REQUEST FOR PROPOSALS

RFR # 5807
City Owned Development Sites at Downtown North

City of Hartford
Procurement Services Unit
550 Main Street
Hartford, CT 06103

DEADLINE: 2:00 PM/ Date: February 15, 2018

______________________________
William Diaz
Procurement Specialist
860-757-9604
diazw003@hartford.gov
Dear Sir/Madam:

The City of Hartford (the City) invites responses for:

RFR #: 5807

SOLICITATION DATE: November 20, 2017

SOLICITATION TITLE: City Owned Development Sites at Downtown North

SOLICITATION DESCRIPTION: Developers and investors are invited to submit proposals for the redevelopment of several vacant City-owned parcels located to the north of the City’s Downtown district in the “Downtown North” area, adjacent to Hartford’s new baseball stadium. The redevelopment area consists of 32 properties that fall within four distinct clusters, identified for purposes of this RFP as Parcels A, B, C, and D (the “Parcels”) as shown in the diagram in Section III. Proposals submitted in response to this RFP may propose a land purchase or ground lease and may include the redevelopment of the Parcels either individually or in any combination.

Please visit: Hartford.gov/procurement/purchasing to access all documents related to this opportunity.

SITE LOCATION (if applicable):

RESPONSE DATE: February 15, 2018

RESPONSE TIME: 2:00 p.m.

DEPT. ASSIGNED CONTRACT #:

EST. COST OF CONSTRUCTION:

A PRE-RESPONSE CONFERENCE HAS BEEN SCHEDULED on December 14, 2017 @ 10AM @ Dunkin’ Donuts Park Community Center at 1214 Main Street, Hartford, CT. The Community Center is located at the corner of Main Street and Pleasant Street.

This pre-bid conference is:

☐ Not Applicable
☐ Mandatory (All prospective bidders are REQUIRED to attend to discuss specifications)
☑ Non-mandatory (All prospective bidders are encouraged to attend to discuss specifications)

The following documents are included with this solicitation:

Project Required Scope along with ENVIRONMENTAL REPORTS and PLANNING STUDIES as identified in Appendix A.

Sincerely,

William Diaz
diazw003@hartford.gov
860-757-9604

Companies interested in doing business with the City are able to register and maintain their registration via the Internet at: http://www.hartford.gov/procurement/purchasing
# Section 1
## RESPONSE FORMS

### 1.1 RESPONSE INFORMATION & SIGNATURE FORM

<table>
<thead>
<tr>
<th><strong>Vendor Name -</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trade Name -</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Address -</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Phone # -</strong></td>
<td><strong>Fax # -</strong></td>
<td><strong>Email Address -</strong></td>
</tr>
<tr>
<td><strong>Contact Person -</strong></td>
<td><strong>Tax ID# -</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Delivery / Service Start Date:** # Calendar days after receipt of executed contract:

<table>
<thead>
<tr>
<th><strong>Bid Surety - 10%</strong></th>
<th><strong>Electronic Bond #</strong></th>
<th><strong>For electronic bonds enter bond number, otherwise check the appropriate box</strong></th>
<th><strong>Bond (hard copy)</strong></th>
<th><strong>Cashiers / Certified Check</strong></th>
</tr>
</thead>
</table>

**Cost of Performance Bond included in base bid (if applicable)** $ Per thousand

**EEO Certification Status (check one)**
See General Information for Preparing a Response paragraph 3.6.3

<table>
<thead>
<tr>
<th><strong>Current &amp; on file</strong></th>
<th><strong>EEO form attached</strong></th>
</tr>
</thead>
</table>


<table>
<thead>
<tr>
<th><strong>Certificate attached</strong></th>
<th><strong>Update Statement attached</strong></th>
</tr>
</thead>
</table>

**Insurance Agent Name**

**Insurance Agent Address**

Vendor acknowledges receipt of all addenda issued during the bidding period (if applicable) and understands that they are a part of the bidding documents.

The undersigned hereby declares that he/she or they are thoroughly familiar with the specifications, the various sites, the City’s requirements, and the objectives for each element of the project item or service and understands that in signing this proposal all right to plead any misunderstanding regarding the same is waived. The undersigned further understands and agrees that he will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract and to accept in full compensation therefore the amount of the contract as agreed to by the Contractor and the City.

The undersigned hereby declares that no reason or persons other than those named herein are interested in this proposal, which is made without any connection with any other person or persons making any proposal for the same work and is in all respects fair and without collusion or fraud; that no person acting for or employed by the City of Hartford is directly or indirectly interested therein, or in the supplies or works to which it relates, or will receive any part of the profit or any commission there from in any manner which is unethical or contrary to the best interest of said City of Hartford.

The undersigned additionally declares that they are not debarred or suspended, or otherwise excluded from, or ineligible for, participation in City of Hartford, State of Connecticut or federally funded projects (Executive Order 12549).

The undersigned certifies under penalty of false statement that the information provided in this response is true.

<table>
<thead>
<tr>
<th><strong>Submitted by (Signature)</strong></th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th><strong>Printed name and title</strong></th>
<th><strong>Date</strong></th>
</tr>
</thead>
</table>

(Authorized Agent of Company)
1.2 RESPONSE PRICING

Provide monetary purchase offer and any and all terms and conditions that may apply. This offer will constitute the basis for negotiations between the City and Proposer with regard to the final price as well as the terms and conditions. Price will not be the sole criteria for the City to base its decision on the selection of the Preferred Developer. Other factors will help determine the selection as outlined below.

Also describe, in as much detail as practical at this time, the method of project financing to complete any and all required remediation, engineering, design, permitting and construction. Include a project pro-forma outlining general anticipated capital costs by task/item (i.e. engineering, acquisition costs, legal, interest, and construction). Also identify anticipated rental/sale absorption rates and other revenue assets that will contribute to the projects bottom line.

