REQUEST FOR QUALIFICATIONS:

For the redevelopment of a former junior high school property
Mandan, North Dakota

406 4th Street NW

Issued April 7, 2010 by:

Mandan Public Schools
"Where the Best Begin"

Mandan Public School District
309 Collins Avenue
Mandan, North Dakota 58554
Phone: 701-663-9531
www.mandan.k12.nd.us

CITY OF MANDAN
"WHERE THE WEST BEGINS"

City of Mandan
205 Second Avenue NW
Mandan, North Dakota 58554
Phone: 701-667-3215
www.cityofmandan.com

Request for Qualifications

The Mandan Public School District and the City of Mandan are jointly seeking to determine interest in reuse and private investment in rehabilitating a former junior high school or in redevelopment of the associated property in downtown Mandan. The property is located at 406 4th Street NW.

Mandan is North Dakota's sixth largest city and growing! The property is located two blocks north of the central business district which encompasses city hall, the county courthouse, professional services and niche retail. Additional information is available in our Community Profile, available upon request, and posted at www.cityofmandan.com.

The School District and City are issuing this Request for Qualifications (RFQ) as the first step in the selection process. Upon review and evaluation of RFQ submissions, the School Board and City Commission will select the most qualified entity, no more than three, who will be invited to respond to a Request for Proposals and participate in a redevelopment selection interview.

The sections herein describe the purpose of this RFQ and summarize many of the project considerations including site and building characteristics as well as potential public finance assistance.

The RFQ details submission requirements and the process in selecting the party to acquire and redevelop the building or property. Entities that wish to respond to this RFQ should follow the procedures outlined in the Submittal Requirements section. A complete copy of the RFQ, including supporting documentation and graphics, is available on the Mandan Public School District website at www.mandan.k12.nd.us and City of Mandan website at www.cityofmandan.com.

We are excited about the opportunities for new life at this property and the uplifting impact it will have on the surrounding neighborhood. We look forward to reviewing your submission. Should you have any questions or desire further information, please contact School District Business Manager Joe Lukach at 701-663-9531/Joe.Lukach@msd1.org or Business Development Director Ellen Huber at 701-667-3485 / ehuber@cityofmandan.com.

Sincerely,

Kirsten Baesler
President
Mandan School Board

Tim Helbing
Mayor
City of Mandan

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PURPOSE OF THE RFQ

The purpose of this RFQ is to

1. Determine interest by the entities in investing in reuse and rehabilitation of the former junior high school or in redevelopment of the property.

2. Identify conceptual plans, potential uses, and levels of investment as outlined by interested parties; and

3. Select the most qualified and capable entity or entities interested in redeveloping the property, and invite same respond to a Request for Proposals.

The School District and City intend to invite a selected list of qualified entities, no more than three, to respond to a Request for Proposals and participate in a selection interview with a committee of school, city and other community representatives.

The selected entities will be invited to respond to the RFP and provided detailed information, including but not limited to: preliminary redevelopment site plans and elevations and/or floor plans, total redevelopment cost projections, financial capacity/lender commitment, terms of site acquisition, and implementation schedule.

