

Request for Proposal (RFP) For Developer of Village Owned Property



Village of Ossining
200 Main Street

RE-ISSUE DATE:

Friday, May 6, 2022

RESPONSES DUE

Monday, June 20, 2022

Office of the Village Manager, 16 Croton Avenue, Ossining, NY 10562

Karen D'Attore, Village Manager

kdattore@villageofossining.org

www.villageofossining.org

Village of Ossining – 200 Main Street Adaptive Reuse

The Village of Ossining is seeking a qualified developer for the adaptive reuse of a National Register-listed historic building built in 1908, which sits on a Village-owned parcel (map attached) located at the intersection of Main Street and NYS Route 9 (locally Highland Avenue). The Village is desirous of a developer with a good track record, sound financial backing, and commitment to implementing creative, quality development in a timely manner. The Village is open to working collaboratively to support the long-term financial viability of the proposed project by leveraging grant funding.

Goals and Objectives

- Establish this historic site as a destination gateway to Ossining's Main Street and Riverfront corridor.
- Further catalyze economic growth and vibrancy of this rapidly transforming community.
- Leverage the significant local and state investment that is being made in Ossining's downtown, waterfront district with the development of a unique, experiential retail establishment.

The Village of Ossining is a community of 27,000 residents in central Westchester County, roughly 40 miles north of downtown Manhattan. Preserving our community's cultural and socio-economic diversity, while creating an even better tomorrow for the people who make up the Ossining community, is core to our approach to economic development.

This is evident in every aspect of growth and opportunity emerging along our Downtown Waterfront District. Restaurants featuring cuisines reflective of our community's diversity now populate a Main Street that was nearly deserted a decade ago. Alongside them are shops featuring artisan home goods, educational toys, clothing and jewelry, and services specializing in haircare, beauty and body art. Our longstanding weekly farmer's market has been serving locals and visitors for nearly three decades and remains one of our community's most beloved Main Street assets. Initiating at the Joseph G. Caputo Community Center, Ossining's unique Sing Sing Kill Greenway winds alongside the Main Street Corridor, creating an astonishing greenspace in the Village center that vastly enhances walkability and connectivity between the downtown and the waterfront. Ossining's Downtown Waterfront District is completed by access to the Hudson River, where residents and visitors can dine alfresco at our riverfront restaurants, and access well-utilized public event spaces, a spray park, two playgrounds, and a picturesque Riverwalk.

Ossining's unique assets - a rich history and progressive social structure, abundant public amenities, engaged residents, a commitment to sustainable and inclusive development, an entrepreneurial and innovative business community, and a commitment to the arts-- create an ideal destination to spend an afternoon or a lifetime.

Economic Development Strategic Objectives and Accomplishments

In November 2021, the Village of Ossining was selected as a recipient of the New York State Regional Economic Development Council's highly competitive \$10 Million Downtown Revitalization Initiative (DRI). Ossining is currently embarking on a six-month planning process that will link the community's vision, goals and strategies to specific projects that have the potential to revitalize Downtown Ossining. The identification of a private sector developer, or sponsor, for the adaptive rehabilitation and reuse of 200 Main Street will help greatly to position this project as a compelling opportunity for DRI funding.

In addition to the DRI, the Village has invested significant time and capital in the redevelopment of Downtown Ossining. The current restaurants and commercial businesses resulted from initiatives that started more than a decade ago, and which are now bearing fruit. The Downtown area is home to approximately 140 local businesses and restaurants, totaling over 850 employees in the healthcare, non-profit, manufacturing, retail, restaurant, and service industries. Over 550 dwelling units were developed within and around the Downtown area over the past decade, along with over 400 dwelling units either approved or pending approvals. The infusion of new residents coupled with other Village initiatives assisted in the repopulation of our Downtown businesses. Ossining's recent Comprehensive Plan update and its zoning amendments will only help further these initiatives.

