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**URBAN REDEVELOPMENT COMMISSION**  
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GENERAL COUNSEL

**REQUEST FOR PROPOSALS**  
**FOR**  
**PURCHASE AND REDEVELOPMENT**  
**OF**  
**RE-USE PARCEL 36**  
**CITY OF STAMFORD, CONNECTICUT**  
**URBAN REDEVELOPMENT COMMISSION**

AUGUST 2014

## SUMMARY

The City of Stamford, Connecticut, Urban Redevelopment Commission (the "Commission"), for itself and on behalf of the City of Stamford, Connecticut (the "City") invites interested parties to submit proposals for the purchase and development of a cleared 11,600 square foot redevelopment parcel of land (see attached plan – *Exhibit "A"*) within Stamford's Central Business District. The subject parcel, more commonly referred to as Re-Use Parcel 36, is located at the corner of Greyrock Place and Main Street. The developers will be selected through review of responses to the Commission's Request for Proposals (the "RFP").

The Commission, working within the adopted Urban Renewal Plan for the Southeast Quadrant Extended Urban Renewal Area, seeks to fulfill several objectives on the subject re-use parcel. It seeks to create a high quality building in the Central Business District. The development program could allow, among others, for the potential of a mixed-income residential project with no less than 10 % affordable households on-site, consistent with the City of Stamford zoning regulations. The 10 % "affordable housing" element of the project is intended to provide a downtown housing option for families otherwise priced out of the market.

Respondents are encouraged to explore a possible best use for the site with the possibility of approved off-site parking to reduce the amount of new parking that must be constructed. Design guidelines are discussed in some detail later in this RFP. In general, the design of the project should emphasize a traditional street-wall along the abutting streets. The project should include a human-scale, pedestrian-oriented environment, with site plans and building designs that will help create lively and active interesting spaces along the streets to attract and engage pedestrian traffic.

Respondents must present a detailed development scheme, a marketing justification and implementation plan, and a financing strategy that will assure the Commission of the redeveloper's capacity to complete the project in a timely manner consistent with the affordable housing and design objectives. The Commission expects that all respondents will have little difficulty satisfying this requirement, and emphasis will be placed on the Commission's evaluation of design proposals.

In order to accomplish its development objectives, the Commission is prepared to take all necessary steps within its statutory powers to assure the project's implementation.

After selection of the preferred developer, the Commission will negotiate a Land Disposition Agreement (the "LDA") with the selected developer. The basis of the LDA negotiation will be the selected developer's proposal. The negotiations will cover the usual terms and conditions of the transaction, including schedules and procedures. In addition, the negotiations will include specific issues of planning, urban design and architecture based on the developer's design submission. It is anticipated that all issues will be addressed and resolved before the LDA is submitted to the local legislative body for its approval.

Since the Commission must approve final plans prior to the start of construction, the Commission will conduct periodic design reviews to assure the project's timely implementation.

## SECTION 1.0: ADMINISTRATIVE INFORMATION

- 1.1 ISSUING OFFICE:** This request for proposal ("RFP") is issued by the City of Stamford, Urban Redevelopment Commission ("Commission"). All contact regarding this RFP is to be directed to:

Rachel Goldberg, General Counsel  
City of Stamford, Connecticut  
Urban Redevelopment Commission  
888 Washington Boulevard, 9<sup>th</sup> Floor  
Stamford, Connecticut 06901  
Phone: (203) 327-9180 Ext. 16  
Fax: (203) 975-1552  
E-mail: [goldbergrachel@hotmail.com](mailto:goldbergrachel@hotmail.com)

- 1.2 GENERAL PROJECT DESCRIPTION/BACKGROUND:** The City of Stamford, under the Stamford Urban Renewal Program, has undertaken significant and highly successful Urban Redevelopment and Urban Renewal programs. Stamford has been transformed into a dynamic city with one of the most active and desirable real estate markets in the Northeast. Stamford's healthy growing economy has fueled significant changes in the City over the last two decades, and is expected to continue to alter the City's economic and demographic characteristics. Notably, the growth of Stamford as a commercial and financial center and Fairfield County as a highly desirable residential address has resulted in a strong demand for housing in general, and moderately priced housing in particular, within the City. Due to its commercial development, Stamford has experienced a strong surge of employment in recent years. Downtown Stamford is an established high-end regional shopping destination, offering a major mall and notable department stores.
- 1.3 GENERAL PURPOSE:** The Commission is soliciting proposals for itself and on behalf of the City of Stamford (the "City"), inviting interested parties to submit proposals for the purchase and redevelopment of a cleared 11,600 square foot redevelopment parcel of land (see Exhibit "A") within Stamford's Central Business District. Demand for nearby housing has far exceeded the available supply in Stamford, leading to a tightening of the residential market throughout Fairfield County and long commutes to work, mostly by automobile. Many young natives and retiring seniors of Stamford are unable to afford housing within the City, and many of the employees whose jobs have relocated to Stamford can find affordable housing only at a considerable distance from the City. The Commission is especially interested in providing affordable housing opportunities for public employees.

