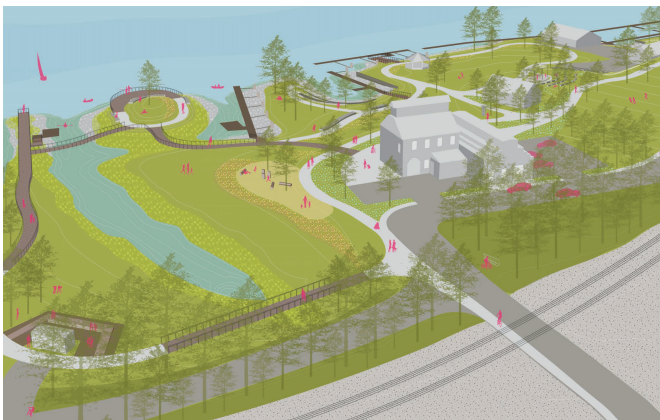


# CITY OF HUDSON



## REQUEST FOR PROPOSALS WATERFRONT DEVELOPMENT OPPORTUNITY HISTORIC PROPERTY ADAPTIVE REUSE



**City of Hudson**  
**520 Warren St., Hudson, NY 12534**

**Re-Issue Date: May 3, 2023**  
**Proposal Due Date: June 8, 2023**

***The City of Hudson is seeking to LEASE OR SELL the Dunn Warehouse Building and property to a qualified investor-developer and will provide funding to the selected developer in an amount over \$1 million dollars of NYS Downtown Revitalization Initiative Award funds to assist in the rehabilitation and adaptive reuse of the former Dunn Warehouse Building as outlined within this Request for Proposals.***

## **A. OVERVIEW / HISTORY**

The City of Hudson is seeking qualified Developers / Investors who recognize the unique opportunity of bringing new life to a rare building that occupies a highly visible site on the historic Hudson River waterfront.

An experienced developer or development team is sought for the adaptive reuse of the former manufactured gas plant, commonly referred to as the Dunn Warehouse, constructed in 1853 mainly of brick, is situated on 0.63 acres and occupies approximately 5,300 square feet on the corner of Broad Street and Water Street, directly across from the Hudson River and Henry Hudson Riverfront Park.

The building is located on the Hudson River waterfront within close proximity to transportation hubs (adjacent to Hudson Amtrak Station), entertainment venues and housing, making it a desirable site for redevelopment.

The City of Hudson is located in Western Columbia County, approximately 120 miles North of New York City, and 40 miles South of Albany, on the Eastern shore of the Hudson River. Hudson was a whaling, fishing, shipbuilding and mercantile town. Many buildings that display the architectural history from Hudson's past, similar to the Dunn Warehouse, have been reclaimed as part of a lively arts, music, market, restaurant and antiques scene and a second home destination.

Restaurants featuring cuisines reflective of our community's diversity now populate the city's main commercial thoroughfare - Warren Street. Alongside them are unique art galleries and shops featuring artisan home goods, educational toys, clothing, jewelry, antiques and specialized services. Hudson's longstanding weekly farmer's market has been serving locals and visitors for decades and remains one of our community's most beloved assets.

## **B. PURPOSE / OBJECTIVE**

The focus of this Request for Proposals (RFP) is broad based in that all ideas and concepts are welcomed so long as it supports the economic development and/or the activation of the subject property and fits in with the surrounding development.

This RFP, and the overall approach, is intended to give all who may be interested an opportunity to suggest any development concept that is financially feasible. The ideal Proposer will have demonstrated development experience and will present a quality development which will enhance the surrounding neighborhood.

The Dunn Warehouse redevelopment project is a priority project selected by the State of New York for Downtown Revitalization Initiative (DRI) funding. Returning the Dunn Warehouse to an active and vibrant role in the community is a natural next-step in reconnecting the Hudson River to community life. The City has developed a wonderful park directly across the street which serves as both passive and active recreational activities. Directly to the North is an active marina. To the North East, immediately across the railroad tracks is the Amtrak Station, both an historic and 24/7 facility.

### C. RFP KEY EVENTS AND DATES

<u>Event</u>	<u>Date</u>
Issuance of RFP	05/03/2023
Building Walk-Through / Site Visit	05/18/2023 @ 12:00 PM
Deadline for RFP Questions	05/25/2023 (5:00PM)
Post Responses to RFP Questions	05/30/2023
Proposal Due Date	06/08/2023 (5:00PM)
Interviews/Presentations (not earlier than)	06/12/2023
Notice of Award (not earlier than)	06/19/2023

### D. ECONOMIC DEVELOPMENT - HUDSON CONNECTS AND OTHER PROJECT ACCOMPLISHMENTS

In 2020, the City of Hudson kicked off “Hudson Connects”, a streetscape improvement implementation plan focused on the area between the Hudson River on the West and Second Street on the East, the South Bay wetlands to the South and Dock Street to the North

The “Hudson Connects” Implementation Plan is a part of a broader improvement effort within the City. In 2017, the City of Hudson was selected by the New York State’s Capital Regional Economic Development Council for one of ten Downtown Revitalization Initiative (DRI) Round Two awards. \$10 million in State funding was awarded to government and private projects to revitalize the project area, a portion of which is being used to produce and implement the “Hudson Connects” plan.

Ensuring that bicyclists, pedestrians, transit riders, drivers, and other roadway users have safe and comfortable access to the District’s existing and future amenities, like new, mixed-use development, the Hudson Amtrak Station, Henry Hudson Riverfront Park, Promenade Hill Park, and businesses along Warren Street, are central to the City’s economic development goals and is the core focus of this streetscape planning and design initiative.

