

MIDDLETOWN REDEVELOPMENT AGENCY  
REQUEST *for* PROPOSALS  
*to implement the*

North End / CBD Urban Renewal Plan

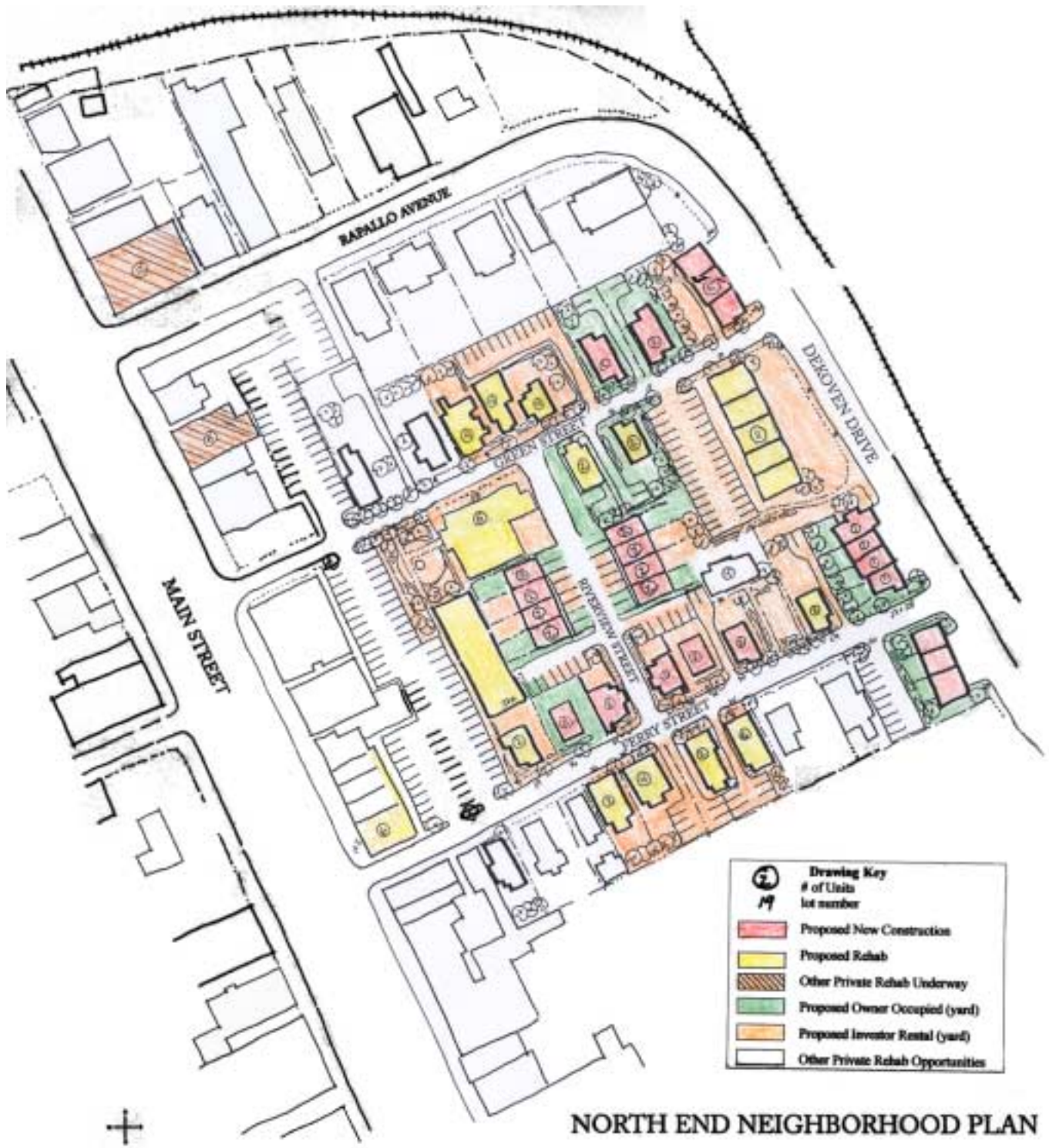


DEADLINE: January 15, 2003



Figure 1 - Aerial view of the project area

City of Middletown, Connecticut  
Domenique S. Thornton, MAYOR



*Conceptual development plan from the 1998 Yale Urban Design Workshop.*

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## EXECUTIVE SUMMARY

This historic neighborhood, nestled between Main Street and the Connecticut River, is an emerging community in downtown Middletown, Connecticut. Continued growth is expected here as construction on a four-star, one hundred-room hotel proceeds in the south end of Main Street, while in the north end, Wesleyan University, the city, and private developers implement a number of arts-oriented developments.

Ferry, Green, and Rapallo Streets are characterized by a compact, vital community, trapped in under-performing real estate. Through stemming the tide of entrenched drug activity, undesirable property management, and poverty, residents in the community have become well-organized and dedicated to the improvement of their neighborhood. Now, with an approved redevelopment plan in place, and in conjunction with the Redevelopment Agency, they are ready to partner with an experienced developer to bring about a physical change of the neighborhood reflective of the social change already underway.

