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## **VILLAGE OF AMITYVILLE**

### **REQUEST FOR QUALIFICATIONS (RFQ) FOR DOWNTOWN REVITALIZATION PLAN**

#### **1. INTRODUCTION**

The Village of Amityville (the “Village”) hereby solicits qualifications from experienced and successful real estate development organizations to formulate a development plan for the revitalization of the downtown area of the Village and ultimately implement the selected key strategies and initiatives in a collaborative manner with the Village. We seek a firm with downtown planning, downtown revitalization, redevelopment, design, and implementation experience.

The Village of Amityville created a Downtown Revitalization Committee (DRC) in October 2013, composed of residents and business owners, with a primary goal of facilitating investment in the downtown area which would result in strengthening businesses, expanding the tax base and creating a vibrant walkable destination. The completion of several recent planning studies in collaboration with the DRC, including a report by the Regional Plan Association, provides relevant strategies and insights into redevelopment opportunities and recommendations. Additionally, the recent completion of a Town of Babylon Bus Rapid Transit (BRT) report provides relevant information for proposed transportation infrastructure improvements and operations within the Village of Amityville.

The real estate development organization shall have a proven record of designing and building transformative downtown revitalization projects in a collaborative manner with existing property owners, business, community and regulatory governing bodies.

#### **2. BRIEF OVERVIEW OF AMITYVILLE & DOWNTOWN AREA**

The Incorporated Village of Amityville is a quaint historical village on Long Island located 40 miles east of Manhattan. Our Village, comprised of 2.1 square miles of land and .4 square miles of water, is bordered to the west by East Massapequa (Nassau County), to the north by North Amityville, to the northeast and east by Copiague, and to the south by the Great South Bay.

The 2010 United States Census reveals the following statistics regarding Amityville:

- 3,107 households and 9,523 people, with 2.61 persons per household;
- Of the 3,107 households:
  - 23.8% had children under the age of 18 living with them
  - 32.6% had individuals over the age of 65
  - 47.3% were married couples living together
  - 30.4% were made up of individuals
- Our population density was 4,506.9 people per square mile;
- 3,997 housing units, of which 28.2% were in multi-unit structures;
- Home ownership rate was 71.8%;
- Median value of owner-occupied housing units was \$443,500;
- 3.6% of housing units were vacant;
- 20.7% of occupied housing units were rentals;
- Racial make-up: 81.7% White, 9.7% African American, 1.8% Asian, .3% Asian, 4.1% from other races, and 2.5% from two or more races. Hispanic or Latino of any race were 13.1% of the population;
- Median age was 46.4 years;
- Median household income was \$74,336;
- Per capita income for Village was \$35,411; and
- 6.5% of our population was below the poverty line.

The Mayor and Board of Trustees are committed to the revitalization of downtown Amityville. Amityville is ripe for economic growth and development, and any development can capitalize on the Village's access to public transportation. The Amityville Long Island Railroad station is just west of Route 110, with ample and affordable parking and trains that take less than 1 hour to get to Penn Station. In addition to the easy commute to Manhattan via the Long Island Railroad, very few Long Island communities have such quick and easy access to major roadways. The distance from our downtown to the following roadways is unparalleled:

- Sunrise Highway: ½ mile
- Southern State: 2 miles
- Bethpage State Parkway: 3.7 miles
- Seaford Oyster Bay Expressway: 4 miles
- Wantagh State Parkway: 5.5 miles
- Long Island Expressway: 7 miles
- Northern State Parkway: 8.3 miles.

The Village's train station is also a hub for buses in the area (the S1 runs from Amityville to Halesite, the 1A runs from Amityville to North Amityville, the S20 runs from the Sunrise Mall to Babylon, the S33 runs from the Sunrise Mall to Hauppauge, and the N54 runs from Hempstead to Amityville).

This proximity to Manhattan, combined with easy access to major roadways and assorted bus routes, lends the potential for development that is transit-oriented in nature. Amityville seeks to attract economically vibrant, viable businesses.

This project is intended to cover the downtown area, as laid out in Exhibit A, attached.

