Request for Proposal (RFP) For:

PURCHASE AND REDEVELOPMENT OF FORMER CITY HALL

Contact:

Brady Peck, City Manager

E-mail:

bpeck@belleville.mi.us

Date Issued:

November 6, 2026

Due Date & Time

January 7, 2027 4:00PM

Only physical bids will be accepted. Sealed bids with 6 copies of the proposal must be submitted to:

City of Belleville

330 Charles

Belleville, MI 48111

Important Dates :

QUESTION DEADLINE	December 11, 2026, AT 4:00PM
BID DUE DATE	January 7, 2027, AT 4:00PM
BID OPENING	January 8, 2027, AT 10:00AM
INTERVIEWS BY CITY COUNCIL	January 25, 2027, AT 6:00PM*
PROPOSAL SELECTION	February 1, 2027, AT 6:30PM*

*The council reserves the right to select a proposal at the January 25, 2027 meeting, but is under no obligation to do so.

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SECTION 1 – GENERAL REQUIREMENTS & INSTRUCTIONS

1. SUBMISSION OF PROPOSALS

For a proposal to receive consideration, it must be received prior to the deadline listed on page 2. No proposals will be accepted after the time specified as the deadline for proposals. The City of Belleville reserves the right to postpone the proposal opening for its own convenience. Bid information is available online via BidNet at www.bidnetdirect.com//cityofbelleville; however, **the City will only accept physical bids.** Physical bid proposals must be clearly labeled "6 MAIN PURCHASE AND REDEVELOPMENT" and shall be sealed when submitted. Proposals shall be mailed or delivered to City of Belleville, C/O Brady Peck, City Manager, 330 Charles St, Belleville, MI 48111. Proposals are received when in possession of the City of Belleville. It is the proposer's responsibility to ensure that proposals are received in the proper location prior to the closing of the bid.

2. EXECUTION OF OFFER

The offer shall contain a signature in the space(s) provided by a representative authorized to legally bind the offeror to the provisions therein.

3. EXECUTION OF ACCEPTANCE

The City of Belleville legally recognizes acceptance of a formal offer when a written contract is signed by both parties. Offeror is not to assume that the City of Belleville's resolution from the City of Belleville approving the bid or proposal is a binding contract.

4. OPENING & RECORDING

Opening shall be public in the Council Chambers on January 8, 2027, at 10:00am.

5. NON-DISCRIMINATION

City of Belleville does not discriminate based on race, color, national origin, sex, sexual orientation, religion, age or disability in employment or the provision of services.

6. RESULTS

Bidders will be notified of any proposal selection via e-mail.

7. AWARDS

The contract will be awarded to that responsible, responsive company whose bid, conforming to this solicitation, will be most advantageous to the City of Belleville, price and other factors considered. **The City of Belleville reserves the right to accept or reject any or all bids, in part or whole, and to waive informalities and minor irregularities in bids received.** The City will only consider bids that are for all four parcels.

8. NON-COLLUSION

By signing and submitting this bid, proposer states that their bid is genuine and not collusive or sham; such proposer has not colluded, conspired, connived, or agreed, directly or indirectly, with any proposer or person, to put in a sham bid, or that such other person will refrain from proposing and has not in any manner, directly or indirectly, colluded, conspired, connived, or agreed, with any person, to fix the price of affiant or any other proposer, or to fix any overhead, profit or cost element of said bid price.

9. PRICING

Bids shall contain the price for all four parcels; the parcels will not be sold separately.

10. PAYMENT TERMS

The successful bidder will remit the accepted bid price in full to the City of Belleville at the time of closing.

11. INCURRED EXPENSE

This invitation does not commit the City of Belleville to make an award, nor shall the City of Belleville be responsible for any cost or expense which may be incurred by any respondent in preparing and submitting a reply, or any cost or expense incurred by any respondent prior to the execution of a purchase order or contract agreement.

12. QUESTIONS / ADDENDA

Any questions concerning this Request for Proposal shall be directed to the designated contact person via BidNet at www.bidnetdirect.com/cityofbelleville.

13. CLARIFICATION/CORRECTION OF ENTRY

The City of Belleville reserves the right to allow for the clarification of questionable entries and the correction of obvious mistakes.

