

Official Notice No. 57024



Request for Proposal Mixed-Use Rehabilitation Opportunity 2501-03 West North Avenue



The Department of City Development ("DCD") is seeking proposals for the purchase and redevelopment of the mixed-use building at 2501-03 West North Avenue. This building is ideally suited for a neighborhood oriented, small business.



PROPERTY

Two-story brick building containing 5,144 SF plus a full basement. Built in 1914, the building has about 2,572 SF of ground floor commercial space and equally sized second floor containing two residential units. The building is situated on a 6,372 SF lot, has a detached two car brick garage with access off of 25th Street. Building mechanicals are in poor condition and need replacing. The property is zoned LB2. A site survey and floor plans are not available.

The property has good corner location on North Avenue and North 25th Street in [BID #32 Fond du Lac and North Avenue Market](#).

OFFERING PRICE AND INVESTMENT

The asking price is \$8,700 plus the cost of renovation. No brokerage fee will be paid.

PROPERTY SHOWING

Property showings will be scheduled upon request. Contact Karen Taylor at ktaylo@milwaukee.gov or 414.286.5738 to set up an appointment.

DESIGN STANDARDS & ZONING

Buyer will be required to renovate the existing building according to the attached minimum rehabilitation standards. Check the City's zoning code for specific uses and development requirements at <http://www.mkedcd.org/czo/index.asp>.

DEVELOPMENT GOALS & PROPERTY USE

The DCD has established several goals for the property redevelopment:

- Renovation of the existing structure
- Adherence to the minimum rehabilitation, zoning and building code standards
- First floor business, office or retail use that positively contributes to the neighborhood. Second floor use can be residential
- Minimal adverse impacts on the surrounding residential neighborhood
- Expansion of the City's tax base
- Creation and/or retention of family supporting jobs
- Financial viability of the project
- Project schedule
- Incorporation of at least one sustainable or "green" element (such as increased energy efficiency or stormwater management)
- Developer's competence, expertise and experience
- Proposed use of Emerging Business Enterprise ("EBE") contractors

PROHIBITED USES

The prohibited uses include the following uses for the property:

- Automotive-related uses (repair garage or body shop, automobile sales, car wash, etc.)
- Use that generates significant traffic and parking needs
- Parking as a sole use
- Tax exempt use including a church or social service facility
- Convenience or liquor store, cigarette/cigar shop, gun shop, payday/auto-title loan store or pawn shop
- Tavern unless majority of the building is devoted to food service

EMERGING BUSINESS ENTERPRISE

The City's goal for EBE participation is at least 21% of the total project budget. Buyer agrees to make its best effort to comply with the Emerging Business Enterprise (EBE) policy of the City. To obtain a copy of the "EBE Certification Directory" from the Joint Certification Program go to <http://www.milwaukee.gov/EBE Website>. After completion of the project, Buyer agrees to report on its use of EBE's in terms of the total number of EBE contractors used and the dollar volume of such contracts.

PROPOSAL PROCESS

Proposals will be accepted on a first-come basis, subject to a 24-hour notice period. Submissions must include the following:

1. A [Project Summary & Public Disclosure Statement](#) available on our [website](#).
 - Describe the project – including prospective user/tenant, projected income and jobs created
 - Outline preliminary budget (hard & soft costs)
 - Identify financing sources. Attach a letter of interest from a financial institution if possible.
 - Discuss development team: experience, past projects and use of EBE enterprisesA pro-forma income statement may be attached, but is not required.
2. Preliminary scaled architectural plans that conform to the [minimum rehabilitation standards](#)
 - Building elevations
 - Site elevations

Proposals should be delivered to the Department of City Development, 809 North Broadway, 2nd Floor, attention: Karen Taylor. Please provide five copies of the proposal.

After receipt of a proposal by Karen Taylor, a 24-hour notice will be placed on our website to allow for proposal submissions by other parties. After 24 hours, DCD will close the listing and not accept any additional proposals. If submitted proposal is unacceptable and rejected, a new open listing period will be posted.

REVIEW & SELECTION

Submissions will be reviewed by DCD staff within two weeks of submittal according to the following criteria:

- Contribution of the proposed business on the Fond du Lac and North Avenue Market Area
- Minimization of adverse impacts on the surrounding residences
- Adherence to established rehabilitation Standards and building and zoning codes
- Impact on tax base
- Developer's competence, expertise and experience
- Feasibility of the project and appropriateness of the proposed financing strategy
- Proposed level of Emerging Business Enterprise (EBE) participation
- Incorporation of sustainable or "green" elements
- Job creation and/or retention
- Offering Price
- Project schedule

Top candidates may be interviewed by the review panel. A recommendation will be made to the Common Council on the selected buyer. After Council approval, the buyer must submit a \$1,500 option fee/earnest money within ten days. Prior to closing the Buyer can request access to the property to prepare renovation plans.