1.3 STATEMENT OF QUALIFICATIONS

Please complete the following information. Failure to respond to all items may result in the rejection of your response.

1. Number of years in business - D-U-N-S Number:

2. Number of personnel employed Part time - , Full time - ,

3. List up to six past contracts of this type/size your firm has completed within the last three (3) years:

<table>
<thead>
<tr>
<th>Project</th>
<th>Date</th>
<th>Contact Person</th>
<th>Phone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. DAS CONTRACTOR PREQUALIFICATION  
(required for construction/infrastructure projects only)

DAS prequalified?

☐ Yes  ☐ No

You certify that there has been no substantial change in your financial position or corporate structure since your most recent prequalification certificate was issued or renewed, other than those changes noted in the update statement (attached).

5. ORGANIZATIONAL STRUCTURE OF BUSINESS ENTITY (select one)

☐ General partnership (GP)
☐ Limited partnership (LP)
☐ Limited liability corporation (LLC)
☐ Limited liability partnership (LLP)
☐ Corporation
☐ Individual doing business under a trade name (sole proprietor)
☐ other (specify)
6. CITY OF HARTFORD TAX STATUS / OTHER FINANCIAL OBLIGATIONS

<table>
<thead>
<tr>
<th>Hartford Businesses</th>
<th>Non-Hartford Businesses</th>
</tr>
</thead>
<tbody>
<tr>
<td>All City of Hartford taxes &amp; financial obligations (real, motor &amp; personal property) are current and paid in full or subject to a current and approved payment plan. Please attach RFR Affidavit.</td>
<td>All City of Hartford financial obligations are current and paid in full or subject to a current and approved payment plan. Please attach RFR Affidavit.</td>
</tr>
</tbody>
</table>

7. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE’S OFFICE

<table>
<thead>
<tr>
<th>Connecticut businesses</th>
<th>Out-of-State (foreign) businesses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are all required filings current with the Secretary of State and will the Secretary of State be able to issue a Certificate of Legal Existence?</td>
<td>Have you filed a Certificate of Authority / Application of Registration with the Connecticut Secretary of State? If so, submit a copy of your filing with your response. If not, submit a copy of your Certificate of Good Standing from your state of incorporation.</td>
</tr>
</tbody>
</table>

8. Is your local organization an affiliate of a Parent company? If so, Indicate the principal place of business of the parent company and the name of agent for service.

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

9. List all Affiliated Businesses (attach additional sheets as necessary):

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Address</th>
<th>Ownership Interest %</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

10. Based on the organizational structure of your business, provide a current listing of all corporate officers, principals, general or managing partners, limited partners, managers and members. If sole proprietorship or general partnership, attach trade name certificate filed with the town clerks office.

11. Submit copies of all required business (trade & occupational) licenses with your response.

12. Your company may be asked to submit information relative to your company's financial statements and/or a Dun & Bradstreet report may be obtained. This information will be protected to the fullest extent required by law.

13. Additional information/documentation may be requested subsequent to your responding to this solicitation.
REQUEST FOR PROPOSALS
CITY-OWNED DEVELOPMENT SITES AT DOWNTOWN NORTH

I. Introduction

Developers and investors are invited to submit proposals for the redevelopment of several vacant City-owned parcels located to the north of the City’s Downtown district in the “Downtown North” area, adjacent to Hartford’s new baseball stadium. The redevelopment area consists of 32 properties that fall within four distinct clusters, identified for purposes of this RFP as Parcels A, B, C, and D (the “Parcels”) as shown in the diagram in Section III. Proposals submitted in response to this RFP may propose a land purchase or ground lease and may include the redevelopment of the Parcels either individually or in any combination.

Parcels B, C and D overlook the recently constructed Dunkin’ Donuts Park, a 6,000-seat baseball stadium which hosts the Hartford Yard Goats Double-A minor league baseball team. Parcel A is adjacent to the City's new Public Safety Complex, a 150,000-square foot building located on a 5.7-acre site that houses the City's police, fire, and first responder dispatch operations.

The overarching development plan envisioned for Downtown North is one that creates a vibrant mixed-use urban neighborhood which reestablishes essential connections between Hartford’s north side neighborhoods and the Downtown center. The Yard Goats’ successful inaugural season at Dunkin’ Donuts Park, featuring sellouts of more than half of the club’s home games, indicates that the ballpark can fulfill its initial conception as a spur to broader development in the area.

Redevelopment proposals should ideally capitalize on the ballpark amenity as well as the proximity of the parcels to the increasingly activated Main Street corridor. The City favors a mixed-use approach to the Downtown North redevelopment, anchored by residential buildings with lower floor retail and/or office space. As noted in Section V, below, structured parking capacity will also be an important element in a successful proposal.

Development in this area should also capitalize on surrounding neighborhood contexts. New construction in the area should form a bridge between the beautiful historic structures to the north of the ballpark and the modern office and apartment buildings of the Downtown business district. The entire area should be connected by pedestrian-friendly streetscapes and strategically placed public and green spaces. The retail, residential, and physical environment envisioned for this redevelopment will encourage residents and visitors alike to explore the nearby Clay Arsenal and Upper Albany neighborhoods, as well as the Downtown area.

The Capitol Region Development Authority (CRDA) has been an important partner of the City of Hartford in recent years, providing gap financing for residential housing conversions and other development projects within the City. CRDA is committed to stimulating economic development and new investment in Hartford and will be a potential resource to assist the developers of Downtown North.

