

**REQUEST FOR PROPOSALS
FOR THE PURCHASE & DEVELOPMENT OF
PROPERTY OWNED BY THE INCORPORATED
VILLAGE OF MALVERNE**

I. STATEMENT OF PURPOSE

The Incorporated Village of Malverne is requesting proposals for the purchase and development of a Village owned property located at 1 Britton Circle, Malverne, New York. This property is located at the intersection of Britton Circle, Church Street and Weber Avenue and is known as the present location of the Malverne Police Department.

The manner in which this property is developed must be consistent with the Village's goals and be in harmony with and compatible with existing development in the vicinity of the Property. This Request for Proposal ("RFP") contains a description of the property, description of the goals and criteria established by the Village for this property, and additional information about the site.

II. OFFERING PROCESS

Exclusive Representation

Bid Deadline

Initial Offers Due: 4:30 pm on March 18, 2024

All offers must be submitted in writing and by e-mailed to: jvalli@malvernevillage.org.

Incorporated Village of Malverne
Village Hall
99 Church Street
Malverne, New York 11565

III. THE PROPERTY

The Incorporated Village of Malverne owns a lot, building and roadway at the intersection of Britton Circle, Church Street and Weber Avenue, Malverne, New York. The irregular shaped lot is 13,565 square feet (excluding that part of the tax lot dedicated to the street) (the "Lot").



Situated on the Lot is an 1,886 square foot, one-story plus lower level, commercial building that is occupied by the Malverne Police Department (the “Building”). The Building and the Lot are referred to collectively as the “Property”.



The Building was constructed in 1975 and is in average overall condition with on-site parking for fifteen (15) vehicles or 1 space per 126 square feet.

The Property is zoned Residence B pursuant to the Incorporated Village of Malverne Municipal Code.

III. VILLAGE'S GOALS FOR DEVELOPING THE SITE

The Village currently is in the process of determining the best future use of the Property. The Village's goal is to engage in a process to explore and consider a wide range of development options for the Property, including the possible sale of the Property to a third party. The Village would also consider the potential inclusion of the roadway (Britton Circle) as part of the development options for the Property.

The Property is located in an area of the Village that has both commercial/retail development. Moreover, the property also borders a single-family residential area of the Village. At this time, the Village seeks development proposals for residential, commercial, retail or mixed-use development of the property in a manner complementary to the already developed neighboring community.

Development proposals that include uses that would not represent an over intensive development of the Property may be more favorably viewed. In any sale, the most advantageous economic terms in favor of the Village would also be given very significant weight. These include, most obviously, the sale terms. But this factor would also include: the potential for property taxes to be generated by the Property; the potential of offsetting costs to the Village associated with the proposed use, such as increased police coverage or other increase in demand for municipal services or the necessity of the expenditure of additional Village funds to make the proposed development feasible; and the potential for other, positive economic development the proposed use may generate.

Ultimately, the Board of Trustees for the Incorporated Village of Malverne ("Board of Trustees") will select the option that is best suited for the Village and that can be developed in a manner consistent with the characteristics of the community.

IV. SELECTION CRITERIA

Proposals for the purchase and development of these properties will be evaluated according to the following criteria:

- Proposed property use and compatibility with the development already established in the vicinity of the Property.
- Economics – highest purchase price and impact to tax roll.
- Experience and reputation of the proposed bidder – past performance will be reviewed and judged upon quality of work and compliance with applicable laws, rules and regulations.
- The degree to which the development may potentially stimulate other desirable economic development and/or redevelopment activity.
- The extent to which additional direct or indirect public costs to the Village would be necessary, (extending/upgrading public infrastructure facilities and/or municipal services).

- The demonstrated capacity of the developer to finance, market, manage and package this project including the ability to secure tenants, if necessary.
- The developer's demonstrated readiness and ability to proceed on the project including time schedules reasonably described.
- The developer's willingness to enter into a Community Host Benefits Agreement with the Village in the event that the developer elects to seek financing through any Industrial Development Agency.

V. SUBMITTAL REQUIREMENTS

Anyone submitting responses to this RFP shall include a letter of intent setting forth the following:

- Proposed use of property
- Proposed purchase price
- Timing for inspection period and closing
- Amount of deposit(s) and when it becomes non-refundable
- Summary of closed transactions with references
- Source of funds for acquisition

VI. SELECTION PROCESS

Evaluation and Approval

The Village will review the submittals in accordance with the evaluation criteria described in Section IV, above. The Village may select a shortlist of respondents who may be asked to answer additional questions, provide follow-up information or make an oral presentation.

The Village may recommend that negotiations be commenced with the selected development team.

Ultimately, it is anticipated that a select group of respondents will be asked to submit Best and Final offers for the Village's consideration.

As a result of these negotiations, the selected proposal(s) may be amended or revised in order to best serve the Village's interests. One or more selected proposals ultimately may be presented to the Board of Trustees. Only the Board of Trustees is empowered to provide final approval of any conveyance of the Property. In the event a proposal receives preliminary approval from the Board of Trustees, an agreement for the conveyance of the Property will be drafted upon such terms as shall be mutually agreeable to the selected respondent and the Village. Only the execution of a written contract, duly authorized by the Board of Trustees, will obligate the Village in accordance with the terms and conditions contained in the contract.

VII. RESERVATION OF RIGHTS BY VILLAGE

Right to Amend Criteria

The Village reserves the right to amend its evaluation criteria as the Village, in its sole discretion, shall determine appropriate, and to utilize, as needed, a review team to evaluate proposals and make recommendations to the Board of Trustees. A review and evaluation of the responses contained in the previous section will serve as a basis of selection of the respondent

or respondents judged best suited to meet the Village's goals for the site. Those deemed best suited then may be asked to submit a more detailed proposal.

The Village 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 Village may, at its option, interview respondents as part of this selection process. However, selection may take place without such interviews. Therefore, proposals should be complete as initially submitted.

Cancellation

This document is not an offer to contract but is an RFP. Neither the issuance of the RFP, preparation and submission of a response, nor subsequent receipt and evaluation of any response by the Village, will commit the Village to award a contract to any respondent even if all of the requirements in the RFP are met. Only the execution of a written contract will obligate the Village in accordance with the terms and conditions contained in the contract.

The Village reserves the right, at any time and in its sole and absolute discretion, to reject any or all submittals, or to withdraw the RFP without notice. In no event shall the Village be liable to respondents for any cost or damages incurred by respondents, team members, consultants or other interested parties in connection with this RFP process, including but not limited to, any and all costs of preparing the preliminary cost budget, architectural drawings and renderings or other submitted materials and participation in any conferences, oral presentations or negotiations.

Conditions of Acceptance

The Village reserves the right to request clarification and/or additional information from the respondents during the evaluation and selection process. Any respondent that makes a material misrepresentation will be eliminated from further consideration. The Village reserves the right to disregard any informality in the submittal. All submitted materials are the property of the Village.

Prior to consideration of the selected proposal by the Board of Trustees, the respondent will be required to disclose additional information concerning the structure and ownership of the development entity.

The selection of a winning proposal does not commit the Village to transfer an interest in the Property until a written contract between the Village and the selected respondent for the conveyance of the Property has been approved by the Board of Trustees and duly executed on behalf of the Village.

Property Tours

Please note that the property is the present location of the Malverne Police Department. As such, access to the property is limited. For this reason, a tour of the property has been scheduled for February 16, 2024 at 11:00 a.m.