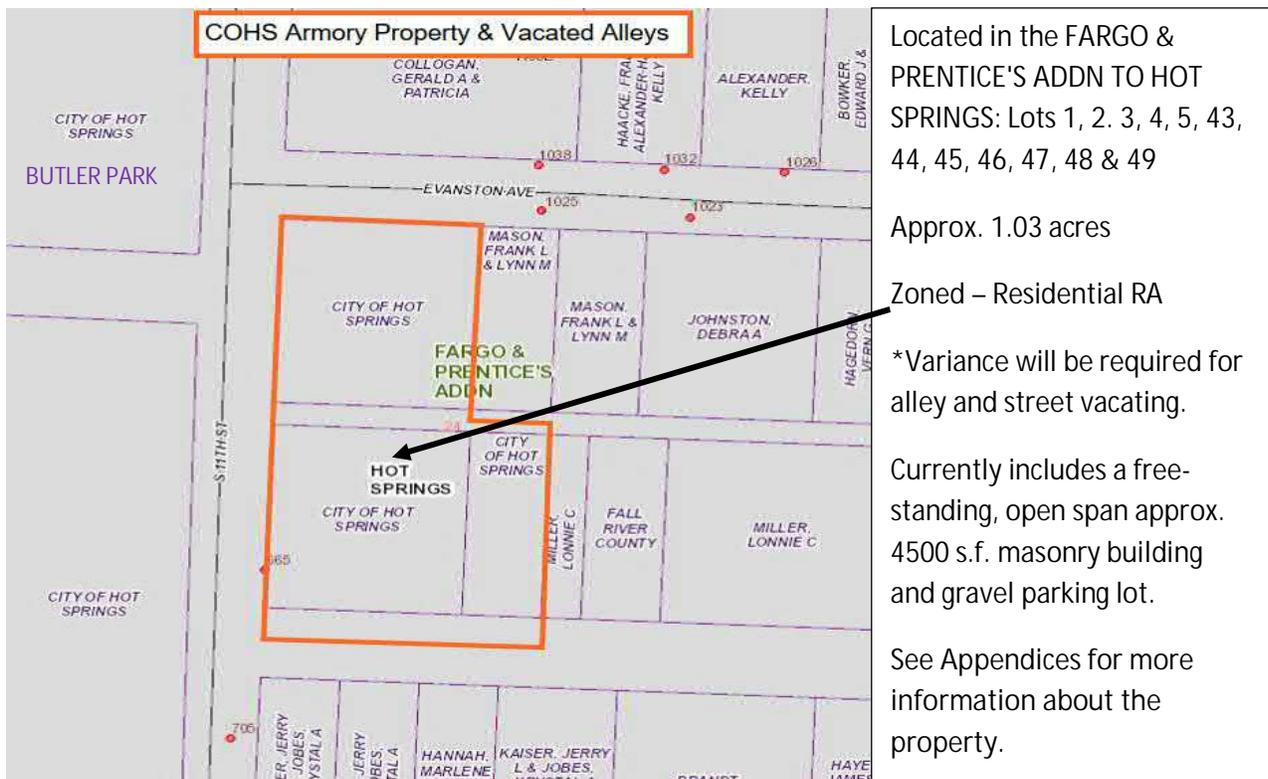


CITY OF HOT SPRINGS REQUEST FOR PROPOSALS Development of the "Armory Property"

Notice is hereby given that the City Council of the City of Hot Springs, South Dakota, will receive written proposals at City Hall, 303 North River Street, Hot Springs, South Dakota 57747 until November 11, 2020 5:00 PM, for the development of workforce housing, single-family residential or alternate-use on the buildable lots and subsequent purchase of those properties within the Fargo & Prentice Addition, to Hot Springs, Fall River County, South Dakota. Proposals will be opened and publicly read aloud at the November 16, 2020 City Council meeting at 7:10 PM. The Planning and Zoning Commission will provide a recommendation to the Council by December 7, 2020 with a recommendation for approval of a responsible RFP proposal, if one is deemed appropriate. The City Council will give approval of an approved RFP respondent (if recommended by P&Z) no later than December 21, 2020.

PROPERTY DETAILS

The property slated for this project is currently owned by the City of Hot Springs.



