

# VILLAGE OF CANTON REQUEST FOR PROPOSALS

## OWNERSHIP AND DEVELOPMENT OF MIDTOWN PLAZA

**DUE BY:** 12pm, July 15, 2024

**DELIVERED TO:** Canton Office of Economic Development  
60 Main Street  
Canton, NY 13617

**CONTACT:** Leigh Rodriguez, Director of Economic Development  
(315) 386-2871 #5  
[lrodriguez@cantonny.gov](mailto:lrodriguez@cantonny.gov)

I. **REQUEST:** The Village of Canton (Village) is seeking proposals from qualified persons or entities to purchase and develop the former Midtown Plaza and associated properties, located at 19 Miner Street and adjoining parcels (see map), Canton, New York. The relevant information is set forth below.

### II. **DESCRIPTION AND HISTORY OF PROPERTY:**

Just behind some of the historic façades along Canton’s Main Street lies a derelict shopping plaza, once home to a grocery store, pharmacy, and other businesses. Twenty years ago the grocery store closed its doors. The plaza has deteriorated since then, with store after store closing, and currently stands vacant. The building and its surrounding parking lot have fallen into disrepair and create an eyesore, contribute to blight, and impede sustainable downtown economic and residential growth.

The Village of Canton has been working with SUNY Canton and the Canton College Foundation for a number of years to re-envision this space. In May of 2023, the Village took ownership of the six parcels that make up the Midtown plaza at 19 Miner Street, Canton for \$1,280,000. The purpose of the project is to transform this blighted, dilapidated plaza at the center of Canton’s downtown into a mixed-use development offering new live/work housing options, premium commercial space, and at its core an Entrepreneurship Center to be operated by SUNY Canton under the conditions of a long-term lease, which will ignite innovation, spur the creation of new businesses, and be the catalyst for enduring economic and community growth.

To date, substantial grant funding has been secured. The Village has been awarded \$2,000,000 from the Restore NY program that will be used toward demolition of the existing structures and abatement of anticipated hazardous materials. Abatement and demolition may begin before this contract is awarded.

SUNY Canton and its Foundation have been awarded the following funds to support the development of a 15,000 square foot Entrepreneurship Center which will be the anchor tenant:

- \$1,322,000 from Empire State Development
- \$2,641,000 via a congressional earmark to be funneled through the Department of Housing and Urban Development
- \$111,326 from the Northern Border Regional Commission

These funds can only be used to construct an Entrepreneurship Center. Project proposals that do not include approximately 15,000 square feet designated for the Entrepreneurship Center will not have access to these funds. The developer must follow the rules/guidelines for each grant to access these funds. The expectation is that these funds for construction will be in lieu of substantial lease payments for the space housing the Entrepreneurship Center.

In addition, the Village of Canton has been awarded a NY Forward grant and anticipates that the project developer would submit an application under the program's open call for projects. This is expected to be announced in May or June of 2024.

### **III. PROPOSAL SUBMISSION REQUIREMENTS & PROPOSAL PRIORITIES**

Proposals should include, at a minimum, the following:

A. Describe your development intentions – including, but not limited to:

1. The vision for the proposed reuse of the property, including how it will achieve the specifications listed above;
  - a. a detailed description of the proposed use and the specific proposed improvements (may include number of units, building stories, commercial square footage, housing class, or commercial tenants);
  - b. feasibility of the project and characterization of the potential impact and benefits of the project on the downtown and surrounding region;
  - c. description of any challenges or obstacles to completion of the project;
  - d. description of proposed technologies for sustainable development, green construction standards, energy efficiency, and decarbonization;
  - e. a description of how the project will consider and/or incorporate resiliency measures;
  - f. how the proposer intends to address regulatory requirements, such as consistency with locally adopted plans, the zoning code, required state and local approvals, SEQRA status, permitting status, and/or potential regulatory hurdles;
  - g. description of any work or planning done previously on the proposed project. If the proposer has any preliminary designs, plans and/or site layout (no matter what point in the design process), those materials should be provided;