PROJECT CONSIDERATIONS

Site Profile — 406 4th Street NW

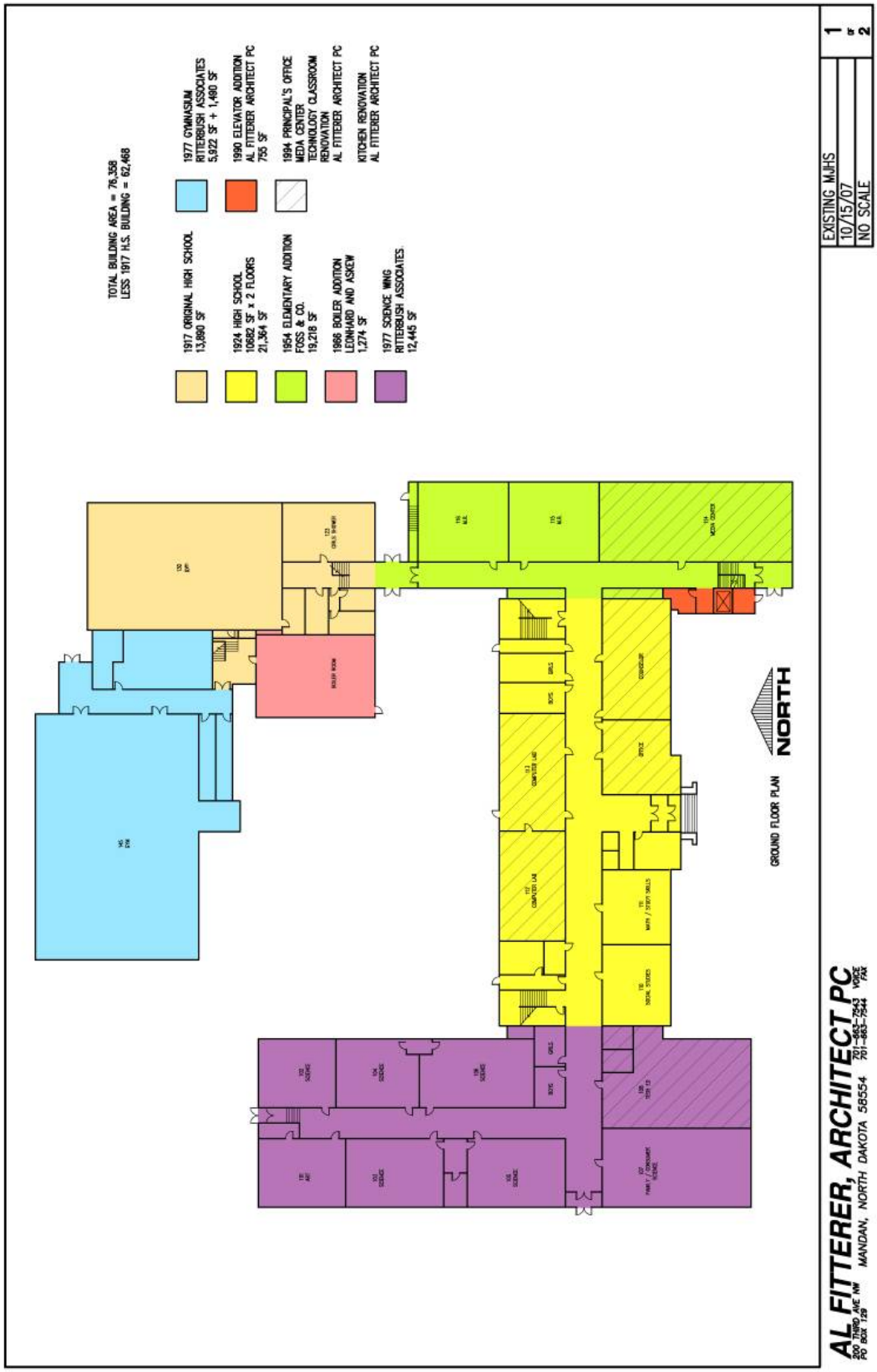
Legal Description — All Block 55, Addition 21, Mandan Proper (OT), City of Mandan, Morton County, ND

