



Official Notice #57025  
Request for Proposal

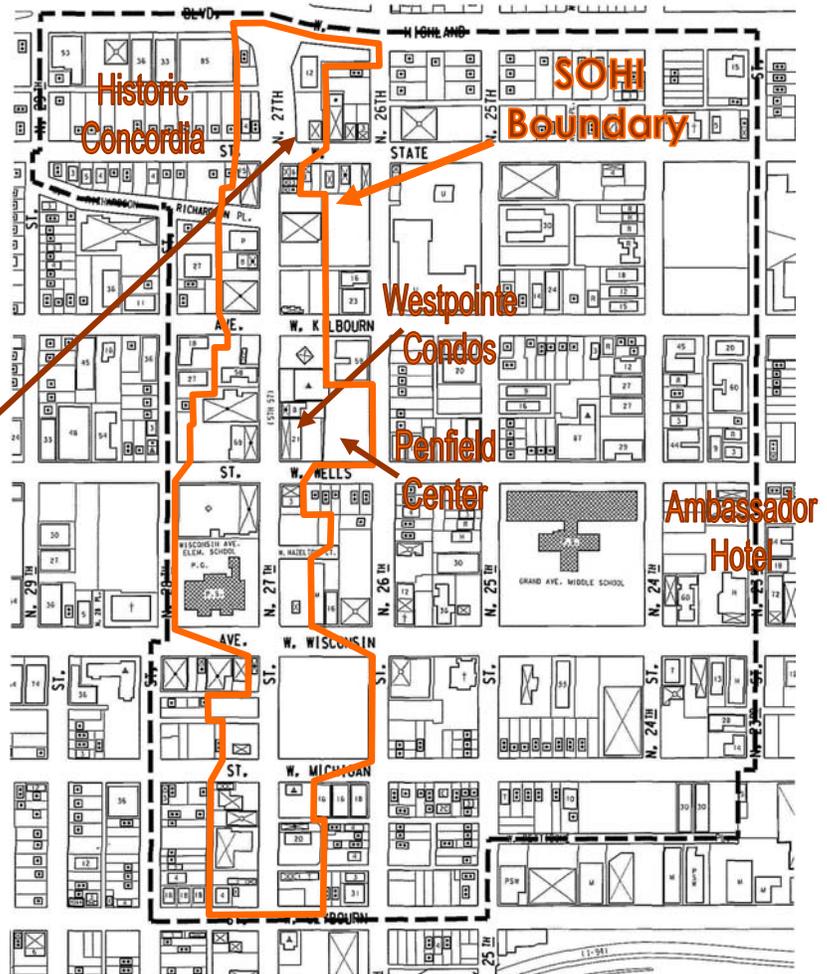
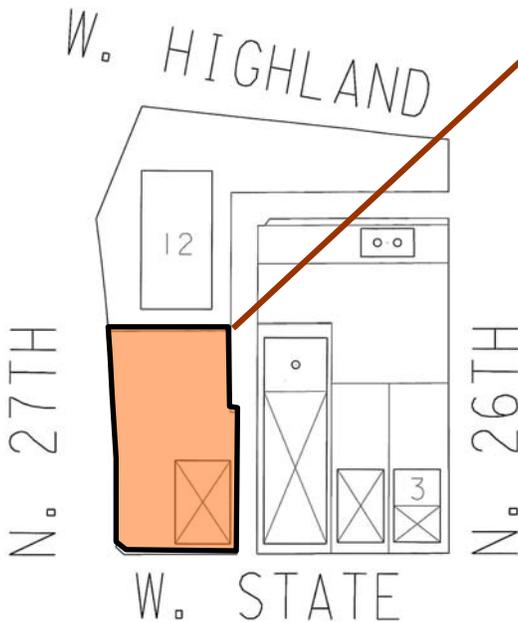
Commercial Opportunity  
SOHI Mainstreet District



Do you want to be part of the SOHI Mainstreet District? If so, the Redevelopment Authority of the City of Milwaukee (RACM) and the SOHI Mainstreet District want your proposal to purchase and redevelop the commercial building at 2622-26 West State Street – a prominent site in SOHI. Check out the SOHI happenings at <http://www.westendmilw.org/sohidistrict/main.htm>. You'll also be a part of the Avenues West Business Improvement District and the Avenues West Neighborhood Plan with great proximity to Historic Concordia. More neighborhood information is available at: <http://www.mkedcd.org/purchasingpower/pdfs/53233.pdf>



Avenues West Project Boundary



**ASKING PRICE**

\$20,000 plus a commitment to renovate the building and improve the site to RACM's Rehabilitation Standards. No brokerage fees will be paid. The property will be sold "as is and where is."

## PROPERTY

The one-story masonry building -- constructed in 1924 -- has 3,500 SF of gross area. The building's original configuration had three storefronts, but was remodeled into two sections. The storefront requires significant restoration, the lot needs attractive landscaping and the parking lot requires reconstruction. All work must be according to our Rehabilitation Standards so ensure appropriate redevelopment.

