has not formally established weighting criteria for the above factors. Proposers can reasonably assume that factors related to the overall sale terms, project design and feasibility, experience and financial strength of the development team, are closely related and will be given equal consideration. The City Manager will complete the evaluation process and offer recommendations to the Jonesboro City Council concerning the ranking of proposals and the selection of a preferred proposer or developer for further negotiation. The City Council and DDA will be responsible for the final selection. Upon selection of a preferred developer, the City Council may delegate responsibility to the City Manager to negotiate a development agreement and purchase contract for the property.

SECTION 5: SCHEDULE OF EVENTS

Non-Mandatory Pre-Proposal Meeting: Thursday, October 28, 2021 at 11:00 a.m. (EST) at the Jonesboro Municipal Courtroom, 170 South Main Street 2nd floor, Jonesboro, Georgia 30236.

Deadline for Questions/Comments November 5, 2021 at 5:00 p.m.

Proposal Opening: Wednesday, November 10, 2021 at 2:30 p.m (EST) at the Office of the City Manager, 124 North Avenue, Jonesboro, GA 30236

5.1 Proposal Submission Deadline and Opening

To be considered, proposals must arrive at the City of Jonesboro, Office of the City Manager at 2:30 PM on Wednesday, November 10, 2021. Respondents are required to submit twelve (12) sets of complete documents and one electronic copy via usb, all copies to be signed in blue ink by the respondent's contractually binding authority. All proposals are to be inserted in a sealed envelope and clearly marked on the outside with the proposal RFP – Development of City Owned Property, the project name, and the submitting proposer's name, addressed and delivered by the date specified to:

Ricky L. Clark, Jr.
Attn: RFP – Development of City Property
City Manager, City of Jonesboro
124 North Avenue
Jonesboro, Georgia 30236

5.1.1. Any proposals received after the stated time and date shall not be considered. It shall be the sole responsibility of the Applicant to have their proposal delivered to The City of Jonesboro for receipt on or before the above stated time and date. The time/date stamp clock located in the City Manager's Office shall serve as the official authority to determine lateness of any proposal. The proposal delivery time shall be strictly observed. If the U.S. Postal Service sends a proposal, the Applicant shall be responsible for its timely delivery to City Hall. Proposals delayed by the mail shall not be considered, and arrangements shall be made for their return at the Applicant's request and expense. Under no circumstance shall bids delivered after the specified time be considered.

5.1.2. Respondents must submit a complete response to this request for proposal (RFP) using the format outlined herein. The Proposer shall include all documents necessary to support its proposal and include them with its proposal. The Proposer shall make no other distribution of proposals directly to City officials. Materials or information received from a prospective respondent as a result of an addendum by the City Manager shall not be considered a violation of this paragraph if received prior to the submission deadline.

5.1.3 At the above-designated time and date, the City Manager will read aloud and list all names of all proposers. No other information will be disclosed at that time. No other information will be disclosed nor shall the proposals be considered open record until after execution of a Purchase and Sale Agreement. All information received in response to this RFP, including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after award with the following four (4) exceptions: (1) bona fide trade secrets meeting confidentiality requirements that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the City/DDA; (3) any company financial information requested by the City/DDA to determine vendor responsibility, unless prior written consent has been given by the Offeror; and (4) other constitutional

protections.

5.1.4. Upon opening the sealed proposals received in response to this RFP, the City/DDA Representative in charge of the solicitation will review the proposals and separate out any information that meets the referenced exceptions in Section 5.1.3 above, providing the following conditions have been met:

- Confidential information is clearly marked and separated from the rest of the proposal;
- The proposal does not contain confidential material in the cost/price section; and
- An affidavit from an Offeror's legal counsel attesting to and explaining the validity of the trade secret claim is attached to each proposal containing trade secrets. Information separated out under this process will be available for review only by limited designees.

Offerors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a "right to know" (open records) request from another party.

5.1.5. The City will begin review of proposals immediately after the submission deadline. During the evaluation phase, the City Manager will establish an evaluation team to review the proposals against the technical requirements of this RFP and make a recommendation. It is anticipated that the City Council would take action on the evaluation team's recommendation at the next available public meeting. At such time, the selected Proposer and the City would proceed to sign a contract for sale in accordance with the contents of the selected response.

The City reserves the right to request additional information or to clarify submitted information, to alter the procedures for selection, or to reject any and all proposals and to waive any informalities or irregularities in the procedure. Please contact us with any questions you may have prior to the submission deadline.

5.2. Pre-Proposal Conference

A pre-proposal conference will be held to discuss this RFP at 11:00 a.m. on October 19, 2021 in the City's Court Room, 2nd floor of 170 South Main Street, Jonesboro, Georgia 30236. The purpose of the conference will be to provide interested proposers with an oral presentation of the City's vision and requirements, and to allow the presentation of questions. All parties wishing to submit proposals are strongly encouraged to attend this conference.

SECTION 6: TERMS AND CONDITIONS

6.1 Clarification of Submittals

The City reserves the right to obtain clarification of any point in a respondent submittal or to obtain additional information.

6.2 Compliance with City, State and Federal Laws and Permit Requirements

The successful Proposer shall comply with all rules, regulations (health, fire and safety), laws and permitting requirements of the City of Jonesboro, the State of Georgia, the Environmental Protection Agency (EPA) and the U.S. Government, now in force or hereafter to be adopted.

6.3 Licenses and Permits and Taxes

The successful Proposer shall abide by all ordinances and laws pertaining to this operation and shall secure, at his or her expense, all licenses and permits necessary for construction of the proposed development. The Proposer shall also be solely responsible for payment of any and all taxes and permit fees.

6.4 Assignment and Subcontracting

The successful Proposer may not sell, subcontract or otherwise transfer its interest in a final contract without prior written consent of the Jonesboro City Council and DDA.

6.5 Indemnification

The successful Proposer agrees to indemnify and hold harmless the City, its agents, assigns, and employees from and against all claims, demands, liabilities, suits, judgments and decrees, losses and costs of expenses of any kind or nature whatsoever on account of injuries to or death of any person or persons or damage to any property occurring directly or indirectly from performance of work hereunder by the Proposer or its employees, agents, servants, associates or subcontractors however such injuries or death or damage to property may be caused.



PROPOSAL FORM COVER SHEET

SUBMITTED TO:

The City of Jonesboro
Attn: Ricky L. Clark, Jr., City Manager
124 North Avenue
Jonesboro, Georgia 30236

Responses must be received by 2:30 p.m. on November 10, 2021.

The time/date stamp clock located in the Office of the City Manager shall serve as the official authority to determine lateness of any proposal. The above response deadline shall be strictly observed. Under no circumstance shall proposals delivered after the specified time be considered. Such proposals will be returned unopened.

Typed and/or print information

SUBMITTED BY:

Name: _____

Firm: _____

Address: _____

Telephone: _____

Email _____

Other # _____

I am fully aware of the requirements established by the City for selection of a developer and accept these requirements. The attached information is complete and accurate.

Print Name

Signature

Title

Date