



108

N. Main

Request for
Proposals



The City of Monroe, NC is soliciting proposals for a mixed-use development project in the heart of downtown Monroe

**Please contact Matt Black before
submitting at: mblack@monroenc.org**



REQUEST FOR PROPOSALS

SUBMIT PROPOSAL TO:

City of Monroe Downtown Department
Attn: Matthew Black, Downtown Director
300 W. Crowell Street
Monroe, NC 2811

For any questions regarding this RFP please contact the
Downtown Department directly at
mblack@monroenc.org



View of Downtown from County Offices

The City of Monroe Downtown office is seeking qualifications from interested development teams for the mixed-use development of a three-story building, in the heart of the City of Monroe's Downtown.

The proposed site is located at 108 N. Main Street and is an exceptional opportunity for an experienced development team to not only design a building, but to play a pivotal role in defining the character of an entire block. It is within walking distance of the City's premier park and a short walk from a multitude of social and cultural offerings. Downtown is motivated to redevelop the Site and expects to provide financial and logistical support to a development team capable of achieving success in this revitalization process.

The City of Monroe invites developers with a knack for collaboration and creativity and with demonstrated public-private partnership experience to submit their proposal to be considered for redevelopment of the Site. This request for proposals (RFP) contains Site and community information, a brief description of economic incentives that may be available, project objectives, proposal requirements, evaluation criteria, and submission information. The City will create a selection committee to evaluate all submitted RFPs based on the evaluation criteria. We appreciate your interest in this important project and look forward to your response.

The City

The City of Monroe is a vibrant and progressive City that serves as the hub of retail, government, culture, and industry in Union County.

From the large Historic District complete with stately homes and a newly revitalized downtown to its industrial core attracting businesses from across the globe to the ever-growing retail marketplace, Monroe has something to offer to all.

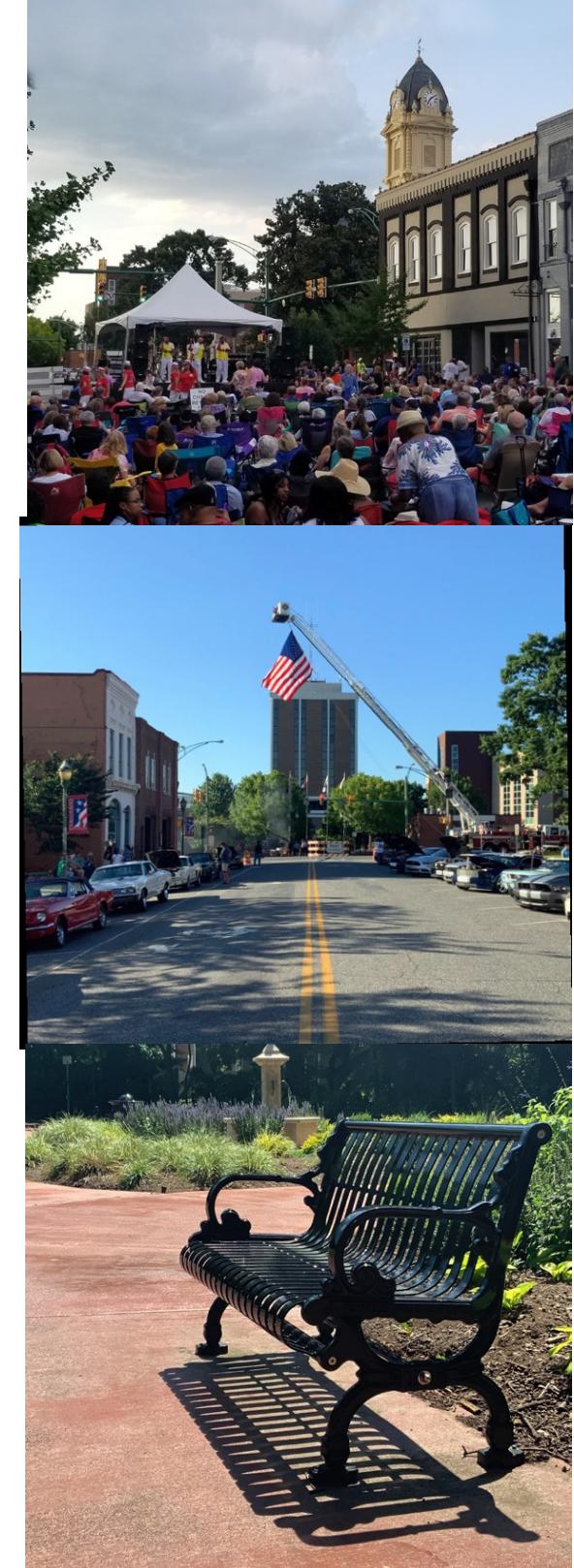
The downtown area is currently in the throes of a revitalization plan that has been spearheaded by City leaders. The goal is geared to increase traffic to downtown businesses as well as to show off the charm of the tree-lined streets and make the downtown area a destination for families. Several activities like live music, antique car cruise-ins, outdoor movies, to name just a few, are held throughout the year. The downtown at times also finds itself the center of attention as film crews use the backdrop of the Historic Union County Courthouse and charm of Main Street in major motion pictures.

Monroe continues to grow its industrial base in the Monroe Corporate Center, strategically located adjacent to the Charlotte-Monroe Executive Airport and South Piedmont Community College. The Corporate Center plays home to several international and local companies and has room for continued development. Monroe is known for its aerospace industry cluster. The recent growth of this business segment goes hand in hand with the growth at airport. The 6,000-square-foot terminal overlooks a runway that has been recently expanded to 7,000 feet to attract businesses that will land and store their private jets in Monroe.

South Piedmont Community College strengthens the City's economic and educational future. SPCC has a campus on Old Charlotte Highway and offers numerous degree programs along with continuing education, college transfer, basic skills, and workforce training.

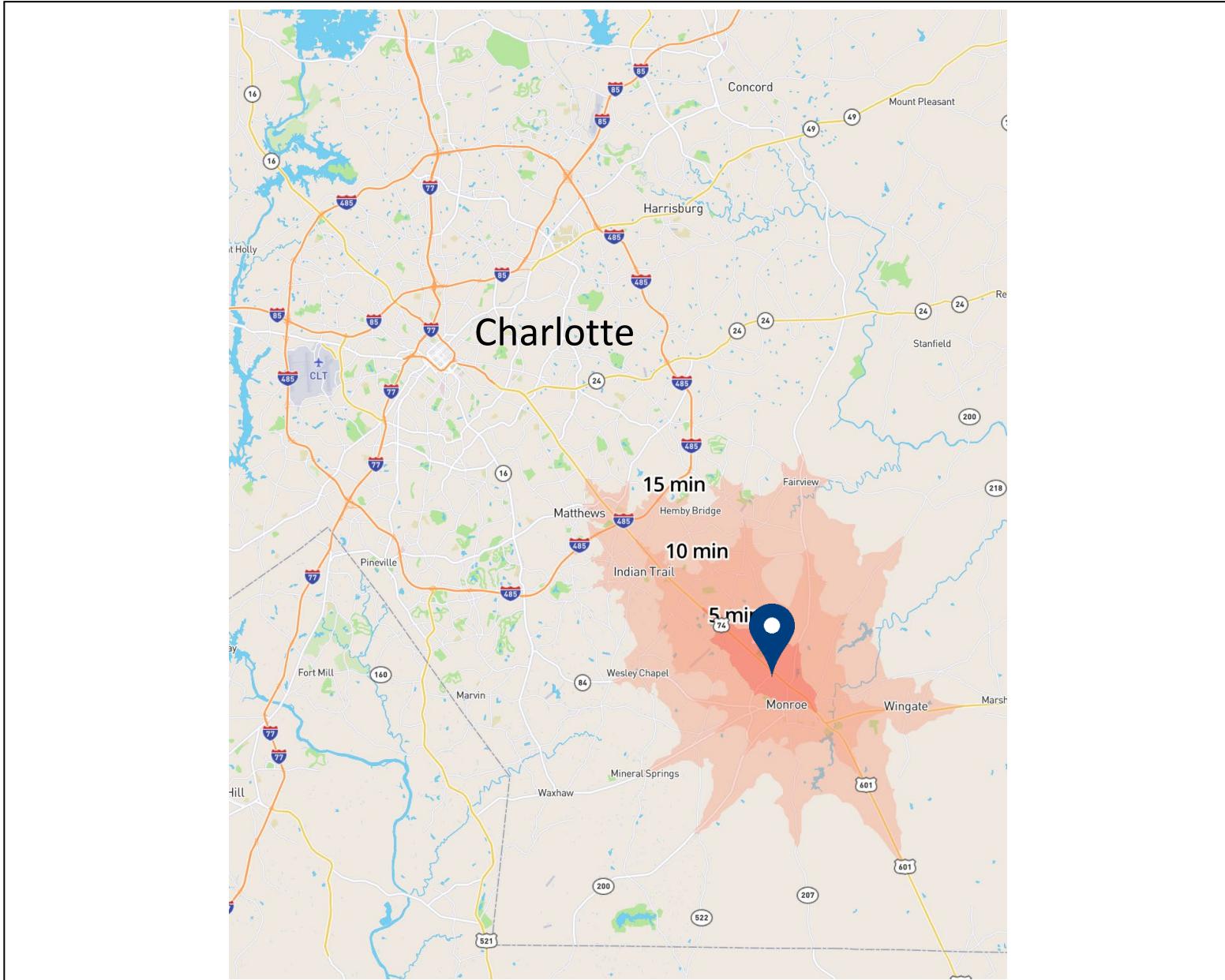
Monroe is also home to Carolinas Medical Center-Union, Novant Health Medical Plaza, and several medical offices and specialists to provide the highest level of medical care available.