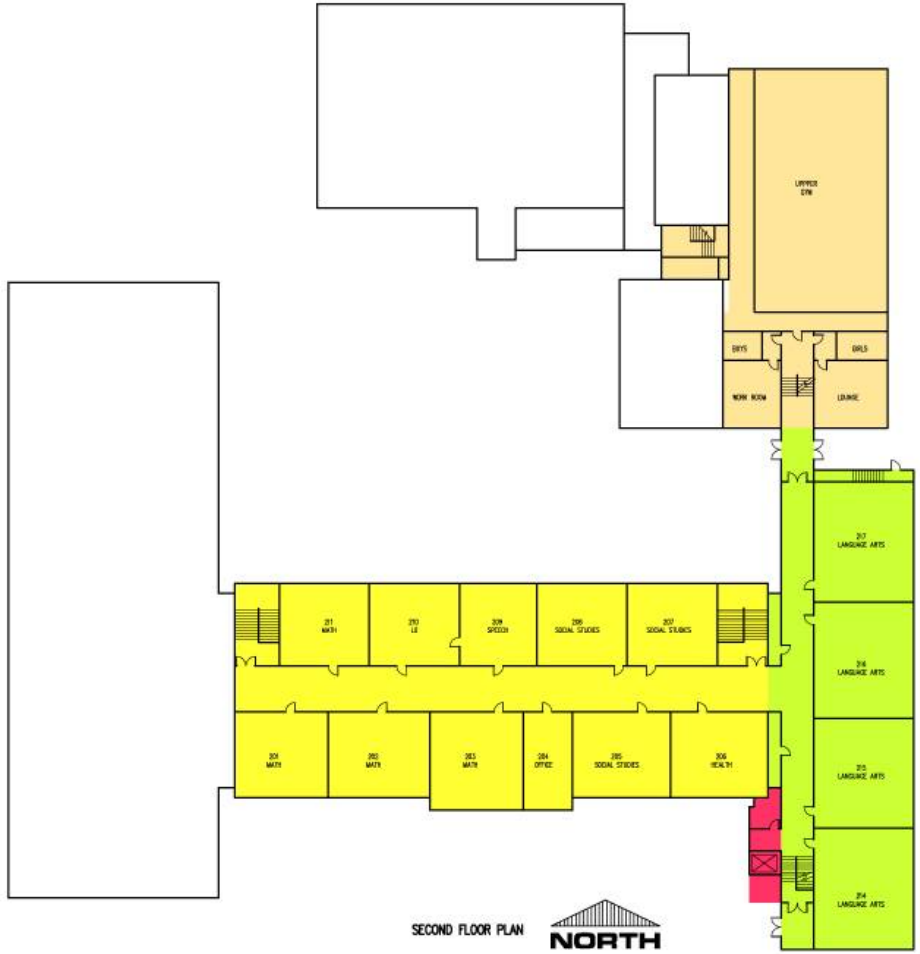
The building has served throughout its lifetime in various combinations as a senior high, elementary and junior high, and most recently, from September 2008 through December 2009, as a facility for sixth graders.

The original building was constructed in 1917 with sections added in 1924, 1954, 1966, 1977 and 1990. It is mostly two stories, three stories in one section, and approximately 110,000 square feet. It occupies an entire city block, sitting on approximately 2.07 acres of land.

The property is surrounded by single-family homes, both owner- and renter-occupied.

Floor Plans


TOTAL BUILDING AREA = 76,358
LESS 1917 H.S. BUILDING = 62,468
1917 ORIGINAL HIGH SCHOOL
13,890 SF
1924 HIGH SCHOOL
10682 SF x 2 FLOORS
21,364 SF
1954 ELEMENTARY ADDITION
FOSS & CO.
19,218 SF
1966 BOILER ADDITION
LEONHARD AND ASKOW
1,274 SF
1977 SCIENCE WING
RITTERBUSH ASSOCIATES
12,445 SF
1977 GYMNASIUM
RITTERBUSH ASSOCIATES
5,922 SF + 1,490 SF
1990 ELEVATOR ADDITION
AL FITTERER ARCHITECT PC
755 SF
1994 PRINCIPAL'S OFFICE
MEDIA CENTER
TECHNOLOGY CLASSROOM
RENOVATION
AL FITTERER ARCHITECT PC
KITCHEN RENOVATION
AL FITTERER ARCHITECT PC
GROUND FLOOR PLAN
NORTH
EXISTING MJHS
10/15/07
NO SCALE
1
of
2
AL FITTERER, ARCHITECT PC
200 THIRD AVE NW
PO BOX 128
MANDAN, NORTH DAKOTA 58554
701-663-7243 VOICE
701-663-7244 FAX



SECOND FLOOR PLAN

NORTH

THIRD FLOOR PLAN

TOTAL BUILDING AREA = 76,358
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13,890 SF

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19,218 SF

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AL FITTERER ARCHITECT PC
755 SF

AL FITTERER, ARCHITECT PC
200 THIRD AVE NW
PO BOX 129
MANDAN, NORTH DAKOTA 58554
701-663-7543 VOICE
701-663-7544 FAX

EXISTING MJHS	2
10/15/07	of
NO SCALE	2

Utility Map

Other Site Facts

Site control
The Mandan Public School District owns the property and has entered into a joint powers agreement with the City of Mandan to provide for the preparation, adoption and implementation of a development and renewal plan for the former Mandan Jr. High property.

