

**City of East Providence, RI  
Request for Proposals (RFP) #EP1516-16  
for the  
Sale or Lease of Two Former School Buildings**



**80 Burnside Avenue**



**33 Hoppin Avenue**

## **I. Introduction**

The City of East Providence requests proposals from interested parties to either purchase or enter into a long-term lease agreement for the following two former school buildings: 80 Burnside Avenue (map 411, block 17, parcel 5) and 33 Hoppin Avenue (Map 411, block 17, parcel 1).

## **II. Description of Properties**

80 Burnside Avenue (Map 411, block 17, parcel 5)

- Built in 1930 to serve as a school for 60 years
- Served as an administrative building for the School Department for 20 years
- Two-story structure
- 23,800 sq. ft. building footprint
- 70,000 sq. ft. parcel
- Frontage on Burnside Avenue, Arnold Street and Hoppin Avenue
- All utilities available for connection

33 Hoppin Avenue (Map 411, block 17, parcel 1)

- Built in 1957 to serve as the William R. Watters School
- Served as an elementary school for 45 years
- Two-story structure
- 19,208 sq. ft. building footprint
- 20,000 sq. ft. parcel
- Frontage at the intersection of Hoppin Avenue and Smith Street
- All utilities available for connection

## **III. Desired Reuse**

The following development type (or combination of types) is desired for the properties:

- Residential housing
- Professional offices (i.e. business or medical)
- Medical clinic
- Private school
- Child day care center
- Health, fitness and wellness facility
- Animal or veterinary hospital
- Commercial educational facility
- Art studio (i.e. live/work)

#### **IV. Zoning**

The parcels are designated as a Residential-3, which primarily allows for single-family dwellings on a minimum lot area of 7,500 sq. ft. Additional allowed uses of a Residential-3 district include private schools and churches. The City would consider a change in zoning and a subdivision of the properties provided conformance to the subdivision review regulations, no anticipated negative impacts to the character of the immediate residential neighborhood and conformance with the City's Comprehensive Plan. A change in zoning or a subdivision may be a condition to a purchase and sale agreement, if desired.

#### **V. Submission Requirements**

All proposals must be in narrative format and must clearly illustrate the potential reuse of the property. For a proposal to be deemed complete, it must contain the following information;

##### **1. Basic Information**

- Name of firm;
- Business address, including city, state, zip code and phone number;
- Contact person phone and e-mail who can respond to detailed questions regarding proposal;
- Indicate whether or not incorporated and if so, when;
- If not incorporated, name of owner(s);
- Indicate if you ever defaulted on a contract and if so, when and why;
- Proposed acquisition or lease fee;
- A minimum of three references.

##### **2. Development Concept**

**Development Options:** Identify the proposed re-use of the structure and describe why the specific development options were chosen over others such as townhouses, condos, apartments, senior living, mixed-use, live/work, artist studios, etc. Provide supporting information & data justifying why the proposed re-use option will be financially successful.

**Property Description:** Describe in detail the proposed re-use of the structure including but not limited to interior and exterior alterations, building layout, number of units and parking needs.

**Development Benefit:** Describe the benefits the development of this site will create such as green building design, residential housing, job creation or providing a social service and/or benefit to the community.

Neighborhood Impact: Describe the impact that the proposed re-use of the site will have on the nearby residential neighborhood such as expected occupancy (day, evening, night), time of deliveries, noise levels, parking needs, and other possible impacts.

Time-Line: Provide a timeline of all major components of the redevelopment of the property.

### 3. Project Team

- Describe the background and relevant experience of the firm along with any sub-consultants to be employed on this project. Describe the background and experience of the designated project manager and other personnel who will participate in the project design and implementation, including a description of the function of each designated participant;
- Describe the relationship or role the firm will have with the City and other stakeholders of the project.

### 4. Financial Feasibility & Legal Structure

- Preliminary development budget detailing sources & uses, income budget, operating budget and cash flow analysis. It must be demonstrated that the proposed re-use is financially feasible;
- Describe the legal relationship anticipated with the City in terms of site development, financing, project implementation, ownership, and final disposition/property management. Are there conditions of a lease agreement or a purchase and sale agreement that must be met?

Respondents may be asked to provide additional information, as needed to assist the City in the decision making process.

## **VI. Selection Process & Criteria**

Responses will be evaluated on the basis of the relative merits of the proposal. Proposals will be assessed generally on their overall benefit to the City, acquisition or lease fee, financial feasibility and any potential impacts to the residential neighborhood. A brief presentation of the proposal and interview with City staff may be requested prior to City staff submitting a recommendation to the City Council. Respondents may be requested to present their proposal before the City Council at a regularly scheduled City Council meeting, which meets the first and third Tuesday of every month.

The following criteria will be used to evaluate the responses to this RFP:

- Acquisition or lease fee;
- Benefits to the City (i.e. housing, job creation or social services);

- Impact the redevelopment will have on the immediate residential neighborhood;
- The type of relationship being proposed between the City and the respondent;
- Financial structure and degree of financial commitments from other private and public funding sources;
- The financial feasibility of the proposal and timeline.

## **VII. Site Inspection**

A site inspection will be held on April 29, 2016 at 10:00 am for all interested parties.

## **VIII. General Conditions**

- The City reserves the right to reject any and all proposals, to waive any informality, and to select and negotiate services in the best interest of the City;
- The respondent will abide by all applicable Federal, State and City regulations in the performance of their redevelopment of this property;
- The City reserves the right to accept all or part of any proposal, and to negotiate a contract for services and cost with the selected respondent.

## **IX. Due Date**

Proposals are due on Thursday, May 19, 2016 no later than 2:00 pm and must be addressed to:

Richard Kirby, City Manager  
145 Taunton Avenue  
East Providence, Rhode Island 02914

## **X. City Contacts**

Any questions regarding this RFP may be directed to:

Patrick Hanner, Senior Planner  
East Providence City Hall  
145 Taunton Avenue  
East Providence, RI 02914  
office (401) 435-7531, ext. 11152  
[phanner@cityofeastprov.com](mailto:phanner@cityofeastprov.com)