In addition to the information provided herein, the additional reports, studies, and maps listed in Appendix A have been made available as attachments to this RFP.
II. Downtown North

As its name implies, Downtown North is located to the north of downtown Hartford on the northern side of Interstate 84. It is home to two educational institutions, two hotels, and a recently constructed 6,000-seat minor league baseball stadium. The area has an abundance of underutilized vacant land currently used as surface parking lots and a 19-acre national historic district that is predominantly residential. In 2009, a redevelopment plan was adopted for the area comprised of 123.1 acres and 81 properties. The acreage of the plan boundary was expanded in 2013 to 290 acres in order to increase opportunities for a larger developable site and to capitalize on connections to the City’s central business and entertainment district to the south and residential neighborhoods to the north. A copy of the redevelopment plan is provided as an attachment to this RFP.

Two heavily traversed arterial roadways—Albany Avenue and Main Street—intersect at the northwestern edge of the site and form a gateway from the City’s Downtown district to the south and its historic neighborhoods to the north. This major intersection, literally the cross-roads of the City’s northern neighborhoods and heavily traveled by residents and commuters alike, provides unique development opportunities. Successful redevelopment of this area will also reestablish north Hartford’s vital connection with the City center, which was historically impacted by the construction of Interstate 84. A realignment of this intersection, including a new roundabout, is currently being planned, as addressed in detail in Section IV.

Downtown North is conveniently located a half-mile away from Hartford’s Union Station, serviced by Amtrak and, as of May 2018, by the new “Hartford Line” commuter rail between Springfield, MA and New Haven, CT, with connections to New York City. The area is also served by the recently constructed east-west bus rapid transit system, CTFastrak, and a multitude of city bus lines.

Downtown North contains several parcels that have been studied and/or remediated for environmental hazards with state and federal brownfield funding. The reports generated from these activities are available as attachments to this RFP and are listed in Appendix A.

Although nearly a decade has passed since the adoption of the Downtown North Redevelopment Plan, the successful opening of Dunkin’ Donuts Park has generated new activity and development momentum in the area, including the recent construction of a new 80-room Candlewood Suites hotel. Nearly 400,000 fans, from across the region, attended the Hartford Yard Goats’ inaugural season, and enjoyed safe, affordable entertainment in the heart of Connecticut’s Capital City. Downtown North has become a familiar destination for a new generation of Connecticut residents, and the City hopes to continue this positive momentum with new opportunities to live, work, eat, and shop in the area.
III. Parcel Descriptions

Parcel A

Parcel A consists of eighteen properties which total approximately 2.99 acres and is within two zoning districts, the NX-1 and DT-3 zones. A summary of the zoning requirements for these zones is provided later in this document. With the exception of 220 High Street, which contains a single-family home on the National Historic Registry, the parcels are vacant and consist of paved or graveled surfaces being utilized for parking.Parcel A has frontage along High Street, Chapel Street North, Ann Uccello and Pleasant Street.

A two-faced static billboard measuring approximately 10’ x 22” is located at 425 Ann Uccello Street. The billboard is operated by the Lamar Companies under a license agreement with the City. The license agreement is terminable by either party upon thirty (30) days written notice. The Parcel is comprised of the following properties:

<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>PARCEL ID</th>
<th>ACRES</th>
<th>ZONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. 479 Ann Uccello</td>
<td>244-286-054</td>
<td>0.18</td>
<td>NX-1</td>
</tr>
<tr>
<td>2. 463 Ann Uccello</td>
<td>244-286-053</td>
<td>0.18</td>
<td>NX-1</td>
</tr>
<tr>
<td>3. 451 Ann Uccello</td>
<td>244-286-052</td>
<td>0.13</td>
<td>NX-1</td>
</tr>
<tr>
<td>4. 439 Ann Uccello</td>
<td>244-286-051</td>
<td>0.20</td>
<td>NX-1</td>
</tr>
<tr>
<td>5. 425 Ann Uccello</td>
<td>244-286-050</td>
<td>0.26</td>
<td>NX-1</td>
</tr>
<tr>
<td>6. 426 Ann Uccello</td>
<td>244-288-069</td>
<td>0.47</td>
<td>NX-1</td>
</tr>
<tr>
<td>7. 450 Ann Uccello</td>
<td>244-288-068</td>
<td>0.33</td>
<td>NX-1</td>
</tr>
</tbody>
</table>
Parcel B

Parcel B consists of twelve vacant properties, totaling 3.78 acres and is within one zoning district, the DT-3 zone. The Parcel consists entirely of surface parking lots currently managed by the Hartford Parking Authority. Parcel B has frontage along Pleasant Street, Main Street and Chapel Street North. The Parcel is comprised of the following properties:

<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>PARCEL ID</th>
<th>ACRES</th>
<th>ZONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>19. 1243 Main</td>
<td>244-289-079</td>
<td>0.60</td>
<td>DT-3</td>
</tr>
<tr>
<td>20. 1229 Main</td>
<td>244-289-078</td>
<td>0.23</td>
<td>DT-3</td>
</tr>
<tr>
<td>21. 1213 Main</td>
<td>244-289-077</td>
<td>0.19</td>
<td>DT-3</td>
</tr>
<tr>
<td>22. 1209 Main</td>
<td>244-289-076</td>
<td>0.26</td>
<td>DT-3</td>
</tr>
<tr>
<td>23. 1189 Main</td>
<td>244-289-075</td>
<td>0.12</td>
<td>DT-3</td>
</tr>
<tr>
<td>24. 1185 Main</td>
<td>244-289-074</td>
<td>0.06</td>
<td>DT-3</td>
</tr>
<tr>
<td>25. 1181 Main</td>
<td>244-289-073</td>
<td>0.06</td>
<td>DT-3</td>
</tr>
<tr>
<td>26. 1161 Main</td>
<td>244-289-072</td>
<td>0.16</td>
<td>DT-3</td>
</tr>
<tr>
<td>27. 1143 Main</td>
<td>245-289-105</td>
<td>.20</td>
<td>DT-3</td>
</tr>
<tr>
<td>28. 40 Chapel</td>
<td>244-289-080</td>
<td>0.50</td>
<td>DT-3</td>
</tr>
<tr>
<td>29. 44 Chapel</td>
<td>244-289-071</td>
<td>0.25</td>
<td>DT-3</td>
</tr>
<tr>
<td>30. 58 Chapel</td>
<td>244-289-070</td>
<td>1.16</td>
<td>DT-3</td>
</tr>
</tbody>
</table>

