

TOWN OF WINTHROP

REQUEST FOR INTEREST, IDEAS & INNOVATION

FOR THE
REHABILITATION, CONVERSION AND/OR REDEVELOPMENT
OF THE

FORMER WINTHROP MIDDLE SCHOOL

LOCATED AT

151 PAULINE STREET
WINTHROP, MA

Proposals Deadline: 11:00 A.M. October 31, 2016

Proposal Submission To: Monica C. Ford
Chief Procurement Officer
Town of Winthrop
1 Metcalf Square, Room #6
Winthrop, MA 02153
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EXECUTIVE SUMMARY

1) Objective

The Town of Winthrop is preparing to offer the site of its former Middle School, located at 151 Pauline St., in Winthrop, and inclusive of up to three existing buildings (Classroom building, Auditorium and Gymnasium) for adaptive reuse or other creative redevelopment proposals by qualified entities. The Town is seeking ideas and/or expressions of interest (“Letters of Interest”) from persons or companies who recognize the unique opportunity to breathe new life into this centralized neighborhood in Winthrop’s center area. The existing school site – and all three buildings – are situated between a residential neighborhood of single and two-family homes, the Winthrop Centre Business District and the town’s largest recreational park area – Ingleside Park.

The Town, through the Town Manager’s Office, is requesting Letters of Interest from prospective developers for the reuse or redevelopment of this property or portions of it. The Request for Interest, Ideas, & Innovation (RFI) precedes the issuance of a Request for Proposals (RFP). The Town anticipates issuing an RFP after reviewing the Letters of Interest and presenting them to the Economic Development Citizens Advisory Committee and Winthrop Town Council.

Since the Town is merely seeking ideas for the future use and redevelopment of the Former Middle School site through the RFI and will subsequently issue an RFP soliciting proposals for the development of the property, this RFI is not subject to the Uniform Procurement Act, Chapter 30B.

The town will look favorably on proposals that:

- Optimize the Centre Business District and serve as a catalyst to advance town wide economic development
- Promote a business friendly philosophy by supporting viable, sustainable and creative ideas
- Highlight the unique small town character of Winthrop and its close proximity to downtown Boston and other regional attractions

2) Community Desire

Since May 2016, the town of Winthrop, through the Town Manager’s Office, and the Town Council appointed Economic Development Citizen’s Advisory Committee has been engaged in a master plan process for the Former Middle School and the Centre Business District. The close proximity of the former school to the Centre Business District, a by-right mixed use zoning district and the residential and recreational areas, has provided the community with an opportunity to consider how best to move forward with redevelopment of the parcel.

The Former Middle School and Centre Business District Master Plan has conducted several open, public meetings about the district and the Middle School’s relationship to the district and a final Master Plan is expected later in the Fall of 2016. At this time, the community is seeking input from

the development community and interested development professionals, about how they envision redeveloping the site within the themes and visions proposed in the Master Plan process. To date more than 150 local residents and businesspeople, have taken part in shaping that Master Plan.

Community feedback through the master planning process has demonstrated that potential future uses for the Middle School property include: new market-rate housing, mixed-use development, community and/or indoor recreation space, possible performing arts space and Open Space. Concepts that can provide strategies for meeting inclusion of several of the community desires will be looked upon most favorably.

3) Goals

Letters of Interest are being sought to:

- Determine feasible reuse projects of the property that meet community needs and desires while taking into account property conditions and the neighborhood;
- Help gauge the type and extent of interest in the redevelopment, including proposals about how or whether to split the site into multiple development sites;
- Provide opportunities for developers to identify other entities that may be interested in participating as tenants or co-developers in a possible joint venture; and
- Generally inform the preparation and issuance of a final Request for Proposals.

The goal of this RFI is to build off of the public visioning sessions by educating and informing the Town Manager, Economic Development Citizens Advisory Committee and Town Council as to the interest in site redevelopment or reuse and to guide them in their decision as to the type of feasible redevelopment that is most likely to occur on the parcel.

