



REQUEST FOR PROPOSALS *TO*  
**PURCHASE & REDEVELOP PROPERTY** *AT*  
**1206 BYRON STREET** *IN THE*  
**CITY OF WHEELING, WEST VIRGINIA**

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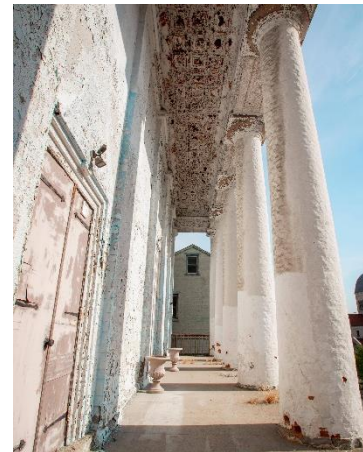
ISSUED BY: WHEELING HERITAGE  
ISSUED: WEDNESDAY, SEPTEMBER 1, 2021  
RESPONSE DEADLINE: FRIDAY, OCTOBER 29, 2021

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## 1. Introduction



Wheeling Heritage (the “Issuer”) is issuing this Request for Proposals (“RFP”) seeking proposals (“Proposal”) to collectively purchase and redevelop The Blue Church located at 1206 Byron Street (the “Property”).

The intention of this RFP is to solicit Proposals from developers (“Respondents”) that will contract to purchase the Property from Wheeling Heritage (Monroe Street Revival LLC) to redevelop the Property according to the provisions, terms, and conditions determined by the Issuer, some of which are contained herein. Other terms and conditions may be developed in response to specific Proposals and incorporated into agreements that may include incentives for the redevelopment of this historic Property.

Wheeling Heritage intends to identify a proposal which most closely matches the highest and best use for the Property. Specifically, a proposal which activates the Property, supports the economic growth of Wheeling, and celebrates its significant historic and architectural value. Wheeling Heritage has prepared a clear path toward redevelopment of the Property by identifying potential redevelopment programming, determining appropriate development incentives, and providing a financial model which demonstrates the project as both feasible and profitable for the developer.



## 2. The Property



Wheeling Heritage is seeking a developer to purchase and redevelop the below Property.

- 1206 Byron Street (Tax Parcel 10-W51-324.1)

This brief overview provides general information on the Property for consideration by potential Respondents.

The Property includes one (1) parcel (highlighted above) and contains a total parcel area of 0.154 acres. The building offers 11,070 square feet (sf) of usable floor area as itemized below:

**Main Level 4,215 sf**

**Lower Level 4,560 sf**

**Balcony 2,295 sf**

The historic significance and architectural value of The Blue Church is recognized by its nomination as a contributing building in the Monroe Street East Historic District. Consecrated in 1837 as St. Matthew's Episcopal, this Greek Revival church is one of few pre-Civil War buildings remaining in Wheeling, and one of the oldest church buildings in the community. When St. Matthew's congregation moved, the church was purchased by First Baptist Church, whose members called it home for nearly 100 years. The building was most recently used by the Church of God and Saints of Christ.

In 2014, the Wheeling Young Preservationists and Wheeling Heritage (Monroe Street Revival LLC) partnered to purchase the building and completed significant renovations in the following years.