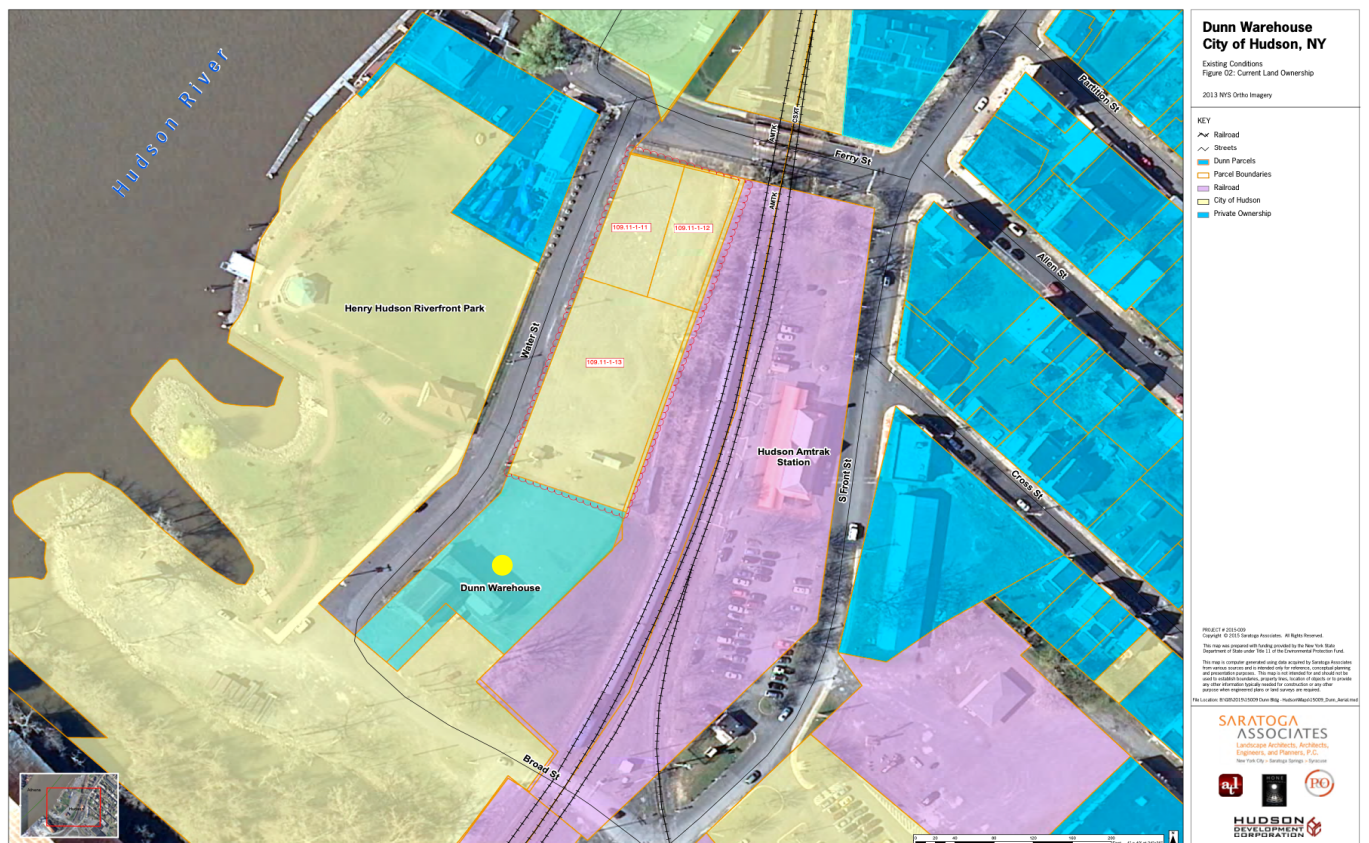
Other street and mobility improvement projects and studies include:

- ⇒ Truck Route Traffic Study: [https://cms3.revize.com/revize/hudsonny/162901\\_rsc\\_cor\\_d\\_rpt\\_FINAL\\_REV\\_FS\\_2021%2009%2027.pdf](https://cms3.revize.com/revize/hudsonny/162901_rsc_cor_d_rpt_FINAL_REV_FS_2021%2009%2027.pdf)
- ⇒ Empire State Trail Connectivity: [https://www.cityofhudson.org/news\\_detail\\_T10\\_R396.php](https://www.cityofhudson.org/news_detail_T10_R396.php)
- ⇒ Hudson Parking Improvement Study: <https://cms3.revize.com/revize/hudsonny/Hudson%20Parking%20Final%20Presentation.pdf>
- ⇒ Promenade Hill Park Revitalization: <https://dos.ny.gov/news/nys-department-state-and-city-hudson-announce-completion-new-21-million-promenade-hill-park>

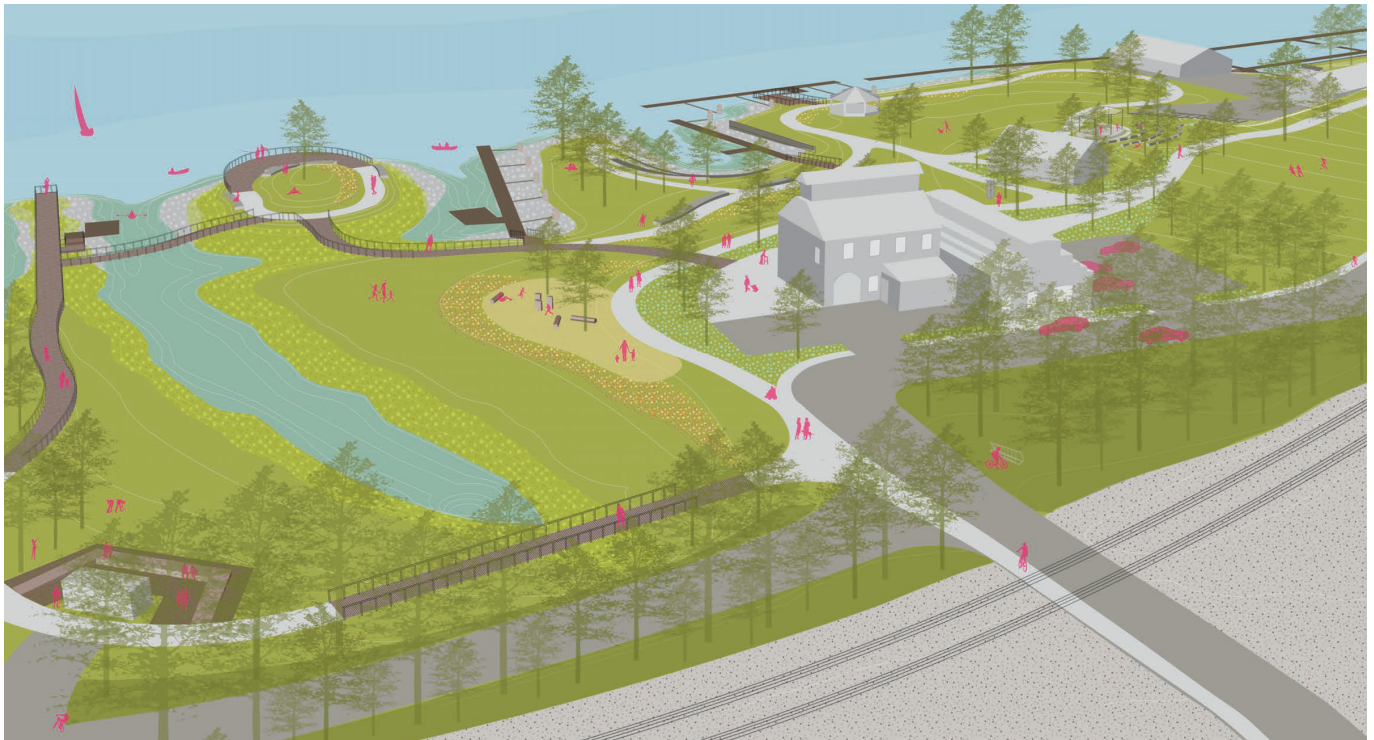
### E. HISTORY OF THE DUNN WAREHOUSE BUILDING