The Downtown is also defined by its transit access, which includes:

- Metro-North train station that boasts express commuting times of 45 minutes to Grand Central Terminal
- N.Y. Waterway Ferry connects Ossining and Haverstraw. (The Village of Haverstraw was also a 2022 recipient of \$10 million in DRI funding. Both communities are seeking leverage DRI monies to increase seasonal and weekend Ferry service to further mutual economic development.)
- Four Bee-Line Bus Service routes connect at the intersection of Spring Street and Waller Avenue with two continuing to the train station
- The Old Croton Aqueduct 25-mile trail bisects the Main Street Corridor, providing pedestrian and bicycle access
- Automobile access from neighboring towns is convenient via Route 9A, Route 9 and the Taconic State Parkway

In 2021, the Village of Ossining set forth additional economic development strategic objectives in the Village of Ossining Comprehensive Plan that laid a strong foundation for economic development growth in the Village. In the summer of 2021, the Village approved an update to the Comprehensive Plan with accompanying zoning changes, adding a new form-based overlay zone to the Downtown. This overlay zone was developed to encourage in-fill redevelopment of the Village Downtown that is consistent with, and respectful of, the historic nature of the Village Center, with an emphasis on maintaining the pedestrian experience that is located on the western side of Main Street and extending it to other parts of the Downtown in a way that is contextual to the architectural character of the existing buildings.

Site and Zoning Background Information

200 Main Street is specifically defined as Section 89.19, Block 4, Lot 46. Located on a parcel totaling approximately 6,100 square feet (0.14+/- acres), 200 Main Street is located in the Village's Downtown Historic District. The building has two stories and a basement, and was constructed in 1908 in the Beaux-Arts style, built to serve as the headquarters of the Ossining Bank for Savings. The building functioned in this capacity until the bank's closure in 1983 and was donated to the Village of Ossining in 2003. The structure is currently vacant and is approximately 5,200 square feet, excluding the basement. It is considered to be one of the best-preserved examples of Beaux Arts architecture in Westchester County, and is listed on the National Register of Historic Places as a contributing structure within the Downtown Historic District.

Architectural Design

200 Main Street is located in the Downtown Ossining Historical and Architectural Design District (HADD). The Downtown Historic District contains the structures that have constituted the civic, religious, and entrepreneurial heart of the Village since the middle of the 19th century, and was added to the National Register of Historic Places in 1988 and given local Historic District designation in 2012. The District contains a total of sixty-three (63) properties, of which thirty-seven (37) are historic structures that contribute to the architectural integrity of the district under National Register criteria. The heart of the District is known as the Crescent, a name bestowed upon it due to the path of Main Street as it winds its way downhill, with 200 Main Street serving as the gateway of the Crescent. As this building is a contributing building in the downtown historic district, proposals should limit as much as possible any changes to the exterior of the building; any changes to the exterior of the building (including signage) would be subject to review by the Historic Preservation Commission. For guidance on appropriate design in the HADD, see the following:

Architectural Design Guidelines, the Village of Ossining, New York

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/village_of_ossining_architectural_guidelines_reduced_size.pdf

Parking and Traffic

While the site does not have dedicated parking, the Village is implementing a variety of parking and mobility strategies that will allow for more readily available public parking in the immediate vicinity of the building. Longer term plans include the creation of additional public parking, alternative public mobility options and streetscaping for increased walkability and bikeability. The Village is also working with New York State Department of Transportation on the integration of a “Road Diet” that will increase the availability of public parking spaces along Route 9 and will potentially change the pedestrian crossing on Main Street at Route 9. More information on the proposal can be found here:

(Draft) Village of Ossining US Rt. 9 Road Diet Study

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/draft_village_of_ossining_us_rt_9_road_diet_study.pdf

Zoning and Land Use

200 Main Street is located in the Village Center (VC) Zoning District as well as the Downtown Overlay District (Form-Based). While the Downtown Overlay District deals primarily with architectural design, the underlying VC zoning district sets the allowable uses in the district. While there are several permitted and condition uses, preference will be given to uses that take advantage of this unique property and its rooftop views as a destination for dining, entertainment, and/or arts and recreation.