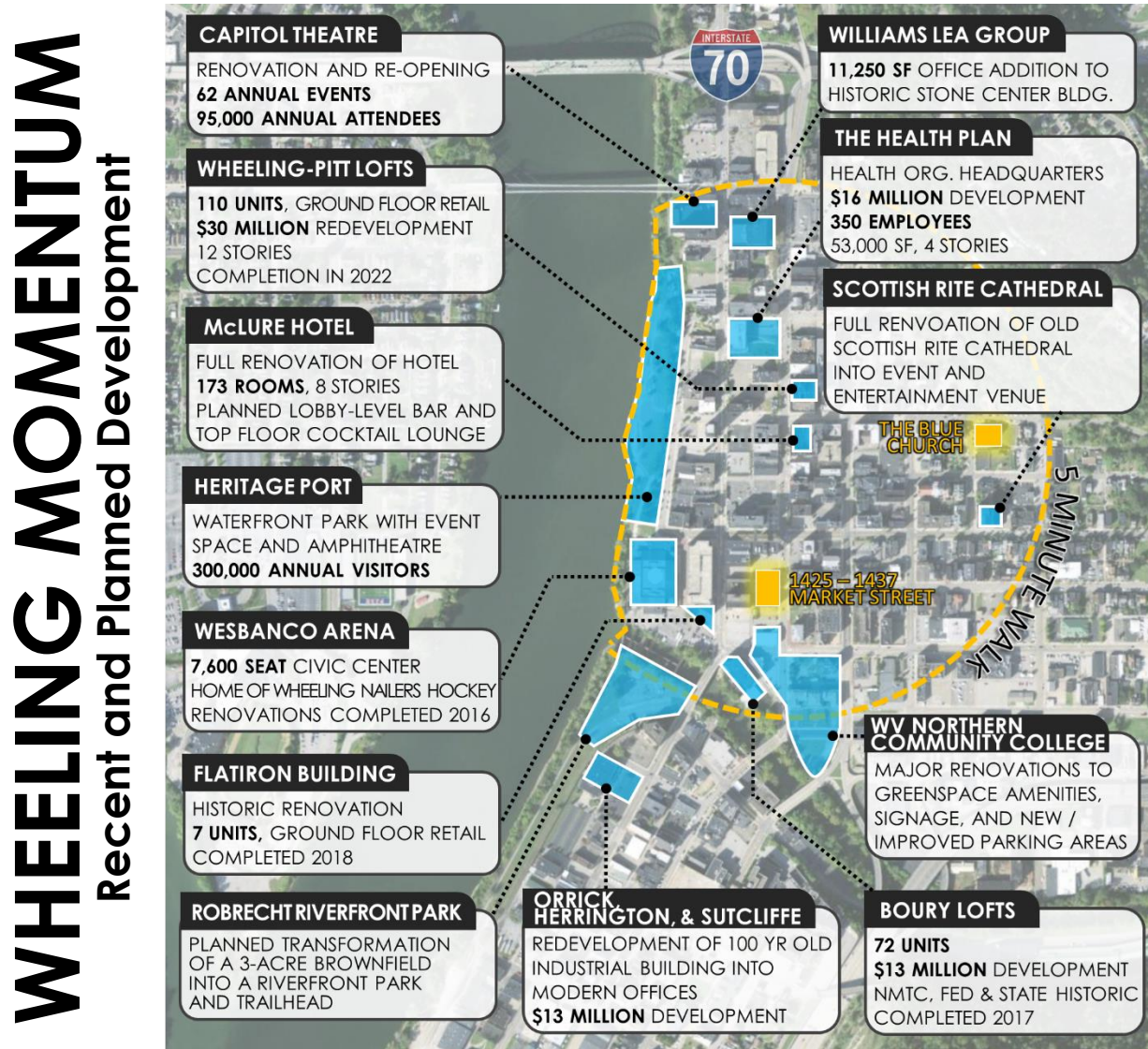
Please refer to the Investor Prospectus for further details on building history, images, floor plans, and elevations.

### 3. Redevelopment Opportunities

The goal for 1206 Byron Street is to achieve its full economic potential through an adaptive redevelopment which celebrates its renowned historic character. The Property presents an ideal opportunity to establish a unique venue / commercial space which benefits from a large main hall and balcony adorned with ornate stained-glass windows and architectural features. The Property is in East Wheeling, a neighborhood on the rise, and is suitable to support a wide range of in-demand uses as identified by the Market Study in Investor Prospectus.

As a contributing structure in the Monroe Street East Historic District, the developer may take advantage of State Historic Preservation grant programs and State and Federal Historic Tax Credits. Wheeling Heritage is committed to providing free historic preservation technical assistance to any developer which utilizes these incentives.

Additionally, redevelopment projects may qualify for New Market Tax Credits and other incentives further detailed in the attached financial model in the Investor Prospectus.



#### **4. Respondent Commitments**

Each Respondent must affirmatively state the following in its Proposal:

- (1) Respondent will enter into a contract to purchase or option to purchase the Property on terms acceptable to Wheeling Heritage and in accordance with the terms of the preservation covenant enclosed in Appendix A; and
- (2) Respondent will seek any requested development incentive package as part of the redevelopment process, but Respondent understands and acknowledges that the availability of any incentive is contingent upon approval by the applicable governing bodies and requested incentives may or may not be available; and
- (3) Respondent will, as applicable and requested by Wheeling Heritage or any applicable governing bodies, complete pre-contractual review(s) and negotiations that may be involved in the proposed redevelopment. Respondent understands and agrees that such reviews may include Architectural/Core, Urban Design and Economic/Financial reviews and that if such reviews do not result in acceptable outcomes, negotiations with respect to incentives may be terminated. Respondent further agrees to submit review-related materials to Wheeling Heritage and the City of Wheeling (the “City”) as requested; and
- (4) Subsequent to approvals by Wheeling Heritage and the City of Wheeling, if such approvals are secured, Respondent will enter into a Redevelopment Agreement requiring the Respondent to redevelop the Property according to the negotiated conditions. Respondent agrees to complete improvements within a specified term as negotiated in its Redevelopment Agreement; and
- (5) Respondent agrees to pay and be responsible for all applicable fees of the State of West Virginia, City of Wheeling, and any other State or City agency or board required in connection with the Proposal, the redevelopment, applications, and incentives associated with the redevelopment of the Property.

