



**REQUEST FOR PROPOSALS**

**for the**

**Purchase and Redevelopment of**

**34 Jarvis Street, Binghamton, NY 13905**

**Proposal Due Date: 4:00 p.m. on Tuesday, July 17, 2018**



## **I. INTRODUCTION**

The Broome County Land Bank Corporation (“BCLBC” or “Land Bank”) is a New York not-for-profit corporation dedicated to fostering economic and community development by acquiring, holding managing, developing and marketing distressed, vacant, abandoned and underutilized properties within Broome County.

The BCLBC is soliciting Request for Proposals (“RFP”) from qualified interested parties for the purchase and redevelopment of 34 Jarvis Street, Binghamton, NY 13905. **Property will be sold “as-is”.**

The BCLBC’s Board of Directors will evaluate the RFPs submitted and select one purchaser/developer, as determined by the Board of Directors in its sole discretion. All RFPs will become part of the Land Bank’s files without any obligation on the Land Bank’s part.

## **II. PROPERTY DESCRIPTION**

34 Jarvis Street (Tax Map # 160.22-1-1) is in the City of Binghamton, within the City’s First Ward. A dilapidated, multi-unit structure once occupied the site but was demolished by the City of Binghamton in partnership with the Broome County Land Bank in November 2017. The parcel is currently a vacant lot, .09 acres in size (43ft x 100ft), and is zoned Neighborhood Commercial. Property is being sold as-is.

## **III. PROPOSAL FORMAT**

To be considered for selection, your proposal must include the following:

### **A. Respondent Information**

1. Cover letter of interest
2. Identify Point of Contact for Proposal, including name, mailing address, email address, phone and fax number
3. Brief history and description of individual or firm
4. Resumes of key individuals including their roles and responsibilities for this project

### **B. Development Approach**

1. Offered Purchase Price
2. Detailed project description and proposed approach to redevelopment of property
3. Project phasing, inclusive of detailed project timetable
4. Any unique attributes of the project, such as approach, partnerships, public benefit, etc.

*Note: Any design/site plans proposed for the redevelopment of 34 Jarvis Street, City of Binghamton, are subject to review by the appropriate boards and committees of the City of Binghamton.*

**C. Relevant Project Experience** (up to 3 relevant completed projects)

1. Project name and location
2. Project description (partners, financing, project schedule/completion, etc.)
3. Project cost (budgeted and actual)

**D. Qualified References**

1. Contact information of at least two (2) qualified references.

**IV. QUESTIONS RELATING TO RFP**

All questions pertaining to this RFP shall be submitted on or before 12:00 P.M. on **Tuesday, June 26, 2018** via email to Margaret Scarinzi, BCLBC Executive Director at [MScarinzi@co.broome.ny.us](mailto:MScarinzi@co.broome.ny.us).

**V. SELECTION PROCESS**

**A. Anticipated Timetable**

The BCLBC expects to undertake the selection process according to the following schedule:

RFP release date:	06/19/2018
Closing date for RFP questions:	12 noon on 06/26/2018
Deadline for submission of proposals:	4pm on 07/17/2018
Proposal review:	by 07/24/2018
Selection of Purchaser/Developer:	No later than 07/24/2018

*\*This schedule subject to change at the discretion of the BCLBC*

**B. Proposal Evaluation**

Proposals will be evaluated and scored based on the following criteria:

Proposed Project	(maximum 40 points)
Offered Purchase Price	(maximum 35 points)
Relevant Project Experience	(maximum 25 points)

**VI. PROPOSAL SUBMISSION**

To be considered, respondents must submit a complete response to this RFP providing all the required information outlined in *Section III, Proposal Format*.

Interested parties shall submit three (3) hard copies and one (1) electronic version\* of their proposal to the BCLBC office by hand or mail by 4:00 p.m. on Tuesday, July 17, 2018 to:

Margaret Scarinzi, Executive Director  
Broome County Land Bank Corporation  
County Office Building, 5<sup>th</sup> Floor

60 Hawley Street  
Binghamton, NY 13901

*\*Electronic versions may be submitted via email to [MScarinzi@co.broome.ny.us](mailto:MScarinzi@co.broome.ny.us) no later than 4:00 p.m. on Tuesday, July 17, 2018.*

The BCLBC is not liable for any costs incurred by respondents prior to naming the project's preferred developer. The contents of the response of the selected individual or firm will become contractual obligations should a contract be entered into as a result of the RFP.

Respondents may be asked to make an oral presentation to the BCLBC Board of Directors. The purpose of this would be to provide respondents an opportunity to elaborate their qualifications and ensure mutual understanding of the project.

***The BCLBC reserves the right to reject any or all responses as a result of this RFP or to negotiate with any or all responding firms.***