Parcel C

Parcel C consists of one property totaling 3.38 acres and is within the DT-3 zoning district. The Parcel is a surface parking lot managed by the Hartford Parking Authority. Parcel C has frontage along Trumbull Street, Main Street and Morgan Street South. The Parcel consists of the following property:

<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>PARCEL ID</th>
<th>ACRES</th>
<th>ZONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>31. 1212 Main</td>
<td>267-293-001</td>
<td>2.5</td>
<td>DT-3</td>
</tr>
</tbody>
</table>
Parcel D

Parcel D consists of one property totaling 2.950 acres and is within the CX-1 Zone. It is also located within the Connecticut River Overlay. Parcel D has frontage along Market Street, Trumbull Street and Pleasant Street. The Parcel also has frontage on Windsor Street facing Dunkin Donuts Park which is now closed to vehicular traffic.

<table>
<thead>
<tr>
<th></th>
<th>ADDRESS</th>
<th>PARCEL ID</th>
<th>ACRES</th>
<th>ZONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>32.</td>
<td>150 Windsor</td>
<td>267-292-011</td>
<td>2.95</td>
<td>CX-1</td>
</tr>
</tbody>
</table>


IV. Downtown North Transportation Improvements

As part of the initial development of the Dunkin Donuts Stadium a detailed analysis was undertaken concerning the potential development proposed at that time for the area surrounding the Stadium. This process involved significant traffic and transportation modeling and review to insure the ultimate development would be accommodated by the development actions planned at that time.

In Connecticut, projects of the size of the proposed development come under the jurisdiction of the Office of State Traffic Administration and a Major Generator Certificate must be obtained before construction can commence. This process was completed for the Stadium and proposed surrounding development. As a result of that process significant changes were made to the overall street network in the Downtown North area. These included: i) Relocation of Trumbull Street to the south and related reconstruction of Main Street (US 44), Pleasant Street, and Windsor Street; ii) Installation of new traffic controls and connection to the City Traffic Management System; and iii) Development of improvement concepts for the Intersection of Albany, High, Main and Ely Streets. (see below)

The City obtained the Major Generator Certificate for the full build out of Downtown North as proposed and is now working with the State on implementation of improvements to Albany Ave, (US 44), Main Street (US 44) and High. This complex intersection was initially planned as a revised signalized intersection which would resolve traffic issues resulting from the full build out of Downtown North. Subsequent to that concept a plan has been developed for the construction of a roundabout consistent with the Diagram below. The improvement is seen to reduce vehicle speeds and provide for safer traffic flow. The analysis of this proposal indicates that it provided better traffic performance than the proposed signalized intersection. The project will include improvement of sidewalks and lighting to the south to Pleasant Street. Thus, the context of improvements will be extended from Pleasant Street to the reconstructed roundabout intersection. This project is now entering the design phase and should be constructed by the end of the 2020 construction season. The project is planned to be fully funded by Federal and State sources and administered by the City through construction.
It is important to note that while any new project will require state review the densities proposed in the prior Downtown North plan were significant and the improvements constructed as part of the Stadium build have been designed to provide appropriate traffic service to the development area. Thus, the City would not anticipate significant changes will be necessary to those improvements to accommodate a new development proposal. It should be noted that the City has planned and is implementing a new Traffic Management Center which is currently under construction as well as some $15Million in transportation and signal system upgrades which will benefit the Downtown North area and downtown.

V. Parking

The Downtown North Parcels that are the subject of this RFP are currently being utilized for surface parking in support of the downtown business district and/or Dunkin Donuts Park and are currently managed by the Hartford Parking Authority. Replacement of these parking spaces with structured “district parking” facilities integrated into or among new buildings on the Parcels will provide continuing support to nearby office buildings, enable resident parking, and generate substantial foot traffic for businesses in the new Downtown North neighborhood.

Accordingly, the City requests that proposals incorporate structured parking to replace the surface parking currently in place on each Parcel in addition to such parking capacity as may be required by zoning for the proposed development itself. Respondents bidding on more than one Parcel may allocate the total parking need among the Parcels as they deem optimal. Such new parking facilities may be privately owned and operated. In parallel with this Request for Proposals, the City is updating
its overall parking needs assessment for the Downtown and Downtown North areas and—based on
the outcome of that assessment—will work with the selected developer(s) to refine the district
carking requirements for the Downtown North development area and—if requested—participate in
facilitating the financing and construction of required district parking facilities.

The maximum occupancy for the surface lots that each Parcel currently accommodates is roughly as
follows:

<table>
<thead>
<tr>
<th>PARCEL</th>
<th>SPACES</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>262</td>
</tr>
<tr>
<td>B</td>
<td>550</td>
</tr>
<tr>
<td>C</td>
<td>300</td>
</tr>
<tr>
<td>D</td>
<td>90</td>
</tr>
</tbody>
</table>

In addition, the City is required under the terms of its stadium lease with the Hartford Yard Goats
(the “Club”) to make available for the Club’s exclusive use 199 parking spaces adjacent to the Ballpark
(“Ballpark Dedicated Parking”). The City is currently satisfying this obligation by providing surface
parking on Parcels A and C, pending the development of Parcel D, which is designated the permanent
site for the Ballpark Dedicated Parking. Consequently, development of Parcel D must include the
construction of structured parking including 199 parking spaces reserved for the Club’s exclusive use
on a year-round basis. The ultimate developer/owner of Parcel D may negotiate directly with the
Club with respect to potential other uses of those 199 spaces during offseason or other low-activity
periods for the Club.

