

SPECIFICATION FOR ACQUISITION OF  
VACANT PARCELS  
FOR INDUSTRIAL/COMMERCIAL/MULTIPLE FAMILY DEVELOPMENT  
PROPERTIES OWNED BY THE CITY OF WYANDOTTE

Department of Engineering and Building  
3200 Biddle Avenue  
Wyandotte, MI 48192

FEBRUARY, 2020

**Table of Contents**

Instructions and Conditions .....	Page 3 -4
Bidding Requirements .....	Page 5 - 6
Purchasing Requirements.....	Page 7 - 8
Signature Sheet .....	Page 9
Anti-Collusion Affidavit .....	Page 10

**Attachments**

- 1) Procedures for Listing Industrial/Commercial/Multiple Family Properties
- 2) List of Available Properties
- 3) City of Wyandotte, 2019 Master Plan Future Land Use Map

## **INSTRUCTIONS AND CONDITIONS**

### Delivery

Proposals shall be delivered to the City Engineer at Wyandotte City Hall, 3200 Biddle Avenue, Wyandotte, Michigan 48192 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

### Terms of Sale

The terms of sale will be cash only and all terms of Specification hereto.

### Sales Price

The suggested minimum price for each property is listed on Attachment 2.

### Posting of Property for Sale

When properties are ready to be sold, the List of Available Properties for Development (Exhibit A) will be updated and posted on the City's website, at [www.wyandotte.net](http://www.wyandotte.net), placed on LoopNet and a sign erected on the property. The City will advertise a minimum of forty-five (45) days before reviewing any proposal(s) on properties listed on this list.

After forty-five (45) days, if more than one (1) proposal is submitted all proposals will be reviewed. The City will determine which submitted proposal, if any, will be accepted.

### As Is Condition

This property is being sold in an "As Is" condition without expressed or implied warranty. The City of Wyandotte assumes no responsibility for the environmental condition of the property.

Contact the Engineering and Building Department to see if any environment studies have been completed when the property was purchasing by the City of Wyandotte. If studies were completed copies can be forwarded to interested purchaser.

Prospective purchasers shall understand that, whether buildings were removed or not, the City of Wyandotte accepts no responsibility for underground conditions in cases where there were previous structures, with or without a basement.

## Evaluation

In order to best serve the City's interest, proposals will be evaluated for highest and best use of the property, quality of development as measured by meeting or exceeding the suggested minimum features, City's prior experience with the developer including, quality of workmanship and any adverse effect on neighboring properties, amount of taxes generated and readiness of the prospective purchaser. The highest dollar amount does not necessarily determine the best proposal.

The City will consider any proposals that meet the principal uses permitted in the zoning district where the property is located. The Zoning Ordinance can be found on the City's website at [www.wyandotte.net](http://www.wyandotte.net) under City Charter/Ordinances; Appendix A.

The Wyandotte City Council will make the final decision regarding the award of the project. In doing so, the Council retains the right to accept, reject or revise all recommendations, to request additional information and to reject all Proposals.

## Subdivision Precluded

The properties are being offered as one (1) single parcel which shall not be subdivided.

## Lot Dimensions and current Zoning of each Parcel

See Attachment 2.

## Dirt Removal

Said Agreement will specify that dirt shall be removed from the site at Purchaser's expense.

## Reservation

The City reserves the right to reject any or all proposals and the right to waive any formal defects in proposals when deemed in the best interest of the City.

## BIDDING REQUIREMENTS FOR PURCHASING VACANT PARCELS

### Required Content for Proposals

- Previous Experience: Respondents should present a listing of previously completed projects similar in scope of work of the proposed project.
- Financial Resources: Respondents should submit the names, addresses, telephone numbers and relevant positions of Lenders and its officers who will be involved in any financing of the proposal.
- Participants: Respondents should identify each of the participants involved in the project, identify their roles and provide an overview of their previous experience.
- Plan of Action: Respondents should provide a detailed overview of how the proposal will be implemented. The description should include a detailed, step-by-step schedule for implementation of the project including a projected time schedule and preliminary cost estimates.
- Financing: Respondents should demonstrate how the project will be financed. A detailed narrative identifying the method of financing, sources of funds and amounts from each source should be provided.