PROPERTY DETAILS

1) **Property History**

The Former Middle School site was built in phases between 1968 and 1972, with the classroom building opening in 1972. The town recently completed construction of a new Middle-High School complex elsewhere in town and the classroom building and associated auditorium and gymnasium were vacated by the school department. The buildings are located adjacent to the town's existing ice skating facility, Larsen Rink and Ingleside Park. However, the rink and park are not being considered for redevelopment. The location of the Former Middle School campus, directly across the street from the Centre Business District, has raised the question in town, about whether the Former Middle School site should be re-zoned into the Centre Business District, which would allow more dense mixed-use redevelopment of the property, with first floor commercial uses and construction up to 45-feet for residential uses on floors 2 through 4.

2) **Property Statistics**

The property is designated on Map 35, Lot 72-1 and Map 36, Lot 32 on the Town Assessors' maps and comprises approximately 3 acres, less the area that houses the ice rink. The property is the site of the three existing buildings, including an approximately 77,000 square foot classroom building on three floors, 12,000 square foot auditorium in approximately two-stories and an 18,000 square foot gymnasium in one-story. The property is currently a non-conforming use in a residential district, but the town would consider re-zoning into the adjacent mixed-use district or apply the local Special Development Overlay District (SDOD) for proposals that consider the community's desires and needs.

In addition to the structures, the property includes several thousand square feet of asphalt parking on multiple sides of the buildings, which can accommodate more than 100 cars combined, in the current configuration. The property does not include the ice rink at the far East side of the property (along Walden Street). However, developers may include adding an alternative proposal that describes how the ice rink site may be included or phased into their overall concept.

Lastly, portions of the property are within the boundaries of the FEMA Floodplain maps of the town. Developers should be prepared to consider that in their proposals.

3) **Zoning and Other Restrictions**

Interested parties should review the local zoning and other permitting requirements within the Centre Business District and SDOD zoning in the Town's Zoning By-Laws. For the purposes of this RFI, projects that conform to the zoning are not required but encouraged. Respondents are welcome to present creative concepts that may require zoning changes but should outline the zoning change that would be required.