Regarding recreation, Monroe is home to the Monroe Aquatics and Fitness Center, a state-of-the-art facility complete with workout area, basketball courts, indoor swimming pool, and an outdoor water park. The City of Monroe also operates Monroe Country Club, a municipal golf course that is truly a delight.



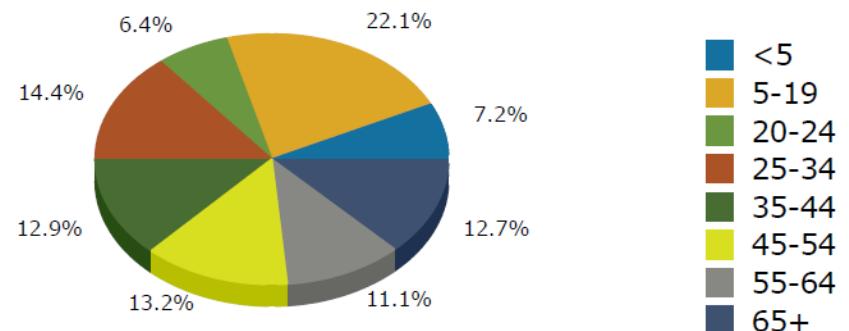
City Demographics and Income Profile

15 Mile Drive Time (Appendix C - For Full Data Listing)

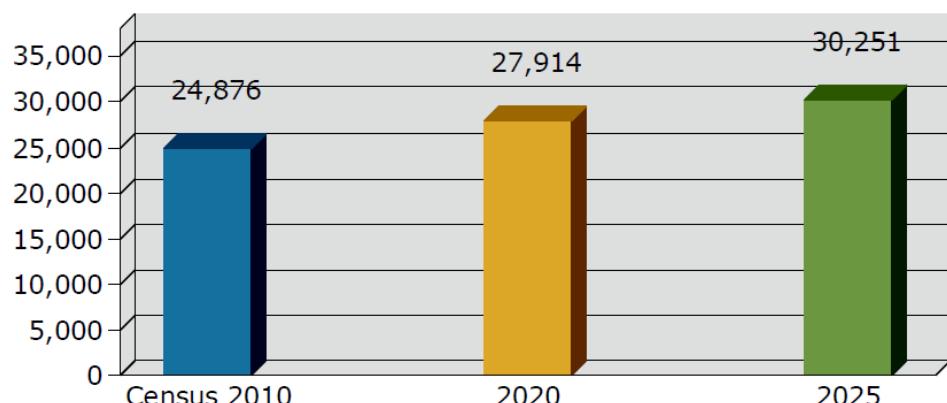


Race and Ethnicity	Number	Percent
White Alone	16,340	49.8%
Black Alone	7,869	24.0%
American Indian Alone	207	0.6%
Asian Alone	511	1.6%
Pacific Islander Alone	12	0.0%
Some Other Race Alone	6,939	21.2%
Two or More Races	917	2.8%
Hispanic Origin (Any Race)	10,559	32.2%

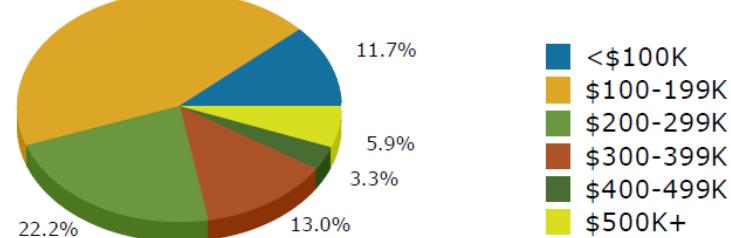
2020 Population by Age



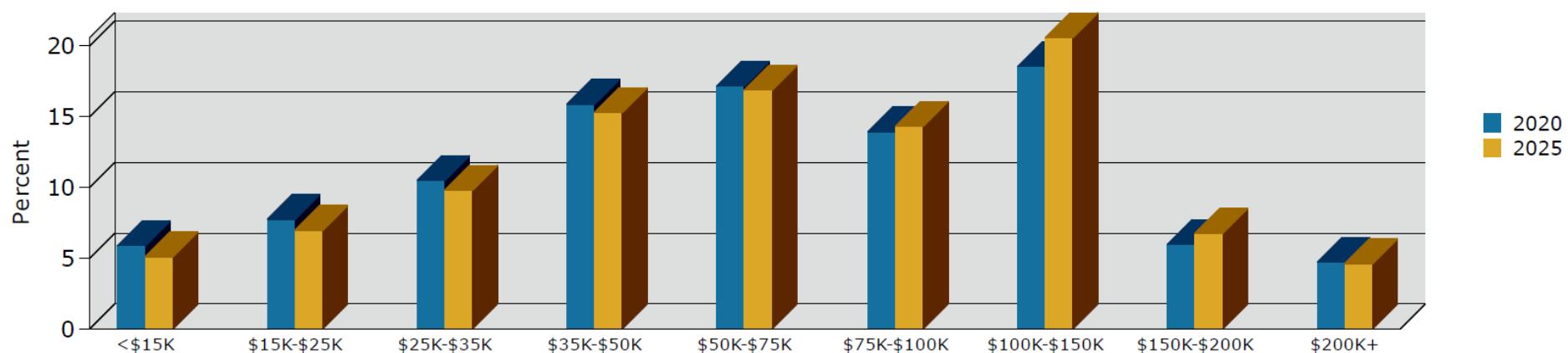
Households



2020 Home Value



Household Income

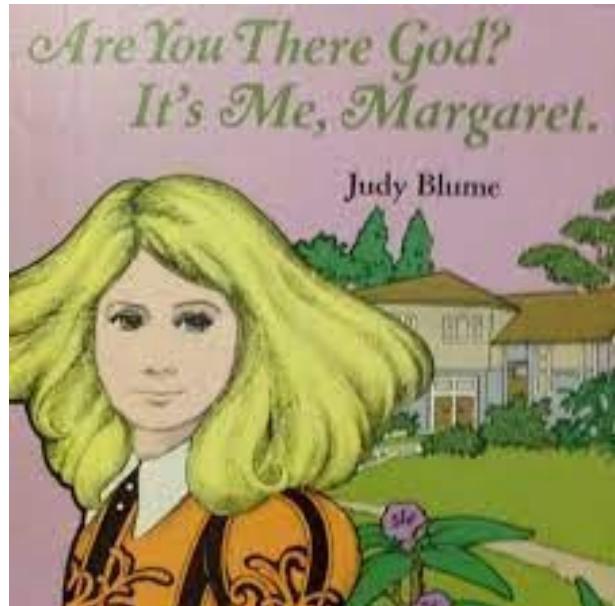


108 N. Main Street

108 N. Main Street, which was part of the Stewart Central Hotel, was constructed in 1875 by John D. Stewart. It was originally a three story edifice, seven bays long, with shops on the first floor and a boarding house on the upper two levels. After the building was damaged by a fire in the 1920s, it was rebuilt with only two stories with the help of George McCorkle and William Henry Belk (founder of Belk's Department Stores). The two boys were paid 25 cents a day to haul these hand-molded bricks to the masons.

The building has since been occupied by a dance studio in the 1980s and a woman's boutique store in the early 1990s to 2018.

In 2021, Lionsgate used the 1st floor to film the movie, *Are You There God? It's Me Margaret*, a Judy Blume Book.



Site Info

Parcel Number: 09232059

Location: in the center of downtown, 0.01 miles from the Center Theatre, 0.3 miles from the Science Center, 15 miles from Charlotte

Deeded Acres: 0.0910

Ownership: City of Monroe

Class: 12- Commercial

Zoning: Downtown Central Mixed-Use District

Zoning Ordinance: DC-MX is designed to advance the intent of the Downtown Master Plan and allows for urban, high quality development that features a mixture of uses

The entire Downtown Master Plan can be viewed at the City of Monroe website on the main page at <http://www.monroenc.org>.

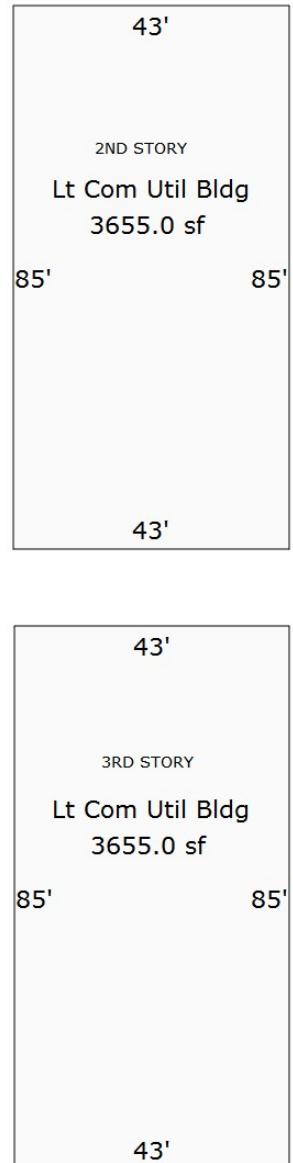
The entire Zoning Ordinance can be viewed at the City of Monroe website at