The land area is approximately 14,350 SF with asphalt paving in the rear. Site access from 27<sup>th</sup> Street at the north property line is encouraged rather than from the existing alley. Additional land area may be available if the excess sidewalk area/right of way is vacated according to state statutes and City ordinances. Such a vacation would require the buyer to relocate the public sidewalk at its expense. RACM would assist the Buyer with the vacation process.

Brownfield implications: RACM has obtained conditional case closure from WDNR for soil and groundwater environmental impacts. The [Phase I Site Assessment](#), [Site Investigation and Request for Case Closure](#), [Supplemental Site Investigation and Request for Case Closure](#), and [WDNR closure letter for 2622-26 and 2636 West State Street](#) are available on the [RFP website](#). Please note that these reports and the WDNR letter include the adjacent parcel at 2636 West State Street. The property will be sold in its "as is, where is" condition. The Buyer must comply with WDNR closure requirements including, but not limited to maintaining the parking lot to cap the site. The property will be listed on the WDNR's GIS registry for soil and groundwater impacts.

## PROPERTY USE

RACM and SOHI are seeking a commercial use that

- Positively impacts the SOHI District and the surrounding Avenues West and Historic Concordia neighborhoods
- Preferably is pedestrian oriented, rather than a major traffic generator
- Creates or retain jobs -- particularly, jobs that pay family-supporting wages
- Increases the City tax base
- Is fully taxable

Uses are subject to the current zoning -- LB2/Local Business. Check the City's zoning code more specific uses and development requirements at [www.mkedcd.org/czo](http://www.mkedcd.org/czo).

Prohibited uses include: All tax-exempt uses, day care centers, churches and social service facilities, pawn shops, service station, convenience store, liquor store, cigarette or cigar shop, gun shop, payday or auto-title loan store and tavern (unless food service is the major component)

## PROPERTY REDEVELOPMENT

Building rehabilitation and new site improvements must meet the attached [Rehabilitation Criteria](#) and specifically must:

- Restore the original façade by rebuilding the bulkhead and installing clear storefront windows and doors.
  - Install ornamental fencing along State and 27<sup>th</sup> Streets
  - Attractively landscape the site along street frontages and the parking lot
  - Provide at least one sustainable or "green" element in the building renovation or site improvements
- Demolition and redevelopment may be considered depending on the proposed uses and building design.

## EMERGING BUSINESS ENTERPRISES

Emerging Business Enterprises (EBE) participation is required. RACM's goal is 21% of the total budget and an EBE agreement with the City is required prior to closing. A [sample agreement](#) can be found on our [website](#). For more information, visit the City's EBE website at: <http://www.milwaukee.gov/EBE Website>.

## PROPERTY SHOWING

Two showings are scheduled as follows:

Thursday, August 7th, 10:00 A.M. to 11:00 A.M.

Tuesday, August 12th, 2:00 P.M. to 3:00 P.M.

Additional showings will be listed at [http://www.mkedcd.org/realestate/2622State/Changes\\_Clarifications.pdf](http://www.mkedcd.org/realestate/2622State/Changes_Clarifications.pdf).

## PROPOSAL PROCESS

Submit the following **form and plans** on or before **2:00 pm on September 11, 2008**.

➤ **Project Summary & Public Disclosure Statement** (copy available on our [website](#)).

The form should be completed fully and should clearly state or discuss:

- Offering price
  - Proposed use and its contribution to the SOHI District and surrounding neighborhoods
  - Buyer and development team; Address the team's experience with Brownfield development and building rehabilitation
  - Prospective tenants (or user) and rent range
  - Project budget; Detail rehabilitation and site costs (hard and soft costs) and identify the source for the cost estimates.
  - Financing strategy and your ability to obtain funds; include a letter of interest from a financial institution
  - Proforma income and expense analysis for property operation if possible
  - Business plan if the use will be for a start-up business
  - Job retention and/or creation
  - Emerging Business Enterprises use – amount and possible subcontractors
  - Sustainable or "green" elements
  - Project schedule from approval through rehabilitation and occupancy
- Preliminary architectural plans. The plans should be scaled and identify materials.
- Building elevations must show the storefront restoration as outlined in the [Rehabilitation Criteria](#)
  - Site plan must show parking area, fencing and landscaping. A new curb cut to North 27<sup>th</sup> near the north property line may be permitted, but is subject to DPW approval.
- A detailed scope of work may be substituted for building elevations.

Proposals must be **received and time stamped** at the 2nd Floor Bid Desk, 809 North Broadway, before the deadline. Write "2622-26 West State Street" on the envelope. Proposals submitted after the deadline or to other locations will be returned or destroyed.