- h. precedent imagery should be included along with an explanation of site planning considerations;
      - i. description of how the community will be engaged in the planning process;
  - 2. A non-binding purchase price, accounting for the Village of Canton's desire to recoup our investment in the site;\*\*
  - 3. The proposed timeframe for taking ownership, completing construction, and opening;
    - a. a general timeframe and phasing for implementation with milestones and deliverables;
    - b. anticipated start and completion dates or timeframes;
  - 4. A financing plan and/or approach that demonstrates the ability to secure requisite funds/financing to accomplish the project proposed, including;
    - a. a breakdown of proposed sources and uses of funding, including any incentives or energy efficiency programs that the entity intends to explore and/or apply for, and broken down into construction activity, as well as specific soft costs including design, engineering, legal, and other soft costs and contingency amounts;
    - b. a budget narrative explaining how the cost estimate and breakdown was developed and verified, including justification for contingency amounts, explanation of funding statuses, and a timeline and/or plan for obtaining any unsecured funding;
  - 5. Narrative describing developer's approach to sustainable property management;
- B. Identification of the entity submitting the development proposal. This should include:
  - 1. A brief overview of the entity's history and goals;
  - 2. A narrative describing the capacity of the entity to implement and sustain the proposed project:
    - a. the entity's experience with developing, managing, and sustaining similar projects;
    - b. the entity's experience with state or federal funding programs;
    - c. how this project will be maintained after project completion;
  - 3. Identification of individuals who will be actively engaged in the project, their roles, and experience;
- C. Resume or statement of qualifications, including identification of any development projects of the proposed owner(s) similar to that described in the proposal;
- D. Relevant references, including representatives from municipalities where similar development projects have been completed in the past, or representatives from relevant state agencies.

The Village will evaluate each proposal based upon the following criteria (not necessarily listed in order of importance nor all inclusive):

- A. Completeness of response.
- B. Proposals and projects that are consistent with and expand upon the ideas, concepts, and strategies contained with the Canton Comprehensive Plan, the Canton Brownfield Opportunity Area Plan (BOA), and the Canton and Grasse River Waterfront Revitalization Plan (LWRP) (Link: <https://cantontny.gov/community-vision-and-plans/>).
- C. Unique development designs that both enhance, yet respect the character and historically significant architecture of the surrounding neighborhood, and that meet the needs of the community.
- D. Utilization of innovative and new technology for sustainable development, green construction standards, and energy efficiency.
- E. Early and periodic engagement with the community.
- F. Implementation schedule.
- G. Relevant development experience.
- H. Any additional factors deemed relevant by the Village.

Short-listed respondents will be selected based on the above criteria and may be invited to interview in advance of a final selection.

#### **IV. ADDITIONAL INFORMATION FOR DEVELOPERS SUBMITTING A PROPOSAL**

##### **\*\*Conditions of Approval (not exhaustive)**

An accepted proposal is subject to and may be conditioned upon review and approval of various state and federal agencies including, but not limited to, the United States Department of Housing and Urban Development (HUD), Empire State Development (ESD), and the Northern Border Regional Commission (NBRC).

##### **Expectations for Selected Proposal(s)**

- A. Prepare and submit Minority-Owned and Women-Owned Business Enterprise (“MWBE”), Service Disabled Veteran Owned Business (“SDVOB”), and Section 3 reports, as applicable.
- B. Secure legal representation well-versed in the acquisition of municipally owned property, and prepare the necessary purchase contract and payment documentation.
- C. Upon request, attend Village Board meetings or Village Planning Board meetings, and prepare presentations as may be necessary.
- D. Prepare and submit status and/or performance reports as required or upon request.

**V. RIGHTS RESERVED BY VILLAGE**

- A. The Village reserves the right, at its sole discretion, to amend or withdraw this RFP, including any timeframes noted herein, upon notification of all respondents set forth above, and in such case, the Village shall have no liability for any costs incurred by any respondent.
- B. The Village may request additional information from any respondent to assist the Village in making its evaluation.
- C. The proposal and all materials submitted with the proposal shall become property of the Village and will be subject to New York State Freedom of Information Law. If any proprietary information is submitted with the proposal, it must be clearly identified as such and a request to keep such information confidential must be prominently included in the submission.
- D. The Village’s support of a project, financially or otherwise, is contingent upon the project not substantively deviating from the proposed project that was originally supported.
- E. The Village reserves the right to withdraw or alter support, financial or otherwise, if changes to the project were not reviewed and approved by the appropriate parties, in advance. The Village’s continued support is not guaranteed, and the Village may withdraw or modify support, financial or otherwise, even if proposed changes are submitted, reviewed and approved.
- F. If the project team wishes to make changes to the project, in any manner (i.e. design, financing structure), subsequent to submitting a proposal, the Village must be notified in advance of the reasons for such changes, and shall be notified of and allowed to participate in the visioning of any alterations.

**VI. SUBMISSION OF PROPOSALS: The Village of Canton will accept proposals from qualified individual(s) or entities until **Noon (12:00 P.M.) on April 30, 2024.****

Proposals should be clearly marked on the outside as follows:

RFP – Canton Midtown Project  
Attn: Leigh Rodriguez

Proposals should be mailed or delivered to:

Village of Canton  
60 Main Street  
Canton, NY 13617

**VII. SELECTION AND AWARD OF CONTRACT: Selection will be made on or after May 1, 2024 with contracts awarded after any applicable New York State agency review.**

**VIII. QUESTIONS ABOUT THIS RFP: Please direct all questions to Leigh Rodriguez, Director of Economic Development, at (315) 386-2871 #5 or [lrodriguez@cantonny.gov](mailto:lrodriguez@cantonny.gov).**