



REQUEST FOR PROPOSALS

ACQUISITION AND REDEVELOPMENT OF

301 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-452)
305 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-450)
307 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-449)
309 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-448)

Advertisements for proposals will appear in the News Journal on _____, and _____

Virtual informational session to be held on _____ at *****.
Zoom Link:

The Urban Development Action Grant Corporation (UDAG) will receive sealed proposals
at the:

Office of Economic Development
Louis L. Redding City/County Building
800 N. French Street, 3rd Floor
Wilmington, Delaware 19801

Proposals are due: _____, no later than 10:00 a.m.

The Request for Proposals may be obtained at the above address and online at

<https://www.choosewilmingtonde.org/>

REQUEST FOR PROPOSALS

1. Proposals for the **ACQUISITION AND REDEVELOPMENT OF:**

301 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-452)
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Wilmington, Delaware 19801

Proposals must be an original and three (3) copies, sealed in an envelope, and the envelope endorsed **“Proposal for the Acquisition and Redevelopment of 301,305,307,309 W 7th Street”** and addressed to the:

Urban Development Action Grant Corporation (UDAG) will receive sealed proposals at the:
Office of Economic Development
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Wilmington, Delaware 19801

2. Any proposal may be withdrawn prior to the scheduled time for opening of proposals or authorized postponement thereof. No proposal may be withdrawn within sixty (60) calendar days after the actual opening thereof.

3. **The successful proposer** will be required to have or obtain an appropriate business license, if applicable, from the Department of Finance, Revenue Division, City of Wilmington, to be awarded the contract. Before obtaining a City of Wilmington Business License, all applicants must show proof of a current State of Delaware Business License.

4. **The successful proposer** will be required to withhold City of Wilmington Wage Tax from their employees and withheld taxes shall be paid to the City of Wilmington pursuant to the provisions of the Wilmington Wage Tax Law. This law applies to people living and/or working in the City of Wilmington.

5. The successful bidder certifies that they are not listed on the Federal Governmental, Excluded Parties List System (www.sam.gov). This will be verified by the Urban Development Action Grant Corporation (UDAG) and, if the successful bidder is listed, it may be grounds for rejection of the bid or proposal. The successful bidder will be required to obtain a Unique Entity Identifier (UEI) at (www.sam.gov).

6. **Award and Execution of Contract**

A. **Consideration of Proposals.** Before awarding the contract, a proposer may be required to show that he/she has the ability, experience, necessary equipment, experienced personnel, and financial resources to successfully carry out the work required by the contract.

The right is reserved to reject any and/or all proposals, to waive technicalities, to advertise for

new proposals, or to proceed to do the work otherwise, if in the judgement of the Urban Development Action Grant Corporation (UDAG) the best interest of the (UDAG) will be promoted thereby. Properties will be transferred in “as-is” condition.

- B. **Award of Contract.** The award of the contract, if it be awarded, must be awarded in due course after the opening of proposals to the qualified proposer whose proposal complies with all the requirements prescribed. The successful bidder will be notified by letter mailed to the address shown on their proposal that their proposal has been accepted and has been awarded the contract.
- C. **Cancellation of Award.** The Urban Development Action Grant Corporation (UDAG) reserves the right to cancel the award, or part of the award, of any contract at any time before the execution of said contract by all parties without any liability against the City. The City of Wilmington reserves the right to negotiate with any individual or entity that submits a proposal in response to this Request for Proposals.

7. Any person doing business or seeking to do business with the City of Wilmington shall abide by the following Global Sullivan Principles:

- A. Support universal human rights and particularly, those of employees, the communities within which you operate, and parties with whom you do business.
- B. Promote equal opportunity for employees at all levels of the company with respect to issues such as color, race, gender, age, ethnicity, or religious beliefs, and operate without unacceptable worker treatment such as the exploitation of children, physical punishment, female abuse, involuntary servitude, or other forms of abuse.
- C. Respect employees’ voluntary freedom of association.
- D. Compensate employees to enable them to meet at least their basic needs and provide the opportunity to improve their skill and capability in order to raise their social and economic opportunities.
- E. Provide a safe and healthy workplace; protect human health and the environment; and promote sustainable development.
- F. Promote fair competition including respect for intellectual and other property rights, and not offer, pay, or accept bribes.
- G. Work with governments and communities in which you do business to improve the quality of life in those communities - their educational, cultural, economic, and social well-being - and seek to provide training and opportunities for workers from disadvantaged backgrounds.
- H. Promote the application of these principles by those with whom you do business.

Questions must be submitted via email to

Sean Park

Urban Development Action Grant Corporation (UDAG)

3rd Floor, 800 N. French Street, Wilmington, DE 19801

sjpark@wilmingtonde.gov

REQUEST FOR PROPOSALS



Synopsis

The Urban Development Action Grant Corporation (UDAG) will be requesting proposals for the acquisition and redevelopment of 301 West 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-452), 305 West 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-450), 307 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-449), and 309 W 7th Street Wilmington, DE 19801 (Tax Parcel No. 26-035.10-448) located in the Fourth Councilmanic District.

Vision

The Urban Development Action Grant Corporation (UDAG) currently owns 4 parcels with 3 mixed-use buildings and 1 vacant lot and would like for the redevelopment of the properties that comprise the project to serve the immediate neighbors, the surrounding community, and the residents of the Fourth Councilmanic District. The redevelopment must be permitted in a C-3 (Central Retail) zoning district pursuant to Section 48-195 of the City Code. The C-3 (Central Retail) zoning classification “is designed for that portion of the central business area which contains the main retail district, providing a wide variety of retail and display services and serving the whole city metropolitan area.”