14. ZONING

Parcels A, B, and C (as defined in Section 2) are currently zoned B-2 Central Business while Parcel D is zoned R-M Multiple-Family Residential. A Planned Unit Development is an available option to create a harmonious redevelopment of the site where design elements may not be available in one or both zoning districts, as allowed in the City of Belleville Zoning Ordinance.

15. PROPERTY HISTORY

Parcel A was a gas station prior to being purchased by the City in or about 1959. It is unknown if any underground storage tanks or other contaminants are on the site. Parcel B was a party store and was demolished.

The City will be conducting a Phanse 1 environmental study; the results will be available as an addendum once the results are received. The successful bidder will need to address any issues identified in the environmental survey.

16. PUBLIC ACT 517 OF 2012

In accordance with Public Act 517 of the Public Acts of 2012, any Iran linked business is not eligible to submit a bid on a request for proposal with a public entity in Michigan. An “Iran linked business” includes the following:

1. A person engaging in investment activities in the energy sector of Iran, including a person that provides oil or liquefied natural gas tanker or products used to construct or maintain pipelines used to transport oil or liquefied gas for the energy section of Iran; and

2. A financial institution that extends credit to another person if that person will use the credit to engage in investment activities in the energy sector of Iran.

For purposes of this prohibition, “person” includes an individual, corporation, company, limited liability company, business association, partnership, society, trust, or any other nongovernmental entity, organization, or group. It also includes a governmental entity or instrumentality of a governmental entity, or any successor, subunit, parent company or subsidiary of, or company under common ownership or control with and of the foregoing.

17. DUPLICATE PROPOSALS

In the event multiple proposals are submitted, which is allowed under this RFP, the City of Belleville will have the right to determine which proposal will be considered, or at its sole option, reject all such multiple proposals.

18. WITHDRAWAL

Proposals may only be withdrawn by written notice prior to the date and time set for the opening of proposals. No Proposal may be withdrawn after the deadline for submission.

19. FOIA REQUIREMENTS

Proposals are subject to public disclosure after the deadline for submission in accordance with state law.

20. PROPERTY INSPECTION

There is no pre-bid meeting scheduled. The building can be inspected by scheduling a time with the City Manager via email at bpeck@belleville.mi.us between 9am and 3pm Monday through Friday, excluding holidays. Other than the building, the property is open to the public and available to be walked at any time.

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SECTION 2 – REQUEST FOR PROPOSAL INSTRUCTIONS

The City of Belleville (herein the “City”) is seeking proposals for the purchase and redevelopment of the old City Hall property at 6 Main Street, Belleville MI 48111. The property consists of four parcels: 6 Main (31-084-03-0097-002) “Parcel A”, 25 E Huron River Drive (31-084-03-0097-001) “Parcel B”, 51 E Huron River Drive (31-084-03-0096-000) “Parcel C”, and 31 N Liberty (31-084-03-0095-000) “Parcel D”. The property is being offered on an as-is basis.

A proposal must be submitted for consideration. The information submitted in each proposal, including experience developing property, qualifications, purchase price, and redevelopment plans, will be reviewed for the purpose of selecting a company to purchase all four parcels. The vision for the parcel is to demolish the existing structures that largely occupy Parcel A and a portion of Parcel B. There is a communications tower on Parcel A.

However, the company’s experience, qualifications, resources, and strength of redevelopment proposal will be key factors in the selection of the company to redevelop the site. Please refer to the instruction sheet for more detailed information on the scope of the proposal.

The City of Belleville will select one company to purchase and redevelop the property. Interviews may be conducted with selected companies before the full City Council at the public meeting outlined above at their discretion. The City of Belleville reserves the right to not interview any companies and move directly to selection of a bidder. The City Manager will then negotiate the final contractual arrangement with the selected company.

1. INSTRUCTIONS

Please read these instructions carefully. A proposal may be disqualified if it is not submitted as required herein.

When submitting a physical bid, please include a transmittal letter that the information contained in your proposal is true, accurate and complete. A person authorized to submit a bid must sign the letter and shall include the name, address and phone number of the contact person or persons for purposes of your response.

The City of Belleville intends to close on the property sale immediately upon contract agreement. Upon selection, the City Manager and the City’s real estate agent shall negotiate an agreement immediately.