The Dunn Warehouse site was previously home to a facility where gas for lighting and heating homes and businesses was manufactured. The gas was produced either by a process which heated coal, or from a combination of coal, oil and water called the “carburetted water-gas” process. The plant, which then occupied approximately 1.6 acres, was built in 1853 and operated until 1949. The 1884 Sanborn maps confirm the property was occupied by Hudson Gas Works with adjacent coal and flour storage to the west, and Foundry and Molding operated by Hudson Stove Works to the northeast. The area to the north was an oil storage facility. In 1889, the Sanborn maps indicate use of the site by Hudson Light and Power, with the flour storage and Stove Works remaining as adjacent users. In 1895, the maps indicate that the flour storage transitioned to a machine shop, but other uses remained. As of 1903, the power company gas plant remained, but the Stove Works had closed, becoming Weaver Lumber and Building Materials yard by 1911. The Gas Works and Lumber Yard continued through the 1923 and 1949 maps, but the gas works had transitioned into storage by 1961.









## F. AVAILABLE FUNDING & ECONOMIC DEVELOPMENT INCENTIVES

### ⇒ **Dunn Building Rehabilitation (\$500,000):**

In January 2017, the Governor of New York State announced the award of nearly \$40 million in Round 4 of “Restore NY Communities Initiative grant funding”. Among the recipients of the funding was the City of Hudson, which received \$500,000 for the rehabilitation of the Dunn Warehouse building on the waterfront.

Restore New York funding is for projects involving the demolition, deconstruction, rehabilitation and/or reconstruction of vacant, abandoned, condemned and surplus properties. The program encourages community development and neighborhood growth through the elimination and redevelopment of blighted structures.

### ⇒ **Stabilize the Dunn Warehouse for Future Re-Use (\$1,000,000):**

The City of Hudson, was selected by New York State’s Capital Region Regional Economic Development Council (CREDC) for a Downtown Revitalization Initiative (DRI) and \$10 million in state DRI funding to revitalize the designated BRIDGE (Build-Renew-Invent-Develop-Grow-Empower) District on the western side of downtown Hudson including \$1,000,000 allocated to the Dunn Warehouse building. “Stabilize the historic Dunn Warehouse, the City’s last remaining central waterfront building to adaptively reuse Dunn Warehouse based on recommendations in a 2015 Adaptive Reuse study.”

### ⇒ **Historic Tax Credits:**

The Dunn Warehouse project is eligible for Historic Tax Credit programs at the New York State and Federal levels for qualified expenditures.

## G. SITE INFORMATION

### ⇒ Property and Building Description:

The Dunn Warehouse site is located on the corner of Broad Street and Water Street. The property consists of two (2) parcels totaling approximately 0.63 acres. The site is located adjacent to the Hudson Amtrak Station, across the street from Henry Hudson Riverfront Park, and near housing and shops. The City of Hudson owns the site and structure and currently utilizes the site for storage purposes.

The building is composed of three (3) sections and has an overall footprint of 5,300 square feet (SF); The North section is a relatively low structure of brick and heavy timber construction. Wood trusses span North to South and support a gabled roof and monitor. There are no intermediate supports in the structure allowing for an open and flexible floor plan. The North section has a footprint of approximately 3,200 square feet of flexible space and can readily be developed as one area or subdivided into several areas.

The South section is one story with approximately 1,750 square feet. The floor to ceiling height is much greater than the North section and could accommodate the insertion of a second floor.

The East section, which is assumed not to be part of the original building, is a single one-story space of approximately 325 square feet, has a steel framed concrete roof with masonry exterior walls.

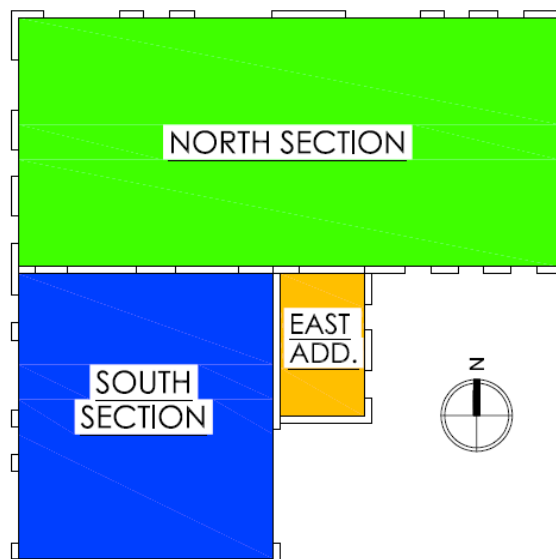
As mentioned above, the Dunn Warehouse was constructed in three (3) distinct components as illustrated immediately below.



Dunn Warehouse today, South facade facing Broad St.