VI. Local Permitting Process & Zoning Requirements

A. General

Hartford’s land use administration function consists of a joint Planning & Zoning Commission, who
also acts in the capacity of the Inland Wetlands and Watercourses Commission, the latter not being
applicable to the Parcels that are the subject to this RFP. Depending upon the proposed uses, either
a zoning permit, special permit or both will be required. Special permits require a public hearing.
One property, 220 High Street, is in the Downtown North National Historic District and will be subject
to Historic Commission review.

Department of Development Services provides services associated with economic development,
planning, zoning, code enforcement, and housing. Staff assists the land use boards and conducts
building code enforcement and will collaborate closely with the selected developer throughout the
planning, design, permitting and construction phases. This collaborative effort will occur from
project conceptualization to ensure that the proposal appropriately meets the zoning regulations and
building codes. Staff consultations will be provided before the filing of applications and during plan
review by the Planning and Zoning Commission and public hearings (if required). City staff will
remain accessible to assist during construction to ensure the project meets all applicable codes and
approved permit conditions, and to address changes that may result due to unforeseen conditions.

To assist in drafting a response to this RFP, the following summary of the two zoning districts in
which the Parcels reside is provided. The discussions provided herein are not intended to supersede
the Zoning Regulations or Zoning Map. Review of the regulations and map are strongly encouraged
while preparing responses to this RFP because of the detailed requirements of building locations, façade requirements, landscaping and use conditions, to name a few.

B. **Zoning Districts & Structure of Zoning Regulations**

The properties subject to this RFP are within two districts, the Downtown 3 (DT-3) and Neighborhood Mix (NX-1). The City Zoning Map is provided as an attachment to this RFP. An overview of these two districts is provided in sections that follow.

Hartford’s Zoning Regulations are a form based code and structured around building type classifications. Specific building types are allowed in certain zoning districts. As is typically expected, various uses are allowed by as of right, subject to use specific conditions, special permit, or permitted only in upper stories within a specific zoning district. Certain uses may be prohibited from certain building floors and building types.

C. **Primary Streets, Building Line and Veranda Lines**

Building form and design requirements are predicated upon the building fronting a primary or secondary street with specific architectural design requirements based upon street classification. As depicted on the zoning map, High Street and Main Street are considered Primary Streets in the Downtown North development area.

Building Lines and Veranda Lines have been established to guide the placement of buildings and features to help protect the established build form and streetscape. For this RFP, Building and Veranda Lines can be found on the City’s tax maps 244, 245, 267 and 268. These maps can be accessed at www.hartford.gov/mhis/hartford-gis/interactive-mapping.

D. **Parking**

Required parking quantity is based upon site uses. The regulations have parking credit provisions for bicycle parking, sustainably design parking facilities, proximity to transit, car share and transportation management plan.

Specific parking area design requirements are provided in Section 6: Sitework & Landscape and Section 7 Parking. In general, parking stalls are 8.5’ x 18’, drive aisles 24’, landscape islands must be provided after the 8th parking stall, and a minimum tree canopy coverage of 10% is required. This lists a few requirements and the afore-mentioned sections should be consulted for more details.

E. **DT-3 District**

The DT districts are intended to regulate for the highest intensity of development in the City, while respecting the historic building scale of the downtown and the adjacent blocks. Each district permits a mix of uses and is intended to create an active atmosphere throughout the day and into the evening. Classification of Primary and Secondary Streets (refer to Zoning Map) in these districts defines building orientation and prioritizes a high-quality pedestrian realm.

The DT-3 district is intended to preserve and complement the scale of existing buildings, extending out of downtown along Main Street. Major pedestrian routes are defined along primary streets with required ground floor storefront retail uses, including Allyn Street, Main Street, Trumbull Street, Pratt Street, and Lewis Street.
E.1 Uses

*Uses permitted as of right*: One/two/three/4+ multifamily units*; micro/efficiency units*; hotel/apartment hotel; large and small residential care; library/museum; community garden; honey beekeeping; neighborhood retail; general retail; convenience store; neighborhood services; adult day care; child day care; eating places; private club; office; craftsman studio

- "-'Denotes use is permitted in upper stories only.
- Some uses are subject to use-specific conditions. See Table of Principal Uses in Section 3 of the Zoning Regulations.

*Uses allowed by special permit*: group living for health reasons; neighborhood and general assembly; government/higher education/hospital; police/fire; school (inc. pre-k, elementary, intermediate, high school or higher education); stadium/arena; transit station; park; beer/wine/liquor sales; drinking places; smoking places; transportation and utilities; transmission towers.

E.2 Density and Parking in DT-3 District

There is no maximum residential density within the DT-3 District. Minimum unit sizes only exist for efficiency/micro-unit: 300 SF minimum & 500 SF maximum. There is no parking requirement in the DT-3 District.

E.3 Building Types Allowed

Three building types are allowed within this district:

- Downtown Storefront
- Downtown General Building
- Civic Buildings

Section 4.3 of the Zoning Regulations outlines the specific requirements of each Building Type within the DT-3 district.