Zoning and Parking
The property is in an area zoned RM, which is Multi-Family Residential. Permitted uses include a bed and breakfast, churches, dwellings, education, funeral establishments, health and medical, offices and banking, and public recreation. A zone change would require an application, public notice, review by the Planning and Zoning Commission, and the City Commission.

Historic property
Portions of the building are historic, but is not within Mandan's Commercial Historic District as recorded with the National Register of Historic Places. The building could be nominated to the National Register of Historic Places, which can provide opportunities for preservation incentives such as federal investment tax credits.

Density
The maximum allowable density is 30.0 families per net acre.

Lot coverage
See Mandan Municipal Code Title 21 – Planning & Zoning – Section 21-04-03. Available at www.cityofmandan.com or upon request by contacting the City of Mandan.

Hazardous Materials
Minimal asbestos remains in the building. Areas such as ceiling and floor have been encapsulated and the boiler/heating joints have been reworked with joints mudded, but still with some asbestos in boiler parts. All areas have been minimized. AHERA Inspection Report (April 7, 2009) attached.

Maintenance & Repair

1977-1978	JH Windows & Interior Renovation
1989-1990	Roof Replacement Original -- Replacement
1990-1991	Roof Replacement East Wing -- Replacement
1990-1991	Elevator Addition to JH
1995-1996	Asphalt work
1997-1998	Sidewalk Replacement
1998-1999	Replace/Remove Concrete wall and drainage tile
1998-1999	Roof Replacement Science Wing - New Rubber
1999-2000	Roof Repair
2000-2001	Remove/Replace Block wall north side of school
2001-2002	Chair Lift to Band Room
2002-2003	Roof Repair
2002-2003	Carpet 4 rooms
2002-2003	Handicap Door Band/Gym
2002-2003	Doors - NE
2002-2003	Door - SE
2003-2004	Carpet in Classrooms
2003-2004	Handicap Door N Gym

2003-2004	Roof Repair - Hail Repair - General
2004-2005	Carpet Classrooms
2004-2005	Replaced Steam Traps
2005-2006	Simplex Smoke Detectors
2005-2006	Door #3 Replacement
2005-2006	Carpet in Classrooms
2006-2007	Boiler Repair

Utilities
A site map with locations and sizes for sewer and water service lines and mains is attached.

DEVELOPMENT INCENTIVES

The City of Mandan has several tools to assist with business start-ups, retention and expansion. None are guaranteed; each is subject to application and individual review and approval processes.

- **Revolving loan pool:** The Lewis and Clark Regional Development Council administers an intermediary relending program (IRP) from USDA Rural Development attained specifically for business development in Mandan. Goals include job creation and retention. Funds cannot compete with, but rather must complement, conventional lending options. Owner equity of at least 10 percent of total project costs is required. The IRP loan can be no more than 50 percent of total financing needs. Most loans are approved for 10 to 25 percent of the financing package. Rates and terms are based upon the asset(s) being financed and credit risk. Rates are usually 1 to 2 percent below prime, ultimately based on risk, economic impact, and the borrower's ability to cash flow.

- **Mandan Growth Fund:** The purpose of the Mandan Growth Fund also is to assist in job growth and economic development by attracting businesses to Mandan and helping existing businesses expand and remain in operation. Like the IRP program, the Growth Fund serves as a source of gap financing. Examples of Growth Fund assistance include low interest loans, interest rate buy-downs, a stock purchase, or a forgivable loan, all of which may be tied to certain 5- to 10-year goals such as job creation and retention.

- **Property Tax Incentives:** As per N.D. Century Code ch 40-57.1, new and expanding businesses are eligible to receive up to a 100%, 5-year tax exemption on the value of new construction or improvements to existing structures.

- **Tax increment financing:** Considered on a case-by-case basis given established policies, project criteria, and demand on city services in relation to the potential benefits from the project.