Dunn Warehouse today, West facade facing Water St.





## G. SITE INFORMATION (continued)

### ⇒ Zoning and Other Applicable Designations

The Dunn Warehouse property falls within the City of Hudson's Core Riverfront (C-R) zoning district which intends to provide for: "a mixture of compatible uses at the riverfront; to provide access to the riverfront for water dependent transportation and recreational uses and water enhanced uses, such as restaurants and publicly accessible walking and biking trails; to ensure that such uses are compatible; and to protect the visual, cultural, natural, ecological and historical resources of the City's core riverfront area" (§325-17.1).

### ⇒ Municipal Water and Wastewater:

The property is served by municipal water and combined sewer. The water line runs along the center of Water Street and Broad Street; combined sewer is along Broad Street; and fire hydrants are located on the southwest side of Broad Street and on the northside of Water Street.

### ⇒ Utilities

Electrical, natural gas, and cable TV/internet access are currently available to the building.

### ⇒ Current Land Use

The Dunn Warehouse consists of two parcels. The main parcel is currently categorized as commercial use, as is the adjacent parcel to the North, while the minor parcel is categorized as vacant land.

### ⇒ Pedestrian Access:

There is limited designated pedestrian access to the site itself, but sidewalks are present across Water Street, with the park. Pedestrians approaching the site from the Amtrak rail station must cross the railroad tracks, following Broad Street, where there are currently no sidewalks. The County of Columbia also provides public transportation to the Amtrak Station and surrounding areas. Improvements to the streetscape to address complete streets and multi-modal connectivity are being provided under a separate proposal recently awarded. The BRIDGE district connectivity improvements (NYS Funded and in progress) will provide safe access, aesthetic improvements, and separation of truck traffic from pedestrians and bicyclists.

### ⇒ Transportation:

By vehicle and by foot the site is accessible via two routes: 1) across the Ferry Street bridge and 2) across the Amtrak railroad tracks. Just to the north of the property is Ferry Street, which includes a bridge (currently under reconstruction) that provides primary access to the waterfront and Henry Hudson Riverfront Park adjacent to the site, across Water Street.

### ⇒ USGS Soil Resource Report

The USGS Soil Resource report classifies the soil type on the Dunn Warehouse property as UE-Udorthents. This soil is described as a loamy fill material with a 0-3% slope, where there is generally a depth of 36"-72' to water table. The soil is classified as Hydrologic Soil Group A. Additionally, the BOA reports completed for the property describe Lacustrine deposits of sand, silt and clay with underlying Normanskill gray to black shale bedrock.

### ⇒ Topography and Hydrology

Site topography is generally level and sloping slightly from North to South. There are no streams or waterbodies on the site, but the Hudson River is just West of the site. Groundwater is generally present 3'-4' below surface, is tidally influenced, and mean water level is approximately 1' above sea level.

## H. PROJECT DEVELOPMENT VISION

The City of Hudson desires a project that will leverage location, the historic character of the building, the City's many assets and create economic activity and a new attraction located at the majestic Hudson River waterfront.

The building shall be designed and developed in accordance with general standards for the use being provided and shall meet all applicable code requirements as specified and currently adopted by Federal, New York State, and local municipal authorities and permit grantors having jurisdiction.

PLEASE ADDRESS THE FOLLOWING IN YOUR PROPOSAL SUBMISSION:

- How the space will be designed to accommodate a flexible range of uses.
- How the space will be managed, including marketing, operations, maintenance and financial management.
- How the adaptive reuse of the building will be complemented with streetscape, parking and property upgrades.
- How you will address and improve accessibility to the site via pedestrian and vehicle traffic.
- How you will address and improve access to and from the water.
- How you will assure well managed programming and uses of the building and adjacent park, including a well-publicized calendar of events coordinated with other entities in the City of Hudson.
- Describe your proposed team's specific qualifications that include financial management capabilities, a successful development track record and viable business plan for the building.

## I. SITE VISIT / WALK THROUGH

It is strongly suggested that each proposer familiarize themselves with the building and site to develop a response to this Request for Proposals.

**A guided site visit / walk through is scheduled on, May 18, 2023, to begin promptly at 12:00 PM.** All interested developers are requested to convene at the Dunn Warehouse, located at the corner of Broad St & Water St (adjacent to the Hudson Amtrak station), Hudson, New York, for a tour and overview of the property. The site visit / walk-through is expected to last approximately one (1) hour.

## J. PROPOSED CONVEYANCE - SALE **OR** LONG-TERM LEASE

The City of Hudson is requesting proposals for a **sale and/or long-term lease** of the site. The City reserves the right to request revised proposals that reflect a lease of the land only, or a sale or lease of all or a portion of the improvements, or a combination thereof including a public/private partnership.

The determination of whether the City will elect to transfer the site by sale, lease, or a combination thereof will depend on the offers received, and the City's assessment of the best interests of the community. Any such Respondents still under consideration shall be given the opportunity to revise their Proposals and any related provisions of the Request for Proposals will be amended or deemed amended as necessary.

Respondents should assume that the site, including any and all improvements, infrastructure and equipment at the site, will be sold/leased "AS IS" and "WHERE IS" without any representation, warranty, or guaranty as to quantity, quality, title, character, condition, size, or kind or that the same is in condition or fit to be used for the developer's purpose.

The proposal must include a detailed description of the proposed purchase price and purchase terms or lease amount and terms. It should also include a description of all key business terms proposed. The proposed price shall be a single dollar amount for either: (a) purchase; or (b) long-term lease of the building. The City anticipates issuing a Letter of Intent to the selected respondent/developer and the City and selected proposer will then work collaboratively to establish terms for sale or long-term lease.



## K. REFERENCE DOCUMENTS

Prior to submission of a proposal, the City of Hudson recommends that interested parties review the following documents:

### 1. **Dunn Warehouse Adaptive Reuse: Redevelopment Analysis and Master Plan with Appendices:**

The City of Hudson engaged consultant Saratoga Associates to prepare the Dunn Warehouse Adaptive Reuse Redevelopment Analysis and Master Plan in 2015 (“Reuse Plan”). The Reuse Plan examines the site’s history, local context, building condition, and a local market analysis.

