

REQUEST FOR PROPOSALS

**PURCHASE AND DEVELOPMENT OF THE
CLARENCE E. MILLER BUILDING AND HISTORIC COUNTY HOME CAMPUS
1587 GRANVILLE PIKE IN LANCASTER, OHIO**

FAIRFIELD COUNTY PARCEL NUMBERS 0533800510 & 0533181100

OWNED BY THE FAIRFIELD COUNTY LAND REUTILIZATION CORPORATION



Overview

The Fairfield County Land Reutilization Corporation (FCLRC) is seeking a qualified developer with the vision, experience and capacity to purchase, thoughtfully rehabilitate and adaptively reuse the historical Fairfield County Home, also known as the Clarence E. Miller (CEM) Building, at 1587 Granville Pike in Lancaster, Ohio. The FCLRC is interested in innovative ideas and is open to all thoughtful proposals.

The successful buyer/developer will propose a plan that:

1. Respects the architectural and historic elements of the Property;
2. Strengthens the synergy of the neighborhood;
3. Aids in bringing additional residential and/or business opportunities to the neighborhood.

The Property includes a primary building which is a 3-story brick structure containing approximately 32,000 SF, six (6) additional outbuildings, and three(3) asphalt parking lots on 5.939 acres of land. It is located two miles northeast of the downtown portion of the City of Lancaster, the Fairfield County seat. Fairfield County is in the southeastern part of the Columbus Metropolitan Statistical Area. Additional information about Fairfield County can be obtained at the website of the Fairfield County Economic Development Department: http://www.co.fairfield.oh.us/dev/community_profile.htm

The site is adjacent to the Ohio University Lancaster, which is situated on 113 acres offering a variety of associate's and bachelor's degree programs. Student enrollment was 2,492 as of the Fall Semester 2016. Contiguous to the Property is "Beaver's Field," which hosts Ohio American Legion junior and senior state baseball tournaments. Overall, the neighborhood is characterized by commercial buildings housing a variety of commercial and office uses and single-family residences of average and good quality construction.

According to the City of Lancaster zoning office, the subject Property is zoned OM, Office Medium Intensity District. The OM zoning classification broadly allows for a wide variety of office land uses. Multi-family housing is among uses that may be granted as a "Special Exception" by the Board of Zoning Appeals. The following link provides access to the City of Lancaster's Zoning Code for Office Districts:
<http://whdrane.conwaygreene.com/NXT/gateway.dll?f=templates&fn=default.htm&vid=whdrane:OH Lancaster> .

Pursuit of a National Historic Register listing of the Property to qualify for Federal and State Historic Tax Credits is to take place at the discretion and the responsibility of the selected owner/developer. Preliminary reviews of the Property indicate its suitability as a candidate for consideration. The FCLRC will consider assuming a collaborative role in this process if it is deemed beneficial toward achieving the objectives of the FCLRC. The City of Lancaster is a Certified Local Government, a community with local responsibility in the protection of historic resources.

Buyer/developer shall be responsible for obtaining approvals for any uses or required licenses and permits. Further, buyer/developer will be responsible for any other investigative needs in relation to the history of the Property.

Property Information

The Property is sold as is. Prospective developers are expected to conduct and rely solely on their own investigation of the Property prior to submitting their Proposal. All materials provided by the FCLRC are offered for informational purposes only, and shall not be relied on by other parties in any way. In providing such material neither the FCLRC nor any of its agents have made, and specifically negate and disclaim, any representations, warranties, promises, covenants, agreements or guaranties of any kind or character whatsoever, whether express or implied, oral or written, of, as to, concerning, or with respect to, (1) the suitability of the Property for any and all activities and uses which may be conducted thereon, (2) the compliance of or by the Property with any laws, rules, ordinances or regulations of any applicable governmental authority, (3) the habitability, merchantability, marketability, profitability or fitness for a particular purpose of the Property, or (4) any other matter with respect to the Property.

Developers must contact the FCLRC to arrange visits to the Property. The FCLRC will require reasonable notice before scheduling visits to the Property, and all visitors must be accompanied by a representative of the FCLRC.

Purchase Price

The FCLRC is prepared to sell the Property at a price not to exceed its incurred expenses in order to promote a quality development for the community. A development proposal should state a threshold cost the developer is willing to pay. No brokerage fees will be paid.