The North End redevelopment process began in earnest approximately six years ago when the Mayor convened an "Urban Homesteading Task Force" which grew into a neighborhood improvement group: the North End Action Team ("NEAT"). Working with city officials, Wesleyan University, and the Yale Urban Design Workshop, NEAT sponsored a community charrette which developed a conceptual plan for revitalizing the Ferry, Green, and Rapallo Streets neighborhood. This plan was reviewed by the City of Middletown Common Council and referred to the Redevelopment Agency. In 2001, the Redevelopment Agency adopted the North End / CBD Urban Renewal Plan, incorporating the conceptual plan initiated by NEAT. This plan was then endorsed by the Common Council last summer.

The plan is on file in the city's Department of Planning, Conservation, and Development, which department staffs the Redevelopment Agency. Questions can be directed to them, at 860.344.3425. Proposals must be postmarked no later than January 15, 2003.

**ADDITIONAL CONTACTS & INFORMATION SOURCES**

- \* [www.middletonplanning.com](http://www.middletonplanning.com)
- \* Green Street Arts Center  
Frank Kuan - 860.685.2683
- \* North End Action Team  
860.347.6971 ext. 3908
- \* Yale Urban Design Workshop  
Michael Haverland - 203.432.4029
- \* Redevelopment Agency  
Munro Johnson - 860.344.3425

*Figure 2 - Additional information sources and contacts.*

**1. CONTACT INFORMATION**

William Warner, AICP  
Director of Planning, Conservation, and  
Development  
City of Middletown  
245 deKoven Drive  
Middletown CT 06457

Phone: (860) 344-3425  
Fax: (860) 344-3593



## 2. PROPOSAL DESCRIPTION

The Middletown Redevelopment Agency (the “Agency”) requests the services of a developer to redevelop residential properties on Ferry, Green, and Rapallo Streets, in accordance with the revised North End/CBD Urban Renewal Plan, (the “Plan”). The Plan calls for a combination of rental and home ownership properties, which range from affordable to market rate dwellings. The successful candidate (the “Developer”) will be awarded the following: a contract with the City of Middletown (the “City”) to implement Section 13 of the Plan; ownership of select city-owned properties in the project area; and, when necessary, the assistance of the Agency to acquire properties mutually determined to be critical to the realization of the Plan’s public objectives. The contract period will last until the issuance of Certificates of Occupancy for all properties transferred from the City of Middletown to the Developer.



Figure 3 - Physical Interventions

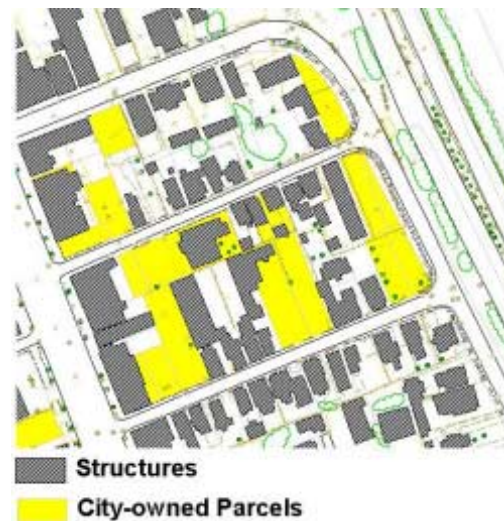


Figure 4 - City-owned Properties

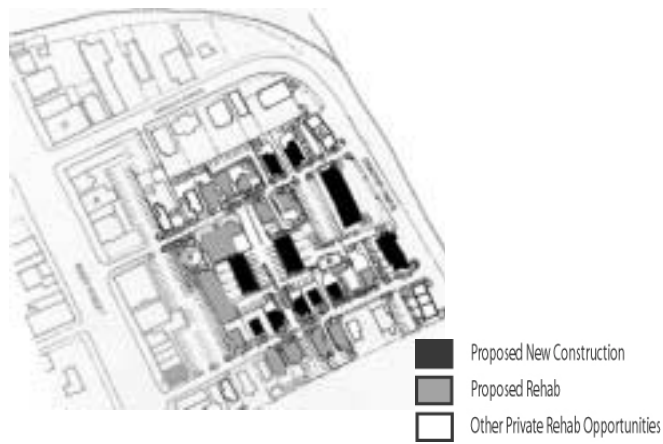


Figure 5 - Reuse and Renewal

### 3. SCOPE OF SERVICES

Through site acquisition and collaboration with existing property owners, the Developer shall rehabilitate, reconstruct, and redevelop residential properties in the project area in conformance with the revised North End/CBD Urban Renewal Plan, which undertaking shall include all necessary community outreach, relocation, permits, demolition, construction, marketing, resale, leasing, and property management. Developer shall follow all pertinent local, state, and federal laws and regulations, and obtain all necessary permits, including (but not limited to) review by the Design Review and Preservation Board.