## **5. Required Contents of Any Proposal**

Each Respondent must provide, at a minimum, the following information:

- (1) Primary **contact information** (name, phone, address, email) for the Respondent; and
- (2) A description of **Respondent entity**; and
- (3) Confirmation that the Respondent will **purchase and redevelop** the Property (based on the specific intentions of the Respondent); and
- (4) A summary of **qualifications** (including full development team); and
- (5) A description of **past or current projects** undertaken by the Respondent similar to the redevelopment; and
- (6) If applicable to its redevelopment proposal, a description of **experience using development incentive tools** (i.e., New Market Tax Credits, Historic Tax Credits, Tax Increment Financing, etc.); and
- (7) A narrative of the **proposed redevelopment** including proposed uses; and
- (8) A narrative of the **proposed improvements and investments** in the Property; and
- (9) A narrative of the **architectural approach and character** of the redevelopment; and
- (10) An estimate of **job creation and economic impact** resulting from redevelopment; and
- (11) An **operating pro-forma for the proposed redevelopment** (at minimum, the pro-forma should include the following items: rent and expense assumptions, sources and uses, and annual cash flow for the project including any debt service and ongoing financing fees); and
- (12) Evidence to support **financing capability and the financial strength / capacity** to complete the proposed redevelopment as part of any agreement, including any financial interest/commitment letters from lenders, equity partners, or contributors and/or other sources of financing; and
- (13) A **proposed redevelopment timeline**, including project phases and an estimated completion of the proposed redevelopment.



## **6. Required Form of the Proposal**

- (1) All proposals must be clearly marked “Response to the Request to Purchase and Redevelop the Property at 1206 Byron Street; and
- (2) All proposals must be complete and include all of the information requested in Section 5 of the RFP; and
- (3) All proposals must be stapled or bound, on eight and one-half (8 ½”) by eleven inch (11”) white paper printed on one or both sides, with a minimum of 11pt font; and
- (4) All proposals must clearly identify the Respondent (including primary contact information) on the front cover; and
- (5) Each Respondent must submit three (3) complete hard copies of each proposal **and** an electronic copy in the form of a PDF.

Sealed proposals must be addressed as follows and delivered to the below address no later than **4:00pm ET, on Friday, October 29, 2021**. Proposals received after the deadline may be accepted and reviewed until a redeveloper is selected.

Wheeling Heritage  
1400 Main Street  
Wheeling, West Virginia 26003

Respondents should request a receipt for hand-delivered sealed proposals, and Respondents should maintain delivery receipts from paid delivery services. The electronic copy should be e-mailed to **info@wheelingheritage.com** with a copy to **joel@steadfastcity.com**. Please note, submittal of the electronic copy, in absence of delivering hard copies, does not constitute an official RFP response.



## **7. Selection Process and Criteria**

Responses will be reviewed by Wheeling Heritage as they are received. They will use the following criteria, in addition to any requested interviews or presentations, in its selection process to evaluate submitted proposals:

- (1) The Respondent's compliance to the Required Form of the Proposal (page 6); and
- (2) The Respondent's agreement to Respondent Commitments (page 4); and
- (3) The Respondent's summary of qualifications (including full development team); and
- (4) The Respondent's experience from past / current projects similar to the redevelopment; and
- (5) The Respondent's experience using development incentive tools; and
- (6) The proposed redevelopment's ability to activate the Property, support the economic growth of Wheeling, and celebrate the architectural character of the Property; and
- (7) The proposed improvements and investments in the Property; and
- (8) The architectural approach and character of the proposed redevelopment; and
- (9) The job creation and economic impact resulting from the proposed redevelopment; and
- (10) The proposed redevelopment's operating pro-forma; and
- (11) The Respondent's financing capability and financial strength / capacity to complete the proposed redevelopment; and
- (12) The proposed redevelopment timeline.