**1.4 DEVELOPMENT SITE:**

The proposed development site is situated in the Urban Renewal project boundary area and in the heart of Stamford's downtown, located one block from the Stamford Town Center, a 900,000 square foot, upper-end enclosed regional shopping mall. On Atlantic Street stands Landmark Square, the first of the large speculative office buildings built in Stamford. The

majority of the other large office buildings within Stamford lie within easy walking distance of the site. The beautiful Mill River Park is also within easy walking distance. The Commission has not analyzed the sub-surface conditions of the site and the utilities serving it. The site is subject to Urban Renewal Plan controls and zoning regulations. All proposals must satisfy these requirements to the extent possible and any exceptions or deviations must be clearly identified.

**1.5 GENERAL OBJECTIVES:**

Provide a minimum 10% affordable housing on-site that meets or exceeds the BMR requirements of the Stamford Zoning Regulations, and provide market rate units that are priced competitively to meet the market demand and assure rapid absorption if the proposal is for residential development. Create a design of high distinction at a scale that integrates well with the existing character of the area; and Provide public art at a total of approximately 1% of net construction cost on the site to enliven and humanize the environment.

**1.6 DEVELOPMENT CONDITIONS – PRICE:**

The proposal must provide for payment to the Commission of the fair re-use value for the project land. The proposal must provide a ten percent (10%) security deposit downpayment and may provide for Commission financing of up to than fifty percent (50%) of the purchase price over a set period (not to exceed 20 years) at market interest rate.

**1.7 DEVELOPMENT CONDITIONS – ARCHITECTURAL DESIGN:**

The Commission encourages respondents to submit architectural designs of high distinction, which will reinforce the scale and feeling of Stamford’s traditional downtown.

**1.8 SCHEDULE OF ACTIVITIES:**

As currently envisioned, the project pre-development schedule is as shown below, and is subject to change as circumstances warrant:

	<u>DATE</u>	<u>TIME (ET)</u>
A. RFP published and/or mailed to Prospective Respondents	<b>08/12/14</b>	N/A
B. Deadline for Prospective Respondents questions (No questions will be accepted after this date)	<b>08/29/14</b>	4:30 pm
C. Response to Respondent questions	<b>09/05/14</b>	5:00 pm
D. Proposal submission deadline	<b>09/26/14</b>	4:00 pm
E. Firms notified of Interview, if appropriate	<b>09/30/14</b>	5:00 pm
F. Oral interviews (if required)	<b>10/07/14</b>	10:00 am
G. Firm selection	<b>10/09/14</b>	5:00 pm
H. Desired date of executed Contract	<b>11/28/14</b>	5:00 pm

- 1.9 PROPOSAL SUBMISSION:** Ten (10) identical copies of Proposals must be submitted directly to the Commission at the address identified above. The Commission must receive said copies no later than 4:30 pm on September 26, 2014.
- 1.10 INQUIRIES:** All inquiries must be submitted in writing by US mail, email or 'in hand' delivery no later than August 29, 2014, to the attention of Rachel Goldberg at the Commission office identified above.
- 1.11 RESPONSE MATERIAL OWNERSHIP:** All materials submitted regarding this RFP and the proposal become the property of the Commission.
- 1.12 PROPRIETARY INFORMATION:** All materials submitted in response to this RFP will become public record and will be subject to inspection after Intent to Award notice is issued. Any material requested to be treated as proprietary or confidential ***must be clearly identified*** and easily separable from the rest of the proposal. The request will be reviewed by the Commission. If denied, the Respondent will have the opportunity to withdraw its entire proposal, or to remove the proprietary restrictions. The Commission will not disclose submitted corporate financial statements or client lists except to members of the Selection Committee and except as may be required by the Connecticut Freedom of Information Act or other applicable law.
- 1.13 ACCEPTANCE/REJECTION OF PROPOSALS:** The Commission reserves the right to accept or reject any or all proposals to best serve its interest, or to hold the proposals for ninety (90) days before rendering a decision. Acceptance of any firm's response does not place the Commission under any obligation to accept the lowest-priced response.
- 1.14 INCURRING COSTS:** The Commission shall not be obligated nor be liable for any cost incurred by Respondent prior to issuance of a Contract. All costs to prepare and submit a response to this solicitation shall be borne by the Respondent.
- 1.15 EVALUATION CRITERIA AND SELECTION PROCESS:** Separate criteria will be used to evaluate the proposals, as described in Section 2.0.
- A. Failure of the Respondent to provide any information requested in this RFP may result in disqualification of the proposal and shall be the responsibility of the proposing firm.
  - B. During the evaluation process, discussions *may* be conducted with Respondents who submit proposals determined to be reasonably susceptible of being selected for award. It will be the sole decision of the Commission if such discussions for clarification are needed.
  - C. The sole objective of the Selection Committee is to recommend to the Commission's Board of Commissioners the Respondent whose proposal is most responsive to the needs of the Commission and City.

**1.16 CONFLICT OF INTEREST:** By submission of a proposal, the Respondent agrees that, at the time of Contracting, the Respondent has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with its performance.

**1.17 CONTRACTOR SELECTION:** It is the intent of the Commission to select a Preferred Developer within the timeframe listed in Section 1.8 above. However, proposals must be firm and valid for at least ninety (90) days after the deadline for receipt of proposals.