- ⇒ Dunn Warehouse Adaptive Reuse: Redevelopment Analysis and Master Plan  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Dunn%20Adaptive%20Reuse.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Dunn%20Adaptive%20Reuse.pdf)
- ⇒ Appendix #1: Existing Conditions Maps (2013)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%201.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%201.pdf)
- ⇒ Appendix #2: Core Riverfront (C-R) District Zoning and Parking Requirements (2015)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%202.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%202.pdf)
- ⇒ Appendix #3: Structural Assessment Report (2015)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%203.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%203.pdf)
- ⇒ Appendix #4: Marketplace Profiles (2010)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%204.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%204.pdf)
- ⇒ Appendix #5: Occupation and Industry Clusters, Columbia County (2012)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%205.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%205.pdf)
- ⇒ Appendix #6: Traffic Count Map (2015)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%206.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%206.pdf)
- ⇒ Appendix #7: Drive Time Map (2015)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%207.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%207.pdf)
- ⇒ Appendix #8: Detailed Cost Estimate (2015)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%208.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%208.pdf)
- ⇒ Appendix #9: Qualified Rehabilitation Expenses (2015)  
[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%209.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%209.pdf)

**L. REFERENCE DOCUMENTS (continued)**

**2. Hudson Strategic Investment Plan - Funds Availability:**

**New York State Downtown Revitalization Initiative, April 2018, Capital Region REDC**

In 2017, Hudson was selected by New York State's Capital Region Regional Economic Development Council (CREDC) for one of the ten DRI Round Two awards. The City was awarded \$10 million in state funding to revitalize the designated BRIDGE District (Build-Renew-Invent-Develop-Grow-Empower) on the western side of downtown Hudson.

[https://www.ny.gov/sites/default/files/atoms/files/Hudson\\_DRI\\_Plan.pdf](https://www.ny.gov/sites/default/files/atoms/files/Hudson_DRI_Plan.pdf)

**3. Environmental Issues and Current Condition:**

As a result of its manufacturing history, the Dunn Warehouse site was considered a brownfield and was remediated by then-owner Niagara Mohawk. Remediation included excavation and the removal of soils/sediments followed by site restoration in the area of the waterfront park and the installation of monitoring wells along the railroad tracks. It is assumed the residual contamination still exists on the site. As a Brownfield site, information regarding the area is available at <https://www.dec.ny.gov/cfm/external/derexternal/index.cfm?pageid=3> (use site code 411005).

**4. Structural Assessment Summary:**

A Structural Assessment report was completed in 2015 by Proper and O'Leary Engineering as a component of the Reuse Plan. (See link to document placed on Hudson website; 2015 Proper and O'Leary Structural Assessment Report) In 2019, the Chazen Companies supplemented this information with a Building Stability Assessment. Updated evaluation of the structure and repair costs was completed. Temporary repairs to the roof structure were performed based on the evaluation.

[https://cms3.revize.com/revize/hudsonny/document\\_center/Dunn%20Warehouse/Appendix%203.pdf](https://cms3.revize.com/revize/hudsonny/document_center/Dunn%20Warehouse/Appendix%203.pdf)

**5. Zoning:**

The Dunn Warehouse property is in the City of Hudson's Core Riverfront (C-R) zoning district, which intends for: "a mixture of compatible uses at the riverfront; to provide access to the riverfront for water-dependent transportation and recreational uses and water-enhanced uses, such as restaurants and publicly-accessible walking and biking trails; to ensure that such uses are compatible; and to protect the visual, cultural, natural, ecological and historical resources of the City's core riverfront area." The property is also within the 2011 Local Waterfront Revitalization Plan boundary. Off-street parking requirements for the site vary depending on the use. City of Hudson Code and City Charter Link:

<https://ecode360.com/HU0410>

**6. Climate Adaptive Design**

The City's waterfront park has been the subject of both a Phase I and Phase II Climate Adaptive Design project principally funded by the NYS Department of Environmental Conservation's Hudson River Estuary Program. In Phase II, following a yearlong engagement process (October 2021 – October 2022), consultants Assemblage Landscape Architecture, youarethecity, and eDesign Dynamics prepared a Final Preliminary Design Report that proposes a comprehensive reimagination of the park space surrounding the Dunn Warehouse. The design incorporates changes aimed at increasing usable park space after rising sea and tide levels over the next 80 years, with additional goals in overall improvement of accessibility and inclusivity and enhancement of the area's native ecological diversity. Key among the design recommendations is the relocation of Water Street, the conversion of both southern and northern gravel parking lot areas to green space, installation of boardwalk-style walkways along the shoreline, and construction of an amphitheater-style event space to eventually replace the existing performance pavilion. Link to the full report is: <https://bit.ly/hudsonCAD>



## M. PROPERTY ASSESSMENT

Columbia County Tax Assessment records for the Dunn Warehouse property include the following two (2) parcels:

- **Tax ID: 109.11-1-15 (0.60 acres)**  
Land Assessment **2022:** \$ 67,500  
Full Market Value **2022:** \$211,765  
Site Property Class: 449 – Other Storage
- **Tax ID: 109.11-1-28 (0.03 acres)**  
Land Assessment **2022:** \$8,000  
Full Market Value **2022:** \$9,412  
Site Property Class: 330 – Vacant Commercial

## N. PROPOSAL SUBMISSION REQUIREMENTS

Please provide the following information with your response in the same order in which it is requested using numbered side tabs that correspond with each of the numbered items below.

### 1. COVER LETTER / INTRODUCTION:

Provide a letter of introduction with a brief description of your firm, indicating the location of primary office, the type of firm, areas of specialization, project lead, and any staff members who would participate in the project, and meetings, and;

- Include a company name, a contact name and title, contact information, website address, and any sub-consultants that would be used.
- The name, title, telephone number and email address of the individual within your firm who will be City of Hudson primary contact for this Request for Proposals.
- The name, title, telephone number and email address for each sub consultant primary contacts who will perform work under this contract.
- A statement to the effect that your firm is willing to perform all services identified and will abide by the terms of the Request for Proposals, including all attachments.

