



CITY OF FARGO  
REQUEST FOR PROPOSALS  
Published: November 13, 2015

## Request for Redevelopment Proposals in the Area of Tax Increment Financing District No. 2015-03 (2<sup>nd</sup> Ave N & Roberts Street)

---

### I. PURPOSE

The City of Fargo is seeking proposals from qualified developers, development groups and/or investment groups to develop city-owned property at 625 2<sup>nd</sup> Avenue North. The City would anticipate negotiating a public / private partnership as per N.D.C.C. 48-02.1 that would result in an urban scale mixed-use development with an integrated parking structure owned and operated by the City.

### II. DEVELOPMENT GOALS

The City's development goals for the property are as follows:

- High quality new construction and a structure(s) with a mix of uses (retail, commercial, residential, hospitality, office) and active street-front and/or alley retail or commercial.
- Urban scale development with consideration to the surrounding urban context;
- Providing approximately 400 parking spaces that would be publicly owned following completion of the development project.

### III. PROPOSAL CONTENT

A. Proposal: The intent of the RFP is to assess and evaluate each respondent's capabilities, qualifications and conceptual development schematic. Proposals will be evaluated based on the criteria outlined in this RFQ. Interested respondents shall include a memorandum formalizing said interest **and** shall also include the following:

- Cover Letter: A letter signed by a principal or authorized representative whom can make legally binding commitments on behalf of the entity or entities.
- Project Schematic: A description (narrative) as well as preliminary schematic plans and renderings of the proposed redevelopment concept. At minimum, schematic plans should depict the overall development plan inclusive of details such as building sizes, square footage of specific components, number of parking spaces, materials and design style, circulation patterns, loading/service provisions and a description of the timing for any phased improvements.
- Financials: A preliminary capital pro forma which shall identify funding sources and use of funds. The pro forma shall indicate the level of public assistance needed to facilitate development of the aforementioned parking spaces.
- Identification of Entity(ies): Proposals shall outline a description of each entity(ies) involvement in the project. A profile of relevant experience shall be included specific to projects completed, location, type of development, project cost, project status and funding sources.
- Timeline: A proposed process and schedule to complete the project.

### IV. DESCRIPTION OF THE PROPERTY

- Address: 625 2<sup>nd</sup> Avenue North
- Legal Description: SOUTH 1/2 OF LOT 9 & ALL OF LOTS 10, 11 & 12; ROBERTS ADDITION

- Lot Size: 33,652.74 square feet (0.77 Acres)
- Zoning: Downtown Mixed-Use (DMU). Note that within the DMU zoning district there are no height restrictions or building setback requirements.

**V. SUBMITTAL INSTRUCTIONS**

- A. Proposals will be accepted up until 4:30 p.m. on Friday January 15, 2016. Proposals should be directed to the following address or submitted electronically (PDF) to the City of Fargo at [planning@cityoffargo.com](mailto:planning@cityoffargo.com). Any questions can be directed to Jim Gilmour or Joe Nigg, City of Fargo Planning Department by phone at 701.241.1474 or by email at [jgilmour@cityoffargo.com](mailto:jgilmour@cityoffargo.com) or [jnigg@cityoffargo.com](mailto:jnigg@cityoffargo.com).

*City of Fargo  
Attn: Planning Department  
200 3<sup>rd</sup> Street North  
Fargo, North Dakota 58102*

**VI. TERMS / CONDITIONS**

- A. The City reserves the right to reject any or all proposals or any proposal in whole or in part.

**VII. SELECTION CRITERIA**

- A. The City's review committee will evaluate proposals based on the following criteria:
- Consistency with stated city goals (specific to urban design, high quality construction and integrated parking)
  - Ability and feasibility of development concept implementation
  - Project timeline
  - Respondent's experience with related projects and past project history

**VIII. ATTACHMENTS**

- A. Location Map
- Tax Increment Financing District (2015-03)

**IX. OTHER**

- A. 217 Roberts Street – This parcel is immediately adjacent to the city-owned property identified in this RFP as 625 2<sup>nd</sup> Avenue North. The parcel is currently represented by a local development group whom would be willing to listen to any proposals or ideas that may include this parcel as part of a development project. See contact information below:

Kilbourne Group  
210 Broadway, Suite 300  
Fargo, ND 58102  
701.237.2279

- B. 223 and 229 Roberts Street – These parcels are within the boundary of TIF District 2015-03. See contact information below:

Dillard LLP  
c/o US Bank National Association  
Ann Olheiser, Assistant Vice President  
P.O. Box 1980  
Fargo, ND 58107

701.280.3686

- C. 624 2<sup>nd</sup> Avenue North – This parcel is owned by the City of Fargo. The City would make this parcel available for acquisition or development as part of a development concept and negotiated development agreement.
- D. 2015 Parking Ramp Feasibility Study – The City of Fargo completed a downtown parking ramp feasibility study in 2015. The overarching intent of the study was to explore various sites and concepts to facilitate construction of future downtown parking studies. This effort included analysis and a number of conceptual renderings specific to the 2<sup>nd</sup> Avenue North and Roberts Street site.

A digital copy of the final report is available at the following web link or by contacting the Fargo Planning Department.

<http://www.cityoffargo.com/CityInfo/Parking/>

# EXHIBIT A

