



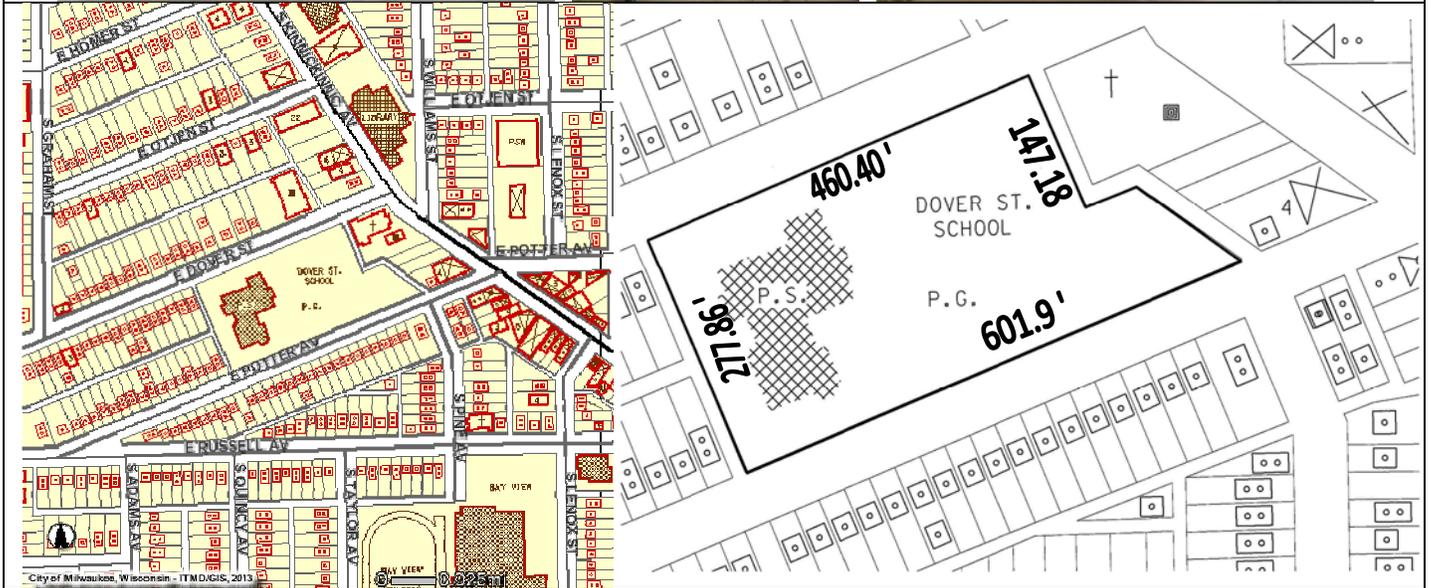
Milwaukee Public Schools

Official Notice #57475

# Request for Proposal Redevelopment Opportunity Dover Elementary School Teacher Housing



Milwaukee Public Schools (MPS) in conjunction with the City of Milwaukee Department of City Development (DCD) is seeking proposals to redevelop the former Dover Elementary School at 619 East Dover Street in the Bay View neighborhood. MPS desires that the former school be converted by a private developer to residential use that provides teachers with quality and affordable housing and fosters an environment for peer collaboration and mentoring.



### ASKING PRICE

\$350,000 plus a commitment to redevelop the property according to the development goals, design criteria and approved plans. No brokerage fees will be paid. The property will be sold "as is and where is."

## PROPERTY

66,629 SF building situated on a 4.56-acre lot. The building, constructed in 1890 with an 1893 addition, is three stories and includes a gymnasium, auditorium, cafeteria and kitchen as well as about 23 classrooms. General building plans are available on the RFP website. Detailed construction drawings are available for review by appointment at MPS Department of Facilities and Maintenance. Call John Linn at 414-283-4703 to schedule an appointment.

The property is being rezoned to LB2, Local Business, to accommodate multi-family housing. Consult the zoning code for development guidelines at <http://city.milwaukee.gov/tableofcontents#czo>.

The structure, although over 100 years old, is not a likely candidate for historic designation because of the number of historically designated schools in Milwaukee. Financing strategies should not assume historic tax credits.

The following environmental reports are available on the RFP website:

- Asbestos Material Report, dated November 1, 2013, prepared by MPS Environmental Services Group.
- Underground Storage Tank Closure Report, November 5, 1993, prepared by Northern Environmental and the Wisconsin Department of Natural Resources Closure Letter dated September 25, 1995.