E.4 Downtown Storefront Building Requirements

This section outlines the requirements of the Downtown Storefront Building Type, which is a common building type and is required on all Primary Streets. Consult Section 4.3 of the Zoning Regulations for requirements of other allowed buildings.

i. Building Siting

- Multiple Principal Buildings are permitted on a single property.
- Minimum Primary Lot Line Coverage: At least 85% of the lot line fronting a Primary Street shall be covered with building wall.
- Occupation of Corner: Any corner lot must have a building occupy the corner.
- Primary Build to Zone: Buildings must be placed at, or no further than, 5' from the Building Line.
• Secondary Build to Zone: Buildings must be placed at, or no further than, 5’ from the Building Line.
• Minimum Side Setback: Abutting adjacent buildings or minimum 7.5’ when no adjacent building exists.
• Minimum Rear Setback: 10’
• Minimum Lot Width: None
• Maximum Building Width: None
• Building Coverage: 90%
• Maximum Impervious Coverage: No limitation
• Additional Semi-pervious Coverage: 10%
• Permitted Parking and Loading Locations: Rear yard or internal to building with entry from rear, side or Secondary Street
• Permitted Vehicular Access: One driveway off each abutting secondary street; When no secondary street frontage exists, the Zoning Administrator shall determine the appropriate location from the Primary Street

ii. **Building Height**

- Minimum Overall Height: Buildings shall be a minimum of 2 stories and 40’ high
- Maximum Overall Height: Buildings may be up to 8 stories; Property owners may exceed the maximum overall height set forth in 4.3.2.B.(13) by up to 6 stories by providing the following amenities:
  a) 2 additional stories permitted by providing a green roof covering 75 percent of the overall roof surface area.
  b) 3 additional stories for providing a functional green roof covering 50 percent of the overall roof surface area.
  c) 2 additional stories for providing on-site renewable energy fulfilling at least 25 percent of the energy needs of the building occupants.
  d) 3 additional stories for a combined heat and power system (cogeneration) fulfilling at least 50 percent of the heating and cooling needs of the building occupants.
  e) 2 additional stories for designating 15 percent of residential units to be affordable.”
- Ground Story Minimum Height: 14’
- Ground Story Maximum Height: 24’
- Upper Stories Minimum Height: 9’
- Upper Stories Maximum Height: 14’

iii. **Building Uses**

- Primary Street Ground Story Uses: Retail, service & office
- Secondary Street Ground Story and Other Stories Uses: Any permitted in the district
- Parking and Loading within Building: Permitted fully in any basement and/or in the rear of upper floors
• Entrance to Parking/Loading within Building: any rear, side or Secondary Street facade
• Required Occupied Space: Minimum 30’ deep on all full floors from any Primary Street facade

iv. **Street Façade Requirements**

- Minimum Primary Street Ground Story Transparency: 65% of the façade measured between 2’ and 8’ above grade
- Minimum Transparency per each Story: 15%
- Blank Wall Limitations: No rectangular area greater than 30% may be windowless and no façade shall have a horizontal segment greater than 15 feet without a window
- Primary Street Façade Entrance Type: Storefront, arcade
- Secondary Street Façade Entrance Type: Storefront, arcade, stoops
- Principal Entrance Location: Shall be located on the Primary Street
- Required Number of Street Entrances: There shall be 1 entrance per each 75 feet of Primary Street facade
- Ground Story Vertical Façade Divisions: every 30’ of Primary Street façade; every 60’ of Secondary Street façade
- Horizontal Façade Divisions: required within 3’ of the top of the ground story and 5th floor above the first floor
- Permitted Roof Types: Parapet, pitched, flat; tower permitted

v. **Additional Requirements**

- Active type commercial is the only uses permitted on ground floors when facing a primary street. This includes uses such as retail or restaurants. Office can be located on ground floors when the first thirty feet facing the Primary Street is occupied by active retail.
- No building step back is required within the DT-3 District

**F. NX-1 District**

The NX districts include the most intensive mixes of residential building types, all permitting Multi-Unit Dwelling uses and Apartment Building Types in a low-scale neighborhood setting.

The NX-1 district is intended for neighborhood areas that currently include a mix of Apartment Buildings and House Type B with multiple units in each building. Row Buildings are permitted, though few exist in these areas.

**F.1 Uses**

Uses permitted as of right: One/two/three/4+ multifamily units; small residential care; community garden; honey beekeeping; park;
(Note: some uses are subject to use-specific conditions. See Table of Principal Uses in Section 3 of the Zoning Regulations)

Uses allowed by special permit: group living for health reasons; neighborhood assembly; school: pre-k, elementary, intermediate; urban farm; parking as principal use; transmission towers

F.2 Building Types Allowed

Four building types are allowed within this district:

- Civic Building
- Apartment Building
- Row Building
- House B

Section 4.11 of the Zoning Regulations outline the specific requirements of each Building Type.

F.3 Apartment Building Requirements

This section outlines the requirements of the Apartment Building Type. Consult Section 4.11 of the zoning regulations for requirements of other allowed buildings.

Building Siting

- Multiple Principal Buildings are not permitted on a single property
- Minimum Front Lot Line Coverage: At least 70% of the front lot line
- Occupation of Corner: Any corner lot must have a building occupy the corner.
- Front Build to Zone: Within 2’ of the Building Line.
- Corner Build to Zone: Within 5’ of the Building Line.
- Minimum Side Setback: 5’
- Minimum Rear Setback: 5’
- Minimum Lot Width: 50’
- Maximum Building Width: 70’
- Building Coverage: 35%
- Maximum Impervious Coverage: 65%
- Additional Semi-pervious Coverage: 15%
- Parking Lot and Detached Garage Location: Rear yard
- Permitted Vehicular Access: One driveway per lot off corner side or interior side yard; shared driveways encouraged.
i. **Building Height**

