



NOTICE OF PROPERTY AVAILABLE FOR SALE

Holyoke Armory, 163 Sargeant Street

The Holyoke Redevelopment Authority (HRA) is seeking proposals from qualified real estate developers or end users for the purchase and development of **163 Sargeant Street**, Holyoke, Massachusetts. The property is further identified in the Holyoke Assessors records as Map 004, Block 06, Parcel 009.

A Proposal Package containing instructions is attached and includes a description of the property, the obligations of the buyer, the procedure that will be used in selecting a responsive bid as well as the HRA Policy for the Sale of Real Estate.

Proposals will be accepted until a selection is made.

Additional information on the HRA Urban Renewal Plan "Connect. Construct. Create. - A Plan to Revitalize Center City Holyoke" is available at www.holyokeredevelopment.com.

This solicitation is not a legally binding document, but an invitation to submit preliminary proposals on the terms and conditions described herein. HRA shall not be under any obligation to a proponent unless and until the HRA and the proponent enter into a legally binding purchase and sale agreement following the HRA Board's negotiation and approval of the proponent and the proposed development. In no event shall HRA be responsible for any costs, expenses and fees incurred by or on behalf of any developer in connection with a proposal. Each bidder shall be solely responsible for all such costs, expenses and fees.

Proposals submitted in response to this solicitation are not subject to public bidding procedures and procurement rules set forth under Massachusetts General Laws, Chapter 30B.

The HRA reserves the right to interview proponents, request additional information, negotiate and request changes to submitted proposals, reject, or not consider, all or part of any submitted proposal, modify a deadline and scope of this solicitation process and any other aspect of the proposal, withdraw its selection and select an alternative proposal and take any other action in accordance with the evaluation and selection of submitted proposals. The HRA may take such actions at any time prior to the full execution of a negotiated agreement.

HOLYOKE REDEVELOPMENT AUTHORITY

CITY HALL ANNEX • 20 KOREAN VETERANS PLAZA, SUITE 406

HOLYOKE, MASSACHUSETTS 01040-5037

Phone: (413) 322-5655 • Email: oped@holyoke.org • Web: www.HolyokeRedevelopment.com

Birthplace of Volleyball



PROPOSAL PACKAGE TABLE OF CONTENTS

	<u>Page</u>
Section 1. Overview	1
Section 2. Instructions	1
Section 3. Property Description	1
Section 4. Proposal Submission and Selection Process	2
Section 5. Conditions of Purchase	2
Attachment A - Proposal Form	3
Attachment B - Development Proposal Form	4
Attachment C - Financial Capacity Form	5
Attachment D - HRA Policy for the Sale of Real Estate and Bid Instructions Acknowledgement	6-10
Exhibits:	11
▪ Property Description from Urban Renewal Plan	
▪ Assessors' Property Record Card	
▪ Legal Reference	

SECTION 1. OVERVIEW

The Holyoke Redevelopment Authority (HRA) is offering to sell **163 Sargeant Street**, Holyoke, Massachusetts to a qualified developer or end-user.

This proposal form is for individuals, companies or organizations that wish to acquire specific property owned or controlled by the Holyoke Redevelopment Authority (HRA) for development in accordance with the terms listed with these instructions and with the HRA's Urban Renewal Plan "Connect. Construct. Create. – A Plan to Revitalize Center City Holyoke" (see <http://www.holyokeredevelopment.com/plans-studies/urp/>). For additional information refer to the HRA Policy for the Sale of Real Estate (Attachment D).

