

**CITY OF KIRKWOOD, MISSOURI**

**REQUEST FOR PROPOSALS**

**East Jefferson Parking Lot and West Jefferson Parking Lot**

All proposals must be submitted within 45 days of issuance of the RFP. See details in IonWave for specific deadline.

## TABLE OF CONTENTS

PART ONE – BACKGROUND INFORMATION.....	1
PART TWO – PLANNING AND ZONING .....	4
PART THREE – PROPOSAL CONTENT .....	5
PART FOUR – SELECTION CRITERIA .....	7
PART FIVE – TERMS AND CONDITIONS .....	8

# PART ONE – BACKGROUND INFORMATION

## INTRODUCTION

The City of Kirkwood, Missouri is pleased to present to qualified developers the opportunity to develop two parking lots owned by the City as shown below.



 107, 113, 115 W Jefferson Ave     125 E Jefferson Ave

KIRKWOOD, MO



PCW PLANNERS



The map above shows two parking lots, each of which are owned by the City. One comprises the property having addresses 107, 113, and 115 W Jefferson Avenue (the “W Jefferson Parking Lot”). One comprises the property bearing the addresses 125 E Jefferson Avenue (the “E Jefferson Parking Lot”). Both the W Jefferson Parking Lot and the E Jefferson Parking Lot are subject to this request for proposal. Respondents may propose to develop one or both of these lots.

Both parking lots present opportunities for mixed-use development along a vibrant corridor in Downtown Kirkwood.

## **DOWNTOWN KIRKWOOD**

The City of Kirkwood is home to an historic, unique Downtown neighborhood. The area provides Kirkwood with many things, including most importantly, its character. Residents and City leaders are proud of the Downtown and want it to continue to succeed in the long-term.

Why does a thriving Downtown matter?

**Economy:** Downtown Kirkwood provides an attraction visited by people throughout the region.

**Employment:** Downtown Kirkwood provides employment for both residents of Kirkwood and of the region. The many businesses present here employ people living in the area and support families in our region through quality jobs.

**Services:** Downtown Kirkwood provides access to a variety of goods and services. From dental offices to gift stores to local restaurants, the downtown area provides access to things not found in many other parts of St. Louis County. The mix found in Kirkwood is unique and helps to contribute to the feel of a thriving Downtown.

**Community:** Lastly, and most importantly, Downtown Kirkwood brings community members together. Through events, visiting restaurants, shopping at the businesses, and enjoying Downtown, the area brings people from the City together and provides an opportunity for residents from around the region to enjoy the area. Having a thriving Downtown area in Kirkwood is crucial to the small-town, community feel of which the City is so proud.

Kirkwood is a City that feels like a small-town within a large metropolitan area. The community supports excellent schools, walkable, friendly neighborhoods, local businesses, parks, and a vibrant Downtown.

Along E Jefferson and W Jefferson Avenues are several restaurants, businesses, and local institutions, including the Kirkwood Library.

The infographic on the following page summarizes a few key facts about the Kirkwood community from which the reader may gain some insight into the economic potential of this development opportunity.

The Kirkwood community is relatively affluent, characterized by high-earning, high-net-worth households.