- Minimum Overall Height: 3 stories
- Maximum Overall Height: 4 stories
- All Stories Minimum Height: 10’
- All Stories Maximum Height: 14’

ii. **Building Uses**

- Ground Story Uses: Residential and lodging
- Upper Stories Uses: Residential and lodging
- Parking within Building: Permitted fully in any basement and/or in the rear of upper floors
- Entrance to Parking in Building: rear facade
- Required Occupied Space: Minimum 30’ deep on all full floors from front façade

iii. **Street Façade Requirements**

- Minimum Primary Street Ground Story Transparency: 15%
- Blank Wall Limitations: No rectangular area greater than 30% may be windowless and no façade shall have a horizontal segment greater than 15 feet without a window.
- Front Façade Entrance Type: Stoop, porch
- Principal Entrance Location: Front façade, no exterior stairs permitted on the front façade
- Required Number of Street Entrances: minimum one, maximum 2 per building; no exterior stairs permitted on any street or side facade
- Horizontal Façade Divisions: required within 3’ of the top of the ground story and 5th floor above the first floor.
- Permitted Roof Types: Parapet, pitched, flat
- Special Materials Requirement: Wood cladding and fiber cement board are not permitted as primary façade materials

VII. **Submission Requirements**

Each applicant must submit one original and nine (9) copies of the submission in addition to an electronic copy. Hard copy submissions are to be delivered to: City of Hartford, Procurement Services Unit, 550 Main Street, Hartford, CT 06103, Attn: William Diaz. The electronic copy may be emailed to Mr. Diaz at DIAZW003@hartford.gov.

Interested parties shall submit the following information to be considered for selection as Preferred Developer:
1. **Letter of Interest**

Cover letter signed by an authorized officer of the Proposer specifically confirming the Proposer's understanding of the scope of the project, and an overview of the proposed development plan approach.

2. **Project Description**

Description of the proposed development plan, including:

- A detailed narrative of the proposed use(s), design, parking requirements, density, size and character.
- A conceptual site plan should be provided showing the relationship of uses on the Parcel(s) and in relative conformance with applicable zoning requirements.
- Architectural renderings, while not required, are encouraged. At a minimum, precedent images of relevant completed projects may be used to convey design quality and project concept.
- Schedule of development, including due diligence, design, entitlement and construction. If the project is to be constructed in phases, describe the number and length of phases and sequence.
- Anticipated ownership and management structure of the final development project.
- A clear understanding of the needs and characteristics of the neighborhood.
- Economic and social impacts and benefits through capital investment, employment, housing and other indirect effects of the Project to the neighborhood.

3. **Experience and Qualifications**

At a minimum, experience and qualifications should be provided for the Proposer and any development partners if a joint venture. Include information related to all other project participants that are identified at time of submission such as architects and engineers, legal representation, and general contractor or construction manager. Provide at a minimum, but not limited to, the following:

   a. Identify the Proposer’s team including primary contact designee and contact information, key participants, roles, responsibilities, etc. Also identify members of the development team having equity ownership in the Project;
   b. Provide resumes for key participants;
   c. Identify key experience on similar projects and key participant’s qualifications with similar project experience;
   d. Provide a listing and description of up to five (5) projects completed in the last ten years that demonstrate the Proposer’s relevant experience;
   e. Identify relevant real estate development experience for the type of uses proposed in the Project;
   f. Demonstrate experience in the development, design, construction, arrangement, financing, management, marketing and leasing of relevant developments;
   g. Demonstrate experience in completing previous projects on time, on budget, and on goal performance;
h. For each relevant project, include the following specific project information;
   i. Name, location and year completed including overall development timeline (construction, completion dates and lease-up period)
   ii. Photos of the completed project
   iii. Names of affiliate firms and team members involved with this Project
   iv. Project site and gross square feet of building area
   v. Final total development cost and financing structure
   vi. References and current contact information for the owner’s representative(s)
   vii. Current status and ownership of the facility including the name(s) and contact information of current owner(s)

4. Proposer may be a joint venture whose participants collectively possess the relevant necessary experience. If a joint venture is proposed, proposer shall identify the names and contact information of all joint venture partners, and define the professional and business relationship between the joint venture partners and include written evidence from the same that they intend to act as joint venture partners for the project(s). One member of the Preferred Developer team must be the designated contact for negotiation of the development agreements.

5. Legal Actions, Inquiries, and Investigations

Please list case numbers and provide a brief description of any and all legal actions, and final disposition if applicable, of any legal matters within the past ten years wherein any of the following entities or people were involved:

- The Proposer
- Any officer or director of the Proposer
- Any entity that owns more than 25% of the Proposer
- Any individual proposed as Key Personnel for the Proposer or any proposed Development Team member
- Any person that can be attributed with an ownership interest of more than 25% of the Proposer (including any person holding a beneficial interest in an entity that holds an ownership interest in the Proposer)

6. Proposer’s Financial, Bonding and Insurance Capacity

- Proposers must submit evidence of their financial capacity, bonding capacity, and insurance coverage to undertake the Project from inception, development, implementation and operation: Provide sufficient documentary evidence of the Proposer’s financial capacity to complete the development project, including description of the size, scope and cost of other current and pending projects
- Provide evidence of binding capacity such as certificates of insurance evidencing or binding Proposer’s coverage for commercial, general, and professional liability
- Document the capacity to finance and sustain the investment necessary to implement the development
• Demonstrate any experience in the use of innovative financing mechanisms to capture value in complex public/private real estate transactions

Financial information will not be part of the public bidding record and will remain confidential if submitted via an email that requests confidentiality or it is hand-delivered in a separate sealed envelope marked “Confidential.” If not already submitted, you may be asked to submit additional information relative to your company’s financial statements prior to receiving an award, including:

a. Book Value (Total Assets - Total Liabilities)
b. Working Capital (Current Assets - Current Liabilities)
c. Current Ratio (Current Assets/Current Liabilities)
d. Debt to Equity Ratio (Long Term Debt/Shareholder’s Equity)
e. Return on Assets (Net Income/Total Assets)
f. Return on Equity (Net Income/Shareholder’s Equity)
g. Return on Invested Capital (Net Income/Long Term Debt + Shareholders’ Equity)

All information should be supported with appropriate audited financials.