Review

Proposals will be reviewed in terms that include, but are not limited to:

- Completeness of submittal
- Proposed use
- Quality and appropriateness of the building design and site improvements
- Feasibility of the project
- Offering price
- Contribution to the community's tax base
- Developer's expertise and capacity
- Contribution to the overall community of the City of Lancaster and Fairfield County

An RFP selection committee will review the submitted Proposals for completeness and compliance with project evaluation criteria and rank them accordingly. The selection committee will interview several firms and recommend the most appropriate Proposal based on a range of evaluation criteria. The committee will then recommend the selected Proposal to the Board of Directors of the FLCRC for approval and the beginning of negotiations for the purchase agreement.

The FCLRC is not obligated to select any of the submitted Proposals and may choose to reject all Proposals. The submittal of Proposals for this project does not bind the FCLRC to any firm. The FCLRC reserves the right to delay the award of the contract.

Closing

Construction should commence within 24 months of closing. The buyer will be expected to ensure the site is secured and maintained.

Tax and Code Policy

Proposals will be rejected from any party who: is delinquent in the payment of real estate taxes to the City of Lancaster or Fairfield County; who has been convicted of violating an order of the Building Inspector; or who has been convicted of a felony crime affecting property or neighborhood stability. Tax and court records may be checked prior to closing.

Key Dates

Release:	April 3
Pre-proposal Conference:	April 17 (location and time provided upon inquiry)
Individual Site Visits:	April 18 – May 12 by appointment
Inquiry Period:	April 18 – May 26
Due Date:	June 30
Selection Review:	July and August
Finalist Interviews:	September
Award Announcement:	October

RFP Delivery

One copy of the proposal accompanied by an electronic copy on compact disc must be delivered via postal service or in person, on or before **June 30, 2017**, to:

Michael J. Kaper, Executive Director
Fairfield County Land Reutilization Corporation
210 E. Main St., Room 206
Lancaster, Ohio 43130

The FCLRC reserves the right to extend the Submission Date and other Key Dates relative to the process of requesting, evaluating and selecting Proposals at its sole discretion.

Proposal Content Required

1. State the name, address, and telephone number of the applying entity.
2. State the name(s) of the applying entity's representatives and any other financial guarantors of the Project and their addresses and telephone numbers if different from above.
3. Provide background information about the applicant and guarantors, including development experience, and all other relevant information the FCLRC may need to consider while reviewing the application. Describe the corporate or partnership structure as applicable.
4. Briefly describe the proposed Project. Include in this section:
 - a. Intended usage
 - b. Anticipated economic and environmental impact
 - c. All other information needed to fully explain the project
5. State the marketing plans for the project identifying the intended market. Indicate the types of lessees, anticipated projections for full occupancy and identify the property manager.

6. State the estimated project costs broken down by component (i.e., land, buildings, equipment, soft costs, etc.).
7. Explain and provide an estimate of costs of changes and improvements to be made to the outdoor spaces (e.g., sidewalks, lighting and planting).
8. State the proposed time schedule for the Project including the dates anticipated for the following, based upon finalization of the agreement between the developer and the FCLRC by December 2017:
 - a. Closing of the loan or contributing financing availability.
 - b. First expenditure of funds with regard to the project.
 - c. Anticipated date construction will begin.
 - d. Anticipated completion and placement into service dates.
9. Financial Background
 - a. Attach current audited financial statements of the applicant. If audited financial statements are unavailable, please submit non-audited statements.
 - b. State the relationship any applicant or grantor has had with any accounting firm over the last five years and reason for change, if any.
 - c. Attach three years tax returns if Applicant is an individual.
10. Name any of the following that will be involved with the Project (with address and phone numbers):
 - a. Counsel for the Applicant
 - b. Architects and engineers
 - c. Contractor for project
 - d. Other professionals
 - e. Indicate whether the Applicant or any guarantor have any previous or ongoing relationship with any Board member or legal counsel of the FCLRC Board. If so, please describe.
11. Give three references for you personally, and three for your business.
12. Please disclose whether any applicant, guarantor or any other person involved with the project is currently engaged in any civil or criminal proceeding. Also disclose whether any individual involved with the project has ever been charged or convicted of any felony or currently is under indictment. Please supply detailed information.
13. Provide the following information about the loan or proposed loan for the Project.
 - a. Name, address, and phone number of lender and contact person with lender
 - b. Amount of loan
 - c. Attach a lender's commitment letter
14. Attach a cash flow pro-forma of at least five (5) years along with a statement of development Sources and Uses of Funds for the project.
15. Acknowledgment of all terms & requirements of the request for proposal. Note any exceptions.