Wheeling Heritage reserves the right to reject any or all Proposals and further reserves the right to waive any technicalities. All qualified Respondents will receive consideration without regard to race, color, religious creed, ancestry, national origin, age, handicap or sex.

## **8. Questions Regarding This RFP**

All questions or requests for clarification with respect to the RFP or additional information about the site and facility must be submitted in writing or via e-mail to:

Joel Glasscock  
Project Manager  
Steadfast City Economic & Community Partners  
4500 South Kingshighway Boulevard, Suite 28  
Saint Louis, Missouri 63109

Phone: 314-602-0503  
E-Mail: joel@steadfastcity.com

A timely response will be issued as questions are received. The Issuer shall not be obligated to respond to any question. Responses to all questions will be sent electronically to the questioner and made publicly available online via the Wheeling Heritage webpage.

## **9. Building Walk-Throughs and Q & A Sessions**

Respondents may request a building walk-through to assist the development of their proposals. Walk-throughs will be scheduled on an individual basis. Additionally, respondents may attend the open question and answer session (date and time to be determined). Please contact Betsy Sweeny (see below) to receive further details for the Q & A session or to schedule a building walk-through.

**Betsy Sweeny**  
Director of Heritage Programming  
Wheeling Heritage

Phone: 304-232-3087  
E-Mail: bsweeny@wheelingheritage.org

## **10. General Terms and Conditions**

- (1) This Request for Proposals does not commit Wheeling Heritage to enter into a purchase and sale agreement or the City of Wheeling to enter into a redevelopment agreement, or pay any costs incurred in the preparation of a proposal to this request, or in subsequent exclusive negotiations, or procure or contract for the project.

Final approval of a proposal shall be in compliance with all applicable City, State and federal laws and regulations.

- (2) Modifications for Withdrawal of Proposal Submissions:

At any time prior to the specified time and date set for the proposal's submission, a Respondent, or their designated representative, may withdraw a proposal.

- (3) Reservations of Rights by Wheeling Heritage:

The issuance of the Request for Proposals and the acceptance of Proposals does not constitute an agreement by Wheeling Heritage that any contract will be entered into by the organization. Wheeling Heritage expressly reserves the right to:

- a. Reject any or all Proposals; and
- b. Re-issue, amend, and/or terminate this Request for Proposals; and
- c. Extend the time frame for submission of Proposals by notification to all parties who have expressed an interest in the Request for Proposals with Wheeling Heritage; and
- d. Request supplemental information for any or all Respondents. The foregoing granting of exclusive negotiation rights does not commit the Wheeling Heritage to accept all of the terms of the proposal. Final terms of any agreement will be agreed upon during negotiations. Negotiations may be terminated by Wheeling Heritage for failure to reach mutually agreeable terms; and
- e. Request that the Respondent(s) complete an interview and/or present their submitted proposal; and
- f. Revise or waive any default in the proposed language.

- (4) Applicant Certification

By submission of a Proposal, the Respondent certifies they have not paid or agreed to pay any fee or commission, or any other thing of value contingent on the award of this contract to any employee, official, or current contracting consultant to the City.

The Respondent certifies that the financial information in this statement has been determined independently and without consultation, communication, or agreement for the purpose of restricting competition as to any matter relating to such costs with any other Proposal or Respondent.

(5) Right to Disqualify

Wheeling Heritage reserves the right to disqualify any Respondent on the basis of any real or apparent conflict of interest that is disclosed by the Proposals submitted or any other data available to Wheeling Heritage or the City of Wheeling. This disqualification is at the sole discretion of Wheeling Heritage. By submission of a statement hereunder, the Respondent waives any right to object now or at any future time before any public body or agency, including, but not limited to the City, or any court, as to the exercise by Wheeling Heritage or the City of Wheeling such right to disqualify, or as to any disqualification by reason of real or apparent conflict of interest determined by Wheeling Heritage or the City.

(6) Applicant Incurred Cost

Each applicant is responsible for all costs incurred in preparing a response to this Request for Proposals.

## **11. Request for Proposals Schedule**

Issuance of Request for Proposals	Wednesday, September 1, 2021
Respondent Building Walkthroughs	September – October 2021
Q & A Session	TBD, Contact Betsy Sweeny for Details
Proposal Submittal Deadline	Friday, October 29, 2021
Respondent Interviews/Meetings/Presentations	November - December 2021
Selection of Redeveloper	Friday, December 17, 2021
Execute Redevelopment Agreement	January 2022