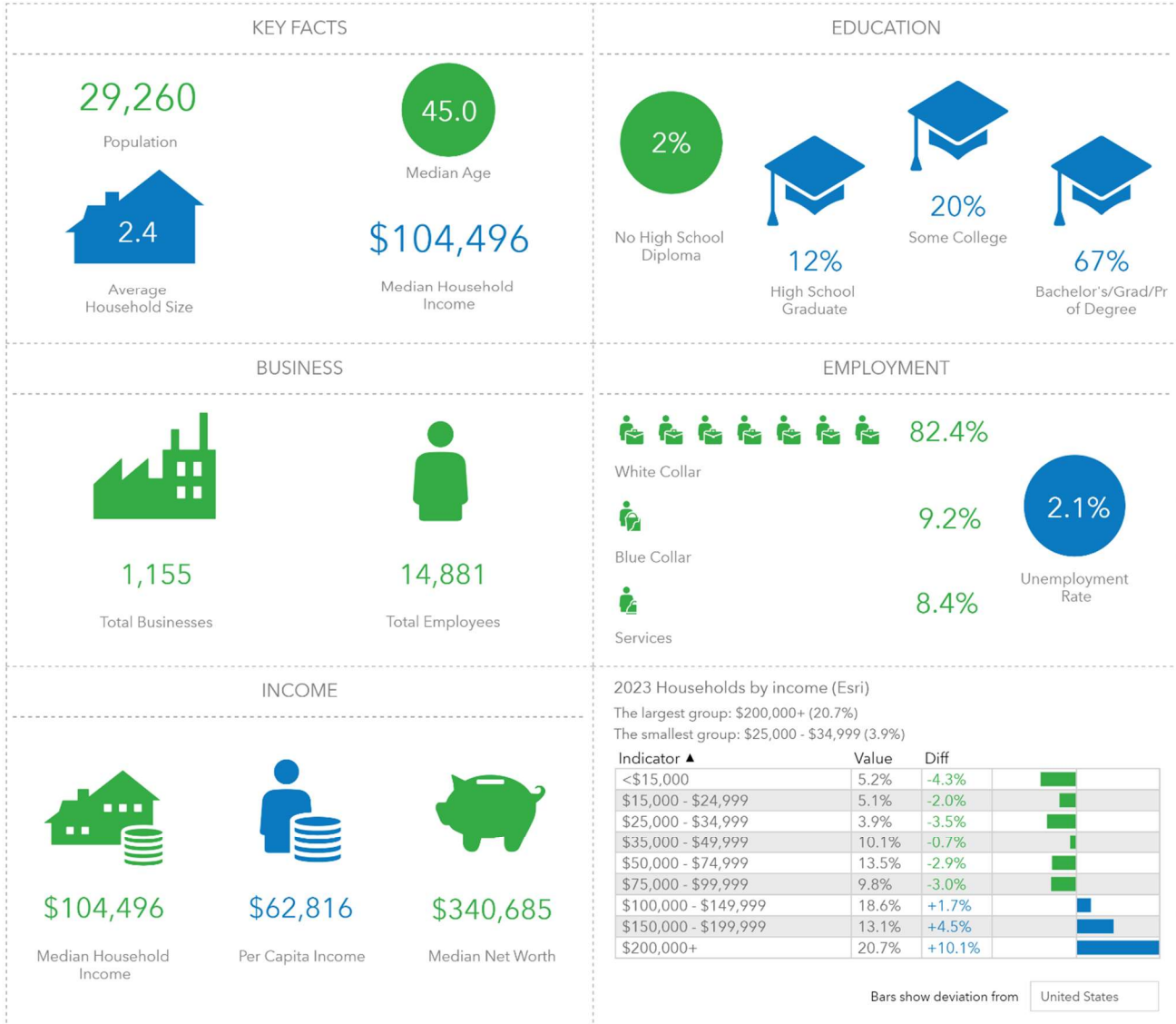
# Key Facts

Kirkwood City, MO  
 Kirkwood City, MO (2939044)  
 Geography: Place

Prepared by PGAV Planners, LLC

## Key Facts

Kirkwood City, MO  
 Geography: Place



This infographic contains data provided by Esri, Esri-Data Axle. The vintage of the data is 2023, 2028.

© 2023 Esri

Source: This infographic contains data provided by Esri, Esri-Data Axle. The vintage of the data is 2023, 2028.



## PART TWO – PLANNING AND ZONING

The City of Kirkwood has developed, through iterative planning exercises, a vision for a vibrant Downtown. These plans can be accessed via the link below. The reader is encouraged to peruse these documents as each will help the reader understand how Kirkwood has been building on their planning efforts to carefully catalyze development to sustain the community’s vibrancy and character.

### **Kirkwood Long-Range Planning**

<https://www.kirkwoodmo.org/government/departments/public-services/planning-and-zoning/long-range-planning>

At this link can be downloaded several community plans the City has adopted. In particular, respondents are encouraged to review the:

1. Attainable Housing Study
2. Downtown Master Plan
3. Downtown Commercial Market Study

### **Zoning**

The City’s zoning code can be reviewed here: <https://ecode360.com/30203867>

Both the E Jefferson Parking Lot and the W Jefferson Parking Lot are zoned Central Business District (B-2). The proposer is encouraged to review carefully the zoning requirements illuminated in this section of the code.

## PART THREE – PROPOSAL CONTENT

### 1. Proposed Project Description and Supporting Data

(to include without limitation):

- A. A development plan drawing depicting the proposed development. This drawing should be at a sufficient level of detail to indicate proposed uses. Either on the development plan drawing or in accompanying text, or some combination thereof, the following information should be provided:
  - a. The land use(s) proposed
  - b. General characteristics of the plan such as:
    - 1) Approximate square feet by general use type
    - 2) Approximate number of parking spaces provided
    - 3) The proposed number of stories for buildings and parking structure levels (if applicable)
  - c. Design

Although building elevation designs are not required, the proposer should provide examples of the types of building design that are being proposed using photos or drawing examples from other projects it has undertaken or that have been developed by others. In addition, the following should be noted:

    - 1) Unique features of the plan, buildings, or other design elements that are being proposed
    - 2) Materials that are proposed for building construction
- B. A generalized estimate of the total proposed project cost.
- C. A list of sources and uses of funds to be used to construct the proposed development and evidence to support financing capability and the capacity to complete the proposed project as part of any agreement, including any financial commitment letters from lenders, equity partners, or contributors and/or other sources of financing.
- D. Compliance with Zoning
  - 1. Proposals must include a description of how the proposed development complies with the “B-2” Central Business District zoning regulations as previously noted. If a mixed-use development (residential and non-residential uses) is proposed, this description should include how the requirement for active commercial frontage on the ground floor will be met.
- E. Any other information that would provide a full and complete description of the proposed project or use of the Property.