SECTION 2. INSTRUCTIONS

To submit a proposal to purchase and develop a Holyoke Redevelopment Authority (HRA) property, please submit a complete package consisting of the following items:

- Executed Proposal Form (Attachment A)*
- Executed Development Proposal Form Including a Narrative of the Proposed Development (Attachment B)
- Executed Financial Capacity Form (Attachment C)
- HRA Policy for the Sale of Real Estate and Proposal Instructions Acknowledgement (Attachment D)*

***Denotes signature required**

The completed proposal package must be addressed to:

Holyoke Redevelopment Authority
RE: Proposal for 163 Sargeant Street
City Hall Annex Room 406
20 Korean Veterans Plaza
Holyoke, MA 01040

The proposal package must be mailed or hand-delivered in a sealed envelope marked clearly to identify the package as containing proposal documents. For questions or clarification about the HRA proposal process - call (413) 322-5655 or e-mail: oped@holyoke.org.

SECTION 3. PROPERTY DESCRIPTION

The Holyoke Redevelopment Authority (HRA) is offering to convey 163 Sargeant Street, also known as "The Armory," to a qualified developer or end-user for purchase in accordance with the terms of this proposal, the HRA Urban Renewal Plan, and a negotiated purchase and sale agreement. The property is located in the Urban Renewal Plan Project Area #3 and is zoned Downtown Residential (DR). The property consists of approximately 0.44 acres of land, which is further described in the Exhibits.

Additional information is available from the City of Holyoke Property Viewer at:

<http://www.mapgeo.com/holyokema/>.

The building was constructed for the National Guard in 1907 and is eligible for listing on the National Register of Historic Places. The City of Holyoke took ownership of the property in 2013 through a tax title taking. Transfer of the property to the Holyoke Redevelopment Authority (HRA) from the City of Holyoke was approved by the Holyoke City Council on August 2, 2016. In 2016 the rear portion of the building collapsed and the City demolished the collapsed section of the building and shored up the

front of the structure, which is the most architecturally significant. Today the historic façade is intact and the remaining structure consists of two-stories and a basement area.

The redevelopment of this historic property would complement investment in the surrounding neighborhood, which includes the newly constructed Senior Center (2013), the Churchill Homes neighborhood, a CVS retail store and 170 Sargeant Street, where Easthampton Savings Bank is constructing their first Holyoke branch.

Additional pictures of the property can be found at <https://holyokeredevelopment.com/the-armory-163-sargeant-st>.

SECTION 4. PROPOSAL SUBMISSION AND SELECTION PROCESS

Completed proposal packages must be received by the date, and in the manner, specified on the cover page of this proposal solicitation. Proposals will be accepted on a rolling basis until a selection is made unless a deadline is specified on the cover page of this solicitation.

HRA will evaluate each complete proposal package based on comparative evaluation criteria set forth herein. HRA will vote to select the most advantageous proposal and negotiate price and use terms in anticipation of executing a Purchase and Sale Agreement.

The selected proponent must demonstrate and certify compliance with HRA policies and all local, state, and federal laws and regulations. Please refer to the HRA Policy for the Sale of Real Estate (Attachment D) for complete disclosure and certification forms required prior to negotiation and execution of a purchase and sale agreement.

SECTION 5. CONDITIONS OF PURCHASE

The HRA will execute a Purchase and Sale Agreement, as applicable, with the selected proponent specifying all final purchase conditions. Purchasing conditions may include, but shall not be limited to: use restrictions, redevelopment agreements, completion deadlines, and submission of a performance bond. Conveyance of the property will also be subject to a reversionary interest (e.g., Reverter) in the deed to ensure the buyer's/developer's performance.

All intended uses for the referenced property must satisfy the covenants and restrictions, including historical covenants, provided in a Release Deed from the Division of Capital Asset Management and Maintenance dated April 15, 2004, and recorded in the Hampden County Registry of Deeds in Book 14101, Page 249 (see Exhibits). The City reserves the right to remove any items of historical significance prior to the sale. Any such items shall be identified prior to the open house for bidders.

Attachment A Proposal Form

Proponent's Information

Name: _____

Legal Entity Name (if applicable): _____

Legal Entity Identification Number (if applicable) _____

Contact Person (if different from proponent): _____

Mailing Address: _____

Email Address: _____ Telephone: _____

How did you hear about Featured Properties for Sale?