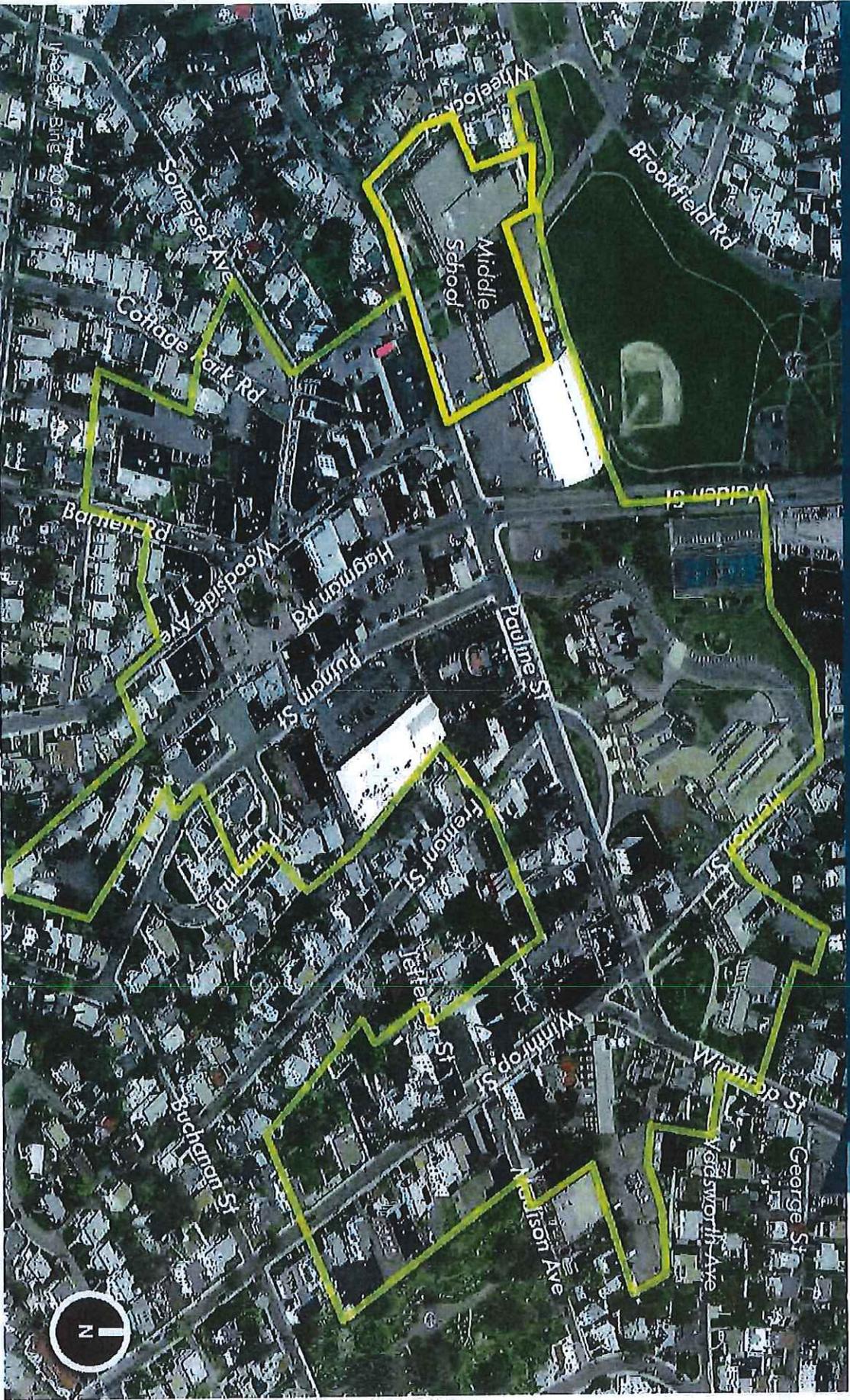
Zoning – The property is currently a non-conforming use in a Residential A district. However, the town would consider re-zoning to accommodate/encourage development. The use of a Special Development Overlay District (SDOD), expansion of the Centre Business District (CBD) and other rezoning is currently under consideration.

Public Access – Walking access from the Centre Business District to Ingleside Park should be considered as part of the proposal, as the town will seek better connectivity between the park and the downtown area during the redevelopment process. See Property Photos and Aerial Imagery in the following section.