When submitting a physical bid, your proposal and statement of qualifications with six (6) copies must be submitted on or before January 7, 2027, at 4:00PM. Physical bid

proposals must be clearly labeled “6 MAIN PURCHASE AND REDEVELOPMENT” and shall be sealed when submitted. The proposal must be delivered to the attention of City of Belleville – C/O Brady Peck, City Manager. Do not send or deliver your proposal to the requesting department, realtor, elected official, or any other department. Faxed proposals will not be accepted. Your proposal must be delivered or mailed and received prior to the stated deadline. Proposals not received by the deadline will not be opened or considered regardless of postmark date.

No electronic bids will be accepted.

The City of Belleville reserves the right to reject any and or all proposals or any part thereof. The City of Belleville also reserves the right to waive any irregularities, inconsistencies and bidding provisions or take whatever other action that is in the City of Belleville’s best interest as determined by the City of Belleville City Council.

Each proposal shall be considered binding and in effect for a period of ninety (90) days following the bid opening.

Any questions must be submitted through the bid posting on BidNet. No other method of question submission shall be accepted.

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SECTION 3 – SCOPE OF WORK AND SPECIFICATIONS

1. BACKGROUND

The City of Belleville is a vibrant city located in southwestern Wayne County on the South shore of Belleville Lake. The City of Belleville has a population of 4,008 per the 2020 census; Van Buren Township surrounds the City of Belleville and has a population of 30,375 per the 2020 census. The City is positioned off Interstate 94 and is conveniently located within 20 minutes of Ann Arbor and within 30 minutes of Detroit.

The City of Belleville is largely developed, however, the parcels being offered for sale are some of the few parcels still available for development in the City. The redevelopment of the site offers the chance to develop the south end of Main Street, welcoming those to Downtown Belleville via E. Columbia, South St. (Sumpter Rd.) and East Huron River Drive.

2. GENERAL INFORMATION

The successful company will report to the City Manager. The site will be owned by the successful bidding company, however, the project and redevelopment is of interest to the public and as such, regular updates shall be provided to the City which will become public record.

3. SCOPE OF PROPOSAL

The City of Belleville is seeking proposals from developers to purchase and redevelop the old City Hall site located at 6 Main Street, Belleville, MI 48111 and consists of four parcels: 6 Main (31-084-03-0097-002) “Parcel A”, 25 E Huron River Drive (31-084-03-0097-001) “Parcel B”, 51 E Huron River Drive (31-084-03-0096-000) “Parcel C”, and 31 N Liberty (31-084-03-0095-000) “Parcel D”. The property is being offered on an as-is basis.

Old City Hall is an obsolete building and must be demolished as part of the redevelopment of the site.

The right development will transform the South end of Main Street and the intersection known as “5 points” where Main, South, W. Columbia, E. Columbia, and E. Huron River Drive meet. A mixed-use development is envisioned which would bring first story retail to the Main and Huron River Drive frontages with

residential above and potentially three full stories of residential to the Liberty frontage.

A Planned Unit Development (PUD) would allow the successful bidder to develop the property promoting innovative site design, enhanced housing, employment, and shopping opportunities.

To help demonstrate the vision for the redevelopment of the site, it is recommended to provide renderings of the site to better convey the proposal.

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SECTION 4 – QUALIFICATIONS

1. MANDATORY REQUIREMENTS

These guidelines are provided to assist companies submitting in response to the Request for Proposal in formulating a thorough process. The successful company ensures and understands that:

1. All licenses required by the State of Michigan are to be maintained by the company, contractors, and subcontractors throughout the redevelopment of the site.

2. The company must demonstrate the available cash or secured financing for the entire purchase price bid in Section 7. The company must demonstrate available cash or how financing will be secured to complete the redevelopment. If demonstrating how financing will be secured, demonstration of how financing has been secured for similar redevelopments is required.

3. If the company intends to apply for a brownfield, or other Tax Increment Financing instrument, it must be clearly stated in the proposal.

4. The company will provide a single point of contact for the duration of the development project.

5. The company will have a 24-hour response time to communications, unless otherwise stated.

6. The company will comply with the administrative procedures of the city.

7. The company will meet regularly to review specific concerns or issues.

8. The company shall attend all meetings as requested.

9. The company shall provide regular status updates to the City through the City Manager.

10. The company shall demonstrate that the qualifications of its personnel include previous work experience involving similarly sized redevelopment projects.

11. Timelines will be mutually agreed to for completion of the demolition of the existing building, for the start of construction, and for the completion of construction. Failure to meet agreed upon timelines will result in the property reverting to the City.

