

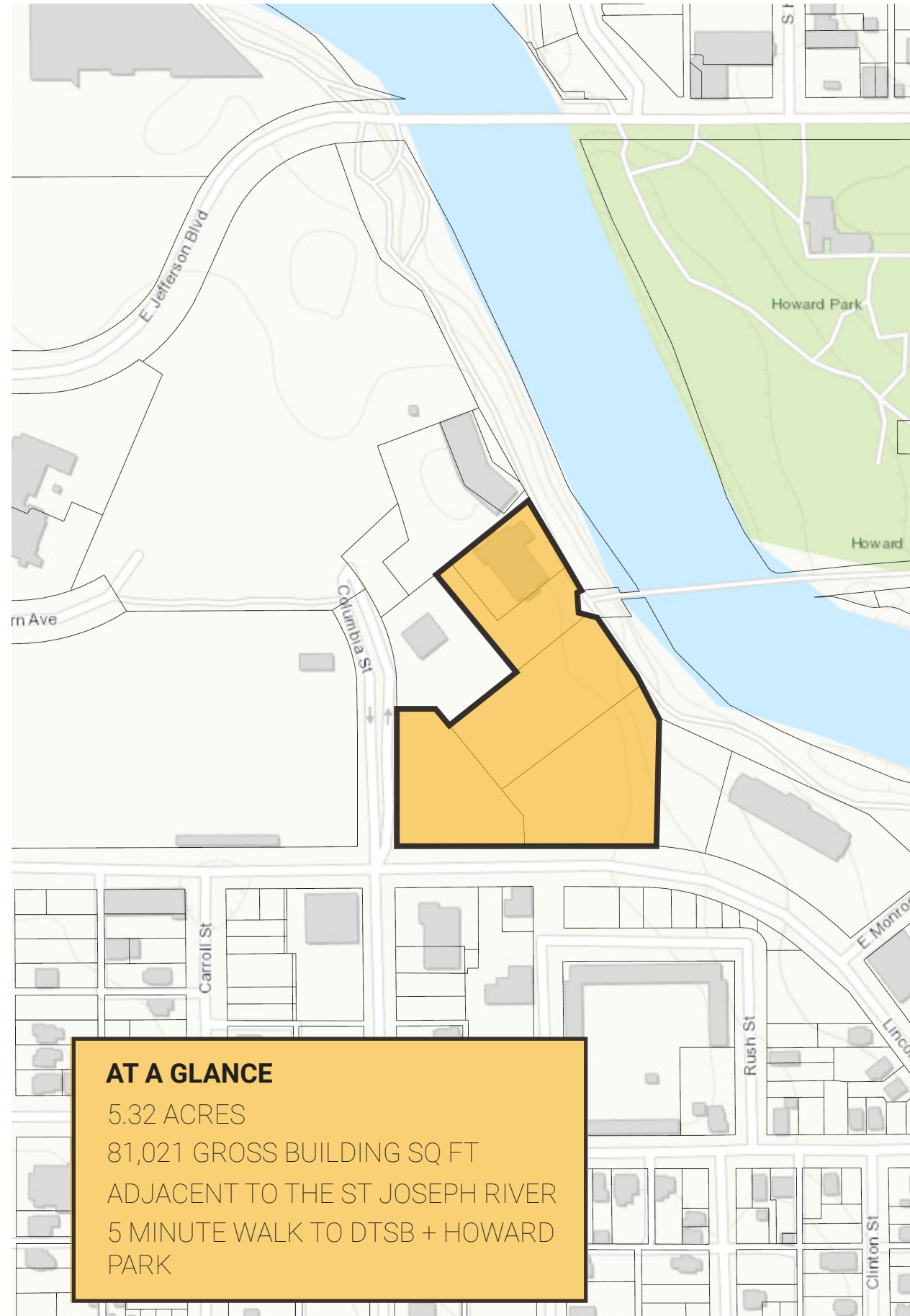
# PURPOSE + OVERVIEW

The South Bend Redevelopment Commission (the “Commission”) is soliciting proposals for a reimagining of the former River Glenn Office Park, with the desire to reconnect the western bank of the St. Joseph River with Downtown South Bend. This 5+ plus acres of land adjacent to the St. Joseph River is ripe for redevelopment and investment, filling a hole in the urban fabric of the city.

The site is on the edge of Downtown South Bend adjacent to the St. Joseph River. The Commission is open to reuse of the current three office buildings on the site but prefers proposals for a full redevelopment of the site. The site is already connected with the recently revamped Howard Park across the St. Joseph River via a pedestrian bridge.

Interested developers should review the Monroe Park Neighborhood Plan to understand the broader vision for the area. The Monroe Park Plan calls for the project site to be transformed into a lively, walkable area with medium to high density residential development with strategically located commercial uses.

This RFP does not commit the Commission to award a contract or pay costs incurred in preparation of a proposal responding to this request. Proposals will be due by August 21<sup>st</sup>, 2024 at 5 p.m. For questions or clarifications, please contact Joseph Molnar at: [jrmolnar@southbend.in.gov](mailto:jrmolnar@southbend.in.gov) prior to July 31<sup>st</sup>, 2024.



