

# City of McMinnville, Tennessee



## REQUEST FOR PROPOSALS TO REDEVELOP THE BLUE BUILDING AND THE OLD CITY GARAGE PROPERTIES IN DOWNTOWN MCMINNVILLE, TENNESSEE

*RFP DUE DATE: Wed. Oct. 20, 2021 @ 11:59 PM*

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## City of McMinnville, Tennessee

### REQUEST FOR PROPOSALS (RFP) TO REDEVELOP THE BLUE BUILDING AND THE OLD CITY GARAGE PROPERTY IN DOWNTOWN MCMINNVILLE, TN

#### I. Introduction and Property Description

The City of McMinnville, Tennessee is interested in the redevelopment of properties owned by the City in downtown McMinnville. The primary property to be redeveloped is located at 211 W. Colville Street and includes the Franklin P. Blue Building. This building is commonly referred to as the “Blue Building” and is a historic three-story structure with approximately 33,035 square feet. A second smaller property referred to in this RFP as the “Old Garage Property” is also part of this redevelopment opportunity. The two properties are directly adjacent to each other. Key information on both parcels of property can be reviewed below and on page 4 of this RFP. Developers should specify in their response whether their proposal is for the Blue Building property, the Old Garage property, or both properties. The City reserves the right to offer the Blue Building property to one respondent and the Old Garage property to another respondent should the City deem that this is in its best interests.

The Blue Building property is located at the busy intersection of State Route 56 and State Route 55 and has unique views of Historic Downtown McMinnville and Ben Lomond Mountain. Historic records indicate the central portion of the building was constructed in 1868 as a home and renovated into a stately mansion in 1881. It became a school in 1915 with two additions to the mansion by 1926. A final addition, the west wing, was added in 1938. Other prior uses of the property include McMinnville City Hall and the City’s Police Headquarters. The property fronts W. Colville Street on the north and SR 55/South Chancery Street on the east, and High Street on the west. The City of McMinnville currently owns the property, and the structure is currently vacant.

### BLUE BUILDING PROPERTY



**ADDRESS: 211 W. Colville St.,  
McMinnville, TN 37111**

**PARCEL ID: 068 T 001.00**

**YEAR BUILT: 1915**

**SQUARE FEET: 33,035**

**CURRENT BASE ZONING: R-2  
(Medium Density Residential District)**

**CURRENT OVERLAY ZONING: H-1  
(Historic District)**

## **OLD GARAGE PROPERTY**



**ADDRESS: S. Chancery St., McMinnville, TN 37111**

**PARCEL ID: 068E T 002.00**

**CURRENT BASE ZONING: C-2  
(General Commercial District)**

**CURRENT OVERLAY ZONING: Not Applicable**

### **II. Purpose of RFP and the City's Redevelopment Objectives**

The purpose of this Request for Proposals (RFP) is to solicit redevelopment proposals from qualified developers to redevelop the properties as highlighted above in Section I, *Introduction and Property Description*. The city will consider proposals to either restore or demolish the building.

The primary objective of the project is to redevelop this highly visible and significant property in a manner that will serve to further downtown investments while preserving the historic character of downtown. The city desires to maximize the economic benefits of the new development, encourage and facilitate additional private sector investment in downtown, while complimenting existing downtown businesses and uses. A secondary objective is to minimize investment required by the city to accomplish the proposed project and successful reuse of the property.

The city has spent significant time and energy looking at how to redevelop the property. As such, all prospective respondents should be aware of the studies that have been conducted concerning the property. These studies are advisory in nature and do not preclude a developer from submitting a proposed application that is not suggested within a study. Shown below are links to two key documents that have recently been completed on the Blue Building. The city recommends any developers review these key documents prior to submittal of this RFP.

- Preservation Proposal: Franklin P. Blue Municipal Building:  
<https://www.mcminnvilletn.gov/Facility%20Analysis%2006.06.13.pdf>
- Franklin P. Blue Municipal Building Facility Analysis:  
[https://www.mcminnvilletn.gov/Blue%20Building\\_optimized.pdf](https://www.mcminnvilletn.gov/Blue%20Building_optimized.pdf)

Other studies and documents concerning the Blue Building are available upon request at the City’s Community Development. The City’s Director of Community Development may be contacted at either [dbaird@mcminnvilletn.gov](mailto:dbaird@mcminnvilletn.gov) or 931-473-1204 for additional information.

The city welcomes any proposals that do not conform to the property’s current zoning designations. On pages 3 and 4 of this RFP, the City’s current zoning for the properties at issue are shown. Please be aware that should your proposal not meet the requirements of an existing zoning designation, any sale or conveyance of the property would be contingent upon full completion of the City’s required rezoning and/or special exception process.

- The City’s zoning map is available at:  
<https://mcmcomdev.maps.arcgis.com/apps/instant/portfolio/index.html?appid=ea892ff5119946ceb697c72f6974507f>
- The City’s zoning ordinance is available at:  
[https://www.mcminnvilletn.gov/document\\_center/McMinnville%20Zoning%20Code\\_Updated%20Aug%202021.pdf](https://www.mcminnvilletn.gov/document_center/McMinnville%20Zoning%20Code_Updated%20Aug%202021.pdf)

### **III. Submission Requirements**

Respondents should adhere to the following outline as closely as possible.