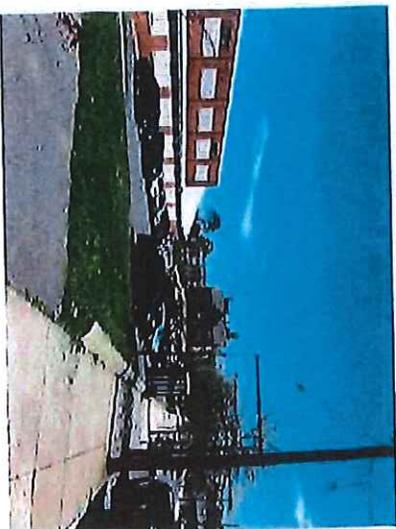
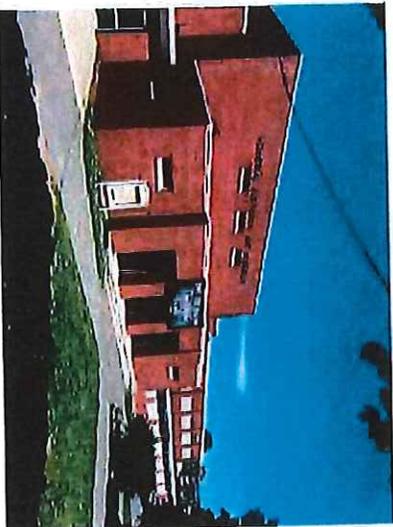
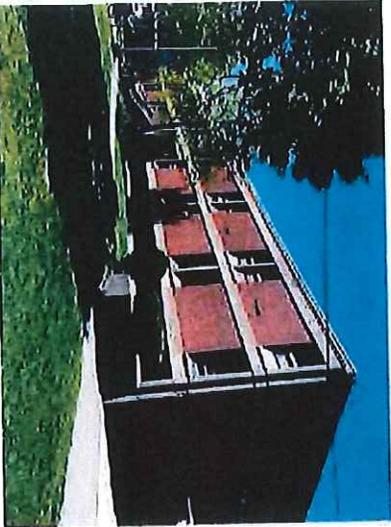
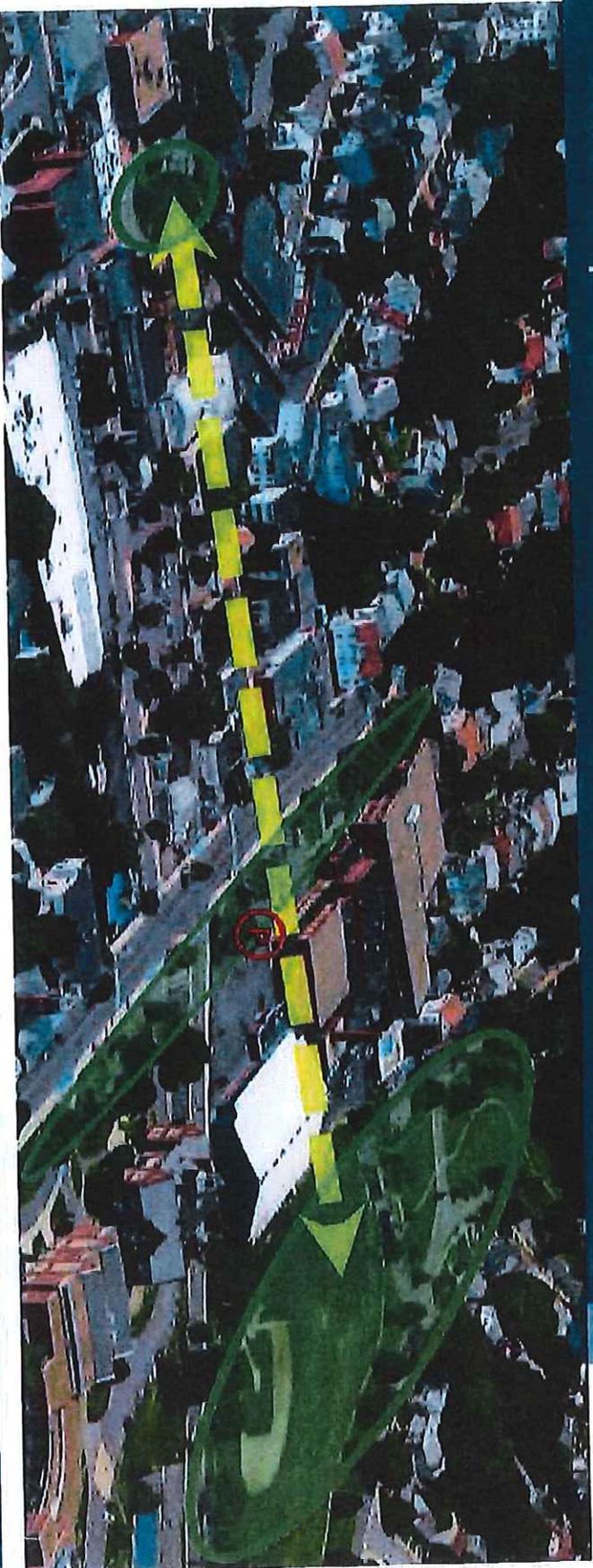
Reuse or Demolition – The town has no preference between adaptive reuse of the existing buildings, or demolition and new construction, it simply wishes to hear creative and visionary ideas for how to connect this former educational parcel to the surrounding neighborhoods and the community at-large.