**1.18 CERTIFICATION OF INDEPENDENT PRICE DETERMINATION:**

**A.** By submission of this proposal each Respondent agrees, warrants and represents, and in the case of a joint proposal each party thereto agrees, warrants and represents as to its own organization, that in connection with this procurement:

- (i) The price in this proposal has been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such price with any other Respondent or with any competitor;
- (ii) Unless otherwise required by law, the price quoted in this proposal has not been knowingly disclosed by the Respondent and will not knowingly be disclosed by the Respondent prior to opening, directly or indirectly to any other Respondent or to any competitor; and
- (iii) No attempt has been made or will be made by the Respondent to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

**B.** The submitter of each Proposal proposal certifies that:

- (i) He/she is the person in the Respondent's organization responsible within that organization for the decision as to the price being offered or that he/she has been authorized in writing to act as agent for the person(s) responsible for such decision; and that he/she has not participated, and will not participate, in any action contrary to (i) through (iii) above;

**1.17 AWARD OF CONTRACT:** The award will be made to that Respondent whose proposal, conforming to the RFP, is the most advantageous to the Commission, price and other stated evaluation factors being considered, subject to negotiation and execution of a Land Disposition Agreement drafted by the Commission (referred to herein as the "LDA").

**1.18 RFP CANCELLATION:** The Commission reserves the right to cancel this RFP at any time, without penalty.

**1.19 PARENT COMPANY:** If a Respondent is owned or controlled by a parent company, the name, main office address, and parent company's tax identification number shall be provided in the proposal.

**1.20 ASSIGNMENT AND DELEGATION:** The Respondent may not assign or delegate any portion of the agreement without prior written consent of the Commission.

**SECTION 2.0: DEVELOPER SELECTION PROCESS:**

**2.1 GENERAL:** The successful Respondent shall enter into a Contract with the Commission to provide the following services set forth herein.

**2.2** The following procedures will be followed in administering this part of the process:

- A.** Respondents will be required to post a "bid-deposit" of \$20,000 (twenty thousand dollars) refundable to those not selected. This payment shall accompany the proposal submission.
- B.** Proposals should be submitted to the City of Stamford, Connecticut Urban Redevelopment Commission, 888 Washington Boulevard, 9<sup>th</sup> Floor, Stamford, CT 06904, Attention: Dr. Tommie Jackson, Executive Director. The submission deadline is 4:00PM local time on September 26, 2014 unless otherwise extended by written notice from the Commission. One original and nine (9) identical copies of the complete package should be submitted along with a certified check in the amount of \$20,000 (twenty thousand dollars) representing the "bid deposit" as a condition of consideration.
- C.** Prior to submission of proposal, the Commission will conduct a "walk through" and conference of interested parties. The conference will include a tour of the site. This conference will be mandatory and only those who attend may submit a proposal.
- D.** The Commission may issue written addenda regarding this RFP for purposes of clarification, comment, or correction, or as otherwise required to facilitate the developer selection process.
- E.** No proposals will be accepted after the proposal deadline, and no modifications to those proposals already submitted will be permitted prior to award, except in those cases where the Commission requests more information for clarification and/or enhancement purposes.
- F.** The Commission reserves the right to reject any or all proposals received, either in whole or in part, with or without cause, or to waive any proposal requirement, informalities or deficiencies in any proposal if such action is deemed in the best interests of the project, the Commission, or the City of Stamford.

- G. The Commission shall accept no responsibility for any expenses incurred in the preparation and presentation of the proposals, such expenses to be borne exclusively by interested proposers.
- H. Respondents understand and accept that the property which is the subject of this Invitation for Proposals is part of an urban renewal project assisted by the United States of America and the State of Connecticut, and is thereby subject to all applicable statutes and regulations including, without limitation, applicable labor standards such as affirmative action and equal employment opportunity regulations and the Davis-Bacon Act which requires, among other things, payment of "prevailing wages" as determined by the U.S. Labor Department to all labor engaged on the project.
- I. Each respondent will be required, in the submission proposal, to show to the complete satisfaction of the Commission, that it has the necessary facilities, ability and financial resources to complete the project as specified herein in a satisfactory manner; it may also be required to show past history and references which will enable the Commission to satisfy itself as to the proposer's qualifications. Failure to qualify according to this requirement will constitute grounds for rejection of the proposal.
- J. It shall be understood and agreed that any and all services, materials and equipment shall comply fully with all Local, State and Federal Laws and Regulations
- K. By submitting a proposal, respondent developers warrant, represent and declare:
  - (i) That the only person(s) designated as principal(s) is (are) named therein and that no other person other than those therein identified has any interest in the proposal or in the contract to be entered into.
  - (ii) That the developer's proposal is made without connection to any person, company or party making another proposal, and that it is in all respects fair and in good faith without collusion or fraud.
  - (iii) That the developer has undertaken appropriate investigations, including but not limited to, physical inspection of the site, review of pertinent planning and zoning documents, and economic/marketing feasibility, and that the developer's proposal does not rely on the accuracy of the information included therein.
  - (iv) That the selected developer will be precluded from assigning, transferring, conveying, sub-letting or otherwise disposing of the award rights and ensuing contract, or of any or all of the rights, titles or interest therein without prior written consent of the Commission.

**2.3 SPECIFIC DUTIES AND SERVICES:** The selected developer will be expected to participate in the following minimum ways:



- A. Purchase the development site at the accepted and agreed upon price.
- B. Assume total responsibility for the design, financing, construction, marketing and management of the project.
- C. Participate with the Commission in obtaining approval of all local, state and federal authorities as may be required to implement the project.
- D. Construct the approved development in accordance with approved construction plans and within the approved development schedule.