In making the properties available for redevelopment, the Urban Development Action Grant Corporation (UDAG) anticipates advancing the following objectives:

- Benefit to Community:**
- Provide uses benefitting the surrounding community with development permitted in a C-3 (Central Retail) zoning classification.
 - Increase revenue generating opportunities and improve the tax base for the City.
 - Create new job opportunities in the City.
 - Visually and functionally integrate and enhance the surrounding neighborhood through improvement of existing infrastructure and streetscape.
 - Offers a mix of market rate residential units and at least 3 affordable housing units
- Financial Objective:**
- Develop a financially viable project which maximizes investment
 - Offers a select number of residential units for affordable housing for a 10-year period defined as eighty percent (80%) of the Area Median Income according to the current year published Delaware State Housing Authority (DSHA) Low Income Housing Tax Credit (LIHTC) Income Limit Scale as adjusted annually.
- Timely Completion:**
- Complete the proposed project promptly.

Evaluation Criteria

Evaluations will be scored on:

1. Extent to which the proposed redevelopment fits into and improves the surrounding neighborhood.
2. Amount of private investment proposed for the building site.
3. Municipal tax revenue that will result from the acquisition and redevelopment.
4. The contribution that the redevelopment will make toward enhancing the quality of life in the surrounding neighborhood.
5. Financial stability of the developer.
6. The developer's prior experience with similar projects.
7. Final development product with an emphasis on enhancing the quality of life in the surrounding neighborhood including the adjoining property owners.
8. Development of a select number of affordable residential units for a 10-year period set at 80% of the Area Median Income.
9. Purchase price offered to the Urban Development Action Grant Corporation (UDAG) for the purchase of the properties.
10. Job creation.

Each bullet point will be scored on a scale of 1-10 with 10 being the highest allotment of points per category. The Urban Development Action Grant Corporation (UDAG) will negotiate a Memorandum of Agreement with the selected respondent, outlining the terms and conditions for conveyance and redevelopment of the properties.

SUBMISSION MATERIALS

All submissions should include the following:

- A. Purchase price.
- B. Development Team Qualifications.
 1. Provide the name, address, and contact information of firm or individual responding to this Request for Proposals.
 2. Firm Overview – Provide a brief description of individual or organization, history, leadership team and number of employees.
 3. Experience – Provide a list of projects (past and current) detailing relevant development experience.
 4. References – Provide names and contacts for people who can speak to the credibility and experience with the individual or development team.
 5. Financial Viability – Provide a statement and other relevant information to demonstrate the individual or organization's capability to accomplish the proposed project.
- C. Project proposal.
 1. Project Description – Provide a description of the proposed project, which may include conceptual site plan / design for the site.
 2. Project Rationale & Strategy – Provide information supporting the feasibility and marketability of the proposed project.
 3. Development Team – Provide the qualifications of all the individuals or team members anticipated to participate in the project.
 4. Project Timeline – Provide an estimate of the project timeline from pre-development through construction.

DEVELOPMENT REGULATIONS

Sec. 48-195. - C-3 districts.

(a) *Purpose.* The C-3 district, central retail, is designed for that portion of the central business area which contains the main retail district, providing a wide variety of retail and display services and serving the whole city metropolitan area. While most of it is within a single compact area, it also includes some separate areas on the edges of the C-4 district.

(b) *Uses, etc., generally.* In any C-3 district no building or premises shall be used and no building shall be erected or altered, except as provided elsewhere in this chapter, which is arranged, intended or designed to be used except for one or more of the uses listed in the following subsections of this section, subject to the off-street parking and loading requirements of article X of this chapter.

(c) *Uses permitted as matter of right.* The following uses are permitted as a matter of right:

(1) Any use permitted in C-2 districts under [section 48-193\(c\)](#).

(2) Wholesale storage or a wholesale department, within a building, incidental and secondary to a retail establishment.

(3) Finishing, fitting, converting, fabricating, assembling and light manufacturing operations incidental and secondary to a retail store or service establishment; provided, that:

- a. Such operation is not conducted on the ground floor within 25 feet of any street entrance or exit;
- b. Not more than 15 pounds of steam pressure is employed; and
- c. Units of not more than five horsepower are used for processing equipment or machinery.

(4) Passenger terminal, rail or bus.

(5) Newspaper office or printing plant.

(6) Consumer recycling collection centers, subject to being not less than 100 feet from the boundary of any residential zoning district and operating only between the hours of 7:00 a.m. and 9:00 p.m., daily.

(d) *Use permitted under zoning board of adjustment approval.* The following uses are permitted if approved by the zoning board of adjustment as provided in article II, division 3 of this Code, subject to the conditions specified below in each case:

(1) Public utility substation or regulator station; provided, that:

- a. It shall conform with such setbacks, screening or other similar requirements as the zoning board of adjustment shall deem necessary for the protection of neighboring or adjacent property.

(2) The conversion of a three-story building housing one family for the use of more than one family; provided, that there is a lot area of not less than 1,000 square feet per family and each apartment or dwelling unit shall consist of not less than 600 square feet of livable floor area, excluding common halls and stairways. (See [section 48-67](#)).

(e) *Accessory uses and buildings.* Accessory uses and accessory buildings customarily incident to the uses otherwise authorized by this section are permitted.