### **3. SUMMARY OF RECENT PLANNING INITIATIVES (i.e. – RPA Study, Traffic Calming Exhibit, Parking Management Workshop, Town of Babylon BRT Study etc.)**

The Village has recently participated in a series of important planning initiatives that have identified many existing key attributes and opportunities in the downtown area that support the vision for transit oriented development and vibrant mixed-use redevelopment. The studies have included:

- Amityville – Prepared by Regional Plan Association (RPA) – May 2015
- Parking Management Workshop -Prepared by RBA – April 28, 2015
- Traffic Calming Exhibit
- Town of Babylon – BRT Study

These referenced documents are available for review upon request and also available at Amityville.com

#### **4. REVITALIZATION TARGET AREA**

The identified revitalization target area (refer to attached Exhibit A) has been established based on recent planning studies that would facilitate meeting the goals and needs of the Village. The Village recognizes that the target area may require enlargement and/or modification based on the overall development concept, implementation strategies and entitlement process proposed and agreed to with the Village.

#### **5. EXISTING ZONING & PUBLIC LANDS WITHIN REVITALIZATION TARGET AREA**

Existing zoning data, identification of Village owned parcels and public properties are provided for background and context purposes. The Village’s current zoning classifications for the Revitalization Target Area include:

- B-1 Retail Business District
- B-2 General Business District
- H Historical
- Industrial
- B Residence

Complete detail of each zone classification is contained within the Village’s Code which is available at [www.amityville.com](http://www.amityville.com). Public lands located within the Revitalization Target Area are identified in the attached Exhibit B.

The Village’s current zoning regulations and associated bulk standards and parking requirements do not support the Village’s redevelopment vision. Accordingly, it is anticipated that the selected real estate development organization will formulate a Downtown Overlay District and/or propose specific zoning amendments in a collaborative process with the Village that ultimately will be adopted for development implementation purposes.

#### **6. REVITALIZATION PLAN**

The real estate development team shall be responsible for the formulation of a master development plan. The key components to developing the master development plan shall include, but not be limited to, the following:

- A. Development Plan – prepare an overall plan that includes the proposed uses and densities, possible site layout(s), overall character of the development, the ability to meet parking demand and how the plan meets the Village’s goals and objectives. NOTE – The Village strongly encourages the development of a plan that balances maintaining the historic character and appropriate scale with the integration of vibrant mixed-use development. The plan may include alternative developments that are guided by market conditions. The plan will describe the following:
  - The proposed mix of uses, percentage of residential, retail/restaurant uses, office and any other uses
  - Preliminary Phasing Plan
  - Demonstrated Market Feasibility including target markets
  - Proposed public improvements including streetscape, parking, traffic calming, pedestrian connectivity to the LIRR, etc.
  - Initial analysis of environmental assessment and proposed mitigation measures, as necessary, for issues related to traffic, parking, schools, etc.
  - Initial identification of private and public financing opportunities and sources to advance and implement the Master Development Plan
- B. Community Outreach – the developer shall coordinate and facilitate key stakeholder meetings throughout the process. The stakeholders are anticipated to include business groups, community and civic organizations, special interest groups, property owners and municipal entities. Additionally, the creation of a dedicated website associated with the Master Development Plan shall be implemented and maintained throughout the duration of the implementation process.
- C. Implementation Plan – the developer shall prepare an implementation plan that facilitates the execution of an approved Master Development Plan. The implementation plan is anticipated to include draft zoning requirements, design guidelines and supporting SEQOR documentation that would allow the Village to adopt the Master Development Plan and subsequent phased project(s) within the defined Revitalization Target Area. The plan shall include a proposed schedule that defines the preparation of a Master Development Plan, milestone community outreach meetings and time parameters for project(s) entitlement and build-out. The identification of private and public financing sources that will support the project implementation shall also be defined.

D.

**7. RESPONSE REQUIREMENTS INCLUDING DEVELOPMENT TEAM, QUALIFICATIONS, EXPERIENCE**

The following items shall be included with your Statement of Qualifications on or before Friday, January 8<sup>th</sup> 2015, at 3:00pm:

- A. Development Team- The developer shall demonstrate the capacity to implement the Village’s vision for the Downtown Revitalization Target Area. Specific experience in public-private partnerships including innovative land use design with a distinctive contextual fit, project entitlement including State, County, Town and Village regulatory

approvals and project build-outs by the developer. The respondent shall identify key team members including but not limited to development partner(s), architect(s), land use planner, engineer(s), public relations, etc. The name, address, email, and telephone number of the representative authorized to act on behalf of the respondent shall be provided who will be available to reply to questions or requests for additional information. The respondent shall include an Organization Chart with that includes key team members.