The VC District has the following goals:

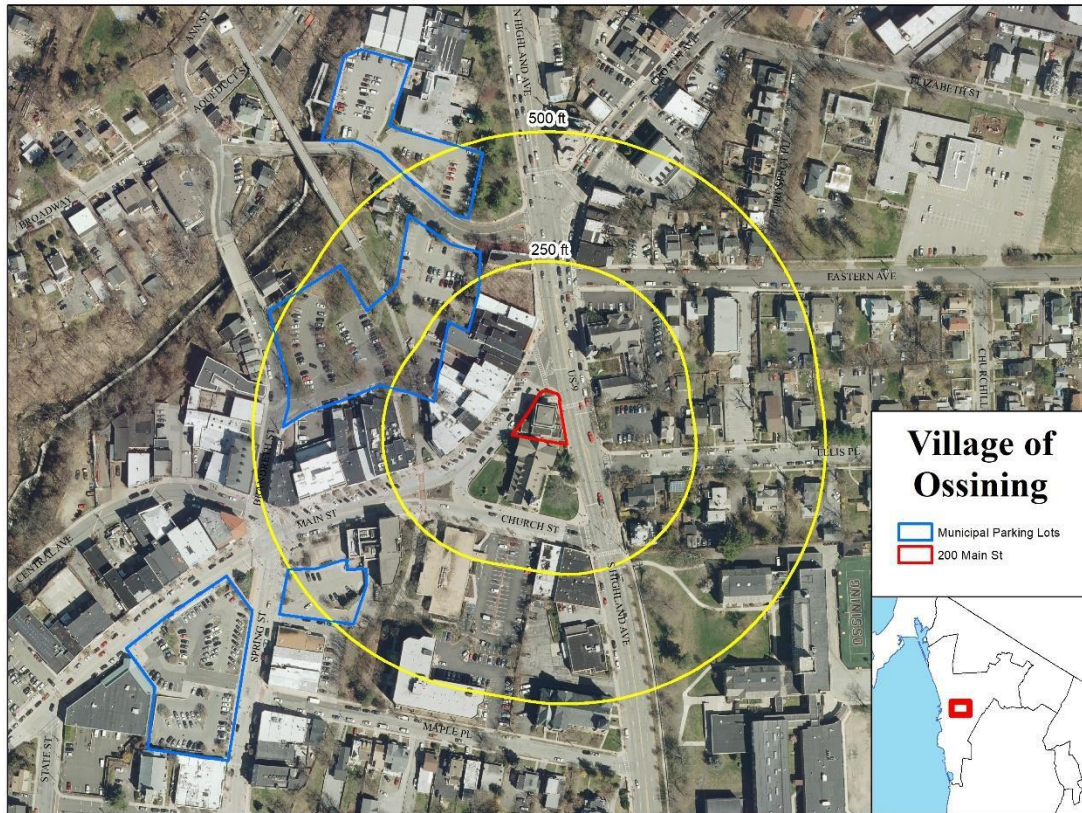
- To preserve historic Downtown Ossining as the center of Village life;
- To promote increased business activity in the Downtown by permitting uses and levels of intensity that are greater than elsewhere in the Village; and
- To provide opportunities for upstairs residences or offices in the Downtown so as to encourage street life at all times of the day and evening.

The Downtown Overlay District (Form-Based) has the following goals:

- Encourage new traditional mixed-use Downtown development and redevelopment to occur within the Downtown area that is consistent with historic village development patterns and provides a scale and mix of uses appropriate for the Village of Ossining;
- Encourage mixed-use real estate development that results in active sidewalks and civic spaces and economically sustainable development;