# PROJECT REQUIREMENTS

- Adhere to the general design principles outlined in the Monroe Park Neighborhood Plan;
- Meet zoning ordinance requirements;
- Be urban in building design and site layout;
- Properly address the St. Joseph River and riverwalk;
- Reflect the architectural character of surrounding properties and South Bend’s architectural history; and
- Feature a variety of housing options (size and price points) if housing is included.



## DEVELOPER REQUIREMENTS

- Applicants must be legally incorporated and in good standing or a validly formed not-for profit organization capable of demonstrating proof of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.
- Preference given to applicants with prior experience managing and completing all phases of construction for a project of this size and scope.
- Applicants must comply with City of South Bend ordinances and all other federal, state, and local laws and regulations.
- Applicants must agree to hold the South Bend Redevelopment Commission harmless and to indemnify it and the City of South Bend for any damages or costs related to any claim, suit, or demand related to any action occurring as a result of the Applicant's proposal.
- The Commission reserves the right to reject proposals submitted by Applicants who are not current on property taxes or utility payments for any properties currently owned, or for any other reason deemed to be in the best interest of City.



## SUBMISSION REQUIREMENTS

All proposals must be submitted using the legal name of the organization with whom a contract would be executed and must be signed by an authorized representative. An electronic copy of the submittal, in a single PDF document, shall be submitted to [jrmolnar@southbendin.gov](mailto:jrmolnar@southbendin.gov) with subject line of "Bid: Former River Glen Redevelopment" and include each of the following:

### COVER LETTER

Provide a brief cover letter including an overview of the Applicant's organization, the proposed development, and proposed purchase price.

### ORGANIZATIONAL INFORMATION

Detail the qualifications, skills, background, and relevant experience of the organization. Nonprofit applicants must provide a copy of its tax-exempt nonprofit status under Section 501(c)(3) of the Internal Revenue Code.

### NARRATIVE DESCRIPTION

- A description of how the proposed project meets the evaluation criteria and guiding principles associated with each individual project site.
- The purchase price for project site.
- A description of proposed building type(s). This must include the number of units, approximate unit size and number of bedrooms / baths per unit, and planned price point (market rate vs. subsidized).
- Details about the project post-construction, such as proposed occupancy (i.e., rental, for-sale), overview of marketing plan for selling or renting unit(s), and overview of property maintenance and management plan (if maintaining ownership).

### BUDGET

Provide a clear understanding of the overall project budget and funding source(s) and basic project proforma, including the developer fee.

### TIMELINE

Provide a start-to-finish timeline for the implementation of the project, including timeframes for completion of major milestones.

### EVIDENCE OF FINANCIAL RESPONSIBILITY

Must demonstrate ability to execute proposed project (see form: Statement of Qualification and Financial Responsibility included in this document).

### AFFIDAVIT OF NON-COLLUSION

Applicant shall complete the Affidavit of Non-Collusion on the form provided. The Affidavit is affirmation that the Applicant has not colluded, conspired, connived, or agreed with any other Applicant or person, firm, or corporation regarding any submittal to the Commission.

The Commission shall not be responsible for errors and/or omissions on the part of the Applicant, and the Commission will not be responsible for making interpretations or deleting or correcting errors in calculations. The Commission expressly reserves the right to accept or reject any or all proposals, and to waive any informalities, irregularities, or technical defects if such are deemed, in the Commission's sole opinion, to be immaterial.

# EVALUATION CRITERIA

## RFP REQUIREMENTS

Proposal is complete and meets or exceeds the requirements of this request for proposals.

## CONSISTENCY WITH CITY PLANS AND STUDIES

Proposal is consistent with the goals of River West Development Area and the Monroe Park Neighborhood plan.

## DESIGN

The size and character of the proposed development fits the general design principles for the site. Specifically, the building type(s), design, site layout, number of units, materials, and similar considerations will be evaluated. Special attention should be given to connecting the site to Downtown South Bend and highlighting the St. Joseph River.

## EXPERIENCE

Applicant has sufficient experience and a successful track record of projects of similar type, size, and complexity.

## FINANCIAL RESPONSIBILITY

The Applicant demonstrates the ability to finance and complete the Proposal in the timeframes stated.

## SUSTAINABILITY

The degree to which sustainability features are incorporated beyond building code requirements.

## PURCHASE PRICE

Proposed purchase price for the city-owned lot(s).

## PROJECT SCOPE

A competitive project, for example, may include demolition of the office building and construction of a 100+ unit multifamily building and 40+ townhomes.

Any other factors which will assure the Commission that the proposal will best serve the interest of the community, both from the standpoint of human and economic welfare and public funds expended.



## PROCESS FOR EVALUATION

The staff of the South Bend Redevelopment Commission will review all submittals to determine whether they are complete and responsive to this RFP. Only submittals that are complete, responsive, and meet all requirements of this RFP will be evaluated. Complete and responsive submittals from qualified applicants will be reviewed in detail as they are submitted. If warranted, the Commission reserves the right to request clarification or additional information from individual applicants. If a bid is accepted, the bid will be publicly recommended at a meeting of the South Bend Redevelopment Commission.

## RESOURCES

Monroe Park Neighborhood Plan  
South Bend Zoning Ordinance  
TIF Districts  
River West Development Plan

## TIMELINE

Issued RFP: June 27<sup>th</sup>, 2024  
Inquiry Deadline: July 31<sup>st</sup>, 2024  
Proposals Due: August 21<sup>st</sup>, 2024 at 5 p.m.

