

REQUEST FOR PROPOSALS

“8th Street & Hemlock Avenue Development”



**City of
MARSHFIELD**

DATE DUE:

12:00 PM, Friday, September 28, 2018
at the Office of the Director of Development Services
207 W. 6th Street
Marshfield, Wisconsin 54449

REQUESTING ENTITY:

Common Council
City of Marshfield, Wisconsin

I. Introduction

The City of Marshfield's Common Council is seeking proposals for the purchase and development of 1.125 acres of real estate located in the east central portion of the city at corner of 8th Street and Hemlock Street. The property offers a unique opportunity for the development of single family homes, as it is already adjacent to existing single family homes. The land was originally used for ice skating, but that activity has been discontinued for many years. There is a small building structure on the property that was used as a warming house that can be repurposed or removed

II. Community Information

The City of Marshfield is a vibrant, small community, located in the geographical center of Wisconsin. Wisconsin Department of Administration estimates the City population in 2017 was 19,118. According to the U.S. Census Bureau, the median household income for Marshfield was \$46,621 for 2016. The community, historically impacted by rail transportation, has grown into a community now recognized for its world class medical center, Marshfield Clinic and Marshfield Medical Center, and excellent quality of life.

According to the 2014 Housing Study, identified that there is a need to build attractive, single-family homes at starter home prices, between \$125,000 and \$200,000.

III. Scope of Project

The property is currently zoned SR-4, that requires a minimum lot size of 8,700 square feet and a minimum lot width of 60 feet. This zoning primarily allows single family homes. The City does require a \$200 parkland dedication fee per lot created by Certified Survey Map. The project should create a medium-density moderately priced development of single family homes, designed to fit the existing context of the surrounding neighborhood. The development must return the property to the tax roll with a corresponding increase in the tax base. The project may require the extension of sanitary sewer & water laterals to serve all of the proposed lots.

IV. Proposal Submission

In a concise manner, proposals must contain at a minimum, the following:

1. Letter of Intent – Submit a brief letter of interest and other relevant information. Emphasize the specialties and strengths of your proposal/company.
2. Experience – Submit information and descriptions of similar projects. Include the name of the project, client, location, services provided, date completed, cost, and client contact information.
3. Project Schedule – Provide a proposed tentative schedule for all stages of the project.
4. Cost – Indicate the offering price to be paid for the land. Please include an estimate of total construction costs at final build out.
5. City Assistance – List any requested use of city staff, as well as any equipment or materials (e.g. maps) that will be expected from the City. Indicate any special assistance needed to complete project, such as anticipated zoning modifications or public participation.
6. Statement that no personal or corporate conflict is known to exist.
7. Additional Information – Include any additional information you feel will assist us in the evaluation of your firm's qualifications and proposal.

V. Proposal Submittal

In submitting a proposal, the proposer certifies they have reviewed this RFP and are familiar with the conditions contained therein. The City of Marshfield will not be responsible for, nor incur any cost associated with responding to this RFP. The City of Marshfield reserves the right to interview selected proposers for this project and reserves the right to reject any and all proposals with or without cause. The interview will enable the firm to present their proposal and approach to the project.

A maximum of one proposal may be submitted per proposer. Submit two (2) versions of your proposal: five (5) hard paper copies and one (1) electronic version in pdf format on a USB drive.

Envelope must be clearly marked “8th Street & Hemlock Avenue Development”.

Deadline is 12:00 pm, Friday, September 28, 2018

Submit Proposals to:

Josh Miller
Development Services Director
207 W. 6th Street
Marshfield, Wisconsin 54449
josh.miller@ci.marshfield.wi.us

VI. Selection Process

Proposers are prohibited from lobbying or contacting city officials or employees to persuade a decision. If this occurs, their proposal may be rejected.

Proposals will be evaluated based on the following criteria:

- The price to be offered for the land.
- Proposed development schedule.
- The proposer’s expertise and experience.
- Quality, attractiveness, and feasibility of the proposed development.