**2.4 DEVELOPER SELECTION PROCESS:**

- A. Proposals will be initially reviewed for compliance with the submission requirements described in this RFP. Those determined to be in compliance with these requirements will be given preference in the selection process. Final selection of a preferred developer will be made by the Commission based on, but not limited to, the criteria listed below:
  - (i) To what extent will this development best serve the City, the area and the Urban Redevelopment objectives?
  - (ii) In case the proposal includes housing, the affordable housing component of the proposed development, including the degree to which the proposal exceeds the Commission's minimum affordable housing component
  - (iii) The proposed fair value of the property.
  - (iv) The quality and feasibility of the development proposal, including, but not limited to:
    - Conformance and design/development guidelines.
    - Originality, creativity and excellence in architectural design.
    - Relationship of proposed development to its surrounding environment (i.e., scale and form).
    - Physical integration of the project elements.
    - Site improvements.
    - Proposed optional off-site improvements.
    - Nature and quality of lighting, signage and landscaping.
  - (v) Ability to implement the project, including, but not limited to:
    - The developer's experience with similar projects.

- The qualifications of the development team.
- The feasibility of the developer's financing plan.

## **2.5 EVALUATION CRITERIA/PROCESS:**

The Commission will evaluate all proposals judged to be in conformance with the submission requirements and then, if it so desires, will conduct interviews with the finalists before choosing the preferred developer.

A Selection Committee has been established in order to review and evaluate all proposals submitted in response to this RFP. The Selection Committee consists of the following members: Christopher Meek, Chairman of the Commission (or his designee); Harry Day, Member of the City's Board of Representatives; David Kooris, Member of the City's Board of Representatives; Annie Summerville, Member of the City's Board of Representatives; Dr. Tommie Jackson, Executive Director of the Commission; Thomas Madden, Director of the City's Economic Development Department; Norman Cole, the City's Land Use Bureau Chief; and Rachel A. Goldberg, General Counsel to the Commission.

The Selection Committee shall conduct a preliminary evaluation of all proposals on the basis of the information provided with the proposal, the ability of the Respondent to perform, past performance, ability to meet time requirements, principals assigned to the project, and an understanding of the work to be performed and the needs of the Commission and City. Proposals will be scored on technical merit using the criteria listed below. The criteria are based upon the items of "Information Required from Respondents," which are described more completely in Section 4.0 above. Proposals shall also be scored based upon the overall price.

After evaluation of the written proposals, the Selection Committee may request oral presentations from the top-ranked Respondents. If there are oral presentations, the selected proposals will be given fair and equal treatment in that phase of the evaluation. After the oral presentations (if any), the Selection Committee shall conduct a final evaluation of the Respondents.

The Selection Committee shall then negotiate a proposed contract with the highest qualified Respondent. At the time the proposed contract is negotiated, the parties may negotiate any changes desired in the RFP if deemed in the best interest of the Commission and the City. If a satisfactory proposed contract cannot be negotiated with the highest qualified Respondent, negotiations will be formally terminated. Negotiations shall then be undertaken with the second most qualified Respondent and so on.

All "bid deposits" shall be deposited in non-interest bearing accounts upon receipt, and shall be held therein until execution of a Land Disposition Agreement (the "LDA") with one of the respondent developers or until rejection of all of the proposals by the Commission. Upon execution of an LDA, the "bid deposit" of the selected respondent redeveloper, together with the interest earned thereon, shall be applied to the Contract Security Deposit required under

the LDA, and the "bid deposit" of all other respondents shall be returned together with the respective interest earned thereon. Upon rejection of all proposals by the Commission, each respondent shall be refunded the full amount of its "bid deposit" together with the interest earned thereon.

As soon as possible after designation, the Commission and the selected developer will execute a Memorandum of Understanding (the "MOU") to establish a period of exclusive negotiations between the Commission and the developer for the purpose of negotiating an LDA that will supersede the MOU and define all the terms and conditions, schedules, and financial arrangements between the Commission and the developer.

Upon execution of the MOU, the Commission and the developer will negotiate all aspects of the project, and incorporate the negotiated agreements into the LDA.

In the event the Commission and the developer are unable to reach agreement regarding all terms and conditions of the LDA, within the time period covered by the MOU, the exclusive negotiation period established pursuant to the MOU may be extended by mutual agreement. However, in the absence of such mutual agreement, neither party will have any further obligation to enter into the LDA. In that event, the Commission may open negotiations with one or more of the remaining respondents or may make such other arrangements for the development of the site as it deems appropriate in accordance with the law.

After completing the negotiation and drafting of the LDA, the Commission will submit the LDA to the Board of Representatives and the Board of Finance of the City of Stamford for its concurrence. Upon approval, all parties will execute the LDA and the implementation phase will commence.

### **SECTION 3.0: PROPOSAL CONTENT**

**3.1 GENERAL:** The development proposal must contain the following items of information. Failure to provide this information may result in disqualification.

- A. Letter of Transmittal: Correspondence containing the developer's statement offering to purchase the site, and identifying the legal entity responsible for the purchase and development of the site.
- B. Project Description: A narrative description with necessary supporting materials, describing the respondent's intended development concept, including architectural goals and marketing strategy. The description should highlight features, which support the achievement of excellence in planning, urban design and architecture, and should explain how the proposed development responds to the Commission's development objectives and to Stamford's overall downtown area. The materials supporting the narrative description shall include schematic plans, elevations and sections, descriptions of materials, a preliminary traffic engineering report and preliminary site and utility plans.