### 2. QUALIFICATIONS

For each of the principal parties and any sub-consultants comprising the proposed development team, please provide the following information:

- ⇒ **Resumes:** Identify the principals and members of the development team (architects, engineers, financial partners, etc.) and describe their roles/responsibilities in the planning and implementation of this project. Include resumes for all parties. Provide an organizational chart to supplement the above.
- ⇒ **Project Experience:** Proposals shall describe the relevant a) experience and/or familiarity with adaptive reuse economic development projects of each participating firm, b) experience in the planning, redevelopment, historic rehabilitation, adaptive reuse of historic structures, and c) financing and management of similar projects, all within the past five (5) years, as well as active projects and their stage of development.

## M. PROPOSAL SUBMISSION REQUIREMENTS (continued)

- ⇒ **Financial Responsibility:** The development team information must include information for each member of the development team adequate to permit a preliminary assessment of the developer's current financial strength and capacity to successfully undertake the project;
- Annual reports or other financial documents representing the lead developer's financial capability. PLEASE NOTE – If these documents are to be kept confidential, mark them accordingly.
  - Whether or not the Developer/Respondent is a subsidiary of, or affiliated with, any other corporation(s) or firm(s).
  - Whether the Developer/Respondent, its parent corporation, subsidiary or affiliated corporation, or any of the officers or principal members or other interested parties, have been adjudged bankrupt, either voluntary or involuntary, within the past ten (10) years.
  - Explanation of how the development team proposes to finance the project.
- ⇒ **References:** Proposals shall also include a **minimum of four (4) references** who may be contacted regarding each participating firm's role and performance in connection with similar projects, along with the express written permission to contact these references, as follows:
- One (1) reference should be provided from a financial institution, lender and/or project sponsor demonstrating the Developer/Respondent's ability to complete projects in a timely manner and within established budgets.
  - One (1) reference should be provided from a municipality (may include IDAs, BIDs, LDCs) demonstrating ability to complete projects as contracted and in a timely manner.
  - Two (2) references should be provided from "Non-Municipal" entities demonstrating ability to complete projects as contracted and in a timely manner.

**NOTE:** All references shall include the contact's name, title, address, phone number and email address of the organization/individual listed and the name, size, and scope of the project(s) in which they had an association with the Developer/ Respondent.

### 3. PRELIMINARY PROPOSED DEVELOPMENT PLAN

Provide a preliminary conceptual plan of the potential uses for the Dunn Warehouse redevelopment project including:

- Information demonstrating that the proposed project meets the zoning requirements
- A description of how the proposal meets the City's vision and goals
- A timetable for the implementation of the proposal, as well as the projected approval process.

### 4. SPECIAL CONDITIONS

Provide a list of any and all special conditions that the developer may offer or request from the City of Hudson are required to be listed. The developer will need to elaborate on costs, terms, payment amounts, conditions, timing and such other pertinent factors, if selected for further negotiations.

### 5. ADDITIONAL ITEMS

Any respondent may supplement their proposal with exhibits or attachments to help the City of Hudson in its evaluation of the proposal. Such information may or may not be reviewed by the City of Hudson, at its sole discretion. The City of Hudson may ask for additional information or refinements for any application submitted to assist in its evaluation.



#### O. INTERVIEW

The City of Hudson reserves the right to determine whether interviews will be necessary. The purpose of the interview is to further document the proposer's ability to stabilize and repurpose the City-owned Dunn Warehouse building and provide the required vision and requirements. The proposed lead principal(s), as well as all other key personnel must be present and participate in the interview.

#### P. SUBMISSION OF PROPOSALS

**NOTE: PROPOSALS MUST BE SUBMITTED IN BOTH PRINTED AND DIGITAL (PDF) FORMATS.**

**=> Please submit three (3) complete printed copies** of your proposal and any other required documents in an opaque sealed envelope clearly marked **"PROPOSAL – WATERFRONT DEVELOPMENT OPPORTUNITY – HISTORIC PROPERTY ADAPTIVE REUSE"**, with the name and address of the responding firm identified.

Where the U.S. Postal Service or other delivery service is used, the sealed envelope shall be enclosed in a separate envelope with the notation **"PROPOSAL ENCLOSED"** on the face thereof.

All documents must be received, **no later than 5:00 p.m. on June 8, 2023** at the following address:

Peter Bujanow  
Commissioner of Public Works  
520 Warren Street  
Hudson, New York 12534

**=> IN ADDITION** to mailing the proposal, **please submit one (1) electronic copy** of the proposal with all other documents in PDF format and with the subject line clearly identified as **"PROPOSAL – WATERFRONT DEVELOPMENT OPPORTUNITY – HISTORIC PROPERTY ADAPTIVE REUSE"**, shall be **emailed no later than 5:00 p.m. on June 8, 2023**, to the following email address: [pbujanow@cityofhudson.org](mailto:pbujanow@cityofhudson.org)

The proposal submitted is the document upon which the City of Hudson will make its initial judgment regarding each proposer's qualifications, methodology, and ability to provide the requested services.

Submission of any proposal indicates an acceptance of the conditions contained in this Request for Proposals unless the submitted proposal clearly and specifically states otherwise.

By submitting a proposal, investor-developer firms represent that they have thoroughly examined and become familiar with the scope of work outlined in this Request for Proposals and are capable of performing the work to achieve the objectives.

#### Q. QUESTIONS & SPECIFICATION CLARIFICATIONS

All inquiries with respect to this Request for Proposals shall be in writing directed to the following address:

Peter Bujanow  
Commissioner of Public Works  
[pbujanow@cityofhudson.org](mailto:pbujanow@cityofhudson.org)

1. All questions must be submitted in writing by email, specifically citing the particular proposal section and paragraph number.
2. Questions received less than four (4) business days prior to the date of submission of proposals will not be answered.