#### 4. **DEVELOPER ELIGIBILITY**

##### A. **Background**

Developer must have ample and demonstrable experience with redevelopment projects and relocation law. Developer must submit illustrated examples of other projects, completed within the past fifteen (15) years, similar in scope and character to this one.

##### B. **Finance**

Developer must demonstrate ability to supply adequate funding for the project, or a plan of how the funding will be acquired, to finance, among other things, surveys, construction, relocation, and carrying costs. At a minimum, submittals must include a source of funding plan, development proforma, 30-year cash flow analysis, and the developer's most recent annual report.

##### C. **Community Involvement**

Developer must demonstrate a firm understanding of and commitment to the community participation component of this development, as more fully described in '5.'



**5. COMMUNITY INVOLVEMENT**

The community of the North End has been deeply involved in every stage of the Plan, especially through the North End Action Team (“NEAT”). Over the past six (6) years, the Plan has materialized under the auspices of neighborhood residents in an effort to revitalize their community. It is vital to the project that community involvement continue to be a significant component in the work of the selected developer. Therefore a crucial factor in the selection process will be the Developer’s demonstrated ability and intent to involve the community in the project. Developer must submit a statement detailing means by which the residents will be involved in the process of implementing the plan, including but not limited to community meetings as described more fully below.

- \* Developer, or a designated representative must hold quarterly meetings with the neighborhood residents in order to inform the residents of progress made.
- \* Developer or designated representative, must attend NEAT meetings bi-monthly and as requested.
- \* Throughout the duration of the project, developer or representative must attend municipal meetings where the Plan is an agenda item and the developer’s presence is requested.
- \* Notice of all meetings shall be distributed to the City of Middletown Town Clerk’s office, Redevelopment Agency, NEAT, and the Middletown Department of Planning, Conservation and Development at least six (6) business days in advance of the meeting.

6. **SUBMISSION REQUIREMENTS**

A. **Submission of Proposal**

The Developer shall be required to submit the following information in a loose leaf binder with his or her proposal:

1. Letter of Transmittal indicating the developer's interest in the project and a summary of the proposal's contents. (1-2 pages)
2. Financial information as detailed under '4B,' including 30-year cash flow analysis and most recent annual report.
3. Company profiles and resumes of all team members who will work on the project.
4. Detailed description of recent projects of the Developer similar in nature to this one. Provide budget size, funding sources, and references for these projects including contact names and phone numbers. (3-5 pages / project)
5. Community participation plan. (3-5 pages)

B. **Statement of Understanding**

The Developer will submit a statement of understanding of requirements of this proposal. (1-3 pages)

C. **Deadline**

Proposal must be postmarked **by January 15, 2003.**

## Project Timeline

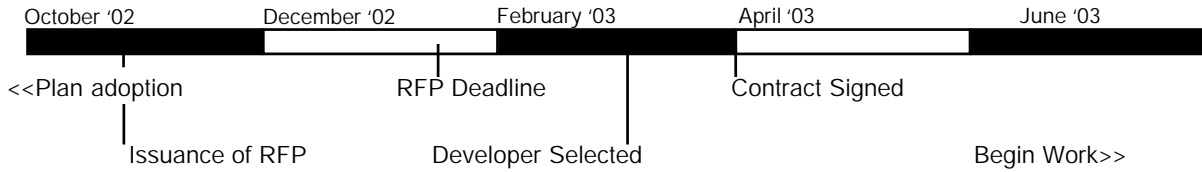


Figure 6 - Timeline

### 7. SELECTION PROCESS

#### A. Selection Committee

Proposals submitted by developers will be reviewed by a selection committee designated by the Middletown Redevelopment Agency. The Committee may include representation from the following:

1. Mayor's Office
2. Middletown Redevelopment Agency
3. Neighborhood Residents

#### B. Interviews

Prospective developers may be required to attend interviews with the following agencies:

1. NEAT
2. Middletown Redevelopment Agency

Interviews shall be utilized to aid in the selection process. The respondent shall be prepared to address any or all of the above-mentioned items, including their funding plan, qualifications, and approach to community involvement.

#### C. Criteria for the Award

The following factors will be considered in evaluating proposals submitted for the award:

1. Developer's past experience
2. Qualifications of staff to be assigned to the project
3. Developer's working knowledge of relocation law
4. Developer's interest in the community
5. Familiarity with Middletown
6. Reputation of developer based on references

### 8. EXECUTION OF CONTRACT

The City of Middletown will review proposals and if necessary, interview developers within 45 days from receipt of proposals. An agreement will be negotiated with the selected developer within 30 calendar days after receipt of notification of award. This schedule is tentative and subject to change as necessary to comply with the City's requirements.



Planning,  
Conservation,  
and Development

For more information, visit [www.middletonplanning.com](http://www.middletonplanning.com), or, call the City of Middletown, Connecticut's Department of Planning, Conservation, and Development at: 860.344.3425