## **2. Qualifications**

### **A. Developer Information**

- a. Full legal name, address, phone number, and email address for developer contact

### **B. Developer's Background**

- a. Identification and full description of specific project experience that is related to and that would uniquely qualify the firm to undertake development of the Property, including:
  - 1) The uses (office, retail, parking, etc.) associated with prior developments
  - 2) Prior project costs, sizes, methods, amounts and sources of financing
  - 3) Experience addressing public infrastructure improvements needed for the project
  - 4) Photographs or other graphic presentations of the prior developments
  - 5) Experience working with public-private partnerships

### **C. Developer's Financial Capacity**

Developer shall provide evidence of its financial capacity to complete the proposed development and the methods and sources of funds available to the developer to finance the project.

## **3. The City's Preferences**

The City prefers proposals that meet the following community goals:

1. Include a mixture of commercial and residential uses subject to the requirement for commercial frontage on the ground floor.
2. The development of the W Jefferson Parking Lot should incorporate at least the same amount of public parking that currently exists on the lot.
3. The development of the E Jefferson Parking Lot should incorporate at least the same amount of public parking that currently exists on the lot.
4. Include the installation of, and subscription cost to utilize, the City's current parking monitoring system ("Park Kirkwood") for the public parking spaces provided for within each development.
5. Incorporate innovative building design that enhances the character of downtown Kirkwood.



## **PART FOUR – SELECTION CRITERIA**

Proposals submitted will be reviewed by the City staff, planning consultants, and legal counsel for completeness, development plan details, and other material terms. Selection of a developer or developers will be made based on the following criteria and at the City's discretion:

1. The degree to which the proposed development meets the City's planning and zoning goals and requirements;
2. The degree to which the proposed development satisfies the City's aforescribed preferences;
3. Experience and history of the developer in delivering similar projects;
4. Stability and credibility of financing/capital stack;
5. Substantiation of the developer's financial wherewithal to complete the project;
6. Types of proposed uses;
7. Jobs created (i.e., direct construction and permanent full-time equivalent employment);
8. Credibility of any contingencies;
9. Responsiveness of the developer to the terms of this RFP; and
10. Timeline of development completion.

## PART FIVE – TERMS AND CONDITIONS

The following terms and conditions apply to all proposals:

1. The City reserves the right to reject any and all proposals submitted; to negotiate with one or more responding parties; to select one or more responding parties; to void this RFP and the review process and/or terminate negotiations at any time without prior notice; and to select a final party/parties from among the proposals received in response to this RFP. Additionally, any and all RFP project elements, requirements and schedules are subject to change and modification. The City also reserves the unqualified right to modify, suspend, or terminate, at its sole discretion, any and all aspects of this RFP process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFP or any responses by any party, all without prior notice.
2. In making its credibility determination, the City may consider such factors as the City deems relevant, including, but not limited to, any likely opposition to, or support for, the requested development. Proposals (with or without contingencies) are binding promises that can be specifically enforced by the City until withdrawn by the developer.
3. The City reserves the right to select a non-contingent proposal over one that is contingent.
4. The City also reserves the right to interview proposing entities in one or more rounds.
5. This RFP does not commit the City to extend development rights, accept a development plan, defray any costs incurred in the preparation of a response to this request, or procure or contract for services. All submitted responses to this RFP become the property of the City as public records. All proposals may be subject to public review, on request, unless and to the extent exempted in accordance with applicable provisions of Chapter 610 RSMo, Missouri's open records law. Records that the responder believes qualify as a record not subject to public record disclosure should be clearly designated as such by the responding party. Designating any documents as such does not guarantee they will not be made available to the public but will initiate a review by the City to determine whether the document qualifies to be excluded from the public record.
6. The proposer is responsible for all costs in assessing, inspecting, surveying, and evaluating each parking lot and will be expected to fund any related costs.
7. By accepting this RFP and/or submitting a proposal in response thereto, each responding party agrees for itself, its successors and assigns, to hold the City, and all of its various agents, commissioners, directors, consultants, attorneys, officers and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFP, revising this RFP, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a responding party/parties or negotiating or executing an agreement incorporating the commitments of the selected responding party.
8. By submitting responses, each responding party acknowledges having read this RFP in its entirety and agrees to all terms and conditions set out in this RFP.

## **SUBMISSION OF PROPOSALS**

**The City will accept proposals until 45 days from issuance. See details in IonWave for specific deadline.**

Upon selection of a developer or developers for further consideration, the City will notify the successful developer or developers of their selection for further consideration; at that time, the City reserves the right to request that the successful developer or developers enter into a preliminary funding agreement with the City in order to reimburse the City for costs incurred in further evaluating the successful proposals, including changes to the same, and costs incurred in connection with negotiating a development agreement or agreements with the successful developer or developers.

**Respondents must submit proposals through the City's online procurement system, IonWave (<https://kirkwoodmo.ionwave.net/Login.aspx>).**