

REQUEST FOR PROPOSALS
For Rehabilitation and Adaptive Reuse of the
Former Georgetown State Bank Building
9110 State Road 64
Georgetown, Floyd County, Indiana

In accordance with IC 5-23-5, the Town of Georgetown is seeking proposals from qualified developers for the rehabilitation and adaptive reuse of the 1909 former Georgetown State Bank building located at 9110 State Road 64 in Georgetown, Indiana. The town acquired the property in 1981 for use as Town Hall, utilizing it as such until 2009, and has recently completed an exterior rehabilitation of the building. The town desires to find a developer who will sensitively rehabilitate the interior for a commercial use consistent with the town's Downtown Revitalization Plan, adopted in 2017 and available for review at <https://georgetown.in.gov/wp-content/uploads/2020/08/20170320-Georgetown-Downtown-Revitalization-Plan-FINAL-Print.pdf>. Lease, lease-to-purchase and purchase proposals will be considered. Any alterations to the interior or exterior must preserve the historic materials and character of the building, and are subject to review and approval by the Indiana Division of Historic Preservation and Archaeology. A town-owned parking lot is located adjacent to this structure, and a public-private agreement would be formulated with the successful applicant to ensure parking accessibility for both the subject building and Georgetown Town Hall.

Information to be Included in Proposals

Proposals should include as much of the following information as is applicable:

1. Description of your legal status, i.e. sole proprietorship, partnership, limited partnership, joint venture or corporation, etc., and state of residency or incorporation, and the name, address and position of persons who are authorized to execute contracts on your behalf;
2. Description of your pertinent professional qualifications and/or experience that you will bring to the rehabilitation of the property. (Familiarity with the Secretary of the Interior's Standards for Treatment of Historic Properties, with special attention to the Standards for Rehabilitation is recommended.);
3. Listing of historic rehabilitation projects of similar scope and nature that you have completed, including dates, locations, costs, preferably including photographs, and the names, addresses, and telephone numbers of references who may be contacted concerning work done on those projects;
4. Experience working with local government units or economic development organizations in Indiana or
5. Statement indicating whether or not you carry insurance in the following categories and the principal amount of all coverages maintained: (a) Commercial General Liability (b) Professional Liability (c) Workers' Compensation
6. General description of the rehabilitation that you propose, with a construction timeline for completion within a maximum of one (1) year, and stating the proposed end use of the property;

7. Financial statement, credit information or other verification of your financial wherewithal to undertake the necessary rehabilitation as outlined in the submitted project timeline;
8. List of any outside contractors/architects/engineers who are anticipated to be part of the project team and are ready to perform services to meet the submitted timeline.
9. Indication of whether a lease, lease- purchase, or outright purchase is desired. If a lease is preferred, the Town is willing to consider a low monthly lease in exchange for capital improvements to the building. The amount of the lease and terms can be negotiated with an accepted proposal. If purchase is preferred, the town will consider a purchase price reflective of fair market value based on the average of two qualified appraisals in accordance with state law. The Town shall pay the cost of one proposal and the selected developer shall pay for the second. Joint use of the associated parking lot will be a condition of lease or sale.

Criteria for Evaluation of proposals

In evaluating the qualifications received in response to this RFP, the Town of Georgetown shall consult with Indiana Landmarks, a statewide, non-profit historic preservation organization. The following factors will be considered in the selection of a winning proposal:

1. Demonstration of relevant background and experience with evidence of successful completion of comparable projects, supported by satisfactory responses from references;
2. Professional qualifications, financial responsibility, and capacity to undertake the project;
3. Overall appropriateness of rehabilitation plan, including timetable and level of anticipated financial investment in the property;
4. Overall benefit to revitalization of Georgetown's historic district.

This is a quality-based selection process; i.e., this RFP does not constitute a real estate "listing", and the property will not necessarily be sold to the entity offering the highest purchase price. The Town of Georgetown reserves the right, at its own discretion: (1) to reject all proposals received; (2) to accept a proposal; (3) to reject any proposals due to defects, irregularities, or provisions inconsistent with this RFP; (4) to waive any defect or irregularity in any proposal and to accept it when it is otherwise proper and reasonable to do so; and (5) to negotiate directly with respondents for other terms and conditions deemed proper and reasonable for the purposes of the Town and the revitalization of its Historic District. Questions may be directed to Town Council President Chris Loop, 812-951-3012, or Greg Sekula, Southern Regional Director, Indiana Landmarks, 812-284-4534.

**The deadline for submitting proposals is
4:00 PM EDT on Friday, October 30, 2020. Four (4) hard copies, plus one (1) unbound copy and
one electronic version of the proposal shall be submitted and received by the deadline to:**

**Town of Georgetown
Attn: Julia Keibler, Clerk-Treasurer
9111 State Road 64
P.O. Box 127
Georgetown, IN 47122
Email: julia.keibler@georgetown.in.gov**