## REVIEW & SELECTION

The following criteria will be used to review the proposals:

- Contribution of the proposed use and prospective occupants to the SOHI District and Avenues West/Concordia neighborhoods
- Quality and attractiveness of storefront restoration and site improvements
- Adherence of submitted plans to [Rehabilitation Criteria](#) and building and zoning codes
- Pedestrian activity generated by the use and minimization of traffic impacts
- Offering price
- Project cost and reasonableness of projections
- Tax base to be generated
- Financial capacity of the buyer and soundness of the financing strategy
- Quality and thoroughness of the business plan (if applicable)
- Amount of job creation and/or retention of family-supporting jobs
- Expertise and experience of the development team with special emphasis on Brownfield and rehabilitation experience
- Amount of Emerging Business Enterprises (EBE's)
- Extent of sustainable or green elements
- Timely project schedule

Finalists may be interviewed before the proposal is presented to RACM and the Common Council for approval.

## OPTION PERIOD & CLOSING

The selected Buyer will have six months commencing with Council approval to obtain final rehabilitation plans and firm financing. A closing will occur once all project elements are in place – final plan approval, building permits and financing. The buyer will be expected to finish all work within twelve months. A [sample sale document](#) is available on our [website](#). RACM will convey by Quit Claim Deed.

### **PROSPECTIVE TENANTS AND BUSINESS ASSISTANCE**

Need tenants? The SOHI Mainstreet District is an excellent resource. Contact Keith Stanley, SOHI manager, at (414) 933-2080 or [stanley@westendmilw.org](mailto:stanley@westendmilw.org). The Avenues West Business Improvement District is also at your service. June Moberly can provide additional information about the BID activities and can be reached at 933-0640 or [avewest@choiceonemail.com](mailto:avewest@choiceonemail.com). As a future business owner, you will contribute to the BID through a modest annual assessment.

### **FINANCIAL ASSISTANCE**

The City of Milwaukee has several business financing tools for commercial properties:

- Milwaukee Economic Development Corporation – MEDC – lends money to businesses in conjunction with conventional financing and the owner’s equity. To qualify, the project must include a percentage of owner occupancy and cannot include liquor stores, gun shops, taverns or tattoo parlors. More information is available at <http://www.medconline.com>.
- A Façade Grant and/or Façade Loan may be available from the Department of City Development to help with the storefront construction. The buyer may be eligible for up to \$5,000 per full time employee (FTE) created. Eligibility requirements and grant conditions are included in the package. See <http://www.mkedcd.org/business/busfac.html> for more information.
- The Retail Investment Fund (RIF) is available for retail user. The RIF grant is determined by the size of the retail space, private investment and job creation up to \$5,000 per FTE job. This is a reimbursement program where a grantee is reimbursed for pre-approved expenses. Funds cannot be disbursed until all conditions of the grant contract have been fulfilled, including job creation. See <http://www.mkedcd.org/business/busrif.html> for more information.

The Small Business Administration (<http://www.sba.gov>), and its affiliated Women’s Business Center (<http://www.onlinewbc.gov>), are excellent resources providing information on starting, financing and managing a small business.

### **RACM POLICIES**

Proposals will be rejected from any party (as an individual or as part of an entity) who:

- Has delinquent real or personal property taxes in the City of Milwaukee
- Has had property acquired by the City through tax tax-foreclosure within the previous five years.
- Has an outstanding judgment from the City
- Has outstanding health or building code violations or orders from the City’s Health Department or Department of Neighborhood Services that are not actively being abated
- Has been convicted of a felony that causes concern with respect to neighborhood stability, health, safety or welfare
- Has outstanding offers to purchase or uncompleted performance on a RACM or City sale except upon approval of RACM Executive Director based on history of performance

Tax and court records will also be checked prior to closing. If any of these conditions are found to exist, RACM may terminate the Option to Purchase or Agreement for Sale.

### **OTHER APPROVALS**

Buyer is solely responsible for obtaining approval of the Board of Zoning Appeals for uses or development requirements that are not expressly permitted by the zoning code. BOZA is an independent body and acceptance of a development proposal by RACM does not ensure BOZA approval.

### **SPECIAL NOTE**

Unauthorized contact regarding this RFP with any RACM staff, other City policy staff, personnel, or Department of City Development representatives may result in disqualification.

RACM reserves the right to reject any and all proposals for any reason at its sole discretion, to negotiate the terms and conditions of the eventual contract with the developer awarded the purchase and development rights, and to impose additional use restrictions, if necessary.

The contents of this packet are for informational purposes only and the representations made herein, though thought to be accurate, are without warranty. Development teams should rely exclusively on their own investigations and analyses.

RACM will honor confidentiality requests to the extent possible. If attachments to the Public Disclosure Statement are proprietary, please mark items as such.

#### **CHANGES AND CLARIFICATIONS**

Any changes or clarifications will be posted on the [RFP website](#). E-notify messages will be sent to those who have signed up for Development Opportunities when this page is updated. Check the website to [sign up](#) for E-notify/Development Opportunities.

#### **QUESTIONS**

Contact Matt Haessly in the RACM's Real Estate Section at [mhaess@milwaukee.gov](mailto:mhaess@milwaukee.gov) or 414/286-5736 if you have any questions on the property or proposal process.

Information on the Mainstreet District or prospective tenants can be obtained from Keith Stanley, the SOHI manager, at (414) 933-2080 or [stanley@westendmilw.org](mailto:stanley@westendmilw.org)