SECTION 5 – EVALUATION CRITERIA AND SUBMITTAL REQUIREMENTS

1. EVALUATION

All proposals received will be evaluated for completeness. The following factors, in no order, will be considered in making the selection:

1. Redevelopment experience & qualifications
2. Bid price and availability or history of funding previous redevelopments
3. Proposed redevelopment
4. Renderings of proposed redevelopment

Each proposal submitted in response to the RFP shall focus on these criteria.

In addition, the City Council may consider the past performance of the Respondent on other contracts with the City or other entities. The City reserves the right to make additional investigations as it deems necessary and may require the submission of additional information.

2. SPECIFIC TERMS AND CONDITIONS

1. Milestone Dates: specific milestone dates will be required such as, but not limited to:
    a. Demolition completion
    b. Construction start
    c. Construction completion

    Failure to reach milestone dates will result in the property reverting back to City ownership.

2. Adherence to City Zoning Ordinance requirements. Parcels A, B, and C are currently zoned B-2 Central Business District and Parcel D is zoned R-M Multiple-Family Residential. A PUD is an available option to maximize the redevelopment of the property; utility and public safety restrictions will limit the height of any redevelopment to a maximum of four (4) stories.

SECTION 6 - CITY OF BELLEVILLE DEVELOPER QUESTIONNAIRE

Please complete this questionnaire in its entirety. If for some reason, you cannot complete an item, provide an explanation as to why. If you need more space, attach additional sheets and identify which question is being answered on the sheet.

Company Name

Office location that will manage the project

Other Locations that may manage or assist with the project; if any

Company Established: _____ Years in Business in Michigan: _____

Type of Organization: (Circle one)

a. Individual b. Partnership c. Corporation

d. Joint Venture e. Other_____

How many years has your company been redeveloping property? _____

How many redevelopment projects are your company currently engaged in? _____

Please provide a list of FIVE project references. Include address, phone number, contact person and briefly describe scope of services for each. **PLEASE SUBMIT A SEPARATE SHEET, LABELED "QUESTION 1" FOR THIS RESPONSE.**

Based on your prior experience, what timeline do you anticipate to complete the redevelopment of the site? Describe a timeline of the work needed and any phases to complete the redevelopment. **PLEASE SUBMIT A SEPARATE SHEET, LABELED "QUESTION 2" FOR THIS RESPONSE.**

Has your company ever been denied a license, certification, or other qualification to provide services? YES _____ NO_____

If yes, please provide an explanation on a separate sheet labeled "QUESTION 3".

List any exceptions/alternates to the specifications contained in this Request for Proposal on a separate sheet labeled "QUESTION 4".

Company Name _____

Contact Person _____

Address _____

City/State/Zip Code _____

Telephone Number _____

Fax Number _____

E-mail Address _____

SIGNATURE _____

Print Name _____

Date _____

SECTION 7 – PRICING

Provide a purchase price for the purchase and redevelopment of the old City Hall property at 6 Main Street, Belleville MI 48111. The property consists of four parcels: 6 Main (31-084-03-0097-002) “Parcel A”, 25 E Huron River Drive (31-084-03-0097-001) “Parcel B”, 51 E Huron River Drive (31-084-03-0096-000) “Parcel C”, and 31 N Liberty (31-084-03-0095-000) “Parcel D”. All four parcels will be conveyed together; proposals for individual parcels will not be accepted.

PRICE BID FOR PARCELS A, B, C, and D $_____

COMPANY NAME: _____

SIGNATURE _____ DATE_____

PRINT NAME_____ TITLE_____

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SECTION 8 – NON-IRAN LINKED BUSINESS CERTIFICATION

Pursuant to Michigan law (Iran Economic Sanctions Act, Michigan PA 517 of 2012), before accepting any bid or proposal or entering any contract for goods and services with any prospective vendor, the City of Belleville must obtain certification from the vendor that it is not an “Iran-Linked Business.”

By signing below, I certify and agree on behalf of the company submitting this form and myself the following: (1) that I am duly authorized to legally bind the company submitting this proposal; (2) that the company submitting this proposal is not an “Iran-Linked Business,” as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, Michigan PA 517 of 2012; and (3) that I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the City in this regard.

COMPANY NAME: _____

SIGNATURE_____ DATE_____

PRINT NAME_____ TITLE_____