Step 1 — RFQ SUBMITTAL REQUIREMENTS

To be considered, submissions are to include the following:

1. Description of interested party
   - ✓ Name of principal individual or business
   - ✓ Any investment partners
   - ✓ Technical partners (architects, engineers, planners)
   - ✓ Background and expertise of lead personnel
   - ✓ Experience in commercial, high-density residential or mixed-used developments and/or property redevelopment
   - ✓ Demonstration of financial capability

2. General Project Description
   - ✓ Anticipated mix of uses, density and any preliminary site plans, elevations and/or floor plans if available
   - ✓ Anticipated investment in property acquisition and redevelopment

3. Description of Any Comparable Projects
   - ✓ North Dakota, regional or national examples of similar development work by interested party or parties
   - ✓ Stage of development of each comparable project
   - ✓ References from similar project communities including city staff names, titles and phone numbers

Submissions must be labeled "Mandan Junior High Redevelopment Qualifications" and mailed, delivered or e-mailed as an attachment in portable document format (PDF file) to be received by 4 p.m. on or before June 4, 2010 to:

Jim Neubauer
City Administrator
City of Mandan
205 Second Avenue NW
Mandan, ND 58554
jneubauer@cityofmandan.com

Step 1 — SELECTION PROCESS

Evaluation of each submission for determination of finalists will be based upon these factors:

1. Qualifications, Experience & Financial Capability
   - ✓ Experience and success in developing similar projects
   - ✓ Length of time the firm has been in business
   - ✓ Experience of project manager and key personnel
   - ✓ Financial stability
   - ✓ Experience in developing and negotiating financing packages
   - ✓ Experience with the public sector in the development of projects

2. Preliminary Development Concept
   - ✓ Consistency with the City's downtown redevelopment goals and ordinances regarding zoning and property use.
   - ✓ Public benefits provided by the project

The School District and City reserve the right to conduct interviews with some or all of the applicants.

Step 2 — RFP SUBMITTAL REQUIREMENTS

Information about the following additional factors will be helpful to the selection team. If this information is not yet available, indicate at what point in your planning timeline it will be.

- Redevelopment site plans and elevations and/or floor plans
- Redevelopment cost projections
- Financial capacity/lender commitment
- Terms of site acquisition
- Any request for development assistance and/or incentives
- Implementation schedule including any project phasing or any stipulations that must be met for the project to advance.

Submissions must be labeled "Mandan Junior High Redevelopment Proposal" and mailed, delivered or e-mailed as an attachment in portable document format (PDF file) to be received by 4 p.m. on or before August 6, 2010 to:

Jim Neubauer
City Administrator
City of Mandan
205 Second Avenue NW
Mandan, ND 58554
jneubauer@cityofmandan.com

Respondents will be asked to present their proposals and respond to questions before a joint selection committee comprised of School District, City and community representatives. The date for this presentation will be in August, but a specific date, time and location has yet to be determined.

Step 2 — EVALUATION CRITERIA

The Mandan School Board and City Commission will select an entity or entities to redevelop the property. A recommendation will be forwarded to these elected boards by a selection committee based upon the following prioritized factors:

1. Development Concept – the degree to which the development concept and site design meet the City's downtown redevelopment goals such as the extent to which it will fill gaps in the community's retail and service sectors, or home alone creates critical mass to support these businesses through residential or office uses.

2. Public Benefits Provided by the Project -- jobs creation, sales tax, commercial property tax, access to products and services, creation of public amenities or green space, and other quality of life factors

3. Qualifications and Experience
    a. Qualifications and experience in developing similar projects
    b. Qualifications and experience of the project manager and of each team member assigned a stated role on the development team

4. Financial Capabilities and Financial Impact
    c. Financial stability and capacity to arrange private financing and, if applicable, participate in public financing mechanisms for the project.
    d. Magnitude of proposed investment
    e. Terms of acquisition, including purchase price being offered and any public financial assistance requested

5. Development Timeline

TIMELINE

The School District and City reserve the right at their sole discretion to modify the timeline.

RFQs due..... June 4, 2010
Selection Committee (School, City & Community representatives as appointed)
Reviews RFQs and Determines Recommendation ..... TBD
School Board selects entities to submit RFPs ..... June 21, 2010
City Commission selects entities to submit RFPs..... July 6, 2010
RFPs due ..... Aug. 6, 2010
Selection Committee — presentation of RFPs and developer interviews..... TBD
City Commission considers selection committee recommendation ..... Sept. 7, 2010
School Board considers selection committee recommendation ..... Sept. 7, 2010

The School District and City reserve the right to: 1) conduct interviews with some or all applicants, 2) reject any and all responses or portions thereof, 2) waive any informality or irregularity, 3) hold all responses for a period of thirty (30) days after the date fixed for the opening thereof, 4) negotiate modifications of project descriptions to a lesser or greater magnitude than described in the response, 5) accept the response(s) deemed most favorable to the best interest of the School District and the City of Mandan, and 6) advertise for new responses as may be deemed necessary. Be advised as per North Dakota open records law that responses may be released to the public if requested except for portions subject to NDCC 44-04-18.4 pertaining to confidentiality of trade secret, proprietary, commercial, and financial information.

