



Urban Redevelopment Authority

REVISED REQUEST FOR REDEVELOPMENT PROPOSALS (RFP)

**604 LIBERTY AVENUE
IN THE CENTRAL BUSINESS DISTRICT
OF THE CITY OF PITTSBURGH**



RFP UPDATED: Thursday, June 25, 2015

***(Updated Information in Red)**

Proposal Due Date: Accepting Proposals on a Rolling Basis

I. INTRODUCTION

Goal of the RFP

The Urban Redevelopment Authority of Pittsburgh (URA) is seeking redevelopers and/or redevelopment teams (“redeveloper”) for 604 Liberty Avenue (“Site”) in the Central Business District (“Downtown”) of the City of Pittsburgh. The goal of this RFP is to select a redeveloper to complete a unique small scale redevelopment. Responses that include demolition will not be considered.

This property is within the primary boundary of the [Downtown Façade Restoration Program](#). For more information on the program guidelines click [here](#). For information on the design guidelines click [here](#).

Property Description

| | |
|-------------------|--|
| Address: | 604 Liberty Avenue, Pittsburgh, PA |
| Neighborhood: | Central Business District |
| Council District: | 6 |
| Councilperson: | Councilman Daniel Lavelle |
| Parcel ID:* | 0001-D-00183 |
| Size of Parcel: | 775 square feet |
| Size of Building: | 1,875 square feet |
| Preferred Use: | Commercial |
| District Zoning: | Golden Triangle Subdistrict A (GT-A) |
| Appraised Value: | \$90,000 – October 13, 2009 |
| Minimum Offer: | None |

*The URA obtains property and parcel identification (Parcel ID) information from the deed and certified appraisal for the property. Some information referenced in this RFP for the parcel differs from that listed on the Allegheny County Property Assessments homepage. The Parcel IDs are hyperlinked to the Allegheny County Property Assessments page for this property.

The Site at 604 Liberty Avenue is a three-story brick building with a basement. It is an irregular-shaped, triangular building. Each floor is 625 square feet. The first floor has a front storeroom. The upper floors are not accessible from the outside. The building has been vacant for approximately 4 years and is in need of renovation. **It is important to note that the building cannot support a rear form of access and will require substantial construction costs to meet current building code compliance.** Due to the floor plan and limitations with access, this building is best suited for a single occupant.

There is no on-site parking **or rear delivery access**. District zoning does not require parking. If the proposed use demands parking, the redeveloper should address how parking demands will be met in the response.

The URA does not own any adjacent parcels.

The Site is located within a Business Improvement District (BID). The BID was created by City Council in 1997 and renewed for a third, five-year term in May 2011 at the request of the Downtown property owners. Property owners within the BID agree to assess themselves to pay for services, provided by the Pittsburgh Downtown Partnership (PDP), that directly benefit Downtown, such as cleaning, safety, marketing, housing, and transportation initiatives. The BID includes 100 blocks of Downtown. More than 4,000 businesses and 350 property owners are located within the BID area.

Site tours are available upon request by contacting Development Officer Claren Healey at 412-255-6568, or chealey@ura.org.

Neighborhood Market Conditions

Located across from Heinz Hall, 604 Liberty Avenue offers a unique vantage point onto 6th Street and the Roberto Clemente Bridge. It is nestled between the [Pittsburgh Cultural District](#) and [Market Square](#). The immediate neighborhood is densely built-up with mid and high rise office buildings and commercial/storefront buildings. PNC Three provides a powerful architectural backdrop to this small building.

Due to this building's location with respect to the many recreational and cultural amenities within Downtown Pittsburgh, it has the potential to be a showcase development.

The Pittsburgh Downtown Partnership publishes an annual State of Downtown Pittsburgh report, which provides an in-depth and fact-based snapshot of ongoing development and real estate activity in Downtown Pittsburgh. To access the [2015 State of Downtown Pittsburgh report](#), click [here](#).

Community Participants and Priorities

The community group that represents Downtown is the PDP. The PDP was formed by Downtown businesses, professionals, civic organizations, foundations, and residents to develop and implement programs and initiatives to enhance the Downtown neighborhood. PDP also promotes and markets Downtown to millions of people as the region's premier destination to do business, to call home, or to visit for the best in shopping, dining and entertainment. The PDP also stands as staunch advocates for all those who make Downtown part of their lives—from businesses to workers to residents. To learn more about PDP click [here](#).

A strategy to attract and retain retail businesses in Downtown Pittsburgh was created by the City of Pittsburgh, URA, PDP, members of the Downtown Retail Task Force, Downtown stakeholders and representatives from Point Park University. The Downtown Action Strategy, prepared by Stantec Architecture Inc. and Wall-to-Wall Studios, was issued November 2012. To access the Downtown Action Strategy, click [here](#). The three-year Downtown Action Strategy plan aims to improve the retail experience in the City's urban core by creating a new branding and marketing strategy, improving public infrastructure and space, and providing recommendations for new policies and incentives to enhance the neighborhood's safety and walkability.

Interested redevelopers are encouraged to meet with PDP prior to submitting a proposal package to discuss how the proposed project relates to the community plan.