PROJECT GOALS

The goal of this project is to encourage the construction of much needed work force housing within the City of Hot Springs. Alternatively, the City will consider the development of the property for a single family residential or alternate-use utilization. The City is offering the Armory property that is owned by City in an 'as-is' condition. The prospective developer will submit a plan for the improvement of these

lots to meet our workforce housing goal; or present a plan for a specifically designed single-family residential or alternate-use option. The proposed development may require the removal or re-purposing of the existing 4500 +/- square foot Armory structure and infrastructure. The RFP respondent will offer a base price for the property to allow the development of the properties within the City of Hot Springs with a minimum bid \$25,000.

MINIMUM REQUIREMENTS

1. An earnest money deposit of \$500 must be included with the RFP response proposal. This deposit will be returned within 60 days to any unsuccessful respondent.
2. The minimum bid must meet or exceed \$25,000 payable in full at the time of closing for a single-family residential or alternate-use utilization, or payable incrementally over a four year term, as part of a workforce housing proposal.
3. Following contract signing the property and Title will be turned over to the approved developer/ RFP respondent no later than January 1, 2021. Any costs related to the transfer of title including, but not limited to, title insurance, deed transfer fees, and the recording fee for the deed shall be paid by the successful respondent at closing.
4. If the intent is NOT to use the existing masonry structure for housing or other alternate-use, then the existing Armory building demolition must commence within **90 days** after the contract signing. Removal of the concrete floor slab is at the developer's discretion depending on the approved RFP proposal and site plan for the property.
5. A PERFORMANCE BOND issued by a bank or insurance company in the amount of \$40,000 will be required prior to structure demolition, if the RFP respondent intends to remove the armory building.
 - a. If the armory structure removal IS included in the accepted RFP development proposal, the city will release the \$40,000 performance bond upon successful removal/disposal of the armory building materials. This work must be completed within 6 months of contract signing.
 - Demolition of the armory structure must comply with all DENR environmental and City of Hot Springs municipal requirements; not present a public safety hazard; and must be monitored/documented and "certified complete" by a SD Registered Professional Engineer.
 - Asbestos testing is the responsibility of the purchaser. Previous test data suggests that the roofing material includes a Transite (asbestos-cement) component.
 - b. If removal of the armory structure is NOT part of the RFP development proposal, the City will expect "substantial completion" of the armory building re-purposing, which includes: framing, plumbing, electrical and sheetrock materials being in-place and approved by the City of Hot Springs Development Coordinator, by Jan 1, 2022 (12 mo.)
6. The City of Hot Springs will provide one water supply and a sewer main line connection, sized in accordance with the approved RFP proposed site development plan, to the closest property lot line (NE corner). The developer will be required to have all on-site utilities installations inspected and approved by the COHS Public Works Engineer; and will provide an easement for utilities within the proposed development area, as needed.
7. All structural work performed on the property shall be performed by a licensed and insured General Contractor. The General Contractor must be a licensed builder with a Class A or Class A-2 license with the City of Hot Springs for 2020 (or before beginning 2021).

8. The structure(s) must meet the requirements as set forth in the 2018 International Residential Code. If a multifamily development or alternate-use is proposed it must meet the 2018 International Building Code requirements. An approved City of Hot Springs Building Permit application, which will include drawings and details specified in the Building Permit application, is required before commencement of any work.
9. It is the developer's responsibility to apply for the five year tax rebate offered for residential improvements at the time that a Building permit is obtained. Ref. Ordinance 35.15-35.18 (Any tax incentive for commercial improvements will be in accordance with the most current "formula" and will be automatically applied by the Fall River County - Assessor's Office for all properties that meet their requirements).