Attachments

The following documents are included for additional information:

- Context Map
- Parcel Map
- Site Layout
- Historical Overview of the Clarence E. Miller Building

Upon request to the FCLRC, the following documents will be provided:

- VPL Architects, Inc. Assessment, March 2014
- Chryatech Asbestos Material Sampling Report, October 2010
- The Charles R. Porter Company Appraisal Report, April 25, 2014

Questions

The FCLRC assumes that questions and requests for further information and clarifications will be needed depending on the type of development proposed. All questions should be directed to Executive Director Michael Kaper at michael.kaper@fairfieldcountyohio.gov or 740-652-7146.

Property Description

A pre-Civil War structure, the Clarence E. Miller Building has served the community during its 189-year life span as the county infirmary and housing for the county's poor and elderly until the mid 1980s, and since then, offices for the Fairfield County Emergency Management Agency, Human Resources, Children's Services, Big Brothers Big Sisters, Teenage Pregnancy Program, Board of Education, and the Fairfield County Health Department. The building is situated on a campus of 5.939 acres and has six associated outbuildings.

CEM Building

- Three-story historic property with elevator
- Brick and wood frame construction
- Double-pitch gable-end roof with asphalt shingles
- Concrete floating floor foundation
- 32,250 square foot gross building area
- Constructed 1828-1865
- Six additional outbuildings

The CEM Building was built in 1828 and in its original form was a small 32' x 46' three-story structure, which has been added to on multiple occasions over the years since then. The first addition was a 50' x 46' three-story structure that was built in 1840 adjacent to the south side of the original facility. Both the original building and the 1840 addition contain a semi-finished attic space with flat ceilings and multiple light wells up to skylight / roof hatches. The minimally appointed exteriors of these first two

portions of the building have wide roof overhangs and brick facades with evenly spaced rectangular double-hung wood windows with simple two-over-two divided lites and flat stone lintels and sills.

In 1865 an 'L'-shaped addition was erected at the north side of the original building. Its exterior also has wide overhangs and a brick façade which contain evenly spaced arched double hung wood windows with more ornate six-over-six divided lites and more elegantly designed Italianate-styled window lintels. The roof peak is punctuated with an Italianate "widow's walk" cupola, and the east façade contains a front porch with Tuscan-styled columns set on decorative plinths.

Most of the rooms and hallways in the 1828, 1840 and 1865 structures had ceilings that were at least nine feet high and were adorned with beautiful, ornately stamped, painted tin ceiling panels. The attic in the 1865 addition was built with a steeply pitched, wall-board-faced ceiling punctuated with several skylight / roof hatches and a ladder/stair leading up to the 10'x10' wood-framed, window-faced widow's walk.

Over the years, small one-story outbuildings (wood framed on sandstone block foundations) were erected approximately 60 feet to the west of CEM Building. These facilities were initially utilized as a blacksmith shop, carpentry shop, smoke house, chicken house and storage barn.

Sometime in the early to mid 1900s, a pair of small additions was built into the hill at the west (rear) side of CEM Building. The northern of these two additions contained a food storage facility (spring house) at the ground level and had office spaces at its second floor. The southern of these two additions had mechanical spaces at the ground level, and contained restroom facilities at its second and third floors.

Also in 1986 CEM underwent a major renovation which included, among other things:

1. the paving of two new parking lots up the hill to the west of the building,
2. the erection of a new 8' high retaining wall precariously close to the west and north exterior walls of the 1865 addition,
3. the installation of a sprinkler system throughout the facility,
4. the construction of the above mentioned interior hallway ramps,
5. the installation of a new elevator which connected all three floors and the attic,
6. slight upgrades to the restroom facilities, and
7. the remodeling of the second floor offices in the northern rear addition.

In the early years of service as the home for the poor and elderly, a graveyard known as the "Pauper's Cemetery" came into being further up the hill directly west of CEM Building. A cemetery marker dated 1886 stands in the middle of the cemetery and states "To the Memory of Our Dead." The graveyard has been transferred to the City of Lancaster.