The narrative must be specific with regard to the various project components and should contain the following information, at a minimum:

- (i) The nature and use of the proposal;
  - (ii) Total number of housing units proposed, or proposed other uses;
  - (iii) Number of affordable housing units including targeted income groups;
  - (iv) Ownership nature of the housing or other occupancy units (i.e., rental versus ownership) and range of prices (i.e., monthly rentals or sales price, common charges, etc.);
  - (v) Breakdown of housing mix for market level and affordable units according to square footage, room count, and cost;
  - (vi) Market justification for proposed housing mix and price range;
  - (vii) Location of the housing and other units on site (i.e., if mix of rental versus condominiums);
  - (viii) Open space provisions (distinguish between public and private open spaces);
  - (ix) Parking provisions;
  - (x) Project amenities, including public art;
  - (xi) Security provisions and strategies; and
  - (xii) Development staging plan.
- C.** Any other factors, which are a part of the developer's proposed project, should also be described in detail.
- D.** Project Cost Estimates and Complete Financial Plan.
- (i) Costs: The capital cost associated with each identifiable component of the development must be enumerated, including public amenities. Major cost estimates within each component must also be enumerated, including construction borrowing and long-term financing. In order to allow evaluation of proposals, the full terms of any anticipated borrowing must be indicated, including estimated loan charges, interest rate, term, amortization period, amount borrowed, periodic payment, debt coverage required, amount of any balloon payment and due date, and any assumed

contingencies that may impact cost, including any contingent payment due on participating loans that that is affected by factors such as construction delays or market changes.

Also to be included are any public sources of assistance, if any, and sources of equity and names of lenders, if available. Letters of commitment from financial institutions demonstrating financial interest in and support of the proposed project are recommended.

For each component, the source of capital funds must be indicated and distinguished as equity, loan, or other (e.g., grant) capital. If equity capital, how will it be raised? If loan, what is the source, and what commitment has been obtained? If a grant, what are the grant requirements? Has this particular developer entity obtained funds from this source before?

- (ii) Revenue: All sources of anticipated revenue must be indicated, including all non-rental revenue.
  - (iii) Proforma Statements: Submissions must include operating proformas for all project components for a 10-year period, or longer, if significant financial events are anticipated beyond that period. All assumptions underlying projected revenues and costs, including but not limited to, vacancy rates, length of lease-up period, cost and revenue escalation factors over time, must be indicated.
  - (iv) Form of Submission: Detailed financial information concerning the developer's financial capacity to implement the proposed project should be submitted as a separate document to facilitate maintenance of confidentiality to the extent required and/or permitted by statute or government regulations. Any information submitted shall be treated as confidential to the extent permitted by statute or government regulations. Any information regarded by the development entity as "trade secrets" should be so indicated so that the requested confidentiality may be maintained within the limits of the required public disclosure.
  - (v) Additional Information: The Commission reserves the right to require the submission of any additional financial information necessary to properly evaluate proposals. Development entities will be given reasonable time to submit any additional information requested.
- E.** Development Schedule: The developer should include a projected development schedule based upon a phased construction program and should take into account the Commission's desire to minimize the loss of public parking spaces during the construction phase.

The schedule should reflect the developer's recommended phasing of the land conveyance and construction program. In preparing such a schedule, elapsed time should be measured from a presumed conveyance of the parcel.

- F. Qualifications: A statement describing and documenting the respondent's proven ability to implement the project should be provided.
- G. Organizational Chart: A description of the inter-relationship of all key participants on the development team, including a description of the participant's qualifications.
- H. Conditions of Developer Commitment: All terms or conditions that qualify the commitment of the developer and any of his team participants should be clearly identified in this section.
- I. Public Disclosure: Provide a completed and signed HUD public disclosure form.
- J. Insurance Requirements: Provide insurance, at a minimum, including the following coverage and amounts:

Commercial General Liability: \$1,000,000 per occurrence & \$1,000,000 aggregate

Worker's Compensation: In statutory amounts

Automobile Liability: \$1,000,000 combined single limit

Professional Liability Errors & Omissions Coverage: On a per claim basis and in the annual aggregate in an amount not less than \$1,000,000

Prior to commencement of the work, the Developer shall submit to the Commission Certificates of Insurance, in form and substance acceptable to the Commission evidencing existence of the insurance coverage required under this Section. Each Certificate shall contain a provision that the coverage provided under the respective policies will not be canceled, materially changed or allowed to expire until at least thirty (30) days prior written notice has been given to the Commission and each of the Insured Parties.

- K. The proposal itself shall be organized in the following format and information sequence
  - (i) State full name and address of your organization. Include names of lead professional personnel, titles and departments to be assigned to this account.
  - (ii) Provide a brief description of your firm, including qualifications, experience and ability.
  - (iii) Include a resume and list of engagements of those individuals who will be involved in the Project if the Proposal is accepted.

- (iv) Describe your firm's experience.
  - (v) Provide a list of similar projects developed by your firm. Provide a list of references including names, addresses, phone numbers, and their relationship to the projects.
  - (vi) The Respondent may include any topics not covered in this RFP that it wishes to disclose to the Commission, which further describe Respondent's level of qualifications.
- L. Prior to the opening of Proposals, a Respondent may correct, modify or withdraw their Proposal. A Respondent who wishes to withdraw a Proposal must make the request in writing to the Commission. Any correction or modification to a Proposal must be submitted in writing and in a sealed envelope clearly identifying the envelope as being a correction or modification to the Respondent's Proposal.