RFP RESPONDENT – SITE DEVELOPMENT OPTIONS

I. WORKFORCE HOUSING

1. The RFP response must clearly identify if the existing Armory structure is to remain or be demolished (see Requirement 5.)
2. The minimum bid must meet or exceed \$25,000 payable to City of Hot Springs at the time of contract signing. (ANY EXCEPTION MUST BE CLEARLY STATED IN THE RFP PROPOSAL)
3. The developer will build a minimum of three workforce housing units or three duplex units.
 - a. Workforce homes or individual duplex units will be defined as having a minimum 1100 square feet with 2 bedrooms and 1 bath, along with a garage or a double car concrete paved driveway.
 - b. Or, the developer may utilize the existing Armory structure and convert the building into a multi-unit apartment or condominiums and provide a minimum of two workforce homes or one duplex on the adjacent lot next to the existing Armory. (Differing code requirements and a Use on Review Permit will be required for any multifamily development)
4. The RFP response must include an architectural or engineering concept drawing of the planned workforce housing and the remaining property utilization.
5. All construction must be performed by a Licensed General Contractor (GC). Provide the name of the GC (or proposed GC) in the RFP response proposal.
6. The workforce housing developer will have until December 31, 2024 (4-years) to complete the planned development. If not completed, the property will return to the City 'as is'. The City and developer will mutually agree in writing on any time extensions due to unforeseen circumstances.
7. The developer will be required to purchase and install all materials necessary to connect water and sewer services from the NE property corner "service connection easement" to the workforce housing locations. The City will provide water meters and yokes when needed for service connection.
8. The developer will provide an easement for utilities on each lot.
9. The developer will provide asphalt or concrete paved surfaces for site access and a minimum of two paved parking spaces per residential unit. Ref. Ordinance 155.049 and 154.04
10. The developer will make arrangements and payment for all Surveying Services (PLS) associated with the property and improvements (platting) suitable for Fall River County - Public Records recording.

11. A multi-family structure development (any more than a duplex) will require a use-on-review approval for RA zone. The developer will also need a variance to vacate alleys and streets associated with the property boundary. Ref. Ordinance 155.004 and 155.071

II. SINGLE-FAMILY RESIDENTIAL HOUSING

1. The RFP response must clearly identify if the existing Armory structure is to remain or be demolished (see Requirement 5.)
2. The minimum bid must meet or exceed \$25,000 payable to City of Hot Springs at the time of contract signing.
3. The RFP response must include an architectural or engineering concept drawing of the single-family residence planned and the remaining property utilization.
4. All construction must be performed by a Licensed General Contractor (GC). Provide the name of the GC (or proposed GC) in the RFP response proposal.
5. The single-family residential developer will have until June 1, 2022 to complete the planned residential development, which includes a Certificate of Occupancy. If not completed, the property will return to the City 'as is'. The City and developer will mutually agree in writing on any time extensions due to unforeseen circumstances.
6. The developer will be required to purchase and install all materials necessary to connect water and sewer services from the NE property corner "service connection easement" to the single-family residence location. The City will provide a water meter and yokes when needed for service connection.
7. The developer will provide an easement for utilities on the tract.
8. The developer will provide asphalt or concrete paved surfaces for site access and a minimum of two paved parking spaces for the single-family residence planned. Ref. Ordinance 155.049 and 154.04
9. The developer will make arrangements and payment for all Surveying Services (PLS) associated with the property and improvements (platting) suitable for Fall River County - Public Records recording.
10. A single-family site development plan that intends to use the armory building as an accessory building will require a use-on-review approval for RA zone. The developer will also need a variance to vacate alleys and streets associated with the property boundary. Ref. Ordinance 155.004 and 155.071

III. ALTERNATIVE-USE PLAN

1. The RFP response must clearly identify if the existing Armory structure is to remain or be demolished (see Requirement 5.)
2. A minimum bid must meet or exceed \$25,000 payable to City of Hot Springs at the time of contract signing.
3. The RFP response must include an architectural or engineering concept drawing of the alternate-use plan and the remaining property utilization.
4. All construction must be performed by a Licensed General Contractor (GC). Provide the name of the GC (or proposed GC) in the RFP response proposal.
5. The developer will have until June 1, 2022 to complete the planned alternate-use development, which includes a Certificate of Occupancy. If not completed, the property will return to the City 'as is'. The City and developer will mutually agree in writing on any time extensions due to unforeseen circumstances.