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> HolyokeRedevelopment.com | <input type="checkbox"/> Broker/Agent | <input type="checkbox"/> Word of Mouth |
| <input type="checkbox"/> Social Media | <input type="checkbox"/> Sign | <input type="checkbox"/> Other _____ |

Property Information

Property Address: _____ **163**

Sargeant Street

Parcel ID#: **Map 004, Block 06, Parcel 009**

Deed Reference: **Book 19864, Page 549**

Current Zoning: **Downtown Residential (DR)**

Proposal Amount

Amount of Proposal:

Signature _____

Date _____

Name (Print) _____

Attachment B

Development Proposal Form

Description of Proposed Use and Improvements

Please attach this completed form to a written narrative describing the proposed use, employment, improvements plan, timeline to complete and estimated development and rehabilitation costs. You may include supporting documentation germane to consideration of the proposal.

Planned Reuse of Property

Type: Residential Open/Green Space
 Commercial Mixed Use (_____)
 Industrial Other (_____)
End User: Owner-Occupied Other (_____)
 Developer

Proposed Reuse conforms to current zoning: Yes No

If no, list type of zone required: _____

Employment Information

Number of Full Time Employees: _____ Number of Part Time Employees: _____

In the written narrative, include a description of the existing employment and new job creation. The proponent should demonstrate a commitment to create jobs with a preference for Holyoke residents and a plan to recruit employees from those living in the Center City neighborhoods.

Developer Experience

Has the proponent developed other projects similar in type and scope?

Yes No

If yes, please attach list of past projects, type, unit size, dates of completion, and note funding sources.

Developer Disclosures

Is proponent a named defendant or party to any pending litigation or legal proceeding (e.g., bankruptcy, foreclosure, arbitration proceeds)?

Yes No

If yes, please attach explanation.

Is proponent delinquent in the payment of taxes on any property in the Commonwealth of Massachusetts (including payment under a pre-existing repayment agreement with a municipal Treasurer's Office)?

Yes No

If yes, please attach explanation.

Is proponent in violation of any Massachusetts law relating to taxes, reporting of employees and contractors, and withholding and remitting child support?

Yes No

If yes, please attach explanation.

Has the proponent ever been cited by, or own property cited by, a Massachusetts municipality for a Health Code or Building Code violation, or currently owns property in which there are outstanding Health or Building Code violations?

Yes No

If yes, please attach explanation.

Attachment C

Financial Capacity Form

Proponent must demonstrate financial wherewithal and development capacity to carry out proposed redevelopment of the property. Using this worksheet, please provide a project estimate in as much detail as feasible.

Proponents should be prepared to produce documentation during the solicitation process demonstrating the availability of funds in an amount no less than the offer amount plus the estimated rehabilitation cost. Acceptable documents include, but are not limited to, a current bank statement, line of credit, pre-approval or commitment of bank financing, audited financial statements and internal financial statements (if a business) or other evidence of financial capability. **Please note, a proponent may choose to include financial documentation with the proposal package, but doing so is not required at the time of proposal submission. Financial documentation will only be required upon (1) HRA's specific request or (2) selection of a proposal.**

Project Financing: Estimated Sources and Uses of Funds.

Sources: Name all sources of funding. Proponent must provide evidence of committed funds.

<i>Type</i>	<i>Amount</i>	<i>Name of Source</i>	<i>Committed: Y/N</i>	<i>Documentation Attached: Y/N</i>
Developer Equity	\$			
Acq/Construction Financing	\$			
Permanent Financing	\$			
Grant	\$			
Other	\$			
Other	\$			
Other	\$			
Total Sources	\$			

Uses: Provide estimated costs to redevelop property

<i>Uses</i>	<i>Amount</i>	<i>Source of Estimate</i>
Purchase Price of Property	\$	
Closing Costs/ Title/Recording	\$	
Construction Costs	\$	
Design/Engineering Costs	\$	
Legal Costs	\$	
Holding Costs	\$	
Financing Costs	\$	
Other	\$	
Other	\$	
Other	\$	
Total Uses	\$	

Attachment D

HRA Policy for the Sale of Real Estate and Proposal Instructions Acknowledgement

1. Guiding Principles

This policy shall be used to promote, provide guidance and regulate the sale and reuse of Holyoke Redevelopment Authority (HRA) properties.