IT IS THE SOLE RESPONSIBILITY OF THE RESPONDENT TO PROVIDE ALL REQUIRED INFORMATION IDENTIFIED, AND IN SUFFICIENT DETAIL AND COMPLETENESS FOR THAT PURPOSE. FAILURE OF THE RESPONDENT TO PROVIDE IN ITS PROPOSAL ANY INFORMATION REQUIRED BY THIS SECTION, OR IN THE DETAIL/COMPLETENESS REQUIRED BY THIS SECTION, MAY RENDER THE PROPOSAL "NONRESPONSIVE" AND MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL. NONRESPONSIVE PROPOSALS WILL NOT BE EVALUATED.

#### **SECTION 4.0: DESIGN AND DEVELOPMENT GUIDELINES**

This section contains guidelines and requirements, which must be followed in the respondent's proposed development plan. Selection of the preferred developer will include assessment of responsiveness to the following.

##### **4.1 SITE RESTRICTIONS AND CONTROLS:**

- A. Deed Restrictions. Deed restrictions on this site include an 11-foot curb-cut along Greyrock Place for possible street widening.
- B. Zoning & Other Regulations. The site lies within Stamford's CCN zone. Respondents to this RFP are each responsible for complying with existing zoning. Respondents are also advised to review whether or not this parcel lies within a flood plain area and, therefore, is subject to compliance with the Federal Emergency Management Agency (FEMA) regulations.
- C. Urban Renewal Land Use Controls. The proposed development site lies within Stamford's Urban Renewal Area and has been assembled using federal Urban Renewal funds. As such, development is subject to the land use controls of Stamford's Urban Renewal Plan (attached as *Exhibit "B"*).

- D. Developers are advised that the Urban Renewal Plan controls generally establish limits (maximum and minimum) of development for re-use parcels. The uses and densities proposed for the site, as described within this RFP, fall within the Urban Renewal Plan controls and are the basis for development proposals. Developers should be aware of the existing land use controls, since any proposed development must conform it is entirety to the Urban Renewal Plan.
- E. Since the site assemblage has been funded with federal Urban Renewal funds, all activities will be carried out in accordance with all applicable Urban Renewal and Community Development Block Grant regulations, including the provisions of the Davis Bacon Act.

#### 4.2 PARKING GUIDELINES:

Parking must be provided at a rate as required by zoning for the use of the parcel.

#### 4.3 ARCHITECTURAL DESIGN:

- A. The Zoning Ordinance requirement that any residential floor be set back 15 feet from the property line must be satisfied.
- B. A major objective is the creation of lively, active, interesting spaces along the street level to attract and engage pedestrian traffic. Emphasis shall be given to the creation of facades that are interesting, that will exhibit changing patterns of light and shadow according to the quantity, quality and direction of sunlight. Monolithic surfaces and large, unarticulated walls will be unacceptable. Tops of the building should terminate in cornices or fenestrated parapets. Punched window openings shall be set off by sills, headers, soldier courses and similar devices.
- C. If proposed, balconies shall be designed as integral façade elements, and shall not convey the impression of “add-ons.”
- D. Mechanical penetrations of building facades shall be designed as part of the façade, and shall be treated in form, texture and color accordingly. To the maximum extent possible, such mechanical penetrations shall be recessed and minimized in visibility. Mechanical penthouses, cooling towers and other rooftop equipment shall be screened behind vertical extensions of the building’s façade.
- E. The public art must be an integral part of the urban design, as described in the URC’s Percent for Art Resolution (copy attached as *Exhibit “C”*).

#### SECTION 5.0: TERMS & CONDITIONS:

The Request for Proposals (the “RFP”) is subject to the specific conditions, terms and limitations stated below:

- A. No applicant will be selected if it, or any member of the development team, is in default upon any debt, contract or obligation to the City of Stamford.



- B.** Neither the City of Stamford nor the Commission shall pay any costs or losses incurred by any applicant at any time, including but not limited to, the cost of responding to this RFP, unless the City or the Commission has explicitly agreed to do so in writing.
- C.** This RFP does not represent any obligation or agreement whatsoever on the part of the City of Stamford or the City of Stamford, Connecticut, Urban Redevelopment Commission.
- D.** An invitation to respond to the RFP does not create any rights on the part of the applicant, except with respect to any "bid deposit" as discussed in Section III.C.2.
- E.** Documents and information included in this RFP represent best available information at the disposal of the Commission and are provided in good faith without warranty of accuracy or applicability. Respondents are encouraged to undertake their own investigations.
- F.** The Commission reserves the right to waive or modify the specifications and criteria described herein should the Commission, in its sole discretion, determine that such waiver or modification is in the best interest of the project, the redevelopment program, and the City of Stamford.