### Proposal

Proposal makers must submit a proposal describing the proposed development by specifying the following features:

- Proposed occupancy and use of completed building including projected number of employees if applicable
- Number of stories
- Estimated amount of square footage in the building
- Number of units
- Provisions for brick or other exterior
- Provisions for underground utilities. Contact Wyandotte Municipal Service Electrical Department at (734) 324-7253; Water Department at (734) 324-7124; Ameritech (800) 288-2020 and DTE (800) 477-4747 for information.
- Other desirable architectural features
- Means of ingress and egress
- Parking Provisions

**NOTE: Construction plans are not required with proposal. Site plans DO NOT have to be drawn to scale.**

If the development is proposing to vacate any public streets or alleys then this shall be shown on plans. Provision for access to existing structures shall be detailed. If acceptable to the City to vacate streets and alley, this would be a condition of the Purchase Agreement and if not approved by Council the Purchase Agreement would be nullified.

More specific information about the proposed project, i.e. finish construction materials and architectural renderings will aid the City in formulating recommendations to the Mayor and City Council.

### Standards

Purchaser understands that in addition to contractual obligations that result from this proposal process, development of the property shall follow all local building codes and ordinances applicable as follows:

- City of Wyandotte's Zoning Ordinance can be found at: [www.Wyandotte.net](http://www.Wyandotte.net), City Charter/Ordinances, Appendix A.
- City of Wyandotte's Master Plan can be found at: [https://cms6.revize.com/revize/wyandotte/document\\_center/Departments/Community%20Development/Wyandotte%202019%20Master%20Plan%20low%20res.pdf](https://cms6.revize.com/revize/wyandotte/document_center/Departments/Community%20Development/Wyandotte%202019%20Master%20Plan%20low%20res.pdf)
- City of Wyandotte Building Code. The City utilizes the Michigan Building Code, 2015 (or current edition(s) at time of construction).

### Disclosure and Anti-Collusion

Proposal makers must complete the sworn affidavit included in this RFP, listing all persons, firms or corporations having any interest in the project that would result from acceptance of the proposal, and state whether any member of the City Council, or officer, or employee of the City is directly interested in said project. (See Form on Page 10)

### Bid Deposit

The proposal maker must accompany the proposal with a deposit of One Thousand (\$1,000) Dollars in the form of a cashier's check, or bank money order payable to the City of Wyandotte. The deposit shall be applied to the purchase price at the time of closing.

In order to protect the integrity of this solicitation and review process, deposits may be forfeited in cases where acceptable proposals are withdrawn prior to execution of an Agreement. All other deposits shall be returned at the direction of the City Council.

This Bid Deposit will be forfeited if developer defaults under the terms of the Purchase Agreement with the City of Wyandotte.

## PURCHASING REQUIREMENTS

### Title Insurance

The City of Wyandotte will furnish a warranty deed. Title insurance must be obtained at the purchaser's expense. The City will provide its policy, if available, to the successful proposal maker as credit on a new policy.

### Taxes and Prorated Items

All taxes and assessments which have become a lien upon the land as of the date of the Purchase Agreement shall be paid by the City as Seller. Current taxes, if any, shall be prorated and adjusted as of the date of closing in accordance with the "Due Date" basis of the taxing unit in which the property is located.

### Prior to Closing

The Purchase Agreement outlining the development will require that a Building Permit be obtained prior to closing for the proposed structures.

### Closing Fee

Purchaser is responsible for the payment of the Two Hundred (\$200.00) Dollar closing fee. The closing fee will be paid at time of closing.

### Timely Development When Purchasing Properties:

Purchaser is required to undertake development of the accepted proposal no later than 180 days after the closing. "Undertake development" shall mean completion of the foundation or complete or partial demolition of existing structures and appurtenances. Purchaser is required to complete the development within 365 days after closing. "Complete the development" shall mean issuance of a final certificate of occupancy by the City.

Time is of the essence in commencing and completing this development so that it will generate real property tax revenue for the City. The sum of Fifteen-Thousand (\$15,000.00) dollars in certified funds shall be deposited by the Purchaser with the City Treasurer at closing to be held as a standby letter of credit (in lieu of a performance bond) to ensure commencement of the development within 180 days of the closing and completion of the development within 365 days of the closing.

This letter of credit will require the City Treasurer to pay into the City's General Fund the sum of Seven-Thousand Five Hundred (\$7,500.00) dollars in the event the City Engineer notifies the City Treasurer that the undertake development requirement has not been timely satisfied.

The Letter of Credit will also require the City Treasurer to pay into the City's General Fund the remaining unused balance of the Letter of Credit in the event that the completion of the development requirement has not been timely satisfied.