The sale and reuse of HRA properties shall be consistent with Urban Renewal Plan "Connect. Construct. Create. – A plan to revitalize Center City Holyoke", and conform to the Massachusetts Department of Housing and Community Development Urban Renewal Regulations.

The HRA seeks development proposals that advance the HRA's and the City of Holyoke's economic development goals as articulated in the Urban Renewal Plan and other referenced economic development plans. The HRA is committed to ethical and transparent processes for the administration of vacant land and buildings. All real estate transactions are governed by laws of the Commonwealth of Massachusetts and the City of Holyoke and rules that generally prohibit, among other things, conflicts of interest, the disclosure of confidential information, and the representation of another by a HRA official or employee in a transaction with the HRA. All purchasers must submit disclosures as required by the HRA.

Criteria include but are not limited to projects that:

- Encourage the development and reuse of vacant and underutilized properties
- Eliminate blight and stimulate neighborhood revitalization
- Demonstrate a commitment create employment with a preference for Holyoke residents and a plan to recruit employees from those living in the Center City neighborhoods.
- Provide a mix of housing opportunities
- Strengthen the City's tax base
- Convey land in a unified, predictable, timely and transparent process.
- Are considered catalytic with the potential to spur additional private investment in underperforming commercial corridors, neighborhood centers, and areas of regional economic significance as identified in the Urban Renewal Plan and other City-approved and accepted plans.
- Share costs or make investments related to significant public improvements, including but not limited to the upgrading of public utilities and the rehabilitation or provision of new public infrastructure
- Conform to Massachusetts Department of Housing and Community Development (DHCD) Urban Renewal Regulations (760 CMR 12.00).

2. Applicability

These policies apply to Holyoke Redevelopment Authority (HRA) real property inventories. The HRA is responsible for receiving all expressions of interest for property, the decision-making during the disposition process and the adherence to these policies. Pursuant to M.G.L. Ch. 30B, §1(b)(25), the solicitation, evaluation, and award of such bids are statutorily exempt from, and shall not be conducted pursuant to, public bidding and procurement laws codified under Mass. General Laws, Chapter 30B.

During the review of requests for property under these policies, the HRA may, at its discretion, elect not to convey the requested property. All proposals constitute preliminary proposals in preparation of negotiating a development contract.

3. Approaches to the Sale of Property

The sale of HRA property is intended to promote the greatest possible active reuse of parcels in the HRA's inventory. Available properties will be published online at www.HolyokeRedevelopment.com and may include an asking price. Proposals for acquisition and development of for properties will be accepted and reviewed on an ongoing basis.

4. Open Market Sales Approach

The HRA reserves the right to enter into development agreements and sell property in manners deemed most appropriate to expeditiously attain urban renewal plan goals. Typically, when more than one person or entity wishes to purchase the property, the HRA will use either the Proposal Form or a Request for Proposal format. The Open Market Sales will be a standard approach to obtain the best offer for a property. Open Market Sales will typically be done through www.HolyokeRedevelopment.com or other recognized method of advertising to encourage broad participation in the sale of selected properties. Listed asking prices may be established using appraisal, competitive market analysis, or assessed valuation. Properties will be placed on the market for a duration that will allow for fulfillment of the goals and objectives of the HRA and the Urban Renewal Plan.