7. **Offer, Method of Project Financing and Project Pro-Forma**

   Provide monetary purchase or ground lease offer and any and all terms and conditions that may apply. This offer will constitute the basis for negotiations between the City and Proposer with regard to the final monetary offer as well as the terms and conditions. The monetary offer will not be the sole criteria for the City to base its decision on the selection of the Preferred Developer. Other factors will help determine the selection as outlined below.

   Also describe, in as much detail as practical at this time, the method of project financing to complete any and all required remediation, engineering, design, permitting and construction. Include a project pro-forma outlining general anticipated capital costs by task/item (i.e. engineering, acquisition costs, legal, interest, and construction). Also identify anticipated rental/sale absorption rates and other revenue assets that will contribute to the projects bottom line.

**Evaluation and Selection Process**

Each Parcel will be evaluated independently. Proposals which include more than one Parcel will receive a separate evaluation for each Parcel submitted. Based upon the number and quality of submissions, respondents may be shortlisted and invited to meet with City representatives to discuss their proposal. In evaluating the submissions, the City will take the following into consideration:
• Demonstrated financial strength and capacity to secure project financing
• Proposer's team structure and member experience, as well as quality and scope of previously completed relevant projects
• Scope and design of the proposed Project including the cohesiveness of the proposal with the overall development goals for Downtown North
• An understanding of, and willingness to work with the neighborhood
• Offer price and terms and conditions

Pre-bid Conference

A non-mandatory pre-bid conference will be held on the date indicated below. The conference will be held at the Dunkin' Donuts Park Community Center at 1214 Main Street, Hartford, CT. The Community Center is located at the corner of Main Street and Pleasant Street.

Key Dates

Request for Proposals Published: Friday, November 17, 2017
Pre-bid Conference: Thursday, December 14, 2017 @ 10:00am
Deadline to Submit questions Tuesday, January 30, 2018 @ 2:00pm
Deadline for Proposal Submission Thursday, February 15, 2018 @ 2:00pm

The City reserves the right to reject in whole or in part any or all proposals, to waive any informality, to accept all or part of any proposal elicited by the request for proposals and to accept the submission of the Applicant determined by the City to be in the best interests of the City.

This request for proposals is made solely to further the interests of the City of Hartford, and of no other person. Under no circumstance will the City be bound to any person in contract or otherwise to entertain or complete any transaction whatsoever with regard to the Downtown North properties unless and until the City enters a legally approved and fully executed written contract with a developer. Persons responding to the request for proposals do so at their own cost and expense and will not be reimbursed by the City for any time or costs expended by them in preparing a response, presenting a proposal, or negotiating with the City.
APPENDIX A-Attachments

I. ENVIRONMENTAL REPORTS

Parcel A:
- 1181 Main Street - Phase I ESA (Dated: January 2012)
- 1181 Main Street - Limited Phase II ESA (Dated: March 2012)

Parcel B:
- 58 Chapel - Subsurface Investigation (Dated: December 2002)
- 58 Chapel - Phase I ESA (Dated: July 2012)
- 58 Chapel - Additional Investigation Report (Dated: September 2012)
- 58 Chapel - UST Removal and Closure Report (Dated: August 2012)
- 58 Chapel - UST Removal and Closure Report Addendum (Dated: September 2012)
- 58 Chapel - Correspondence (Dated: May 2012)
- 40 Chapel Street and 1161 Main Street - Limited Subsurface Investigation (Dated: December 2009)
- 40 Chapel Street and 1161 Main Street - Order of Magnitude Opinion of Remediation Costs (Dated: December 2009)
- 1161 Main Street - Hazardous Materials Abatement Specification (Dated: May 2010)
- 40 Chapel Street and 1161 Main Street - Phase I ESA (Dated: August 2010)
- 1161 Main Street - Asbestos Inspection Report (Dated: September 2010)
- 1161 Main Street - Supplemental Hazardous Materials Survey Report (October 2010)
- 1161 Main Street - Completion of Asbestos Abatement Report (Dated: October 2010)
- 1161 Main Street - Application for Alternative Work Practice (Dated: November 2010)
- 40 Chapel Street and 1161 Main Street - Phase III ESA (Dated: February 2012)
- 1161 Main Street - Asbestos Abatement Project Monitoring (Dated: May 2011)
- 1161 Main Street - Abatement and Demolition Report (Dated: August 2011)
- 40 Chapel Street & 1161 Main Street - Revisions to Quality Assurance Project Plan Addendum (Dated: August 2011)
- 40 Chapel Street & 1161 Main Street - Phase III ESA (Dated: August 2011)
- 40 Chapel Street - Analysis of Brownfields Cleanup Alternatives

Parcel C:
- 1212 Main Street - Geotechnical Report (Dated: November 2004)
- 1212 Main Street - Phase I ESA (Dated: September 2004)
- 1212 Main Street - Limited Phase II ESA (Dated: November 2004)
- 1212 Main Street - Traffic Report (Dated: May 2005)

Parcel D:
- 150 Windsor Street - Phase II ESA Work Plan (Dated: January 2016)
- 150 Windsor Street - Supplemental Hazardous Building Materials Assessment (Dated: September 2016)
- 150 Windsor Street – Opinion of Probable Abatement and Demolition Cost (Dated: September 2016)

II. PLANNING STUDIES

- Downtown North-Retail Market Analysis (Dated: June 2013)
- Downtown North / Downtown West Master Plan (Dated: December 2013)
- Downtown North Redevelopment Plan
- Redevelopment Plan Expansion Map
- City of Hartford Zoning Map