4) Property Photos & Aerial Imagery

Winthrop CBD and Middle School



Winthrop CBD and Middle School



OPEN SPACE

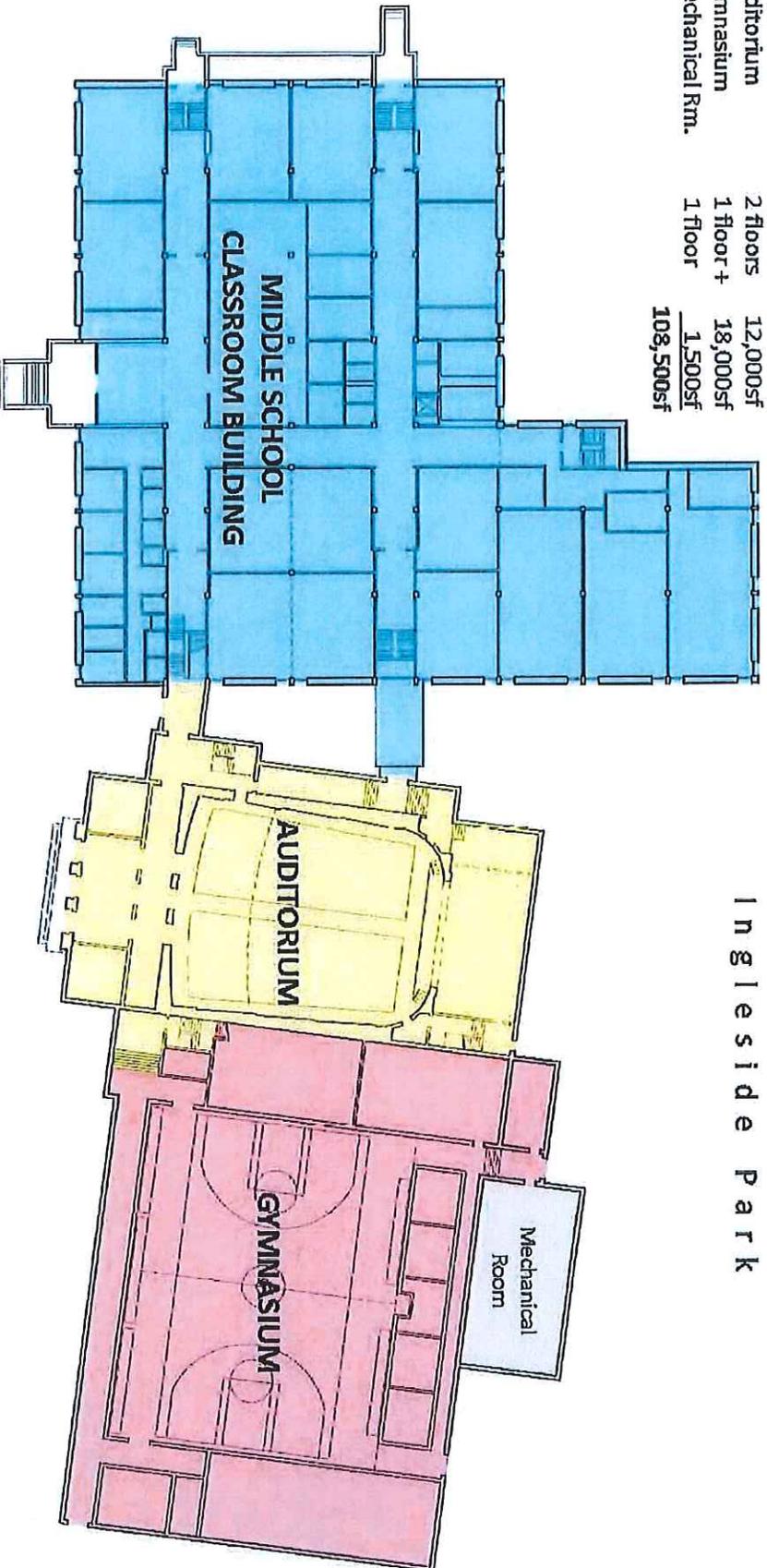
Middle School: Existing Building Components