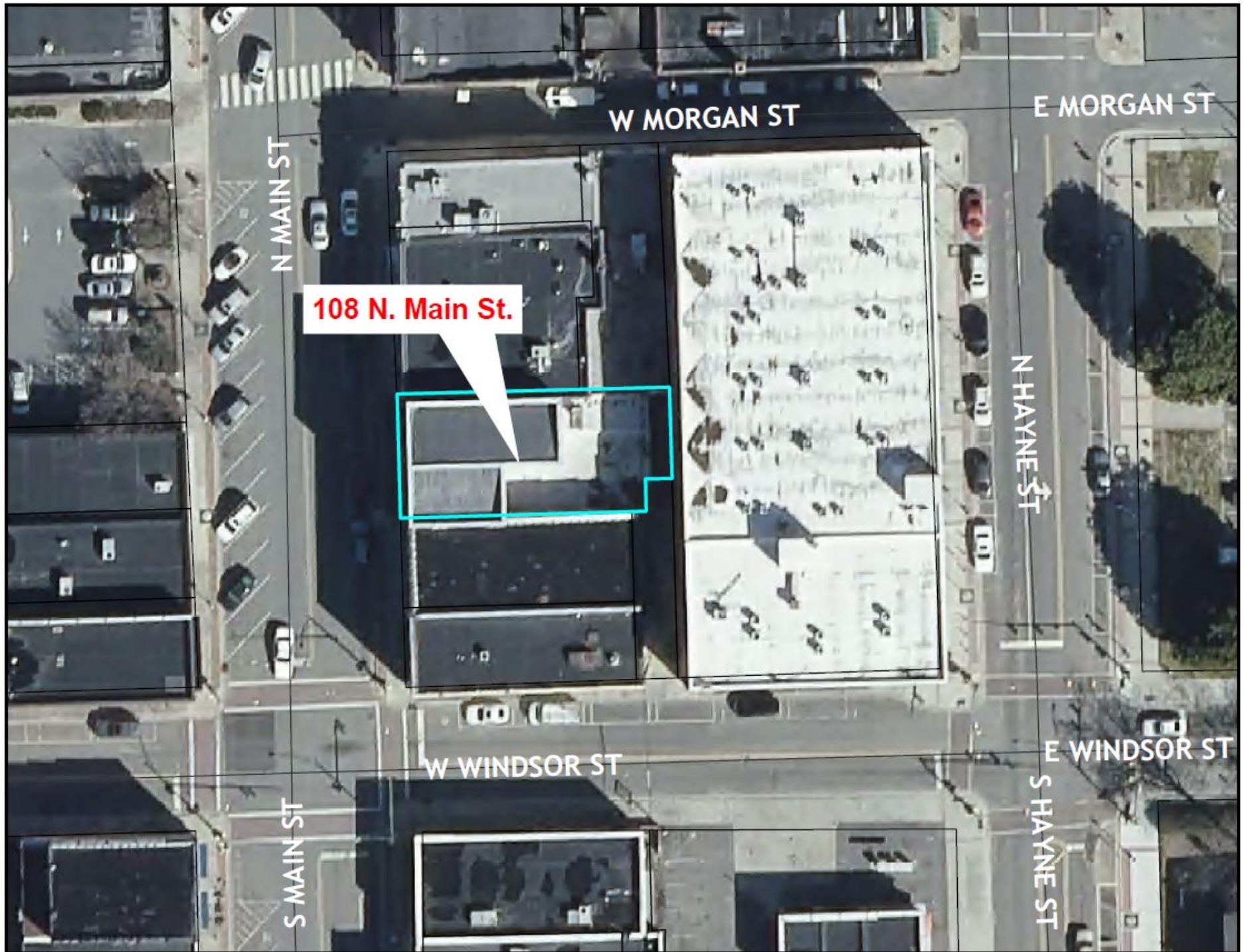
<https://www.monroenc.org/Departments/Planning-Development/Planning> under the Land Use Section 157.

Current use: Vacant; ready for development

Building conditions: The City hired Arp Engineering to assess the general condition of the building. See Appendix B for more information.

Total Sq. Footage: 10,956





Economic Development Incentives

Economic incentives could be available based on substantiated financial need, Project characteristics, and level of public benefit. This list does not guarantee availability.

Facade Improvement Grant: grant assists with costs associated with the exterior improvements of buildings that exist within the Central Business District.

Blade/Suspension Sign Grant: Purpose of the Grant is to encourage the introduction of pedestrian-oriented signage to the Central Business District.

Downtown Pronto: Program which supports retail and restaurant recruitment by assisting quality businesses with up-fit, occupancy, and other costs.

Meet Me Downtown: Program to assist quality businesses wishing to locate or relocate Downtown. Program is currently designed to help with the marketing and advertising of new businesses in order to establish their presence in Downtown and brand Downtown Monroe through a co-op marketing and advertising campaign.

Mixed-Use Development Incentives Grant: Grant encourages occupancy of unused space within the Downtown area and serves as a catalyst to preserve the structures that give Downtown Monroe its character and unique "sense of place."

Development Incentive Grant: This grant targets investments made on vacant land (infill development) or where rehabilitation of an existing structure requires repair or replacement.

Facade Rehabilitation Grant: Program designed to improve the appearance of historic buildings, stimulate private investment in these structures, and make Downtown more attractive to business activity.

Residential Incentive Grant: Grant assists with the development of residential uses in upper levels of the buildings that reside within the central Downtown area.



Project Development Objectives

Developer Expectations

The development team should have experience partnering and collaborating with municipalities on challenging projects, as well as the skills and resources to see a project through to completion. The primary responsibilities of the development team are as follows:

- Engage in all design, engineering, land development, entitlement and permitting activities required for the Project.
- Fund and procure all studies necessary for the marketability, financing, and approval processes.
- Develop and execute a financing strategy for the Project, including providing most or all up-front funding and proactively seeking all non-local sources of financing and subsidies.
- Work iteratively with City staff on Project elements, layout and design.
- Work collaboratively with surrounding neighborhood organizations to gain community support for the Project.
- Undertake good faith efforts to engage local, minority-owned and women-owned businesses.



Developer Objectives

The overall concept for this site is a mixed-use, urban development, designed to encourage a lively, active pedestrian realm. The design of the first floor is critical because it will need to provide optimal space while maximizing flexibility for any future tenant.

A potential restaurant is recommended for the first floor with two (2) residential units on the 2nd and 3rd floor. The City of Monroe has hired Maurer Architecture to design schematics for the property, which shows concepts on the best ways to utilize the space. Please see Appendix A for the drawings and dimensional layout.

The City of Monroe encourages creativity in the project design and intends to allow flexibility in the development of the site provided the proposal is consistent with the Downtown Master Plan, Zoning Ordinance, and objectives provided in this RFP. The goal is to use quality materials and architectural details that provide elements of scale and visual interest to the public.



Proposal Requirements

Proposals must be organized in the manner indicated below and must clearly and completely address each of the following items.

I. Cover Letter.

II. Project Understanding and Vision. Describe your preliminary concept for the Site, and how your concept addresses the Project Vision.

III. Developer and Development Team.

Please provide the following information about the **developer**:

(i) development philosophy and business model; (ii) name and contact information for the primary point of contact during the RFP process and during the development planning and construction process; (iii) profiles and/or resumes of key project personnel; (iv) location of principal offices; (v) description of organization (corporation, partnership, etc.); and

(vi) number of years the firm has been in business under the current name, and any other names under which the firm has operated.

- a. Identify and describe other members of the **development team**, such as architecture, engineering, construction management and property management firms.
- b. Include a diagram or illustration depicting the relationship between the lead developer and other team members.

IV. Financial Capability. Information should effectively illustrate Developer's ability to acquire financing for the project. Respondents should provide the following:

- a. Information about the Respondent's overall financial position, past history of raising capital, and resources available to complete the Project.
- b. Overview of real estate portfolio.
- c. Statement indicating that the Respondent does not currently and has not had any loans in default within the past ten years, and has not filed for bankruptcy, had a project foreclosed on, or faced government fines. Alternatively, if any of those have occurred, include a description of the action and the project-related circumstances in which the action took place.
- d. If applicable, description of any relevant litigation that has been filed against the development team or its members related to real estate projects during the past ten years, as well as the outcome of that litigation.

V. Relevant Experience. Describe the developer and/or development team's experience by profiling projects with a scope and complexity similar to the Project envisioned for the Site. Projects should highlight the developer/team's experience in public-private partnerships. Each project description should include the following:

- a. Project name, location, and description.
- b. Role in the project and other key members of the project team (developer, engineer, architect, construction manager, etc.).
- c. Total project cost, financing structure, and sources of capital.
- d. If undertaken as a public-private partnership, discuss the major deal points and general nature and structure of the relationship between public and private entities.
- e. Combination of images, site plans, layouts, written descriptions, and/or renderings.
- f. Start and completion dates, or current status if not yet complete.
- g. Name and contact information for at least one reference per project.

VI. References. In addition to those project-specific references, please provide the name and contact information for three references, including at least one public sector development partner, who can attest to your capacity and experience for completing the type of project envisioned herein.

Project Orientation

In order to kick off the project, the contractor shall meet with city staff for a project orientation meeting and tour in order to provide an understanding of project goals and schedule, specific issues, city policies, and opportunities and/or problems related to the development within the City. The contractor shall be responsible for reviewing and understanding other city plans and policies as identified by the city included in this RFP, as well as all relevant and applicable local, state, and federal law.