**SECTION 6.0: ATTACHMENTS:**

Property Survey Map

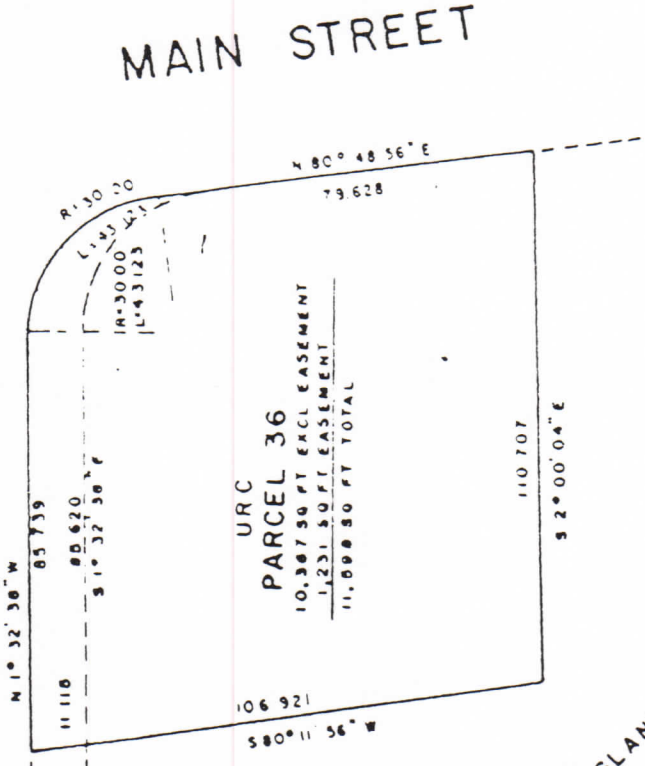
Urban Renewal Plan (available online)

Percent for Art Resolution



GREYROCK PLACE

11'0" EASEMENT FOR FUTURE WIDENING



MAIN STREET

SOUTHERN NEW ENGLAND TELEPHONE CO.



ORIENTATION

EXHIBIT "A"

**PRELIMINARY**

MAP SHOWING

URBAN REDEVELOPMENT COMMISSION

PARCEL 36

STAMFORD CONN.

SCALE



FEET

APPROVED BY THE STAMFORD PLANNING BOARD  
FILING PURPOSES - NOT A SUBDIVISION

CHAIRMAN OR SECRETARY

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
REGISTRATION NO. 6303

"I HEREBY CERTIFY THAT THIS MAP AND SURVEY WAS PREPARED IN ACCORDANCE WITH THE STANDARDS OF A CLASS A-1 SURVEY AS DEFINED BY THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS."

CITY OF STAMFORD  
ENGINEERING DEPT.

URBAN REDEVELOPMENT COMMISSION

CITY OF STAMFORD, CONN.

DATED 6-1-81

PLOT

DRAWN R.T.

PROJECT NO. CONN. R-4:

FEDERAL HOUSING ACT:

AS AMENDED

**Resolution 386**

RESOLUTION OF THE CITY OF STAMFORD, CONNECTICUT  
URBAN REDEVELOPMENT COMMISSION  
ESTABLISHING A PERCENT FOR ART POLICY

WHEREAS, the City of Stamford, Connecticut, Urban Redevelopment Commission (the "Commission"), has adopted Resolution Number 365 regarding its art policy for urban renewal projects (as amended, "Resolution 365"); and

WHEREAS, the Commission desires to amend and modify certain aspects of Resolution 365;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION: That, Resolution 365 is hereby amended in its entirety and replaced by the Resolution set forth below:

WHEREAS, the City of Stamford, Connecticut, Urban Redevelopment Commission (the "Commission"), has been empowered in accordance with the provisions of Chapter 130 of the General Statutes of the State of Connecticut to prepare, approve and carry out redevelopment and renewal plans in the City of Stamford; and

WHEREAS, pursuant to such authority, the Commission has adopted and the City has approved Urban Renewal Plans for certain districts within the City of Stamford, said Urban Renewal Plans, as amended, are hereinafter referred to as (the "Plans"); and

WHEREAS, one goal of the Plans is to restore the project areas as the vital heart of the City of Stamford; and

WHEREAS, public art will help to provide the physical environment necessary for the project area to realize its full social and economic potential.

NOW, THEREFORE, be it resolved by the City of Stamford, Connecticut, URBAN REDEVELOPMENT COMMISSION:

I. THAT there is established a formal PERCENT FOR ART POLICY of this Commission as follows:

A. ADVISORY COMMITTEE:

(1) An advisory committee shall be formed to advise the developer and the Commission on the review and approval of the developer's public art program.

- (2) The advisory committee shall consist of four (4) members. Members shall serve for two (2) years at the discretion of the Commission.
- (3) Members shall be selected by the Commission as follows:
  - (a) A committee of two (2) Commission members (appointed by the Chairman) shall establish a slate of nominees.
  - (b) Said nominees shall be presented to the full Commission at a regularly scheduled Commission meeting.
  - (c) At said meeting, nominees may be interviewed by the Commission members.
  - (d) The Commission shall vote for each nominee separately, a majority vote being necessary for the appointment of each nominee as a committee member.
- (4) Any committee member so selected and approved shall serve two (2) years from the date of such appointment, or until a successor is appointed.
- (5) By a majority vote of the Commission, any member may be removed from the Committee for any reason whatsoever.
- (6) All committee members shall serve without compensation.
- (7) The Commission Chairman shall choose one (1) committee member to serve as Chairman for a one year term, which may be renewed at the option of the said Commission Chairman.
- (8) In addition to the four (4) members, the developer of each project shall designate a representative to be a voting member of the advisory committee during the review of the public art program. The developer shall begin meeting with the committee in the early planning stages of the project. In the event of a dispute between the advisory committee and the developer, the Commission will make all final determinations.
- (9) Consideration shall be given to local artists in the selection process, and the Committee shall maintain a list of local artists for this purpose.
- (10) This policy may be modified by majority vote of the Commission in such circumstances as the Commission deems warranted, but no such modification shall be applied retroactively once a developer's art program has been approved.