- B. Qualifications and Experience – the submission shall include the respondent’s three most relevant projects that demonstrate success in downtown revitalization projects. Ideal examples would include projects that include Master Plan development of a similar scale, entitlement and build-out that demonstrate distinctive character to the project location, vibrant mixed-use developments, innovative financing and partnerships with public entities. The projects should be those that the respondent has had primary involvement in all phases and aspects of the project. Illustrative materials should be included as an appendix. The statement of qualifications shall include:
- The name and address of each project, key participants, and reference(s).
  - Minimum three references for the respondent including a minimum of two references for each key team member.
  - Inclusion of any other unique qualifications not covered in other areas of the submission.
  - Summary of qualifications of key team members with role and brief description of the role in this project.
  - Status of respondent organization defining whether a corporation, joint venture, etc. The respondent is encouraged to include financial statement(s) that demonstrate the ability to implement the Master Development Plan.
- C. Master Developer Approach – the respondent shall include a brief narrative, including any supporting matrixes, project flow charts, schedules, etc. that provides the approach to partner with the Village in implementing a transformative downtown revitalization satisfying the minimum requirements outlined in this document.
- D. References – the respondent shall include three references whose projects reflect a similar scope and complexity. Provide the name, title, telephone number, and email address of a contact for each client, and a brief description of services performed.

All writing must be in ink. Statement of Qualifications may be rejected (boiler plate language)...

The Statement of Qualifications submission must consist of:

- Ten Originals plus five copies to Village Clerk/Treasurer.
- One complete electronic copy of the proposal, submitted on a CD or via email to [dshingleton@amityville.com](mailto:dshingleton@amityville.com).
- Except as otherwise noted, all materials, whether mailed, sent by delivery service, or hand delivered, must be delivered to: Dina Shingleton, Clerk/Treasurer, Village of Amityville, 21 Ireland Place. Amityville, NY 11701.

**8. GENERAL TERMS & LIMITATIONS.** This RFQ constitutes only an invitation to make a proposal to the Project Sponsors. The Village reserves, holds, and may in its sole discretion, exercise the following rights and options with respect to the RFQ and a subsequent RFP process and engagement:

- To waive any informalities with respect to the submission requirements
- To reject any or all Statements of Qualifications
- To reject a sub-contractor
- To cancel this RFQ with or without the substitution of another RFQ;
- To supplement, amend, or otherwise modify this RFQ, prior to the time of public opening
- To issue additional and or subsequent RFQs
- To re-advertise if deemed necessary
- To interview candidates prior to determining a select short list for a subsequent RFP invitation

This RFQ does not commit the Village in any way to any entity that may respond to this RFQ. The Village's intent is to select up to three (3) Development Teams that will be invited to respond to a subsequent RFP process. The RFP process will ONLY be open to RFQ respondents.

## **9. CONTRACT TERMS**

Each Statement of Qualifications prepared in response to this RFQ will be prepared at the sole cost and expense of the respondent and with the expressed understanding that there will be no claims whatsoever for reimbursement from the Village for any cost or expense of its preparation. The RFQ is nonbinding on the part of the Village. The RFQ does not commit the Village to enter into a contract, nor does it obligate the Village to pay for any costs incurred in the preparation and submission of proposals, or in anticipation of a contract. Any contract for this project that would result from a subsequent RFP process will be subject to approval by the Village Board of Trustees.

## **10. SELECTION PROCEDURES**

- A. Short List RFP Selection – It is the Village's intent to select up to three (3) Development Teams directly from the information included in the RFQ submission for a subsequent RFP process. The Village reserves the right to request additional clarification documentation as deemed necessary in the review of the RFQ materials. The Village may re-advertise and/or reissue the original RFQ, or disseminate an amended RFQ. The Village may also determine that responses received are inadequate, or that the services sought are no longer necessary or desired.
- B. Criterial for Selection – The Village reserves the right to reject any Statements of Qualifications in any order or combination, accept or reject portions of any Statements of Qualifications, request modification to the work after submission and waive any informalities in any submissions if it is deemed to be in the Village's best interest to do so, without any liability on the part of the Village.
- C. The Village will use the following criteria in evaluating the submitted Statements of Qualifications. The list is not shown in priority order:
  - Past Performance on Relevant Downtown Revitalization Projects
  - Ability and experience of key team members
  - Financial Capability

- Public-Private Partnerships
  - Intangible factors (i.e.-references, innovative project implementation, presentation of RFQ materials, etc.)
- D. Equal Opportunity – Any selection by the Village of a respondent for engagement shall be made without regard to age, disability, religion, creed, or belief, political affiliation, race, gender or ethnicity.

**11. MUNICIPAL LAW DISCLOSURES**

None Required