Submission Instructions and Evaluation

Provide **four(4)** hard copies and **one (1)** electronic copy of the Proposal to the following address:

City of Monroe Downtown
Attn: Matthew Black, Downtown Director
300 W. Crowell Street,
Monroe, NC 28112

You may submit your electronic responses by email to the following recipients:

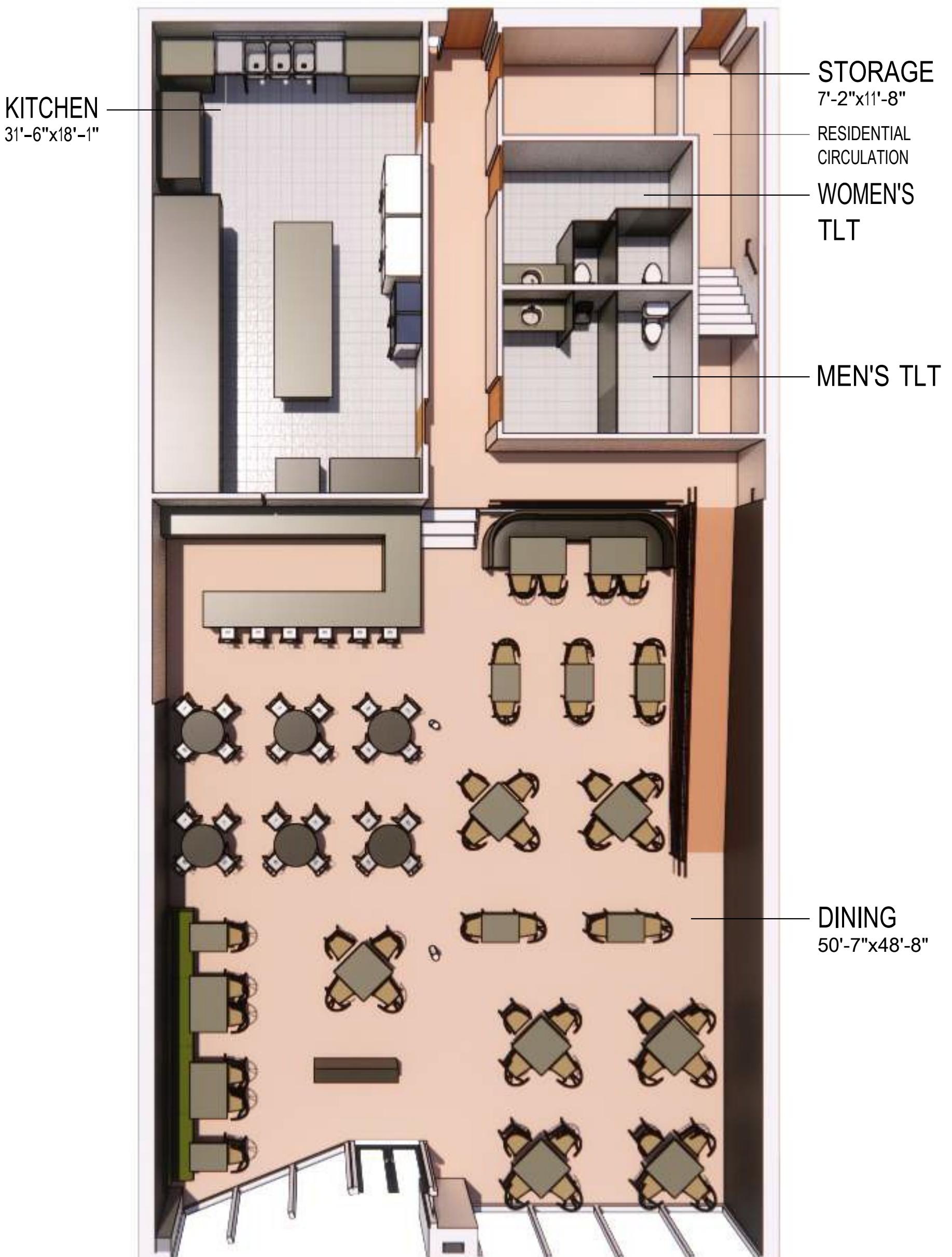
mblack@monroenc.org
bborne@monroenc.org

Evaluation

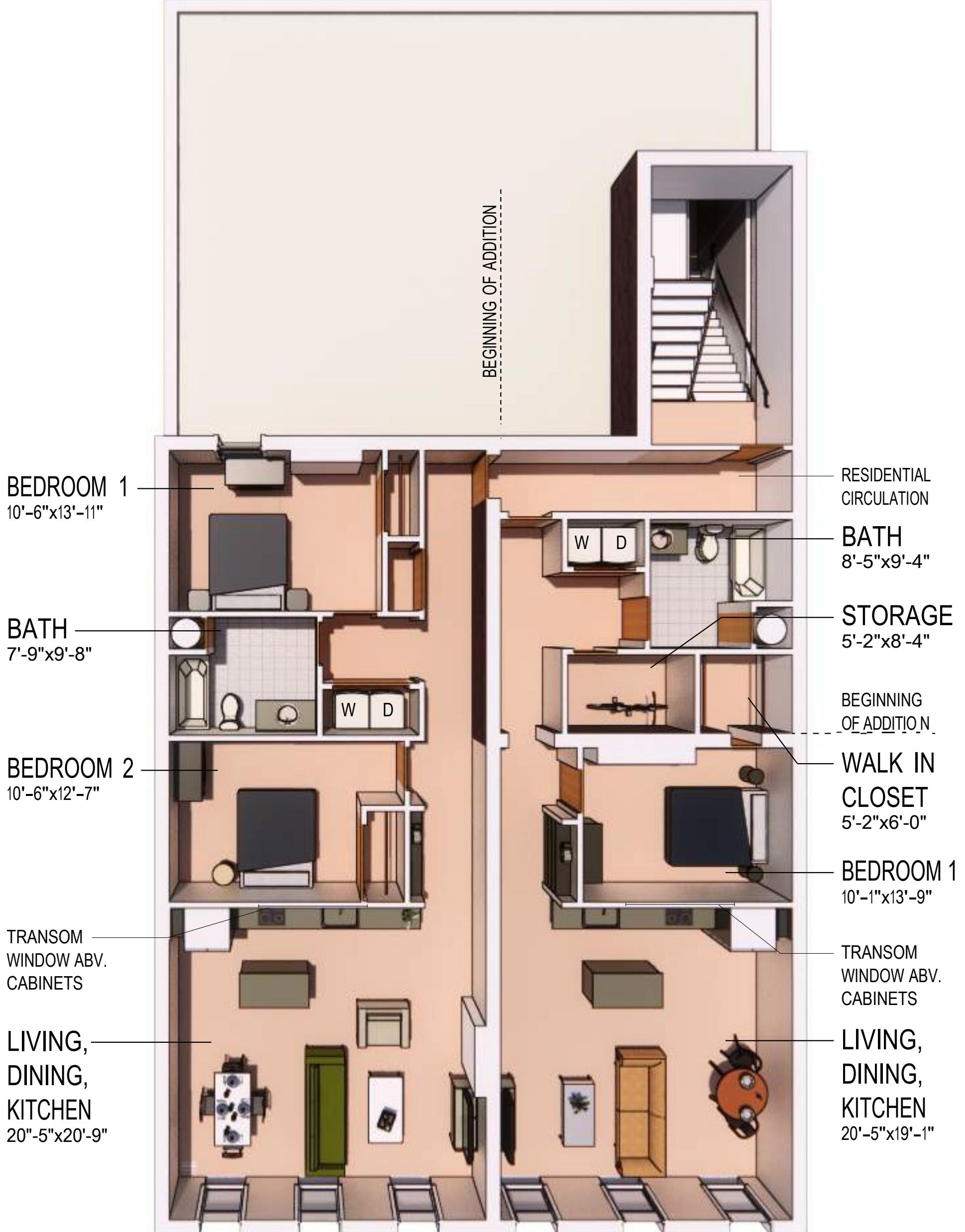
A Selection Committee comprised of City staff will review and score Proposals based upon the following criteria:

- a. Project vision and understanding (0-20)
- b. Overall and relevant experience of Developer (0-20)
- c. Overall and relevant experience of Development Team (0-20)
- d. Experience structuring and completing public-private partnerships (or other projects with a significant public financing component) (0-20)
- e. Financial capacity and experience assembling multiple sources of capital (0-10)
- f. References (0-10)

Appendix A



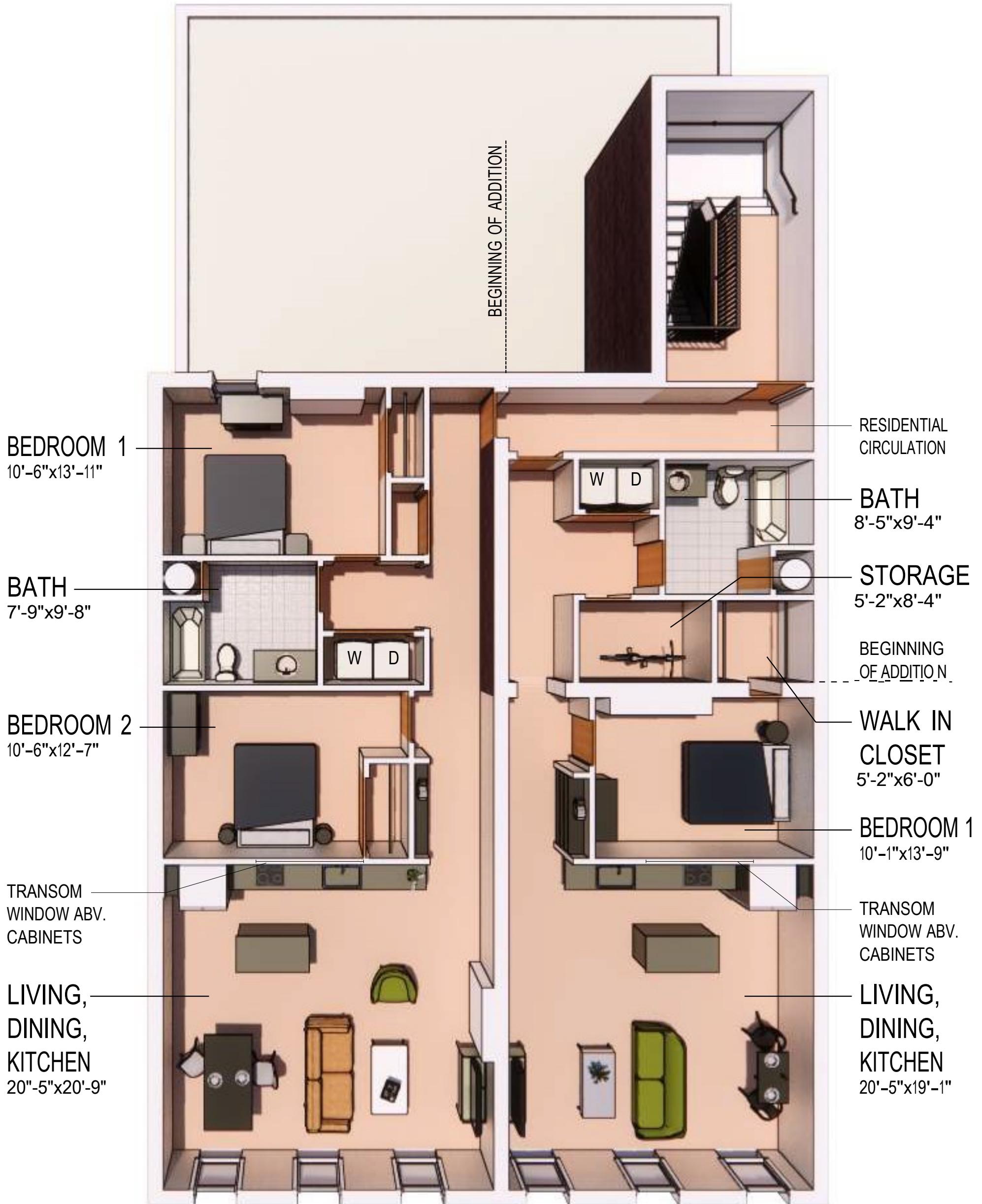
108 N MAIN ST. MONROE, NC
1ST FLOOR - PROPOSED