#### General Requirements

- |                             |   |
|-----------------------------|---|
| 1. Development Entity       | Describe the development entity managing the project and indicate any other corporate relationships or affiliations.  |
| 2. Key Project Participants | Indicate tenure of operation as a company and provide staff information including size, key individuals, their background and roles.  |
| 3. Firm(s) Experience       | Indicate general experience of the project team and any joint working experience. Provide relevant project experience and associated details and references.                                      |
| 4. Financial Capability     | Discuss financial capability to undertake the project as proposed. Shortlisted developers may be required to provide financial statements, letters of commitment, and other financial references. |

- |                         |   |
|-------------------------|---|
| 5. Management Structure | Provide a description of the roles and responsibilities of each project team member or major participant and indicate the form of business organization (corporation, partnership, sole proprietorship, etc.) |
| 6. References           | Other than financial references, provide references from individuals or firms with whom the respondent has worked.  |

**Technical Requirements**

- |                          |  |
|--------------------------|--|
| 1. Development Plan      | Specify the proposed use and purpose of the redevelopment of the property, including a development program, market orientation, and basis of projects related to use and/or sales, quality of development, and other related information. The development plan should clearly identify which property or properties you are interested in acquiring. |
| 2. Project Overview      | Provide detailed multi-year financial pro formas for the project and any individual project components. Identify the source and uses of funds for the project.   |
| 3. Financial Proposition | Outline the financial proposition to the City and all the proposed timing and distribution sources of revenues.  |
| 4. Project Schedule      | Provide a detailed project schedule for the development period, indicating construction phasing, significant milestones and completion dates.  |

**IV. Selection Process / Criteria**

**Selection Process**

The Director of Community Development and the City Administrator will assist the City’s Building and Grounds Committee in reviewing all developer proposals and, using the selection criteria below, to develop a shortlist of development candidates. Those shortlisted candidates may be asked to provide additional information, both general and proposal-specific, to assist in the final selection process and possible subsequent interviews.

After the conclusion of the request for additional information and/or the interview process, the City’s Building and Grounds Committee will make a recommendation to the City’s full Board of Mayor and Alderman for approval of the selected candidate or candidates. Selected candidates will be asked to participate in a final negotiation and planning process prior to entering into any contractual agreement or conveyance with the City.

## Selection Criteria

While the purchase price for the property and the property's ability to generate tax revenue are important factors that the city will consider, the city desires to partner with a developer to achieve a development that will provide an enhanced quality of life for the City's citizens. The city is committed to weighing the intrinsic benefits that will arise from any proposed development. Shown below is the selection criteria for the project.

### Related Experience (40%)

- Previous similar project experience
- Key project participants experience
- Strength of developer's organizational and management structure
- References

### Project Proposal (60%)

- Project Concept
- Development Timeframe
- Financial Proposition
- Level of risk faced by City of McMinnville, Tennessee
- Ability to restore the Blue Building and/or to incorporate the history of the property into any development.

## **V. Project Schedule**

<u>Activity</u>	<u>Target Date</u>
RFP Distribution	Wed. Sept. 29 <sup>th</sup>
RFPs Due	Wed. Oct. 20 <sup>th</sup>
Shortlist of Developers	Wed. Oct. 27 <sup>th</sup>
Developer Presentations (if necessary)	First Week in Nov.
Designate Preferred Developer	TBD
Negotiate Letter of Understanding (LOU)	TBD
Finalize Development Agreements	TBD
Initiate Construction	TBD

## **VI. Proposal Instructions**

All respondents are asked to follow the proposal instructions outlined below.

### 1. Inquiries

All inquiries and/or questions regarding the project or the RFP should be directed, exclusively, to:

David Baird, Director  
Department of Community Development  
101 E. Main St.  
McMinnville, TN 37111  
Tel: 931-473-1204  
[dbaird@mcminnvilletn.gov](mailto:dbaird@mcminnvilletn.gov)

2. Submission of Proposals

Developers are asked to submit electronic copies of their proposals to the Director of Community Development at [dbaird@mcminnvilletn.gov](mailto:dbaird@mcminnvilletn.gov). The RFP deadline due date and time shall be directly adhered to. Submissions received after the deadline date and time will not be considered.

3. Conditions of Subsequent Agreements

The following conditions, among others, will be required as a part of the agreements to be subsequently negotiated with the selected developer:

- Developer shall obtain all such licenses, permits, and approvals as may be required by Federal, State, or local statutes, ordinances, or regulations.
- Developer provision of appropriate security to guarantee completion of work in a timely fashion and to meet all obligations.

**VII. Terms and Conditions**

1. The city reserves the right to amend, modify, or withdraw this RFP for any reason, or no reason whatsoever, and at the City's sole and absolute discretion.
2. This RFP does not commit the city to select any buyer or developer of the subject property or enter into an agreement with any buyer or developer.
3. The city reserves the right to negotiate with any respondent.
4. The city reserves the right to reject any proposal, or all proposals, if deemed to be in the best interest of the city. The city reserves the right to waive informalities in the RFP. The selection of a buyer and/or developer is subject to the approval of the city by its City Council, at its sole discretion.
5. The city will not be liable for any expenses incurred by a respondent in replying to this RFP or for any expense incurred by the successful respondent during the negotiation phase between the respondent and the city.
6. The respondent will need to be available for meeting(s) to be held by the City Council and the Building and Grounds Committee at time(s) and dates as set by the City Council to discuss their RFP response.