OPTION PERIOD & CLOSING

The selected Buyer will have six months commencing with Council approval to obtain final rehabilitation plans and firm financing. A closing will occur once all project elements are in place. Final plans must be consistent with the RFP submission. The Buyer will be expected to finish all work within 12 months. The City will convey the property by Quit Claim Deed on an "as is, where is" basis and will provide evidence of title. [Sample documents -- Option to Purchase and Agreement for Sale](#) – are available on our [website](#).

Environmental Condition

A [Historic Land Use Investigation](#) ("HLUI") is available. The HLUI is provided for informational purposes only and does not affect or limit the "AS-IS, WHERE IS" nature of this transaction. The Property contains two above ground fuel tanks and hazardous debris in the garage. The tanks and hazardous debris (fluorescent light bulbs) will be removed prior to closing. Neither the City or the Redevelopment Authority warrants the contents, conclusions or accuracy of the Report. No investigation has been conducted to determine the presence of any asbestos containing materials.

DCD shall not conduct any additional investigation. Since the City will convey the property "as is, where is" please read this information carefully. Any further investigation will be the sole responsibility of the Buyer.

FINANCIAL ASSISTANCE

The City of Milwaukee has several business financing tools for commercial properties:

- Milwaukee Economic Development Corporation – MEDC – lends money to businesses in conjunction with conventional financing and the owner's equity. To qualify, the project must include a percentage of owner occupancy and cannot include liquor stores, gun shops, taverns or tattoo parlors. More information is available at www.medconline.com.
- A Façade Grant and/or Façade Loan may be available from the Department of City Development to help with the storefront construction. The buyer may be eligible for up to \$5,000 per full time employee (FTE) created. Eligibility requirements and grant conditions are included in the package. See <http://www.mkedcd.org/business/busfac.html> for more information.
- The Retail Investment Fund (RIF) is available for retail user. The RIF grant is determined by the size of the retail space, private investment and job creation up to \$5,000 per FTE job. This is a reimbursement program where a grantee is reimbursed for pre-approved expenses. Funds cannot be disbursed until all conditions of the grant contract have been fulfilled, including job creation. See <http://www.mkedcd.org/business/busrif.html> for more information.

CITY POLICIES

Proposals will be rejected from any party (as an individual or as part of an entity) who:

- Is delinquent in the payment of taxes for property in the City of Milwaukee
- Has outstanding judgments from the City or if the City acquired property-tax-foreclosure judgment
- Has outstanding health or building code violations or orders from the City's Health Department or Department of Neighborhood Services that are not actively being abated
- Has been convicted of a felony that causes concern with respect to neighborhood stability, health, safety or welfare
- Has outstanding offers to purchase or uncompleted performance on another City sale except upon approval of Commissioner based on history of performance

Tax and court records will also be checked prior to Closing. If any of these conditions are found to exist, the City of Milwaukee will terminate the Purchase and Sale Agreement.

OTHER APPROVALS

Buyer is solely responsible for obtaining approval of the Board of Zoning Appeals for uses or development requirements that are not expressly permitted by the zoning code. If BOZA approval is required, DCD will provide buyer with a site control letter to allow buyer to obtain such approval prior to Common Council action.

SPECIAL NOTE

Unauthorized contact, including discussion or disclosure to the media or unauthorized contact with any other City policy staff, personnel or Department of City Development representatives regarding the RFP or the proposed development of property may result in disqualification.

The City reserves the right to reject any and all proposals for any reason at its sole discretion, to negotiate the terms and conditions of the eventual contract with the developer awarded the purchase and development rights, and to impose additional use restrictions, if necessary.

The contents of this packet are for informational purposes only and the representations made herein, though thought to be accurate, are without warranty. Development teams should rely exclusively on their own investigations and analyses.

The City will honor confidentiality requests to the extent possible. If attachments to the Public Disclosure Statement are proprietary, please mark items as such.

CHANGES AND CLARIFICATIONS

Any changes or clarifications will be posted on the [RFP website](#). E-notify messages will be sent to those who have signed up for Development Opportunities when this page is updated. Check the website to sign up for E-notify/Development Opportunities.

QUESTIONS & ADDITIONAL SHOWINGS

Contact Karen Taylor at ktaylor@milwaukee.gov or 414.286.5738 if you have any questions.