II. PROPOSAL REQUIREMENTS

Proposals should demonstrate the capacity and creativity of the redeveloper to transform the parcels included in this RFP by following high development standards and presenting the best economically viable project(s) for

the City. The redeveloper will be required to coordinate design and construction with the URA to ensure that the proposed renovation complements the neighborhood's and City's revitalization goals.

All responses should include the RFP Summary Page and Project Sources and Uses of Funds Template, which can be found at the end of this document. Please identify the specific sources of funds that will be used to finance the project. The RFP Summary Page should be used as the cover page of the proposal package. Using section dividers with tabs, the proposal package should be divided into sections based on the following Proposal Requirements outline. Responses should be limited to 10 pages not including the RFP Summary Page, Project Sources and Uses of Funds Template and exhibits. The redeveloper should submit seven (7) hard copies of the proposal package with one (1) electronic copy in a single bookmarked PDF format on a flash drive or disk to:

Claren Healey, Development Officer
Urban Redevelopment Authority of Pittsburgh
200 Ross Street, 10th Floor
Pittsburgh, PA 15219

All responses should include the following RFP Summary Page as the cover page of the proposal package. This page should be fully completed by the redeveloper. All responses will be accepted by the URA on a rolling basis.

The following Proposal Requirements will serve to establish a redeveloper's overall capacity to complete this project.

1. RFP Summary Page
2. Project Narrative
 - a.) Project Description – specific use, number of units (for residential) and/or commercial square feet (for retail, office)
 - b.) Parking - parking required by district zoning in relation to the parking necessary to meet the project demands
 - c.) Community engagement plan – general approach and how the project complies with the principles outlined in the community plan
 - d.) Sustainability goals – performance measures or industry standards that will be used to assess the sustainability of the project
 - e.) Minority/Women Owned Business Enterprise plan – strategy to maximize M/WBE participation and projected goals
 - f.) Ownership entity (single owner, partnership, LLC) - ability to finance the costs associated with project including previous experience in attracting equity investors and fundraising
 - g.) Development entity – project management plan and role of each development partner in the implementation of the development plan
3. Schematic Drawings of the Proposed Project (Exhibits)
 - a.) Site plan
 - b.) Elevations
 - c.) Phased plan, if applicable, with first phase clearly identified
4. Budgets (Exhibits)
 - a.) Financing sources with funding gaps identified
 - b.) Project uses including redeveloper's offer as well as detailed hard and soft costs
 - c.) Proforma including all anticipated operational and maintenance costs

- d.) Phased sources and uses, if applicable, with first phase clearly identified
 - e.) **Completion of attached Project Sources and Uses of Funds using the template provided**
5. Proposed Development Timeline (Exhibits)
 - a.) Schedule that identifies the duration of key tasks (i.e. due diligence, conceptual design, design development, permitting, final design, contract award, construction, etc.) and indicates major milestones
 - b.) Phased development timeline, if applicable, with first phase clearly identified
 6. Financial Capacity (Exhibits)
 - a.) Joint venture, general, or limited partners, and percentage of interest
 - b.) Statement of Equity Contribution with source identified
 - c.) Letters of Interest or references from lending institutions, if applicable
 - d.) Letters of Interest from potential tenants, if applicable
 7. Relevant Development Experience (Exhibits)
 - a.) Resumes or biographies of the proposed development team
 - b.) Fact sheets for similar projects (images, date, location, concept, funding sources, current vacancy rates)
 - c.) Press clippings that include project narratives to describe previous work

III. SELECTION PROCESS

The URA's intention is to enter into an exclusive negotiation period with the selected redeveloper. The exclusive negotiation period will provide the redeveloper sufficient time to complete due diligence activities necessary to define a scope of work and schedule that will ultimately become part of a formal Disposition Contract.

A redeveloper may be selected based on, but not limited to, the following criteria:

1. Experience completing similar redevelopment projects in an urban neighborhood;
2. **Overall feasibility of redeveloper objectives given the challenging nature of the building and its site;**
3. Capacity to attract and secure financing, with a minimum amount of public subsidy;
4. Ability to assemble a team with the appropriate specialties;
5. Appropriateness of proposed plan with RFP goals and scale of development;
6. Experience with community engagement;
7. Commitment to sustainable design standards;
8. Commitment to Minority/Women Owned Business Enterprise participation;
9. Letters of interest from banks and/or potential tenants; and
10. Offer on subject property.

The redeveloper is responsible for designing a project that meets the zoning regulations and building codes adopted by the City of Pittsburgh and is otherwise compliant with the law.

A redeveloper will be recommended to the URA Board based on the overall quality of the proposed project. The evaluation of the redeveloper's qualifications, experience, and capacity will be based upon information submitted in the proposal and presented during the interview by the redeveloper.

The URA reserves the right to verify the accuracy of all information submitted. After the URA has completed its evaluation of the submittals, a redeveloper who is placed on the short-list may be asked to interview with the

URA. However, a short-listed proposal may be accepted without the need for an interview. If an interview is deemed necessary, the redeveloper will be provided with a time that is determined by the URA.