The Letter of Credit will require the City Treasurer to refund any unused balance of the Letter of Credit to the Purchaser upon issuance of a Certificate of Occupancy within 365 days of the closing.

In the event the Purchaser has not obtained a mortgage on the property and has not undertaken development within 180 days of the closing, the City may at its option repurchase the property for Eighty (80%) percent of the purchase price (in lieu of applying the Letter of Credit). This right of repurchase will be evidenced by a recordable document to be executed at closing. In the event the City repurchases the property, the Letter of Credit will be refunded to Purchaser.

#### Development to Produce Real Property Taxes

It is the objective of the City to have the property generate ad valorem real property taxes and to remain on the tax rolls upon development. Inconsideration of the City agreeing to sell this property, Purchaser will be responsible to execute a lien reimbursement document at closing which will contain a formula requiring the City to be reimbursed for lost ad valorem real property taxes should the property become tax-exempt. This obligation will not be subordinated to any mortgage and it is purchaser's responsibility to disclose this requirement to any potential lender prior to purchaser entering into any purchase agreement with the City.

#### Inquires

Questions about this proposal shall be submitted to:

Gregory J. Mayhew, PE, City Engineer  
3200 Biddle Avenue, Suite 200, Wyandotte, Michigan  
734-324-4554, [mgmayhewi@wyandotte.mi.gov](mailto:mgmayhewi@wyandotte.mi.gov)

Kelly Roberts, Development Coordinator  
3200 Biddle Avenue, Suite 200, Wyandotte, Michigan  
734-324-4555, [kroberts@wyandotte.mi.gov](mailto:kroberts@wyandotte.mi.gov)

Jesus Plasencia, Assistant City Engineer  
3200 Biddle Avenue, Suite 200, Wyandotte, Michigan  
734-324-4558, [Plasencia@wyandotte.mi.gov](mailto:Plasencia@wyandotte.mi.gov)

SIGNATURE PAGE

Date: \_\_\_\_\_

TO: The City Engineer  
Wyandotte, Michigan

RE: VACANT INDUSTRIAL/COMMERCIAL/MULTIPLE FAMILY  
PROPERTIES

THE UNDERSIGNED HEREBY CERTIFY AS FOLLOWS:

- ☐ **INSPECTION:** Familiarity with the present condition of premises based on recent inspection.
- ☐ **COMPREHENSION:** Understanding Specifications including expeditious agreement, Council approval, and permit prior to closing.
- ☐ **PROPOSED BUILDING FEATURES:** *PROPOSAL MUST BE ATTACHED.*
- ☐ **BID AMOUNT:** \_\_\_\_\_ Dollar (\$\_\_\_\_\_)
- ☐ **DEPOSIT:** One Thousand (\$1,000) Dollars – Check # \_\_\_\_\_
- ☐ **EXECUTED ANTI-COLLUSION AFFIDAVIT:** to be attached.
- ☐

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_  
Please Print

ADDRESS: \_\_\_\_\_  
Please Print

\_\_\_\_\_  
Please Print

Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## ANTI-COLLUSION AFFIDAVIT

NOTE: The affidavit set forth before MUST be executed on behalf of the proposal markers.

STATE OF MICHIGAN  
COUNTY OF WAYNE

\_\_\_\_\_, being first duly sworn, deposes and says he/she is

the \_\_\_\_\_ of \_\_\_\_\_  
(Title) (Name of Company)

the proposal maker which has submitted, on the \_\_\_\_\_ day of \_\_\_\_\_,

to the City of Wyandotte, Michigan, for the property at \_\_\_\_\_,

Wyandotte, fully set forth in said proposals. The aforementioned proposal maker

constitutes the only person, firm or corporation having any interest in said proposal or in any contract, benefit or profit which may, might or could accrue to, or grow out of the acceptance in whole or in part of the said proposal, except as follows: \_\_\_\_\_.

Affiant further states that said proposal is in all respects fair and is submitted without collusion or fraud; and that no member of the City Council, or officer or employee of said City is directly or indirectly interested in said proposal.

\_\_\_\_\_  
Affiant Signature

SWORN to and subscribed before me, a Notary Public, in for the above name State and County this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

# City of Wyandotte 2019 Master Plan Future Land Use Map

DRAFT: May 2019

Data Sources: City of Wyandotte,  
Wayne County, MCGI

0 0.125 0.25 0.5  
Miles