UNIT 2
2 BR/1BA
1045 SF

UNIT 1
1 BR/1BA
888 SF

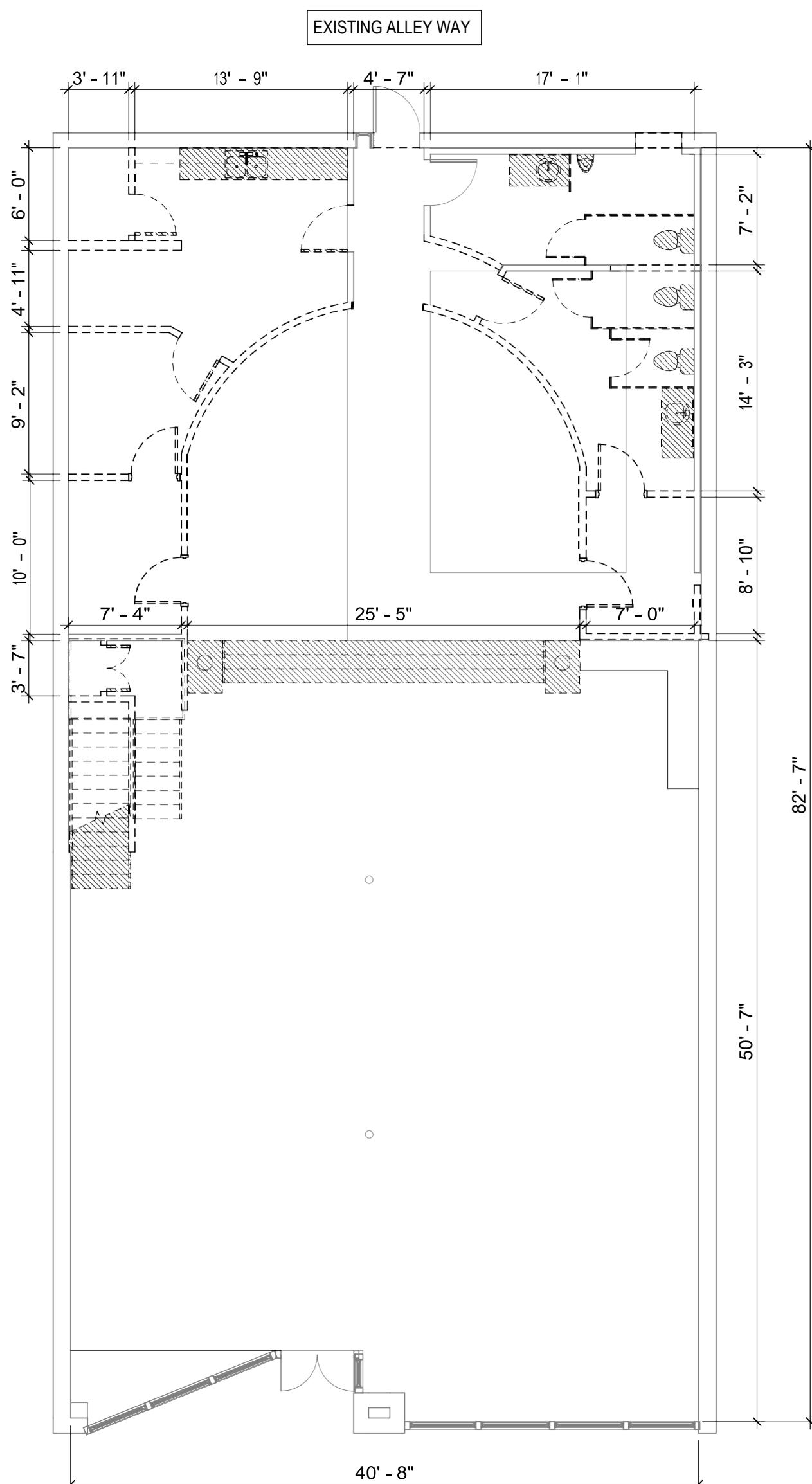
108 N MAIN ST. MONROE, NC
2ND FLOOR - PROPOSED