The City and MPS make no representation concerning findings, information or opinions in the environmental reports.

## PROPERTY USE & DEVELOPMENT GOALS

MPS wants the Dover School converted to desirable and affordable housing for new teachers. Conversion plans should avoid major exterior alterations of the existing window openings and doors to preserve the character of the building even though it is not a historically designated building. Common areas of the property should be designed and programmed to provide opportunities for peer interaction, collaboration and mentoring.

The property lends itself to additional housing units along Dover and Potter Streets provided the new units are well-designed and compatible with the Bay View community. Please consult the Traditional Design Guidelines on the RFP website. Also see the City's Urban Design Principles at <http://city.milwaukee.gov/Designguidelines/Citywide.htm>. Demolition of the current building is prohibited.

Proposed redevelopment must:

- Convert the existing building to provide multi-family housing targeted for teachers with an emphasis on market-rate, but affordable units. A portion of units conversion financed through Low-Income Housing Tax Credits allocated by WHEDA is permissible. A marketing strategy to allow a mix of teacher experiences is encouraged.
- Include if possible additional housing units along Dover and Potter that are compatible with the neighborhood.
- Redevelop and program common areas to foster resident interaction and collaboration
- Centralize parking to minimize adverse neighborhood impacts
- Provide attractive landscaping and vegetable and rain gardens in the existing greenspace and add greenspace through removal of excess paving; retention of the existing tot lot for public use is encouraged.
- Maintain the legacy partnership with Saint Lucas Church to allow the use of an area as a playground and develop a working agreement for shared use of parking areas.
- Improve exterior appearance by replacing chain link fencing with decorative metal fencing and attractive landscaping
- Increase the City's tax base. (the project must be fully taxable and conveyance will be subject to a deed restriction)
- Meet the City's SBE policies
- Incorporate sustainable or green elements as much as possible

Prohibited uses include: any use that has the effect of diminishing the annual average number of pupils enrolled in Milwaukee Public Schools as determined pursuant to Wis. Stat. 121.05, for-profit school, tax-exempt use, church/religious assembly facility, social service office, retail or office use for rent to third parties.

## EMERGING BUSINESS ENTERPRISES

Emerging Business Enterprises (SBE) participation of 25% of the hard project costs and 18% of professional services is required. An SBE agreement with the City's SBE office must be executed prior to closing (sample on the RFP website). The City's Office of Small Business Development is an excellent resource to locate contractors. Visit <http://city.milwaukee.gov/osbd>. The buyer will report to MPS and DCD on how it met SBE goals as part of Buyer's request for a Certificate of Completion.

### PRE-PROPOSAL CONFERENCE AND PROPERTY SHOWING

A pre-proposal conference will be held at the MPS Department of Facilities and Maintenance Services at 1124 North 11th Street at 9:00 AM to 10:00 AM on Monday, November 11, 2013.

A single property showing will be conducted at the Dover Street site immediately following the Pre-Proposal Conference (approximately 11:00 AM until 12:30 PM). This will be the only time the school building is available for interior inspection. Proponents should include any potential sub-consultants or contractors to attend the conference. A written response to questions asked at the conference and showing will be posted on the website.

Potential developers are encouraged to attend a neighborhood meeting that will be scheduled shortly. Details will be posted on the RFP website under Changes and Clarifications.

### PROPOSAL PROCESS

Submit six left-bound copies and one unbound copy of following information on or before **10:00 AM on Tuesday, December 3, 2013**.

- Project Summary & Public Disclosure Statement (on RFP website). Complete fully and clearly state or discuss:
  - Offering price and purchase contingencies
  - Number of units – rehabilitated and new construction units; Unit mix (one bedroom, two bedroom, etc); and market-rate and affordable units
  - Marketing/leasing strategy for teacher occupancy and mix of teacher experience
  - Common area development and programming for peer interaction, collaboration and mentoring
  - Buyer and development team; Address the team's experience with tax-credit, affordable housing projects (if applicable) and building rehabilitations and/or demolition-deconstruction.
  - Project budget; Detail estimated cost for building renovation or construction, demolition and site improvements (hard and soft costs); Identify the source for the cost estimates.
  - Financing strategy and ability to obtain funds; include a letter of interest from a financial institution. (Financing must exclude any historic tax credits because historic designation is unlikely)
  - Prospective rent range for housing units.
  - Emerging Business Enterprise/MPS Workforce Goals compliance.
  - Sustainable or "green" elements.
  - Project schedule from approval through tax-credit application, financing, rehabilitation and occupancy.
  - Proposed working agreement with Saint Lucas Church.
- Preliminary plans (no larger than 11" by 17"; plans must be scaled and identify all materials)
  - Site plan showing existing building, new construction, parking, gardens, perimeter fencing and landscaping
  - Floor plans for building renovation; identify common areas for teacher interaction, resident amenities, trash collection and removal and loading.
  - Building elevations for any exterior modifications, including an elevator enclosure
  - Scope of work for building rehabilitation
  - Preliminary elevations and floor for new construction is proposed.

