

REQUEST FOR QUALIFICATIONS FOR A
PARTNERSHIP AND DEVELOPMENT OF
PROPERTY OWNED BY THE
CITY OF DILLON, SOUTH CAROLINA

I. STATEMENT OF PURPOSE

The City of Dillon is requesting qualifications from developer teams for the acquisition and development of the site of the former Dilmar Buildings currently owned by the City and located on 100,104/106, 108/110 East Main Street in downtown Dillon, South Carolina. The site is located within the City of Dillon's Historic Overlay District at a key location in the heart of the City's redeveloping downtown. The properties are listed on the National Register as 'contributing' to the district.

The City would like to partner with a developer(s) who can design and develop the properties for a mixture of uses that may include retail, restaurant, office space, etc. Upon completion of the rehabilitation of the properties, the ownership will be transferred to the developer. The development agreement and final execution is subject to City Council approval.

The City will impose certain special considerations for any developer for this property. The manner in which this property develops must be consistent with the city historic district overlay ordinance and must be compatible with surrounding properties.

This RFQ contains a description of the property, a description of the goals set by the City of Dillon for this project, and additional information about the site.

II. THE SITE

The Dilmar Buildings are located in a prominent location in downtown Dillon. The site is approx. 17,156 sq ft square feet in size and has 165 feet of frontage on E. Main Street.

The site is zoned commercial. The properties are located within the Historic Overlay District and the proposal will be subject to design review by the City of Dillon's Board of Architectural Review prior to rehabilitation.

A retail market study has been completed for downtown Dillon that includes recommendations for retail uses that might be successful in downtown. This study is also available for review.

III. GOALS FOR DEVELOPING THE SITE

The City of Dillon has established the following goals for this project to accomplish:

1. **Create Street Activity**- The project should enhance the activity base of the Historic Business District (HDB) in a way that generates activity for surrounding properties. The City of Dillon endeavors to have the ground level street frontage to have an active retail, restaurant, or similar traffic generating activity for downtown.
2. **Ensure Design Quality and Compatibility**- The site is located at a prominently visible location in downtown Dillon. Appropriate urban design techniques and materials should be employed to ensure that the development is compatible with the historic fabric of the Historic Business District (HBD). The Board of Architectural Review (BAR) will review the design of the project and will "sign off" on the final design of the project, prior to rehabilitation of property.
3. **Mixed Use Project**- Ideally the development of the site will incorporate a mixture of uses that may include retail, restaurant, office and perhaps an apartment on the second floor of 108. While single uses will be entertained, mixed-use projects are strongly encouraged. Qualified developers should demonstrate experience with mixed-use projects.
4. **Enhance the Tax Base**- A goal of the effort is to enhance the tax base of the City of Dillon and create a more vibrant commercial district in the core of the community.

IV. SUBMITTAL REQUIREMENTS

Qualified Developers with an interest in developing this property should submit a detailed statement of qualifications according to the guidelines provided in this RFQ. All qualifications should at a minimum contain the following:

1. Provide a letter of interest in the project.
2. Identify the primary members of the development team and their roles for this project. Provide an overview of their previous experience. Include developer staff as well as any consultants having key roles in the designing or marketing of this project.
3. Present a list of previously completed projects that are comparable in size and scope.
4. Provide a list of financial and project references. Include name, address, position, telephone number, and a brief description of relationship.
5. Provide any supporting material such as brochures that may be helpful in illustrating the firm's capabilities relative to this project.

V. SELECTION CRITERIA

Qualifications for the purchase and development of this site will be evaluated according to the following criteria:

1. The Developer's previous experience regarding quality of developments and demonstrated history of developing successful projects of similar scope.
2. The demonstrated capacity of the developer to finance, market, manage and package this project including the ability to secure tenants.

3. Sensitivity to desired mixture of uses and design ethic with regard to the National Register properties.
4. The developer's demonstrated readiness and ability to proceed on the project with time schedules reasonably described.

VI. RFQ/RFP PROCESS

The City of Dillon is pursuing a two-tiered RFQ/RFP process for development of the Dilmar Buildings. In doing so, the City of Dillon WILL NOT entertain development proposals for the site at this time. Please do not submit site drawings, concepts, or descriptions of a proposed development for the site. The City of Dillon will select firms based on Qualifications and seek more detailed proposals at a later time. Firms selected based on Qualifications will then be asked to submit detailed proposals that will include at a minimum:

1. Text and graphics depicting a concept of the ideal project for the site, its surrounding context and the market it will serve. This should include the tenant and use mix.
2. A plan for securing retail tenants. Include previous experience with this as well as plan for ensuring occupancy within a reasonable time frame.
3. A purchase proposal including the price and the assumptions made to justify the price, the time needed for closings, and option periods if other than an outright purchase. Identify any expenses expected to be the City's responsibility. Identify any proposed public-private partnership arrangements, if any, and the expected role of the City of Dillon.
4. The time frame within which the proposed project would be started and completed and demonstrate the capacity to provide full performance in the time frame. The City of Dillon reserves the option to require a performance bond to be selected by the City to ensure that the projected is completed within the agreed upon time frame.
5. Describe formal assurances to be provided to the City for full performance by the developer in the design, construction, and implementation of the project plans, such as direct contractual obligations, insurance policies, performance bonds and the like. Although the city intends to transfer title to a developer, the City has a public purpose interest in securing the timely commencement and completion of the project as represented by the final development agreement.

VI GENERAL TERMS AND CONDITIONS

Proprietary/Confidential Information

The offerors are asked for any restrictions on the use of data contained in their responses and told that proprietary information will be handled in accordance with applicable law, regulations and policy of the City. All proprietary/confidential information must be clearly marked as "Proprietary/Confidential".

Background Check

The City reserves the right to conduct a background inquiry of each developer which may include the collection of appropriate criminal history information, contractual business associates and practices, employment histories and reputation in the business community. By submitting qualifications to the City, the developer consents to such an inquiry and agrees to

make available to the City such books and records as the City deems necessary to conduct the inquiry.

Determination of Responsibility

The City may make such investigation as it deems necessary to determine the ability of a developer to provide full performance as outlined in the qualifications. The developer will furnish to the City all such information and data for this purpose as the City may request. The City reserves the right to reject any developer if the evidence submitted by or investigation of such developer fails to satisfy the City that such developer is properly qualified to carry out the obligations of a Contract.

Rights Reserved by City

The City reserves the right to amend its evaluation criteria as the City, in its sole discretion, shall determine appropriate and to utilize an independent review team. A review and evaluation of the responses contained in the previous section will serve as a basis of selection of the Developer or Developers judged best suited to meet the City's goals for the site and ask them to submit a more detailed proposal

The City reserves the right to reject any or all submittals; to waive any informality or irregularity not affected by law; to evaluate, in its absolute discretion, the qualifications submitted. The City may, at its option, interview Developers as part of this selection process. However, selection may take place without such interviews. Therefore, qualifications should be complete as initially submitted.

VII SUBMITTAL REQUIREMENTS

Two copies of the Qualifications shall be submitted to the City of Dillon no later than 5:00 PM on Monday, June 14, 2010. Any questions about this RFQ should be submitted in writing, written responses will be provided via email to all developers wishing to receive them. Any representations made over the phone or in verbal conversations are non-binding and should be secured in writing.

Questions should be submitted to Maggie Riales, mardillon@bellsouth.net or PO Drawer 431, Dillon, SC 29536

Qualifications should be submitted to: Glen Wagner, City Manager, City of Dillon, PO Drawer 431, Dillon, SC 29536