6. The developer will be required to purchase and install all materials necessary to connect water and sewer services from the NE property corner "service connection easement" to the residence(s) location. The City will provide a water meter and yokes when needed for service connection.
7. The developer will provide an easement for utilities on the tract.
8. The developer will provide asphalt or concrete paved surfaces for site access and a minimum of two paved parking spaces for any residences planned or 15 parking spaces for alternate, non-residential use. Ref. Ordinance 155.049 and 154.04
9. The developer will make arrangements and payment for all Surveying Services (PLS) associated with the property and improvements (platting) suitable for Fall River County - Public Records recording.
10. Any site development plan that intends to use the armory building as a multi-family or commercial-use building (recreation only) will require a use-on-review approval for RA zone. The developer will also need a variance to vacate alleys and streets associated with the property boundary. Ref. Ordinance 155.004 and 155.071

APPENDICES

- a. GIS and Aerial depiction of property
- b. Depiction sewer and water locations near the NE property corner
- c. COHS Zoning and Subdivision Ordinance – relevant sections
- d. Building Permit application and fee schedule
- e. COHS Residential Tax Rebate application and Ordinance Chapter 35
- f. Excavation and Water and sewer hookup application
- g. Demolition Permit application
- h. Contractor License application

THE PROPOSAL – RFP RESPONSE

A successful Proposal – RFP Response shall include:

1. An earnest money deposit of \$500 must be included with the RFP response proposal. This deposit will be returned within 60 days to any unsuccessful respondent.
2. The minimum bid must meet or exceed \$25,000 payable in full at the time of closing at which time Title will be transferred.
3. The developer's arrangements for a PERFORMANCE BOND issued by a bank or insurance company in the amount of \$40,000 if the proposed site improvements includes removal of the armory structure. See Requirement 5.
(Definition) Performance Bond - a fixed income instrument that represents a loan made by an investor to a borrower, typically corporate or governmental. A performance bond is issued to one party of a contract as a guarantee against the failure of the other party to meet obligations specified in the contract. A performance bond is usually provided by a bank or an insurance company to make sure a contractor completes designated projects
4. Proof of Liability Insurance minimum of \$1,000,000
5. Three (3) references of similar work or similar value of work performed. Note: Single-family residential or Alternate-use "owner/developer" may rely on the General Contractor's reference information that is included with RFP response submittal.

6. A proposed concept of how the property will be developed which will include at a minimum (see also Building Permit application):
 - a. An 11 x 17 preliminary site plan drawn to scale showing building locations, setbacks, driveway locations, water and sewer locations and any proposed decks or walkways
 - b. A preliminary floor plan for each type of residential unit proposed with approximate room square footage, layout and generalized materials list for the exterior (i.e.: 40 year asphalt architectural shingles, painted Hardy Board planking siding with Pella insulated thermopane windows etc.)
 - c. A specific timeline or sequence of construction milestones to meet the specified completion deadline for the type of improvements being proposed.
 - d. An overview of financial assurance that developer has adequate financial resources to complete the proposed project.

Sealed Proposals must be plainly marked to identify their contents. No Proposal shall be withdrawn after the filing time without the written consent of the City Hot Springs – City Council, for a period of thirty (30) days after the filing time. The City Council of the City of Hot Springs, South Dakota reserves the right to reject any and all proposals, or to waive any informalities or technicalities in the proposal, and to accept the proposal that is to the advantage of, and in the best interest of the City of Hot Springs.

Proposals will be opened and publicly read aloud at the November 16, 2020 City Council meeting at 7:10 PM. The Planning and Zoning Commission will provide a recommendation to the Council by December 7, 2020 with a recommendation for approval of a responsible RFP proposal, if one is deemed appropriate.

The City Council will give approval of an approved RFP respondent (if recommended) no later than December 21, 2020.