**P. QUESTIONS & SPECIFICATION CLARIFICATIONS (continued)**

3. Only questions answered by formal written Addenda will be binding. Oral or other interpretations or clarifications will be without legal effect.
4. Proposers should note that all clarifications and exceptions, including those related to the terms and conditions of the contract are to be resolved prior to the submission of a proposal.
5. A list of all substantive inquiries received along with relevant responses will be posted on the City of Hudson website, [www.cityofhudson.org](http://www.cityofhudson.org).
6. In addition, any changes, additions or deletions to this Request for Proposals will also be posted on the City of Hudson website, [www.cityofhudson.org](http://www.cityofhudson.org), along with the electronic version of this Request for Proposals.
7. Respondents are urged to check the City of Hudson website frequently for notices of any clarification of or changes, additions, or deletions to this Request for Proposals.
8. A proposer may withdraw a proposal any time prior to the final due date and time by written notification, signed by an authorized agent, to the contact person identified above. The proposal may thereafter be resubmitted, but not after the final due date and time. Modifications offered in any other manner, oral or written, will not be considered.
9. If a proposer discovers an ambiguity, conflict, discrepancy, omission or other error in this Request for Proposals, the proposer should immediately notify the contact person identified in above. Notice of such error or omission should be submitted prior to the final due date and time for submission of proposals. Modifications shall be made by addenda to this Request for Proposals. Such clarifications will be given by written notice to all parties who have received this Request for Proposals.
10. If a proposer fails, prior to the final due date and time for submission of proposals, to notify the City of Hudson of a known error or an error that reasonably should have been known, the proposer shall assume the risk of proposing. If awarded the contract, the proposer shall not be entitled to additional compensation or time by reason of the error or its late correction.
11. A proposer indicates its acceptance of the provisions and conditions enumerated in this Request for Proposals by submitting a proposal.
12. By submitting a proposal, the proposer covenants that the proposer will not make any claims for or have any right to damages because of any misinterpretation or misunderstanding of the specifications or because of lack of information.
13. Other than the contact person identified above, or their designee(s), prospective proposers shall not approach City of Hudson employees during the period of this Request for Proposals process about any matters related to this Request for Proposals or any proposals submitted pursuant thereto.

**Q. SELECTION CRITERIA**

Responses to this Request for Proposals will be evaluated on the following criteria:

**1. Qualifications / Experience (30 points maximum)**

- a. Successful track record of rehabilitating and operating facilities similar to the proposed Dunn Warehouse Redevelopment Project.
- b. Experience with adaptive reuse and historic preservation projects
- c. Demonstrated ability to operate and maintain adaptive reuse real estate projects once completed, including addressing on-going maintenance needs.
- d. Sufficient staff and consultant resources to deliver the Dunn Warehouse Redevelopment Project.

## **Q. SELECTION CRITERIA (continued)**

### **2. Financial Capacity (25 points maximum)**

- a. Annual reports or other financial documents representing the lead developer's financial capability.  
PLEASE NOTE – If these documents are to be kept confidential, mark them accordingly.
- b. Proven ability of Respondent to possess or attract equity and debt capital for projects similar in scope and cost to the proposed Dunn Warehouse Redevelopment Project as evidenced by:
  - i. Financing of comparable projects.
  - ii. Access to sufficient debt and equity for the project proposed.
  - iii. On-going relationships with financial sources.
- c. Additional financial information may be required from the selected development team.

### **3. Project Vision and Key Objectives (20) points maximum)**

- a. Consistency of proposed vision and objectives for the project discussed in Section F.
- b. Responsiveness to key objectives contained in Section F.
- c. Fit and synergies of proposed use(s) and improvements with surrounding land uses.
- d. Overall ability of the project to add to the vitality of the surrounding neighborhood and maintain a sense of public accessibility to the waterfront.

### **4. Feasibility (15 points maximum)**

Likelihood of Respondent and proposed project vision meeting the City of Hudson objectives in an expedient manner. Factors considered will include:

- a. Evidence of ability of the Respondent to attract necessary public and private investment for the Dunn Warehouse Redevelopment Project proposed.
- b. Feasibility of the concept to address the needed physical improvement to and retrofit of the Dunn Warehouse in the near term.
- c. The probability of obtaining approvals for the proposed project, given the historic status of the Dunn Warehouse and the physical, legal, and regulatory constraints, including Deed Restriction.
- d. Cash flow projections that demonstrate the project, once operational, will meet all lease, debt service and operating expenses.

### **5. Community and Public Objectives (10 points maximum)**

- a. Amount of community benefit derived from the project, such as but not limited to, number and quality of public facilities and amenities proposed.

## **R. TERMS AND CONDITIONS**

- 1. Incurred Costs:** This Request for Proposals does not commit the City of Hudson to award a contract or to pay any costs incurred in the preparation of a response to this request. The City of Hudson will not be liable in any way for any costs incurred by respondents in replying to this Request for Proposals.
- 2. Right to Cancel:** The City of Hudson reserves the right to cancel this Request for Proposals at any time and to decide not to consider any or all of the respondents submitting information in response to this request.
- 3. Severability:** If any terms or provisions of this Request for Proposals are found to be illegal or unenforceable, then such term or provision shall be deemed stricken and the remaining portions of this document shall remain in full force and effect.
- 4. Collusion:** By submitting a proposal, a firm implicitly states that its proposal has not been made in connection with any other competing firm submitting a separate response to this Request for Proposals, is in all respects fair, and has been submitted without collusion or fraud.



## **R. TERMS AND CONDITIONS (continued)**

- 5. Oral Presentation/Interview:** Oral presentations may or may not be conducted. If presentations are requested, it should be noted that they would be for fact-finding purposes, not negotiations.
- 6. Scope of Services:** The final scope of services may be negotiated between the bidder and the City of Hudson depending upon any optional services proposed.
- 7. Required Insurance:** The selected consultant shall purchase, at its own expense, and furnish proof of Commercial General Liability, NYS Worker's Compensation and NYS Disability Benefits insurance containing approved coverage limits protecting the owner from claims which may arise out of or result from the performance or non-performance of the consultant and shall maintain coverage until final acceptance of the work by the City of Hudson. The consultant shall not commence work under the Contract until the consultant has obtained all the insurance required.
- 8. Non-Discrimination:** In accordance with Federal, State and local law and all other applicable laws, the City of Hudson does not discriminate on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, or a handicap unrelated to an individual's ability to perform the job.
- 9. Disclaimer:** The City of Hudson reserves the right to reject any and all bids, or portions thereof, for any reason. Additionally, the City of Hudson reserves the right to adjust the scope of work as needed for the completion of a high-quality feasibility study.
- 10. Assignment / Transference of Agreement:** The selected firm is prohibited from assigning, transferring, conveying, subletting or otherwise disposing of the resulting agreement or its rights, title, or interest therein or its power to execute such an agreement to any other person, company or corporation without prior express consent and approval in writing from the City of Hudson.
- 11. Modification of Contract:** Any modification to the original contract signed between the successful proposer and the City of Hudson will require the mutual consent of the successful proposer and the City of Hudson. Any contract or amendments thereto will be considered effective only after approval by the appropriate City of Hudson authorities.
- 12. Interpretation:** The contract shall be construed and interpreted in accordance with the laws of New York State. New York State shall be the forum for disputes.
- 13. Negotiation:** After completion of the selection process, the City of Hudson will commence finalization of the project scope and fee negotiations with the selected firm(s).