Middle School: Existing Building

WINTHROP MIDDLE SCHOOL

Classroom Building	3 floors	77,000sf
Auditorium	2 floors	12,000sf
Gymnasium	1 floor +	18,000sf
Mechanical Rm.	1 floor	1,500sf
		<u>108,500sf</u>



Pauline Street

Ingleside Park

RFI PROCESS & REQUIREMENTS

1) Anticipated Schedule and Process

RFI Issued	October 5, 2016
Pre-Submittal Meeting & Property View	October 12, 2016
Questions about the RFI Due	October 20, 2016
Written Responses to Questions Published	October 25, 2016
RFI Responses Due	October 31, 2016 at 11:00 A.M.

2) Submittal Requirements

Letters of Interest will provide the Town with the ability to better understand the type and level of interest in the Former Middle School property and will provide interested parties with an opportunity to provide input to the Town on possible reuse scenarios or considerations. Submittal of a Letter of Interest or participation in this process is not a precondition of participating in a future RFP process, but it is recommended, as the information gathered from the RFI process will assist in guiding the Town in generating the forthcoming RFP requirements.

Letters of Interest are requested for submittal to the Chief Procurement Officer no later than 11:00 AM on Monday, October 31, 2016, in any of the following methods (listed in order of preference):

1. Complete and submit an RFI Letter of Interest
2. Submission in PDF format (under 10MB or via link to cloud-storage service) by email to mford@town.winthrop.ma.us
3. Submission by mail on paper in 8 ½" x 11" format for text, and to the extent practical, for graphics (oversized pages or graphics should be folded to 8 ½" x 14") to

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Pre-Submittal Meeting and Property View - Interested parties will have the opportunity to attend a pre-submittal meeting, to be held at the Former Middle School, 151 Pauline Street, Winthrop, on Wednesday, October 12, 2016 at 10:00 am, at which time Town representatives will review for those in attendance the materials included in this RFI and respond to questions about the property,

the Town's process and related issues. Town representatives will then conduct a view of the property for interested parties. Interested parties may, on a separate date, arrange to conduct an inspection of the property for purposes and under conditions agreeable to the Town.

3) Submittal Review and Selection Process

Review Authority – Commencing at the end of October 2016, an Evaluation Committee comprised of the Town Manager, Assistant to the Town Manager, (2) Members of the Economic Development Citizens Advisory Committee and (2) members of the Town Council's Economic Development Subcommittee will begin to review submitted interest packages.

Review Basis – Each submission will be evaluated based on the submission's responsiveness to Town interests, community objectives and guidelines and such other criteria as deemed helpful in assessing the best future use of the property.

Distribution of Submissions – During the review process, the interest packages may be directed to such Town boards, committees and individuals whose comments and observations the Evaluation Committee deems will assist in the assessment process. The Committee may seek the advice and input from any Town boards, committees or individuals, and from Town Counsel, during the review process.

Additional Information/Interviews – The Committee may request additional information of one or more respondents relative to a submission. Respondents may also be invited to appear before the Committee. The right to an interview does not automatically extend to all whose submissions are accepted for review, but is granted in the sole discretion of the Committee.