Proposals must be **received and time stamped** during business hours (7:30 AM to 4:00 PM) as follows:

Mr. John Linn, Manager of Design and Construction  
Milwaukee Public Schools  
Division of Facilities & Maintenance Services,  
1124 North 11th Street  
Milwaukee, WI 53233

Proposals submitted after the deadline or to other locations will be returned or destroyed. No formal public opening of the proposals will be held. A list of the respondents who submitted proposals will be available on Wednesday, December 4, 2013.

## REVIEW & SELECTION

The following criteria – listing in order of priority -- will be used by the MPS Review Team to evaluate the proposals:

- Goal achievement for teacher housing and peer collaboration
- Financial viability of the proposal including soundness of the budget and developer's capacity to complete the project
- Provision of housing mix that maximizes market-rate units and is compatible with the neighborhood
- Expertise and experience of the development team with an emphasis on rehabilitation/adaptive reuse experience. Consideration will be given to tax-credit experience if the project involved LIHTC participation.
- Quality and attractiveness of the renovations and site improvements
- Tax base to be generated
- Compliance with SBE goals
- Extent of sustainable or green elements
- Offering Price

Finalists may be interviewed before the proposal is presented to the MPS Board of School Directors for approval.

## OFFER TERM & CLOSING

The development proposal for the selected party is subject to approval by the MPS Board of Schools Directors in December and confirmed by the City's Common Council in January 2014. The Buyer must execute the Purchase and Sale Agreement (sample on RFP website) and submit Earnest Money of \$10,000.00 within ten (10) business days of approval by the MPS Board of School Directors.

Closing will occur once all project elements are in place – DCD approval of final renovation and construction plans, Buyer execution of the City's SBE Agreement, issuance of building permits and firm financing and evidence of equity to match the full project cost. Final plans must be consistent with the plans submitted with the RFP and incorporate any changes recommended by DCD planning staff. The Buyer will be expected to begin rehabilitation within 30 days of closing and complete all work – including landscaping -- within eighteen months unless a different performance period is negotiated.

Conveyance shall be by Quit Claim Deed on an "as is, where is" basis subject to:

- Reversionary rights for non-performance
- Restrictions prohibiting tax-exempt status and for-profit school or school that diminishes MPS enrollment.
- Use as rental housing under single ownership for a 20-year period following closing.

Development obligations will be contained in a Purchase & Agreement that will be negotiated and executed prior to closing (sample on RFP website). The City will provide title insurance in the amount of the purchase price. A \$10,000 Performance Deposit will be required at closing and will be held until satisfactory completion.

## CITY/MPS SALE 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 purchase offers or uncompleted performance on another City sale except upon approval of Commissioner 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, the City of Milwaukee will terminate the Purchase and Sale Agreement.

#### OTHER APPROVALS

If the selected proposal requires obtaining approval of the Board of Zoning Appeals (BOZA), MPS and DCD staff will work with the buyer to obtain such approval prior to presentation to MPS and the Common Council. BOZA is an independent body and selection of a proposal by the review committee does not ensure BOZA approval. If the selected proposal requires a GPD zoning change, such a request shall be presented to the Common Council with the sale authorization.

#### SPECIAL NOTE

Unauthorized contact regarding this RFP with any MPS or City officials/policy personnel may result in disqualification.

MPS and DCD reserve 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.

#### CHANGES AND CLARIFICATIONS

Any changes or clarifications – plus answers to written questions submitted at the Property Showing -- will be posted on the RFP website. Proponents are solely responsible for checking the website for any changes, addendums or answers to written questions prior to submitting a proposal.

#### QUESTIONS

Questions concerning the property or proposal process must be submitted in writing on or before noon on Friday, November 22, 2013, to John Linn in the MPS Facilities & Maintenance at [linnja@milwaukee.k12.wi.us](mailto:linnja@milwaukee.k12.wi.us) or 1124 North 11th Street, Milwaukee, WI 53233. Answers will be posted on the RFP website under Changes and Clarifications.