UNIT 4
2 BR/1BA
1045 SF

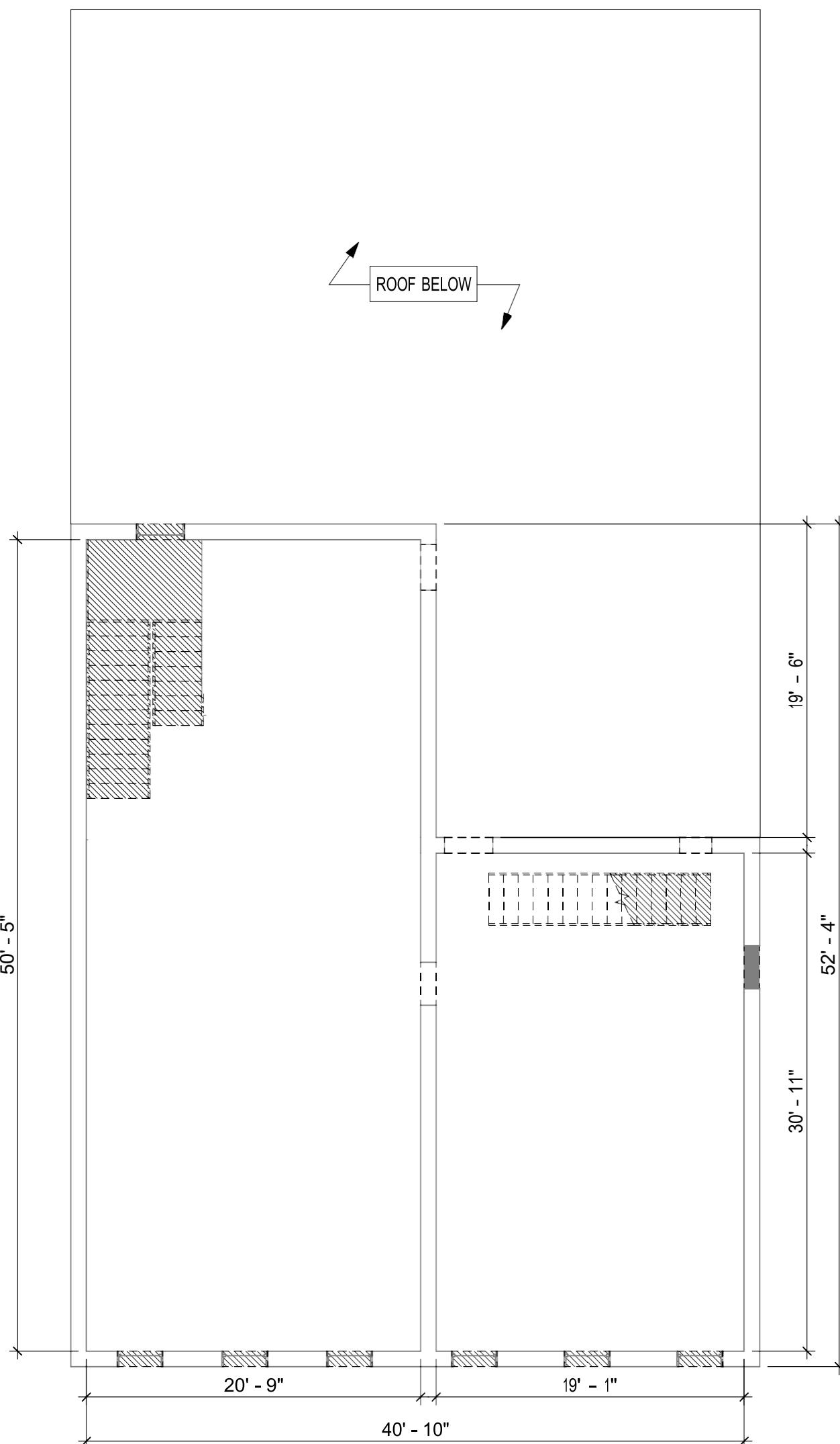
UNIT 3
1 BR/1BA
888 SF

108 N MAIN ST. MONROE, NC
3RD FLOOR - PROPOSED



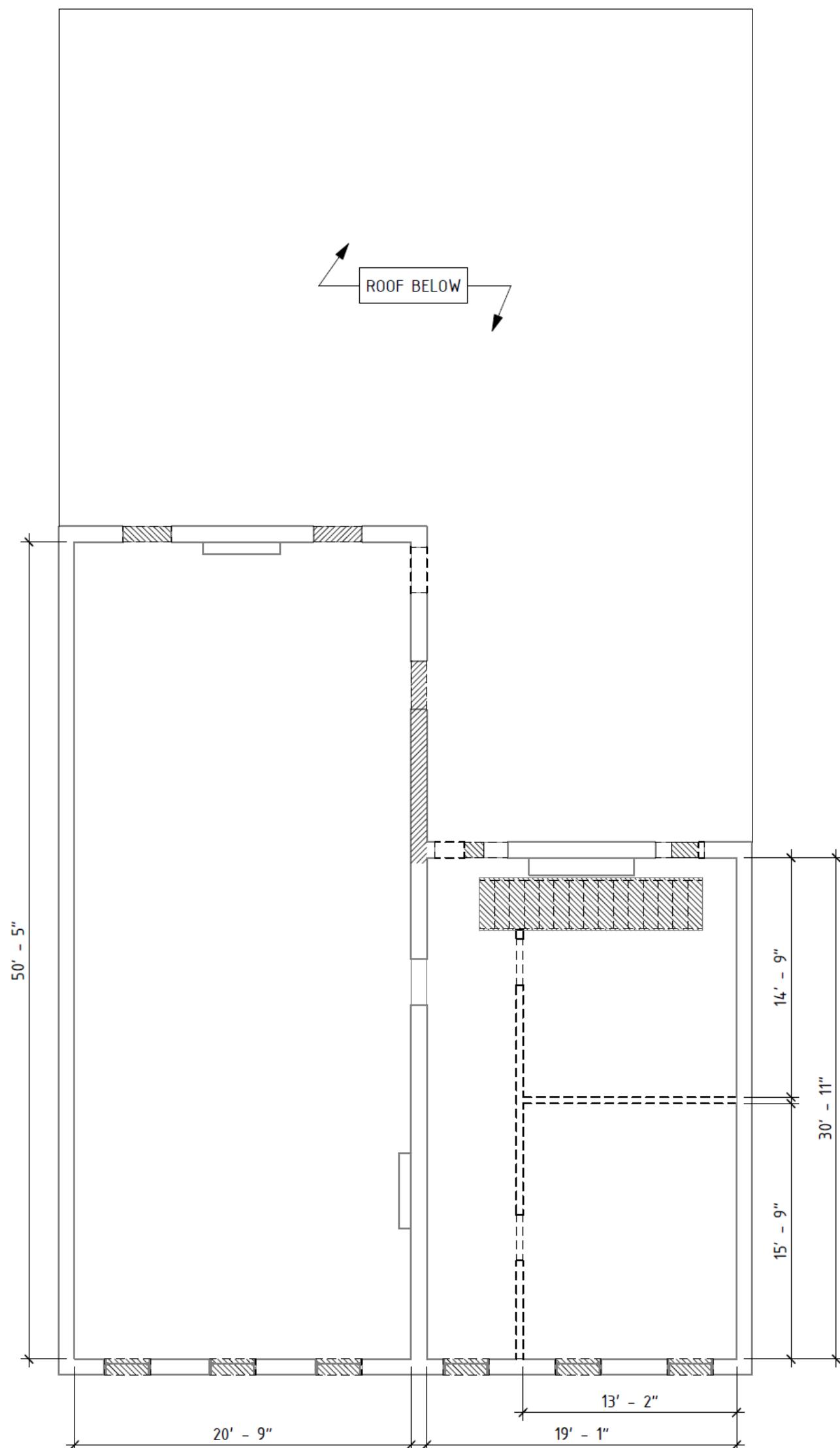
108 N MAIN ST. MONROE, NC
1ST FLOOR - EXISTING

08/16/21



108 N MAIN ST. MONROE, NC
2ND FLOOR - EXISTING

08/16/21



108 N MAIN ST. MONROE, NC
3RD FLOOR - EXISTING

08/16/21

Appendix B

April 1, 2021

City of Monroe
300 W. Crowell Street
Monroe, NC 28112

Attention: **Matt Black**
Downtown Director

Reference: **Limited Structural Review – 108 N. Main St., Monroe, NC**

Gentlemen:

As you have requested, Arp Engineering, Inc. has concluded a limited structural review of the 108 N. Main Street Building to determine the general structural condition. Following is our report of observations and conclusions.

PURPOSE:

The purpose of this limited structural review is to review and assess the existing building condition with specific attention to cracking in the third-floor masonry wall of the 108 N. Main Building.

SCOPE OF INVESTIGATION:

On Wednesday, March 17, 2021, Dustin M. Kiker, PE, with Arp Engineering, Inc. met with Matt Black, Eric Purser and Brian Borne with the City of Monroe at the above referenced site to conduct the structural review.

During the site visit, limited visual observations and measurements were made, photographs were taken to document observations. Existing drawings and construction dates of the structure are not available for this review so certain assumptions concerning the existing construction must be made. No load test or physical testing was performed.

DESCRIPTION OF THE STRUCTURE:

The existing building is three stories with masonry bearing walls at the perimeter and at second/third floor center wall. The rear of the building is a single story with the second and third story stacking in approximately the front 2/3s of the building footprint. The first floor is open in front below the second and third floors with a center line of beams and columns supporting the above center masonry bearing wall. An elevated floor in the single-story rear of the first floor exits to grade at the rear of the building. The first floor was previously in operation as a retail store.

April 1, 2021

Limited Structural Review - 108 N. Main St., Monroe, NC

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The upper floor exterior and interior bearing wall footprints stack on all sides of the building. Upper floors consist of original wood floor beams bearing in the exterior masonry walls and interior supported masonry wall. Wood flooring has been removed in about half of the second-floor, leaving exposed wood floor beams. All flooring and wood floor beams appear to be original to the building's construction and remain for the most part unaltered. Neither of the upper floors appear to be occupied at this time.



The roof system consists of single slope wood trusses bearing in the center and exterior masonry walls. Masonry walls at the perimeter and center of the building extend above the wood roof trusses forming a flat parapet at the building front and two sides. Roof decking is wood with a membrane roof system over top.



OBSERVATIONS AND DISCUSSIONS :

In a small portion of the second-floor past remodel work is visible. Wood truss joists have been installed spanning parallel with the existing floor beams, and bearing on new wooden ledgers bolted to the existing masonry walls. The new wood truss joists are intended to relieve floor loading from the original wood floor beams. The remodel work is incomplete and neither the second nor third floors are in use.

It is the recommendation of Arp Engineering, Inc. that a similar floor framing scheme to the past remodel work will be necessary to achieve floor loading capacities appropriate for potential future occupancies such as residential dwellings or office spaces. However, Arp Engineering, Inc. as a part of this report has made no calculations as to the adequacy of the existing floor system or potential future floor framing system to support these loads.



At the third-floor level significant cracking was observed in one of the exterior masonry bearing walls. The cracking appears to have originated at roof level, and is visible extending from the roof level on the third floor down to just below ceiling level of the second floor. A past repair is present consisting of two 4"x48" wall plates just above floor level and just below roof. The plates are thru bolted with (2) thru bolts on each side of the crack (4 bolts total each plate). In addition to the wall plates rod ties running at roof truss level tie the exterior wall back to the center masonry bearing wall at the location of the crack. The origin of the crack and date of repair is not known.

April 1, 2021

Limited Structural Review - 108 N. Main St., Monroe, NC

Page 4

These repairs make an effort to arrest crack growth. Observed conditions do not appear to impair the wall from supporting existing roof loads. The cracking should continue to be monitored and if changes or widening of the crack is observed then further repair should be considered.



April 1, 2021

Limited Structural Review - 108 N. Main St., Monroe, NC

Page 5

QUALIFICATIONS:

Arp Engineering reserves the right to revise the conclusions in this report should any of the items identified in this review, upon which the conclusions are based, change.

The opinions and findings contained herein are based solely on reasonable assumptions and engineering judgment. No testing was performed, and no calculations have been made to determine the adequacy of the structural systems or its compliance with accepted building codes and requirements. Selective measurements were taken. No selective demolition to observe hidden conditions occurred. Furthermore, no claim, stated or implied, is made that all conditions were observed. No representation is made that all building elements were observed, or all defects detected.

Architectural, mechanical, electrical, plumbing, or asbestos conditions are not considered or evaluated in this report, and no warranty expressed or implied as to the condition of the structure is intended.

Thank you for the opportunity to work with you on this report. Please do not hesitate to contact us if you have any questions or if we can be of further service.