Selection of Concepts – The Committee will evaluate the submitted interest packages based on a number of criteria, including Community input to date, the contribution of a project to the needs of the Town and the neighborhood, the feasibility of the project, any information relative to preservation of the school building and its features and whether or not zoning relief or a zoning change may be needed. The objective is to select between three and five concept plans to assist the Town in preparing an RFP.

These concepts will then be brought to the community through the Town Council's Economic Development Subcommittee in an open forum at which point the selected respondents may be invited, though not required, to attend and present their concepts. Based on the community feedback on the concepts presented at the forum, the Town will then determine next steps towards revitalizing the Former Middle School property. The goal of the RFI process is to assist in the generation of an RFP with comprehensive and defined requirements and criteria to guide developers in formulating proposals.

4) Submittal Components

1. Cover Letter
 - a. Statement of Interest
 - b. Identify primary respondent
 - c. Provide name, address and contact information of all interested parties
2. Basis of Interest
 - a. Describe the intended use
 - b. Describe the extent of property use (entire or portion of parcel, reuse all/part/none of current structure)
 - c. If possible, provide an expanded description of your redevelopment vision, including diagrams, renderings, or other drawings relating to the plans and/or layouts.
3. Financial Overview
 - a. Long-term lease from Town, purchase of property from Town, or another form?
 - b. Describe how the proposed reuse will cover all anticipated ongoing operating and maintenance costs.
 - c. Describe how the proposed reuse will cover or contribute to any associated capital costs.
 - d. What potential capital funding sources would be appropriate for the reuse vision?
4. Relevant Experience
5. Tenancy: The Town encourages those who may not be prepared to advance proposals for reuse of the entire property, but would wish to be considered as a tenant within another entity's proposal to provide information on the space needed within the site and an overview of the desired use.
6. Additional Information: The Town further encourages persons to present any additional information or suggestions that the Town should take into account prior to issuing an RFP.

5) Rights Reserved by Town

- The Evaluation Committee may request additional information to supplement and further develop a response.
- Each respondent should include sufficient supporting material to allow a meaningful and comprehensive evaluation of its submission.
- The Town reserves the right to reject any and all submissions, or to cancel the RFI, with no penalty, if deemed to be in the best interests of the Town.

6) Other Considerations

- Respondents may submit more than one response to this RFI. However, each submission to reuse the property must be a separate, complete package that can be considered independently.
- The Evaluation Committee may amend or revise the RFI as a result of questions submitted by respondents or for any other reason that causes the Committee to believe it would be in the best interests of the Town to do so. Such amendments or revisions will be published on the RFI listing on OpportunitySpace.org.
- The Town will not be liable for any costs incurred by any respondents in the preparation and presentation of responses to this RFI or in the participation in views, interviews, or any other aspect of this RFI process.
- The selection of a submission by the Evaluation Committee for consideration during this RFI process does not presume approval of the proposed plans nor impose any obligation upon the Town to select said respondent in a future RFP. Conversely, a respondent whose proposal is selected by the Evaluation Committee has no obligation to participate in a future RFP process.

7) Questions

Written responses will be provided to requests for clarification or interpretation of the meaning of the provisions of this RFI, to all questions raised at the pre-submittal meeting, and to those questions otherwise submitted in writing, which responses will be provided on the RFI listing on OpportunitySpace.org. Questions must be submitted to the Town Planner via email or mail as provided in the Submittal Requirements.

8) Public Disclosure

All submission packages, their contents and accompanying documentation, no matter when submitted, will become the property of the Town and will be regarded as public records when received as directed by M.G.L. Chapter 4, Section 7, Clause 26. Respondents should be further aware that, with certain exceptions, the Town is required under M.G.L. Chapter 66 to make its records available for public inspection. Respondents should appropriately mark all materials they deem confidential or proprietary. However, the Town will bear no liability to any respondent in the event that the Town is legally required to disclose information that a respondent may define as confidential or proprietary.