Dated this ____ day of _____ 2020

Robert Nelson
Mayor

REQUEST FOR PROPOSAL – CITY OF HOT SPRINGS ARMORY PROPERTY

SUBMITTED BY:

NAME: _____

COMPANY NAME: _____

PHYSICAL ADDRESS: _____

MAILING ADDRESS (if different): _____

PHONE NUMBER: OFFICE _____ CELL _____

E-MAIL: _____

THE PROPERTY BID FOR THIS PROJECT IS: \$ _____

TYPE PROPOSAL (MARK ONE): _____ Workforce Housing _____ Single-Family Residential
_____ Alternate Utilization

ATTACHED TO THE PROPOSAL ARE:

- SITE PLAN
- FLOOR PLAN(S) (1 FOR EACH RESIDENTIAL TYPE)
- TOTAL OF _____ RESIDENTIAL UNITS PLANNED
- PROOF OF INSURANCE
- THREE REFERENCES
- PROOF OF ABILITY TO PAY BOND/RETAINER
- \$500 EARNEST MONEY DEPOSIT

I, _____ acting as _____ for
_____ do hereby state that I have read and understand the
requirements of this Request for Proposal and agree to abide by all **requirements** listed herein.

Name Dated: _____

Printed Name

RFP ARMORY PROPERTY – SITE PHOTOS (DATE: OCT. 5, 2020)



Photo #1



Photo #2



Photo #3

Photo #1-3: Photos from North end of property viewing South. Note: existing utilities at NE corner property in photo#3

Observations performed by John Gregory

RFP ARMORY PROPERTY – SITE PHOTOS (DATE: OCT. 5, 2020)



Photo #4



Photo #5



Photo #6

Photo #4-6: Photos from South end of property viewing North. Note: site grade 10-14 ft. lower at southwest portion of property in photo#6

Observations performed by John Gregory

RFP ARMORY PROPERTY – SITE PHOTOS (DATE: OCT. 5, 2020)



Photo #7



Photo #8

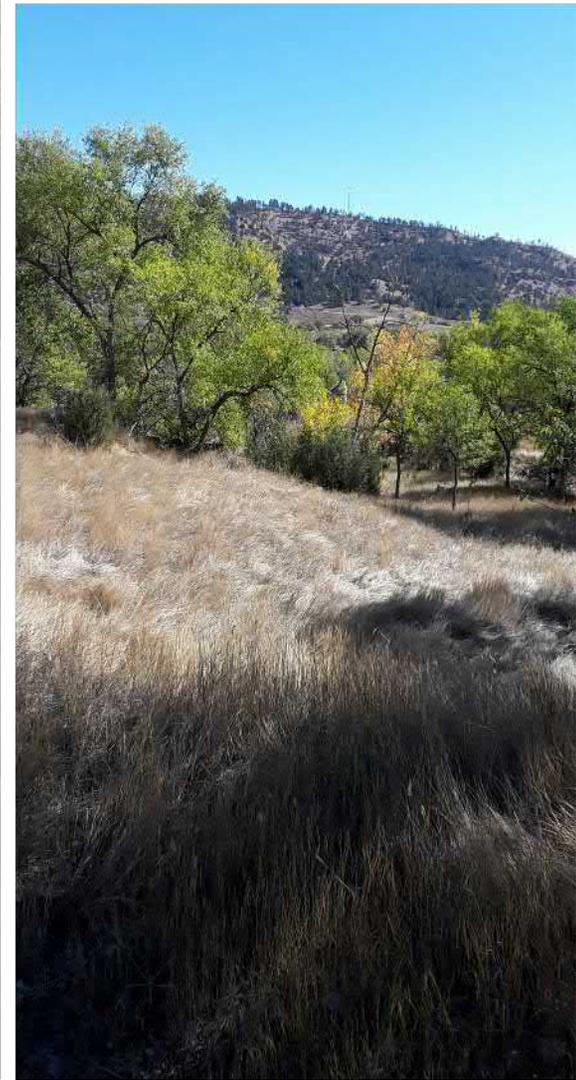


Photo #9

Photo #7: Viewing West from northeast corner. Note: Butler Park immediately west of property

Photo #8: Viewing East from southwest corner. Photo #9 Viewing East from interior southeast corner. Note: grade slopes 10-25' southeast.

Observations performed by John Gregory

APPENDICES

- a. GIS and Aerial depiction of property
- b. Depiction sewer and water locations near the NE property corner
- c. Original Property Plat circa. 1890
- d. COHS Zoning and Subdivision Ordinance – relevant sections
- e. Building Permit application and fee schedule
- f. COHS Residential Tax Rebate application and Ordinance Chapter 35
- g. Excavation and Water and sewer hookup application
- h. Demolition Permit application
- i. Contractor License application