Sincerely,
Arp Engineering, Inc.
NC COA C2424

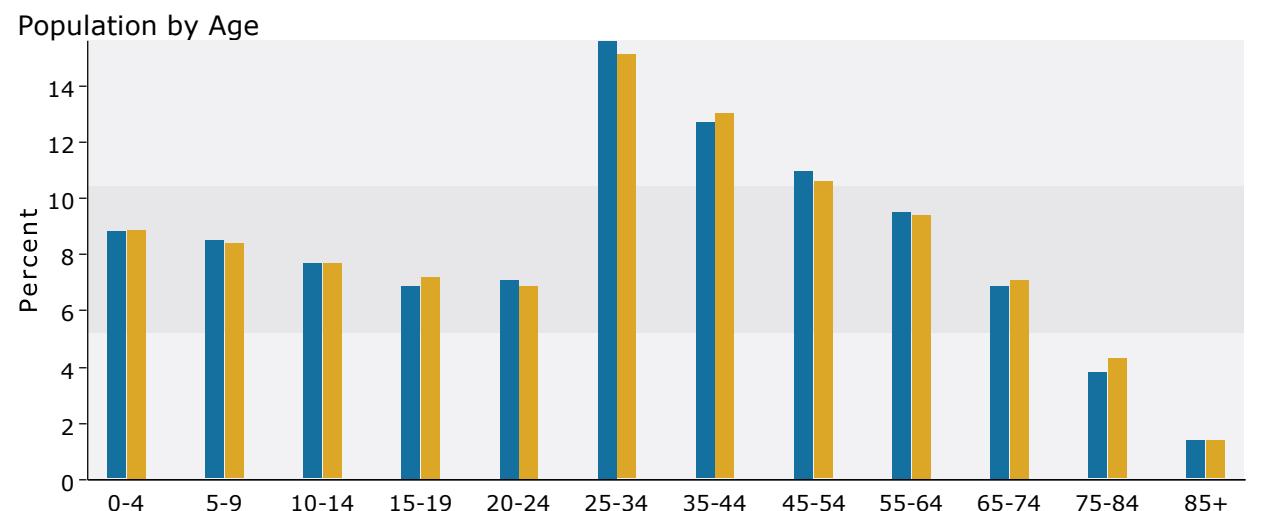
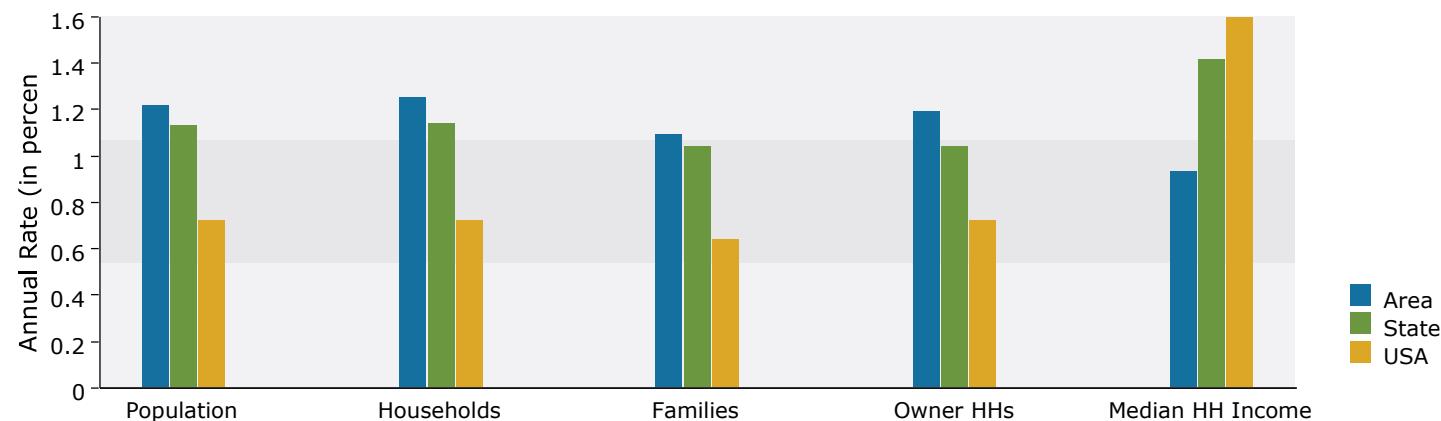