## **R. TERMS AND CONDITIONS (continued)**

### **14. City of Hudson Rights and Prerogatives:** The City of Hudson reserves the right to exercise the following prerogatives:

- To accept or reject any or all proposals and amend, modify or withdraw this Request for Proposals.
- To correct any arithmetic errors in the proposals.
- To change the final due date and time for proposals.
- To accept or reject any of the firm's employees or proposed sub-consultants assigned to provide services on this project and to require their replacement at any time. The proposer shall obtain the written approval of the City of Hudson of changes to the technical proposal after it is submitted, including any changes with respect to sub-consultants. The City of Hudson shall have the right to reject any proposed change to the proposer's technical proposal.
- To waive or modify any irregularities in proposals received after prior notification to the proposer. This will in no way modify the RFP documents or excuse the proposer from full compliance with its requirements.
- To consider modifications to proposals at any time before the award is made, if such action is in the best interest of the City of Hudson.
- To request a revised cost proposal from firms selected as finalists.
- To accept a proposal for the engagement containing other than the lowest cost proposal
- To interview proposers prior to selection.
- To reject any proposal containing false or misleading statements or that provides references that do not support an attribute or condition claimed by the proposer.
- To begin negotiations with the next most responsive proposer to this RFP should the City of Hudson be unsuccessful in negotiating a contract with the selected proposer within a reasonable time frame.
- To contract with more than one firm.

### **15. Public Announcements:** Upon selection of the successful proposer and contract execution, public announcements or news releases pertaining to the contract shall not be made without prior written consent of the City of Hudson.

## **S. REQUIRED DISCLOSURE OF CONFLICTS**

Proposer shall identify all relevant facts relating to past, present, or planned interest(s) of the proposer's team (including the proposer, principal/major participants, proposed subconsultants and proposed subcontractors, and their respective chief executives, directors, and other key personnel for the Project) which may result, or could be viewed as, an organizational conflict of interest in connection with the Request for Proposals.

Proposer shall disclose: (a) any current contractual relationships with the City of Hudson, (b) any past, present, or planned contractual or employment relationships with any official or employee of the City of Hudson, and (c) any other circumstances that might be considered to create a financial interest in the agreement by any City of Hudson official or employee if proposer is awarded the contract.

Proposer shall also disclose contractual relationships (i.e., joint Ventures), with any of the individuals or entities involved in preparing the Request for Proposals, as well as relationships wherein such individual or entity is a contractor or consultant (or subcontractor or subconsultant) to proposer or a member of proposer's team.

Proposer shall also disclose any other matter(s) that may create a conflict of interest or the appearance of a conflict of interest acting as a developer for the City of Hudson.

**T. IMPORTANT NOTICE – CONTACT RESTRICTIONS:**

A restricted period is currently in effect for this Procurement and it will remain in effect until approval of the Contract.

Proposers are prohibited from contact related to this procurement with any City of Hudson employee other than the designated contact for this Procurement listed immediately below:

**Designated Contact:**

**Peter Bujanow**  
**Commissioner of Public Works**  
[PBujanow@cityofhudson.org](mailto:PBujanow@cityofhudson.org)

**END.**



**SUBMISSION ACKNOWLEDGEMENT**

IN WITNESS WHEREOF, the below-named Respondent acknowledges that all responses and representations contained in this Proposal, including the Statement of Qualifications, References, Rates, and any attachments, are true and correct. The undersigned person affirms that he or she has authority to sign this Proposal on behalf of Respondent.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name and Title)

\_\_\_\_\_  
(Printed Name of Firm)

\_\_\_\_\_  
(Printed Address of Firm)

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he/she (or they severally) acknowledged to me that he/she (or they) executed the same.

\_\_\_\_\_  
NOTARY PUBLIC

**NON-COLLUSIVE PROPOSAL CERTIFICATE**  
**PURSUANT TO NEW YORK STATE GENERAL MUNICIPAL LAW SECTION 103-D**

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto, certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in the proposal have been arrived at independently, without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other proposer or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the proposer and will not knowingly be disclosed by the proposer prior to the opening, directly or indirectly, to any other proposer or to any competitor; and

(2) No attempt has been made or will be made by the proposer to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed name and title)

\_\_\_\_\_  
(printed name of firm)

\_\_\_\_\_  
(printed address of firm)

**ACKNOWLEDGMENT BY PROPOSER  
NOTARY PAGE**

**IF INDIVIDUAL OR INDIVIDUALS:**

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known and known to me to be the same person(s) described in and who executed the within instrument, and he/she (or they severally) acknowledged to me that he/she (or they) executed the same.

**IF CORPORATION:**

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known, who, being by me sworn, did say that he/she resides at (give address) \_\_\_\_\_; that he/she is the (give title) \_\_\_\_\_ of the (name of corporation) \_\_\_\_\_, the corporation described in and which executed the above instrument; that he/she knows the seal of the corporation, and that the seal affixed to the instrument is such corporate seal; that it was so affixed by order of the board of directors of the corporation, and that he/she signed his/her name thereto by like order.

**IF PARTNERSHIP:**

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ ) SS.:

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared \_\_\_\_\_ to me known to be the individual who executed the foregoing, and who, being duly sworn, did depose and say that he/she is a partner of the firm of \_\_\_\_\_ and that he/she has the authority to sign the same, and acknowledged that he/she executed the same as the act and deed of said partnership.