IV. DISPOSITION PROCESS OVERVIEW

The URA sells its property through a disposition process rather than a standard sales agreement. The disposition process is based on the declarations within the Urban Redevelopment Law (Act of May 24, 1945, P.L. 991, No. 385). The redeveloper must enter into a Disposition Contract (i.e. Redevelopment Contract) with the URA. The Disposition Contract is the binding document that details the redeveloper's plan to design, finance, purchase, and construct the redevelopment project. Taxes, liability insurance, site security, and all aspects of owning and redeveloping the property shall be the full responsibility of the redeveloper at the time of sale, as specified in the Disposition Contract.

As part of the process, the URA will review the Opinion of Probable Cost and project drawings against the evidence of financing to determine if the information presented is reasonable and corresponds to a fully realized project. The URA will not close on a property until all the terms of the disposition process are fulfilled. Click [here](#) to access the Disposition Process.

The URA Board must approve any and all redevelopers who purchase URA property. Upon URA Board approval, the redeveloper's purchase of the property will occur after execution of the Disposition Contract, approval of the final construction documents and issuance of a building permit. The purchase of the property will occur simultaneously with the closing on the redeveloper's construction financing.

V. LEGAL INFORMATION

1. Prior to submitting a proposal, a redeveloper is strongly encouraged to attend the pre-proposal conference, which provides an opportunity to inspect the property.
2. The property will be offered to the selected redeveloper in "AS-IS" condition.
3. The sale of the property does not guarantee or warrant demolition permits, building permits, zoning variances, or financial viability.
4. The redeveloper, for itself and its employees, contractors, and primary subcontractors, agrees not to discriminate against or segregate any person or group of persons on any unlawful basis in the construction, sale, transfer, use, occupancy, tenure or enjoyment of the property or any improvements erected or to be erected thereon, or any part thereof.
5. The URA shall be the sole judge as to which proposal best meets the selection criteria. The URA reserves the right to reject any or all proposals received, to waive any informalities or irregularities in any submitted proposal, and to negotiate scope and proposal prices.
6. Responses to the RFP will not be opened publicly.
7. Proposals may be withdrawn by written notice received by the URA before the time and date set for receipt of proposals. After the submission date, a proposal may not be withdrawn for a period of sixty (60) days, except by mutual consent between the URA and the respondent.

8. It is the redeveloper's sole responsibility to read and interpret this RFP and the written instructions contained herein. A respondent may correct errors and omissions discovered before the time set for receipt of proposals by withdrawing the original proposal and resubmitting a new proposal before the date and time set for the receipt of proposal. Errors and omissions may not be corrected after the submission date except when the URA decides, in its sole discretion, to allow the correction.
9. This RFP is submitted subject to errors, omissions, and/or withdrawal without notice by the URA at any time.
10. The redeveloper is encouraged to confer with the URA prior to submitting their response. All proposals, including attachments, supplementary materials, addenda, etc. shall become the property of the URA and will not be returned.
11. Addenda will be posted on the URA website and distributed via the [Developer Mailing List](#). All such addenda shall become part of the RFP documents and all respondents shall be bound by such addenda, whether or not received by the respondents.

**RFP SUMMARY PAGE
AND
PROJECT SOURCES AND USES OF FUNDS TEMPLATE
FOLLOW**

**RFP SUMMARY PAGE
604 LIBERTY AVENUE**

| <i>Development Team</i> | |
|---|--|
| Ownership Entity | |
| Primary Contact | |
| Address | |
| Phone | |
| E-mail | |
| Is lead Developer a certified MBE or WBE? | |
| Partner | |
| Architect | |
| Contractor | |
| Consultant(s) | |
| Is any of the development team a certified MBE/WBE? | |
| | |
| | |
| <i>RFP Summary</i> | |
| Acquisition Offer | |
| Total Estimated Project Cost | |
| Developer Equity | |
| Total Estimated Project Gap | |
| <i>Complete all fields that apply.</i> | |
| Total Residential Units | |
| Total Retail Square Footage | |
| Total Office Square Footage | |
| Other (please specify) | |
| Other (please specify) | |
| Other (please specify) | |
| <i>Project Timeline</i> | |
| Construction Start | |
| Construction Duration | |

To obtain an excel version of the RFP Cover Page, e-mail chealey@ura.org

PROJECT SOURCES AND USES OF FUNDS

Redevelopment Team: _____

Budget Category **Overall Project Budget**

SOURCES OF FUNDS

| | |
|-----------------|-------|
| Loan #1 | _____ |
| Loan #2 | _____ |
| Loan #3 | _____ |
| Equity | _____ |
| Grants | _____ |
| Other Source #1 | _____ |
| Other Source #2 | _____ |

TOTAL SOURCES OF FUNDS

USES OF FUNDS

| | |
|---------------------|-------|
| Acquisition | _____ |
| Hard Costs and FF&E | _____ |
| Soft Costs | _____ |
| Miscellaneous Costs | _____ |

TOTAL USES OF FUNDS

**ADDITIONAL REQUIRED GAP
FINANCING OR EQUITY**

To obtain an excel version of this Template, e-mail chealey@ura.org