Dustin M. Kiker, PE
Project Engineer
NC License No. 037429

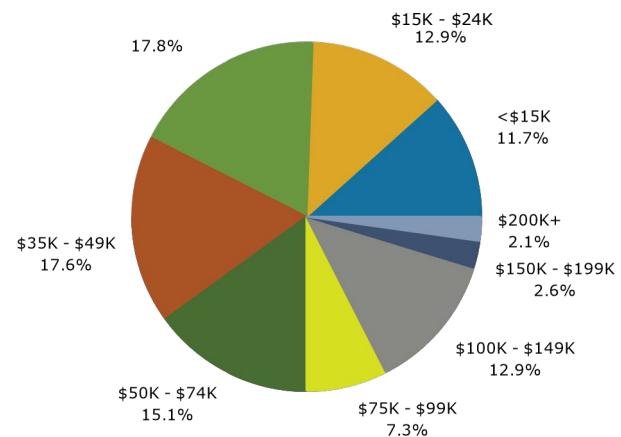


Appendix C

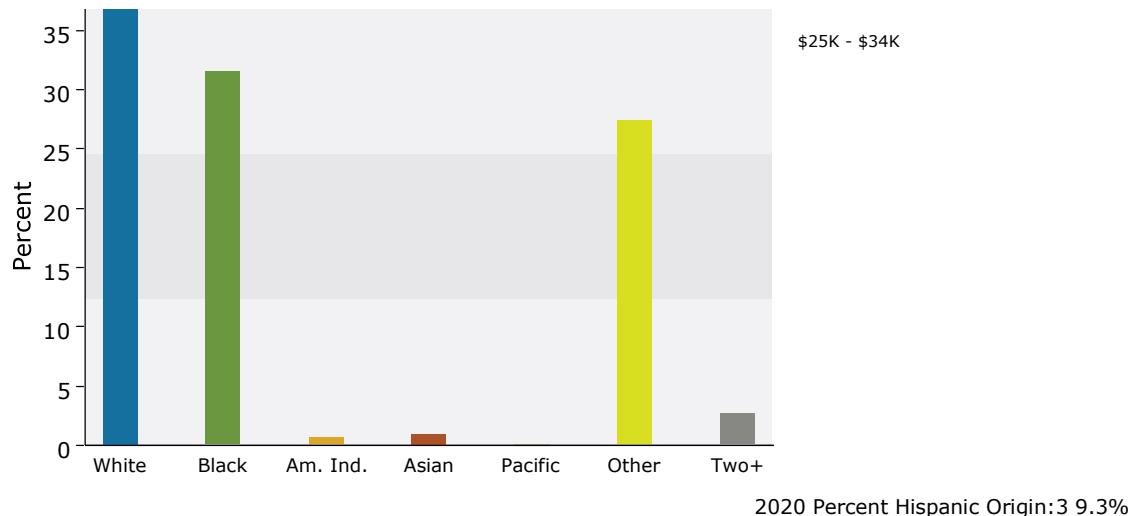
Drive Time: 5 minute radius



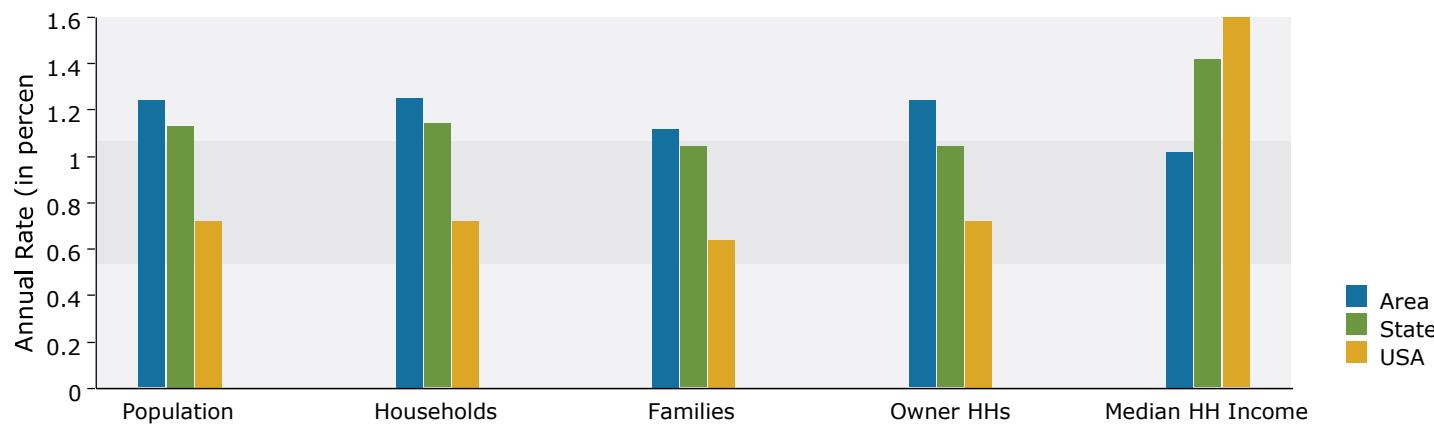
2020 Household Income

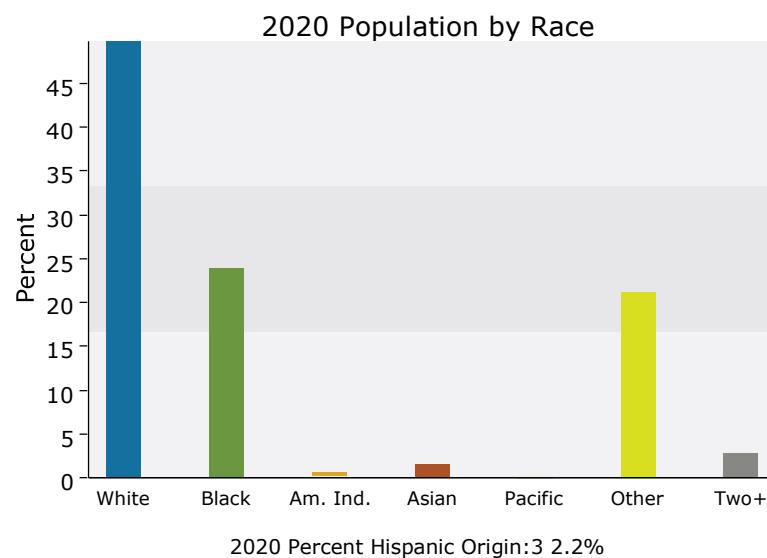
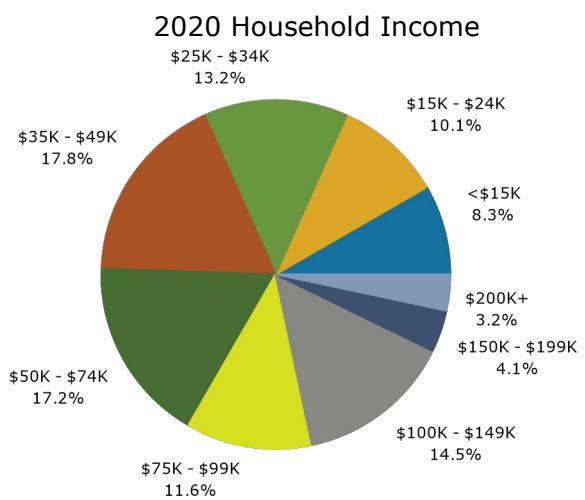
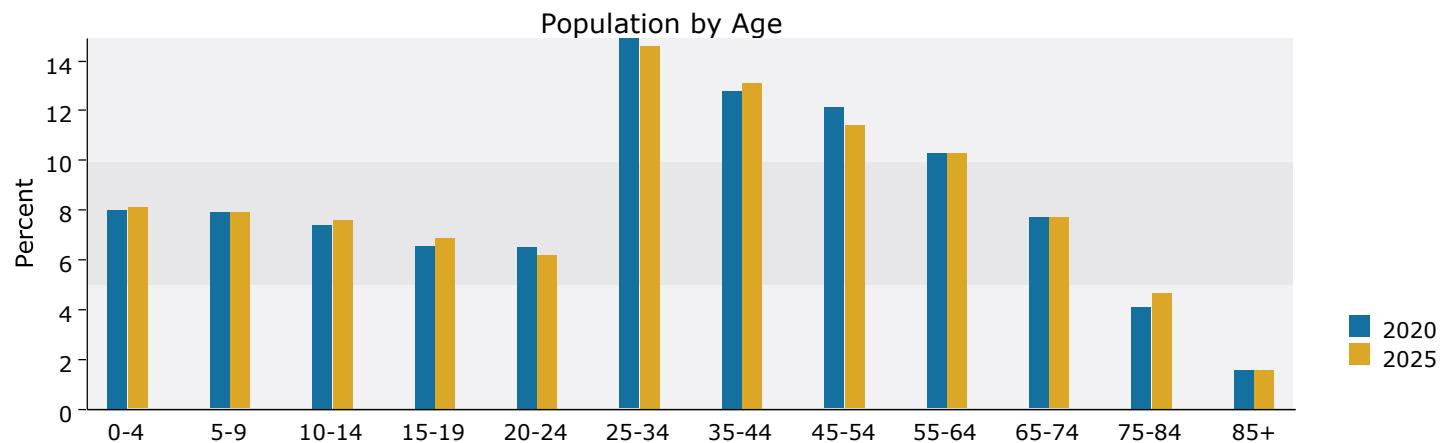


2020 Population by Race

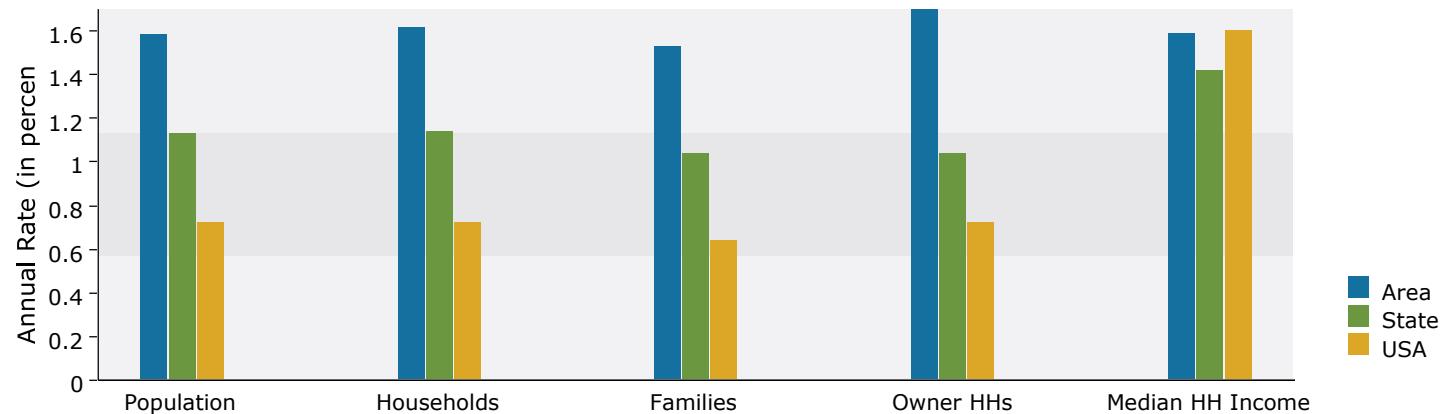


Drive Time: 10 minute radius

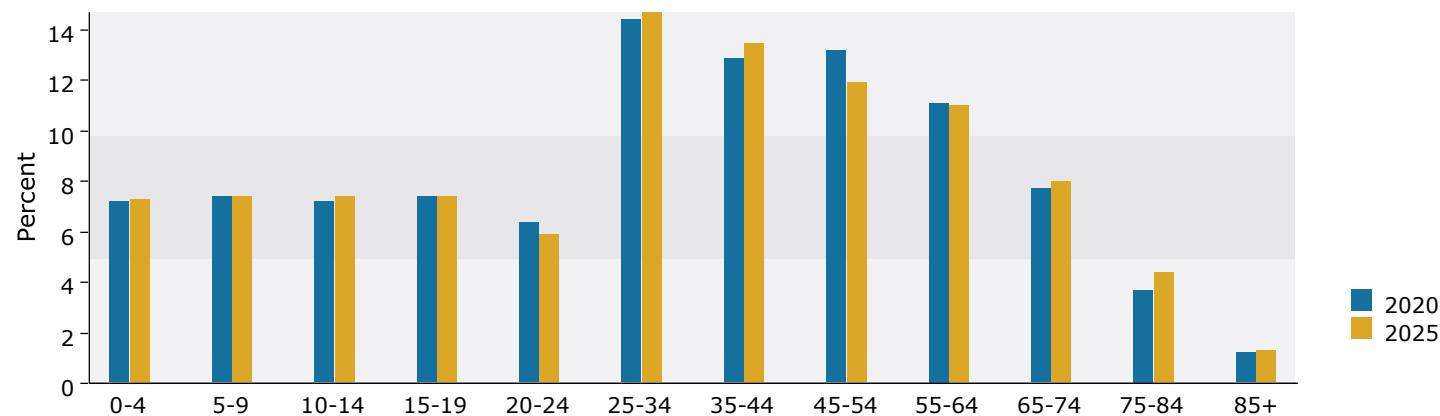


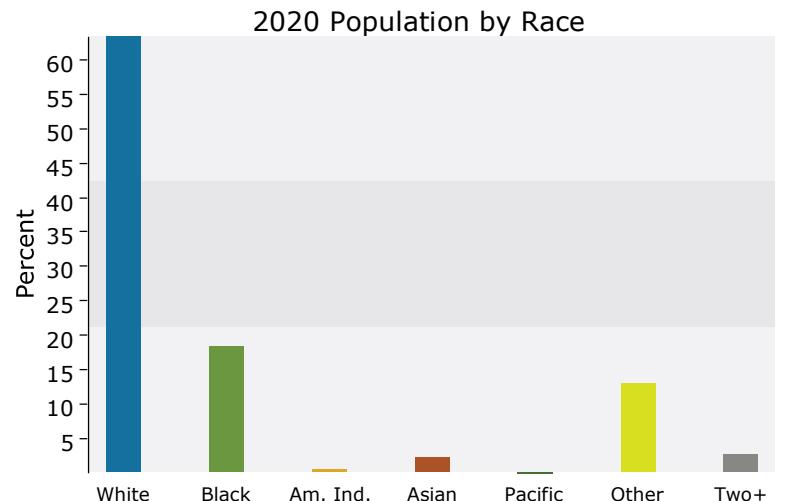
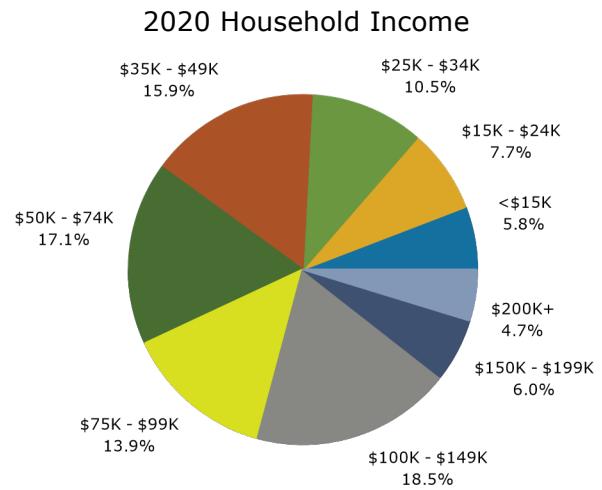


Drive Time: 15 minute radius



Population by Age





General Information

- City of Monroe reserves the right to reject any and all Proposals submitted.
- City of Monroe will not reimburse costs incurred by a Respondent in the preparation of a Proposal.
- All Respondents will be accorded fair and equal treatment with respect to any opportunity for discussion and revision of Proposals. City of Monroe may enter into discussions with Respondents to clarify and assure a full understanding of Proposals.
- City of Monroe reserves the right to extend any portion of the timeline communicated in this RFP.
- Responses to the RFP, once tendered to City of Monroe, become the property of the City of Monroe. Any restrictions on the use of data in a Proposal must be clearly stated in the Proposal, and although the City of Monroe will try to accommodate requests for confidentiality, the City of Monroe does not guarantee the security of any element of a Proposal.
- City of Monroe reserves the exclusive right to own, possess and utilize all work products, schematics, financial information and other documentation obtained as a result of this RFP as the City of Monroe determines in its sole discretion. Submittal of a response to this RFP shall be deemed the Respondent's agreement to this reserved right without the necessity of any further agreement between the parties.
- Respondents shall not contact City Council members, Redevelopment Commissioners, or any other voting body during the RFP process (i.e. from the date of this publication until the date of the public meeting or event where a Respondent is selected).