5. Requests for Proposals/Qualifications

If the HRA requires more specified criteria for real estate development, a Request for Proposals (RFP) or Request for Qualifications (RFQ) may be issued to identify and select a potential developer. The RFP format allows the HRA to explain the planned use of the property and identify any further requirements that might be place on the developer or successive owners of the property.

- A RFP will be widely advertised to encourage broad participation.
- Selection criteria will include factors such as developer capacity and proposed development outcomes, as well as the proposed price offered by potential developer.
- The disposition price may be established by the HRA and will typically be considered the market value of the property.
- A RFP may be developed in consultation with other stakeholders as appropriate.

6. Qualified Purchasers & Proposals

All Qualified Purchasers of HRA-owned property must fulfill their commitments to the HRA and the community, which includes paying property taxes, maintaining properties in accordance with all municipal codes and ordinances, and be in good municipal standing including:

- Does not own any property that is subject to any significant unresolved violation of City or State codes and ordinances;
- Has not been an owner in a completed Holyoke tax foreclosure proceeding within the previous five years; and
- Has not been the owner of record or a partner in any real estate or development that has been confiscated due to criminal activity.

A Qualified Proposal submitted by a Qualified Purchaser shall include:

- 1) Adequate plans and established timeline for development
- 2) Demonstrated history of operating capacity and capacity to complete work proposed
- 3) Proven financial resources
- 4) Commitment to retain historic building characteristics
- 5) Proposal Form (Attachment A)
- 6) Development Proposal Form including Narrative of Development and Improvement Plans, Employment and Prior Experience (Attachment B)
- 7) Financial Capacity Form (Attachment C)
- 8) HRA Policy for the Sale of Real Estate and Proposal Instructions Acknowledgement (Attachment D)

In addition to these general qualification standards, the HRA retains final authority to determine qualifications and suitability of selected proponents. The HRA reserves the right to return an incomplete proposal package for correction and completion or outright reject any such proposal.

Proposals will be publicly opened and disclosed with the name of each proponent recorded. The HRA intends to review each qualified proposal based on the comparative evaluation and selection criteria set forth in each proposal package.

The evaluation criteria set forth in each proposal is intended to assist in the consideration of submitted proposals and does not constitute an exclusive framework or otherwise bind HRA's decision-making process. HRA reserves the right to interview proponents, request changes in the proposals, reject all proposals, modify the proposal, negotiate price and terms or withdraw its selection and select another proponent even after a proponent prevailed during the proposal process, in its sole discretion.

7. Proposal Selection Criteria

Proponents are advised to consider the following Comparative Evaluation Criteria when preparing their submission and submit sufficient information under each category to permit fair and responsible evaluation the proposals:

- Experience with redevelopment of urban sites
- Financial capacity to complete the project
- Project Budget
- Likelihood of completing the project on schedule and in a timely manner
- Implementation strategy
- Benefits to adjacent development and neighborhood

The comparative criteria will be evaluated in a manner by using four rating categories — Highly Advantageous, Advantageous, Not Advantageous and Not Acceptable.

8. Deposit

The HRA reserves the right to require a deposit equal to ten percent (10%) of the awarded offer amount at the signing of a Purchase and Sale Agreement for the property. The deposit shall be credited toward the final purchase price. The HRA may, in its sole discretion, modify the required deposit amount including that a deposit be non-refundable.

9. Department of Housing and Community Development (DHCD) Approval

The Department of Housing and Community Development (DHCD) is charged with the Urban Renewal Plan oversight and has requirements for the disposition of property (CMR 760 12.05). This oversight is to ensure that the disposition of property identified in an urban renewal plan conforms to the goals and objectives of the Urban Renewal Plan. The HRA must receive DHCD approval prior to the conveyance of any property in the Urban Renewal Plan.

10. Property Conveyance

HRA real estate will be conveyed, "AS IS". The HRA makes no representation that the property is free of any encumbrances, including environmental contamination. The HRA makes no representations, express or implied, regarding the property except that problems may exist or arise, such as zoning, obtaining permits, subsoil conditions, latent conditions, the timing of the purchase, wetland restrictions, easements, or dimensional controls, etc.

