

CITY OF WATERLOO, IOWA



Request for Proposal September 18, 2018

Rath Administration Building
1515 Sycamore Street
Waterloo, Iowa 50707

City of Waterloo, Iowa

Prepared by
City of Waterloo
Planning, Programming and Zoning Department

**SECTION I
NOTICE OF REQUEST FOR PROPOSALS**

1.0 Receipt and Opening of Proposals

1.0.1 All proposals must be received in a sealed envelope in City Hall (date and time stamped) by Friday, October 26, 2018 at 4:00 p.m. (our clock), Central Time, in order to be considered. City Hall is located at 715 Mulberry St, Waterloo, Iowa. Proposals sent electronically or via facsimile will not be accepted. The mailing container or envelope shall be plainly marked on the outside with the notation 'SEALED RFP FOR RATH ADMINISTRATION BUILDING, and the name of the company submitting the proposal.

1.1 RFP Timeline

Name of the Proposal: Proposals for the former Rath Administration Building

Date of Issuance: Tuesday, September 18, 2018

Deadline for Questions: Friday, October 26, 2018 at 4:00 p.m., Central Time

Deadline for Proposal Submittal: Friday, October 26, 2018 at 4:00 p.m., Central Time

Submit Sealed Proposal to: SEALED RFP FOR RATH ADMINISTRATION BUILDING
Address exactly as stated → → →
City Hall
Planning and Zoning Office
715 Mulberry Street
Waterloo, IA 50703

Method of Submittal: Mail or Overnight Delivery, In Person (**No** Electronic or Fax Submittals)

Contact Person, Title: Adrienne Miller, Planner II, Economic Development Specialist
E-mail Address: adrienne.miller@waterloo-ia.org

Phone/ Fax Numbers: Phone: (319) 291-4366 Fax: (319) 291-4262

- 1.2 The City reserves the right to accept or reject any or all proposals and to waive any informalities or irregularities in proposals if such waiver does not substantially change the offer or provide a competitive advantage to any Proposer.
- 1.3 The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the Proposer. Similarly, the City is not responsible for, and will not open, any proposal responses that are received later than the date and time stated above. Late proposals will be retained in the RFP file, unopened. No responsibility will be attached to any person for premature opening of a proposal not properly identified.
- 1.4 Proposals will be opened on Friday, October 26, 2018 at 4:00 pm (our clock) Central Time in City Hall, 715 Mulberry Street, Waterloo, IA 50703. The main purpose of this opening is to reveal the name(s) of the Proposer(s), not to serve as a forum for determining the awarded proposal(s).
- 1.5 Proposals will be evaluated promptly after opening. After an award is made, a proposal summary will be sent to all companies who submitted a proposal. Proposal results will not be given over the telephone. Proposals may be withdrawn anytime prior to the scheduled closing time for receipt of proposals; no proposal may be modified or withdrawn for a period of sixty (60) calendar days thereafter.

SECTION II
GENERAL PROPERTY INFORMATION

- 2.0 Address: 1515 Sycamore Street, Waterloo, Iowa, 50707
- 2.1 Zoning: The site is zoned "M-2" Heavy Industrial District. The site is currently zoned for heavy industrial uses but is able to be rezoned for compatibility with proposals, subject to City Council approval. In close proximity are light industrial and commercial uses as well as the Human Services Campus that includes the Northeast Iowa Food Bank, women's center and Operation Threshold.
- 2.2 Additional Building Information/ History: The Rath Administration Building was constructed in 1925 as a part of the Rath Packing Company. Two additions were completed in 1940 and 1950-1952. The Rath Packing Company closed down in the 1980's and the Rath Administration Building is one only a few buildings remaining from nearly 200 that Rath owned in the area. You can the complete history of the Rath Packing Company on the City of Waterloo website under the Planning and Zoning department labeled "Bringin' Home the Bacon": The Rath Packing Company in Waterloo 1891-1985".
- Current total assessed value is \$60,420
Total building size: 4 stories, 80,708 square feet total (see building sketch)
Total lot area: 2.1 acres
- 2.3 Funding Assistance: The site is located within the City of Waterloo Consolidated Urban Revitalization Area (CURA) and the Rath Tax Increment Finance (TIF) District. Either of those designations can allow for incentives to help with redevelopment of the site. The building is on the National Register of Historic Places and is also locally designated as a historic monument.
- 2.4 The building will be sold as-is. The City reserves the right to reject any and all bids.

SECTION III REVIEW CRITERIA

- 3.0 **Project:**
Is it renovation? Write a detailed description of the project. Please include estimated construction costs, details of what is to be renovated (i.e. \$100,000 in structure and roof renovation, or renovations of painting, new walls, estimated at \$8,000.) A site plan is not required, but would be helpful for any major changes to site layout or traffic flow.
- 3.1 **Timeline:**
What is the proposed timeline for the project to commence? Please be inclusive as possible for when you think different steps would occur (i.e. when would renovation, occupancy, opening most likely start and be completed). If the project is to be phased, please indicate timing of phasing, cost breakouts of each phased cost, etc.
- 3.2 **Financing:**
How is the project to be financed? The proposed developer must provide evidence of financial ability to timely commence and complete the project. This information shall be kept confidential and may be by letter of intent from bank for financing or other similar documentation.
- 3.3 **Other factors:**
Are you asking for any other city help through incentives by City, etc.? Example: purchase price of the building and any additional incentives you may be requesting from the city, state or federal entities.
- The site is located within the CURA and Downtown TIF. The CURA sheet is attached. TIF incentives may be available for added value to site. Base value of site is \$60,420.
- 3.4 **Proposed Use:**
Proposed developments will be reviewed for their design, layout, good design of space, land use, etc. to see how they fit in with other nearby uses, in accordance with the Future Land Use Map and Comprehensive Plan for the City of Waterloo. Specific to this use, we will be evaluating how the site/use functions in conjunction with the surrounding area.
- 3.5 **Traffic Flow:**
Any new parking layouts, curb cuts, etc. to make traffic flow smoothly. Should be shown on a site plan. Currently there are curb cuts to the site, nearby parking, on street parking.
- 3.6 **Economic Impact Considerations:**
Along with the information summarized in #2 above, the creation/retention, and type of jobs for the community; services offered; new downtown commercial tax base creation, etc. will all be factored in decision.

3.7 Price:

While the purchase price will not be sole determining factor, it will be an important part of the equation, in conjunction with other criteria, to assure the City is serving the citizenry in a fair and beneficial manner.

The City of Waterloo has a Sale of Property Policy which guides its decisions for selling land in exchange for sales price, plus future investment and tax base creation. The criteria set forth within this Request For Proposal are based upon those policy intentions.

SECTION IV
PROPOSAL FORM

Property to be bid upon: 1515 Sycamore Street, Waterloo, Iowa 50707

Name in which property would be transferred: _____

Name of bidder: _____

Address of bidder: _____

Phone number of bidder: _____

Fax number/email of bidder: _____

My purchase proposal for 1515 Sycamore Street: _____

Other notes, conditions: (Please provide attachments to address section III)

Furthermore, I understand the zoning, building, and fire code provisions for the project and believe my project will work as described.

Signature of applicant/ bid

SECTION V
PHOTOS & SKETCH