Information Contacts

Title	Name	Phone
Building Specific Questions		
School District Business Manager	Joe Lukach	701-663-9531
Community Questions		
City Business Development Director	Ellen Huber	701-667-3485
City Staff		
City Administrator	Jim Neubauer	701-667-3215
Engineering and Planning	Dave Bechtel	701-667-3225
Building Inspection and Assessing	Richard Barta	701-667-3230
Public Works	Jeff Wright	701-667-3240
Fire Chief	Steve Nardello	701-667-3288
Advisors/Consultants		
Bismarck-Mandan Development Association	Richard Mower	701-222-5530
Lewis & Clark Regional Development Council	Brent Ekstrom	701-667-7624

For additional information such as the City of Mandan's Downtown Redevelopment Plan,and downtown fringe area site plan and building design requirements, visit www.cityofmandan.com. If you have other questions not answered here, please contact Joe Lukach, School District Business Manager at 701-663-9531 or Joe.Lukach@msd1.org or Ellen Huber, Mandan Business Development Director at 701-667-3485 or ehuber@cityofmandan.com.

Busch Environmental Consulting

3 Year AHERA Re-Inspection

Conducted For:	Mr. Joe Lukach Mandan Public Schools 309 Collins Avenue Mandan, ND 58554	**Conducted by:**	Greg Busch
		Page #	1 of 3
		Certification #	3832
		Date of Inspection:	April 7, 2009

Junior High School	ACBM	Material Code	Visually Insp	Friability	Assume/Confirm	Prior Condition	Change In Cond	Air Erosion	Water Damage	Vibr. Damage	Cont. Damage	Accessible	Assessment	Comments*
Friable ACBM	#		Y/N	F/NF	A/C		Y/N	X	X	X	X	Y/N		* Unless otherwise indicated, material is in good condition and no response action, other than normal operation and maintenance procedures, is needed
2" Red Floor Stripe	1	M	Y	NF	C	PD	N					Y		
Gym, 1917 building														
Safe Door	1	M	Y	NF	A	PD	N					Y		
Office, 1924 addition														
Boiler Breeching	1	T	Y	F	C	PD	N					Y	5	
Boiler room, 1954 addition														
Mudded Boiler Openings	2	T	Y	F	C	PD	N					Y	5	
Boiler room, 1954 addition														

Additional Comments:

MATERIAL CODES
S = Surfacing Material
T = Thermal Insulation
M = Misc. Material

CONDITION CODES
ND = No potential for damage
PD = Potential for damage
D = Damaged
PS = Damaged w/ potential for sign. damage
SD = Significantly damaged

ASSESSMENTS:
1 = Damaged or significantly damaged TSI
2 = Damaged friable surfacing
3 = Significantly damaged friable surfacing
4 = Damaged/Significantly damaged friable misc.
5 = Potential for damage
6 = Potential for significant damage
7 = Any remaining friable

FRIBILITY:
F – Friable
NF - Not Friable

Busch Environmental Consulting

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Friable ACBM	#		Y/N	F/NF	A/C		Y/N	X	X	X	X	Y/N		
Mudded Domestic Fittings	3	T	Y	F	C	PD	N					Y	5	
Boiler room, 1954 addition														
Domestic Pipe Lagging	6	T	Y	F	C	PD	N					Y	5	Located above ceiling - inaccessible
Multi-purpose room														
Boiler Combustion Chamber/Lining	8	M	Y	NF	A	PD	N					Y	5	
Boiler room, 1954 addition														
9" Brown Floor Tile	9	M	Y	NF	C	PD	N					Y		Carpeted
Room 127, 1954 addition														

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Friable ACBM	#		Y/N	F/NF	A/C		Y/N	X	X	X	X	Y/N		
9" Blue Floor Tile	10	M	Y	NF	C	PD	N					Y		Carpeted
Room 213, 1954 addition														

Additional Comments:

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