In some instances, the City of Holyoke, through its City Council and Mayor, previously approved transfer of real estate to the HRA in accordance with the URP. Upon execution of a Purchase and Sale Agreement, the deed from the City to the HRA will be recorded prior to or simultaneously with the Closing.

At closing, the HRA shall deliver a **Release Deed**, free from all encumbrances except those identified in the executed Purchase and Sale Agreement which may include, but are not limited to, provisions relating to existing building code and zoning laws, applicable tax obligations, property and betterment liens assessed after the date of the agreement, easements for public utilities serving the premises, and conditions of purchase and covenants for the use, development, and disposition of the property as specified in the deed, agreement, and Urban Renewal Plan. The HRA advises prospective purchasers to have their attorney examine the appropriate title prior to closing.

Planned uses for the property should be consistent with the property's existing zoning classification as defined by applicable Holyoke Zoning Ordinances and Massachusetts General Laws, or a Proponent should indicate in its proposal that a zone change is required. Any zone change, special permit or variance application, if needed, would have to be sought separately from this sale through their respective processes and will be the sole responsibility of the winning proponent and be consistent with the use of the site intended in the urban renewal plan. The HRA makes no assurances as to the approval of any zone change, special permit, site plan review or variance application, if sought.

11. Reversionary Interest (Reverter)

The HRA expects that properties will be developed in an appropriate and timely manner following a written agreement in accordance with the submitted Development Proposal Timeline or with a subsequent timeline negotiated with the HRA. This requirement will be enforced either through reverter provisions in the deed, or by requiring that property be conveyed simultaneously with the developer obtaining construction financing. After the property has been conveyed, the HRA may follow up with a systematic review of these agreements for development, which includes design plans and improvements to the existing building and/or land, that engineering/architectural design/plans are complete, evidence that financing is available, and that the approved plans are underway. If such development does not begin according to the timeline, the HRA may require the buyer to reconvey title to the property for a predetermined price.

12. Payment of Taxes or PILOT

All parcels will be sold free and clear of any unpaid real estate taxes or municipal liens assessed. However, the successful proponent is required to make a payment in lieu of taxes (PILOT) to the City of Holyoke from the date of the deed transferring title from the HRA to the successful proponent to June 30, of the current Fiscal Year at the time of closing. In the event the closing does not take place at least thirty (30) days prior to the end of the fiscal year, the successful proponent shall make a payment in lieu of taxes for the current and next fiscal year. Such tax shall be computed by applying the tax rate for such fiscal year to the sale price. An annual minimum PILOT of 50% will be required of any successful tax-exempt entity purchasing property and stipulated in the deed for any subsequent owner.

13. Site Control: Options and Holds

The HRA recognizes that developers may require legally recognizable site control as part of the development process. The HRA may at times execute contingent agreements of sale or option agreements to allow developers to pursue financing and other approvals necessary for development. Proposals seeking site control agreements must be consistent with the Urban Renewal Plan and meet the following conditions:

- The applicant must be a Qualified Purchaser
- The applicant will be responsible for property maintenance, insurance, and utilities
- The timeframe must be limited to one year or less and may be renewed solely at the HRA's discretion
- The applicant may not use or move into the property

- Be subject to an option fee, due upon execution of option agreement

Certification

The undersigned Proponent certifies that it has read and understands the requirements of the solicitation. The Proponent further acknowledges they have read and understand the proposal terms and qualifications as specified in the instructions and as further detailed in the HRA Policy for the Sale of Real Estate.

Moreover, the Proponent certifies under penalties of perjury that this Proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity or group of individuals.

Signature _____

Printed Name _____

Title _____

Date _____

EXHIBITS:

- **Property Description from Urban Renewal Plan**
- **Assessors' Property Record Card**
- **Legal Reference**