- Promote well-integrated residential, commercial, office and civic development in close proximity to the primary retail district that have an urban village scale development pattern;
- Support new development that includes diverse pedestrian-compatible, higher density designs and expands economic development opportunities and minimizes distances between destinations by requiring linked sidewalks and pedestrian-oriented access;
- Provide incentives for the creation of mixed uses in keeping with the character, scale and architecture of the downtown and surrounding neighborhoods, while using development design guidelines to promote compatibility of uses and stimulate pedestrian activity;
- Promote the livability and identity of the district and neighborhoods by providing for dwellings, shops and workplaces in close proximity to each other;
- Enhance the visual character and physical comfort of the district by minimizing pedestrian and vehicular conflicts and encouraging the renovation and erection of buildings and storefronts that provide direct connections to the street and sidewalk;
- Discourage the dependence on automobile use, thereby reducing traffic congestion and promoting alternative modes of transportation;
- Encourage the development of shared parking and attractive, convenient off-street parking facilities to reduce on-street congestion and facilitate vehicular and pedestrian circulation; and
- Provide for efficient pedestrian, bicycle and vehicular circulation, with an emphasis on avoiding automobile-centric sprawling commercial development.

Map of 200 Main Street



Supplemental information

Site Inspection

The property will be sold “as is” and all respondents will be required to do a walkthrough of the property prior to the selection of the awardee. Respondents interested in replying to this RFP must be present for a mandatory site inspection, to be scheduled by the Village of Ossining, before submitting a response.

Additional Resources

Prior to submission of a proposal, the Village of Ossining recommends that interested parties review the following documents, all of which are available for review:

Village of Ossining Zoning Code

<https://ecode360.com/6426965>

Village of Ossining Comprehensive Plan Update (Adopted July 7, 2021)

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/2021-07-07_ossiningcomprehensiveplan_adopted.pdf

Mobility and Parking Management Study: Final Report (6.2021)

https://www.villageofossining.org/system/files/uploads/final_report_final_updated.pdf

(Draft) Village of Ossining US Rt. 9 Road Diet Study

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/draft_village_of_ossining_us_rt.9_road_diet_study.pdf

Architectural Design Guidelines, The Village of Ossining, NY

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/village_of_ossining_architectural_guidelines_reduced_size.pdf

Housing Needs Assessment prepared by Kevin Dwarka, 2017

<https://www.villageofossining.org/planning-department/pages/housing-needs-assessment-final-report-kevin-dwarka-72017>

Additional Studies & Resources:

<https://www.villageofossining.org/planning-department/pages/studies-resources>

Required Contents of Proposal

All interested parties should submit the following information for consideration:

I. INTRODUCTION

A cover letter that includes the name, address, phone number, fax number, email address, Federal ID number (if applicable), and Business ID number (if applicable) of the entity submitting the proposal. The cover letter should also be used to describe why the respondent is interested in this particular project, and what unique qualities the organization can bring to the project that would be in the interest of the Village.

II. QUALIFICATIONS (Items 1-4 must be provided for all proposed sub-consultants before contract signing)

1. **Resumes:** Identify the principals and members of the development team (architects, engineers, financial partners, etc.) and describe their roles/responsibilities in the planning and implementation of this project. Include resumes for all parties. An organizational chart may be used to supplement the above, but may not be used in place of the detail requested.
2. **Representative Project Experience:** Provide relevant project experience, in particular projects financed and completed within the past five (5) years, as well as active projects and their stage of development. Specify projects that involve the development team members that will also be part of your Ossining proposal.
3. **Financial Responsibility:** Provide proof of financial capability to develop the proposed project. This proof must include the following information:
 - Whether or not the Developer/Respondent is a subsidiary of, or affiliated with, any other corporation(s) or firm(s).
 - Whether the Developer/Respondent, its parent corporation, subsidiary or affiliated corporation, or any of the officers or principal members or other interested parties, have been adjudged bankrupt, either voluntary or involuntary, within the past ten (10) years.
 - Whether the Developer/Respondent, or any party referred to above, has been convicted of any felony within the past ten (10) years in any of the (50) US states or in the District of Columbia.
 - Whether the Developer/Respondent or any party referred to above has been summoned to appear in Court on a Building and/or Housing Code violation.
4. **References:** Please provide eight (8) references as follows:

- Three (3) references should be provided from financial institutions, lenders and project sponsors demonstrating the Developer/Respondent's ability to complete projects in a timely manner and within established budgets.
- Five (5) references should be provided from clients of which three (3) should be from municipalities (including BIDs, LDCs) demonstrating ability to complete projects as contracted and in a timely manner. References shall include the contact name, title, address and phone number of the organization/individual listed and the name, size, and scope of the project(s) in which they had an association with the Developer/Respondent.