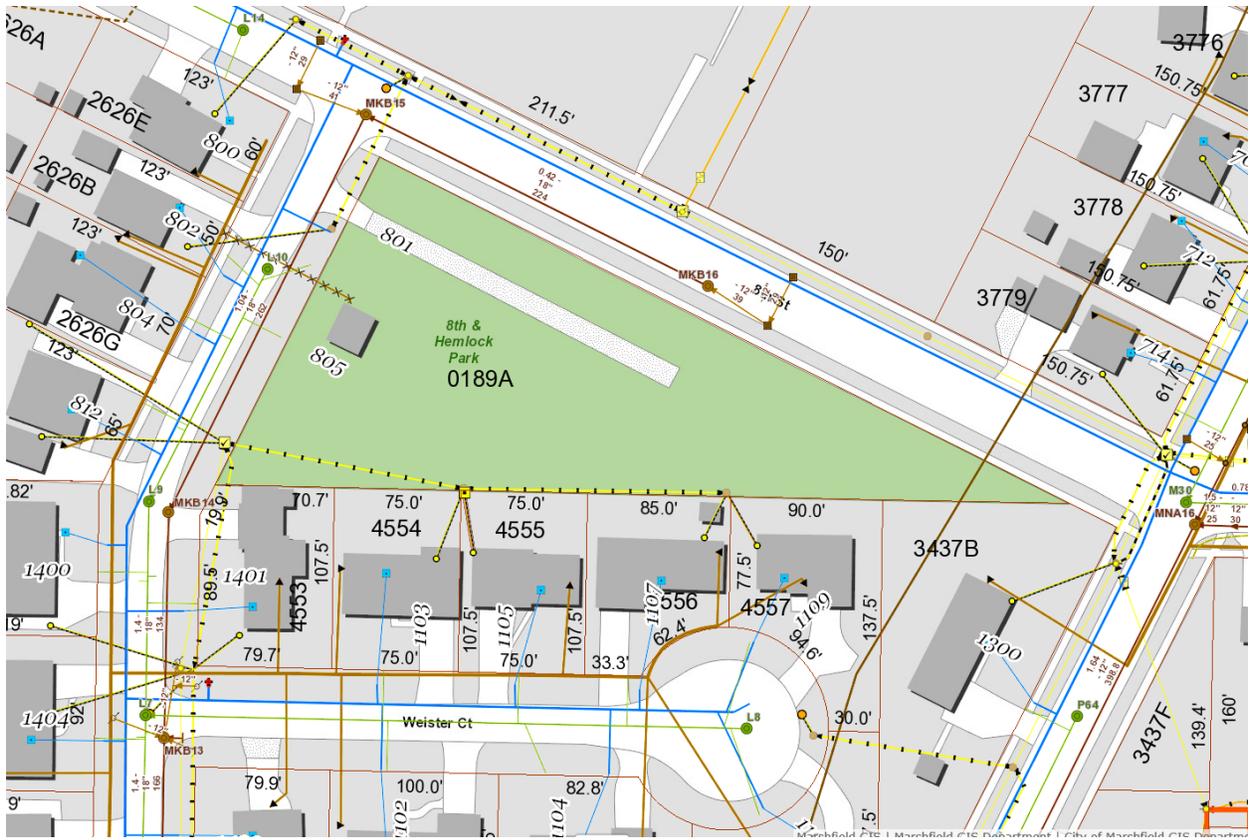
VII. Misc.

The contents of this RFP are for informational purposes only and the representations made herein are without warranty. Proposers should rely exclusively on their own investigations and analysis.

The City of Marshfield will honor confidentiality requests to the extent possible. If you feel certain aspects of your proposal are proprietary in nature, please indicate so.

Any additional terms or conditions which are deemed necessary for entering into a contract with the City should be attached or incorporated as part of the proposal.

All proposals become the property of the City of Marshfield and will not be returned. The City of Marshfield reserves the right to reject any or all proposals, waive technicalities, or to negotiate further with a Proposer who appears to clearly meet the City’s needs.



END OF REQUEST FOR PROPOSALS