B. PERCENT FOR ART DEFINED:

- (1) The developer shall provide, install and/or construct public art as defined in Section I.D hereof, in locations, predominantly at street level, which are visible and accessible to the public and are appropriate to the public aspects of the project. The value of the public art shall be not less than one percent (1%) of the base building construction cost of the developer's project, regardless of whether the Reuse Parcel is all or a portion of the site. For the purpose of this resolution, base building cost shall be defined as the cost of the building shell, its interior public spaces and all necessary building systems including structured parking, but excludes all interior tenant fit-up and improvements, any unusual or extraordinary roof treatments and designs, site work and landscaping, specialized features, and mechanical or communications systems peculiar to the particular activities of the initial occupant of the building space systems. Notwithstanding the foregoing, in no event will the developer be required to expend an amount in excess of \$1,000,000 (one million dollars) in connection with satisfying its obligations under this Resolution.
- (2) The one percent (1%) shall include all costs associated with the public art including, but not limited to, the purchase price, purchase of materials, artist fees, transportation to the site, installation, lighting, special landscaping or settings and other such related costs.
- (3) The One Percent for Art Program may include some manner of assistance designed to encourage young or emerging artists and a rotating art display. Such programs may not utilize more than 10% of the overall One Percent for Public Art budget except as may be specifically approved by the Commission.
- (4) Cost of maintenance is not included in the one percent (1%) figure, and shall be the sole responsibility of the developer, provided, however, that the developer shall not be responsible for maintaining any contributions and/or improvements by the developer to or on public property.
- (5) The developer shall enter into an Agreement with the Commission, to be recorded on the land records, wherein the developer agrees to maintain the works of art on the developer's property. Said Agreement to be binding upon all successors in interest to the development.
- (6) No Certificate of Completion shall be issued by the Commission for any building or phase of development until at least sixty five percent (65%) of the public art associated with that building or phase of development has been completed and/or installed (unless delayed by winter weather) and evidence is presented to the Commission which will assure and satisfy the Commission that the remaining thirty five percent (35%) will be constructed or installed

within six (6) months (or such other longer time period that the Commission may approve) of the issuance of the Certificate of Completion. In addition, the Redeveloper shall supply the Commission with a written undertaking to complete the installation of such public art within said period, which undertaking shall be secured by a bond or letter of credit payable to the Commission in form, substance and amount satisfactory to the Commission sufficient to pay for the completion of such public art installation together with a license in favor of the Commission, its employees, agents and contractors, to enable the Commission to perform such work or cause it to be performed.

- (7) The base building costs are to be certified to the Commission by the architect or construction manager of the developer who is thoroughly familiar with such costs and is able to so certify. The costs of the public art, and such other costs associated therewith, are to be certified to the Commission by the architect or construction manager or its designated representative such as art consultant or similar advisor. The Commission reserves the right to request an audit of the base building cost and the cost of the public art.

C. OFF SITE LOCATION:

- (1) The developer may elect to provide art or amenities at an off-site location on public property within the City. In the event that an off-site location is selected, such art or amenities shall contribute to the one percent (1%) limit as defined in Section I.B. above.
- (2) The developer shall select and propose to the Commission in accordance with Article I.E. the public art or amenities in a public space and on public property. The works of art or amenities to be installed on an off-site location shall be identical to those set forth herein above or such other works of art or similar improvements as shall be approved by the Commission at the time of a developers' submission of a Public Art program.
- (3) Art amenities located on public property shall be maintained by the City of Stamford.

D. PUBLIC ART DEFINED:

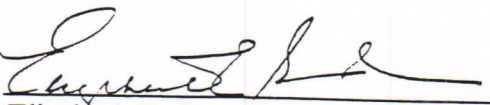
For the purposes hereof, public art shall include, but not be limited to: (i) sculptures, artistic fountains, bas reliefs, mosaics, frescoes, murals or other specially designed decorative wall treatments or earth art; (ii) any other artistically designed elements, including accessory structures and, (iii) fixtures and special elements of architecture (such as artistically enhanced roofs) which are directed toward enhancing the civic and public qualities of the site and its landscaping. All such public art included within this program shall be consistent with the design of the overall development site.

E. PROCEDURE:

The details of the public art program including a schedule for its implementation, the type, character and proposed designs of all the public art and its installations, descriptive materials (including drawings, maquettes, photographs and such other material as may reasonably be requested by the Commission), the proposed locations of the public art and cost estimates for the public art and base building shall be submitted for review and approval by the Commission in a time period as set forth in a Land Disposition Agreement between the Commission and the developer.

- II. THAT this PERCENT FOR ART POLICY shall apply to all reuse Parcels in all renewal and redevelopment projects which are not subject to Land Disposition Agreements as of the date hereof.
- III. THAT this PERCENT FOR ART POLICY shall be effective from the date hereof.

APPROVED: February 9, 1995

By:   
Elizabeth E. Saunders  
Chairman