III. PRELIMINARY PROPOSED DEVELOPMENT

Provide the Village with a preliminary conceptual plan of the potential uses for the subject parcel(s) including:

- Information demonstrating that the proposed project meets the zoning requirements, either with the Village Center (VC) district or with the Downtown Overlay District;
- A description of how the proposal(s) meets the Village's and community's visions and goals; and
- A timetable for the implementation of the proposal, as well as the projected approval process.

Additional Details

Eligible Uses

In 2019, the Village of Ossining applied for, and received, a significant grant through the New York Main Street (NYMS) program under NYS Homes and Community Renewal (HCR), which has been used to facilitate the asbestos remediation of the inside of 200 Main Street. As NYMS funds cannot be used for renovations to municipally owned and operated buildings, the intent of the grant application was to ready the building for sale to a private owner, which would once again generate tax revenue for the Village. For this reason, no lease or rental agreements can be considered for this parcel.

Purchase Price

The Village requires fair and adequate consideration with regard to purchase price. The Village will consider having a portion of the consideration satisfied by the purchaser providing non-cash consideration, such as public amenities which would not otherwise be achieved. The 2010 appraisal for the building indicated a market value of \$190,000. An updated appraisal that accounts for the remediation work funded by the NYMS program and the Village of Ossining, currently in process, is pending.

Taxes and Incentives

The Village of Ossining will collaborate in investigating potential tax incentives for the successful developer of this RFP, including Federal and/or State Historic Preservation Tax Credits, as well as DRI funding.

Mandatory Site Visit

All entities considering submitting a response to this RFP must be in attendance at a Mandatory Site Visit on Friday, May 20, 2022 at 10AM. Pre-registration should be sent to Assistant Village Manager Maddi Zachacz at Maddi@villageofossining.org with the subject header "200 Main Street Site Visit".

Required Copies and Due Date

Respondents should submit a) one (1) PDF copy of the requested information to kdattore@villageofossining.org, AND b) eight (8) paper copies of the requested information. The complete package of material shall be submitted no later than 10AM on Monday, June 20, 2022 to the following department and contact:

Karen D'Attore
Village Manager
16 Croton Avenue 2nd Floor
Ossining, NY 10562

Selection Criteria and Process

Submissions will be evaluated according to the following criteria:

- Prior experience of the development team
- Number and type of subcontractors
- Subcontractor backgrounds and prior applicable work
- Ability of Developer/ Respondent to assemble a team comprised of all requisite disciplines
- Past performance of projects comparable in size and scope
- Financial capabilities
- Demonstrated understanding of the Village of Ossining's goals and visions
- Proposed timeframe to completion

Village staff may conduct preliminary evaluations of all submissions for compliance. Any submissions that do not comply with the requirements of the RFP may be disqualified.

Village staff may wish to conduct interviews with candidates following proposal submission. These interviews may be for clarification of details within the submission, to learn more about the proposed approach, or cost allocation. The Village also reserves the right to share proposal results with other members of Village of Ossining staff, Village of Ossining boards and committees, and community partners as part of the deliberation process.

Following a review of all submissions, a limited number of candidates will be selected for interviews and/or to submit more detailed proposals. It is anticipated that this will take place in during July 2022. The Village reserves the right to reject all submissions. Notification of project awards will be provided to all respondents.

Once consensus is reached, Village staff will make recommendation to the Village Board of Trustees and contract negotiations may begin. Prior to contract execution, the Village of Ossining reserves the right to halt or terminate negotiations at any time.