**FAIRFIELD COUNTY
HUMANE SOCIETY**

FOREST ROSE SCHOOL

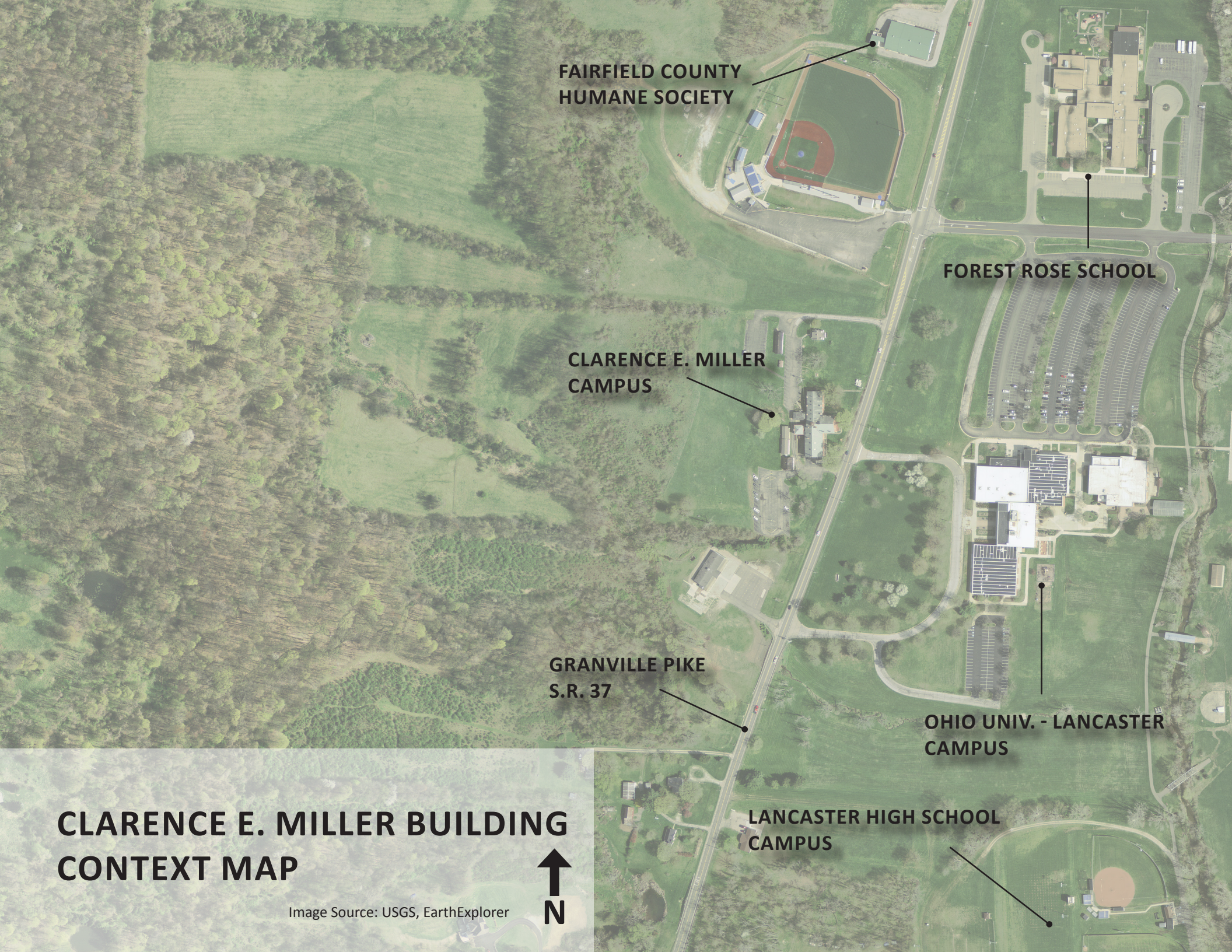
**CLARENCE E. MILLER
CAMPUS**

**GRANVILLE PIKE
S.R. 37**

**OHIO UNIV. - LANCASTER
CAMPUS**

**CLARENCE E. MILLER BUILDING
CONTEXT MAP**


Image Source: USGS, EarthExplorer



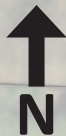
PARCEL# 0533800510
2.74 ACRES

PARCEL# 0533181100
3.2 ACRES

CLARENCE E. MILLER BUILDING PARCEL MAP

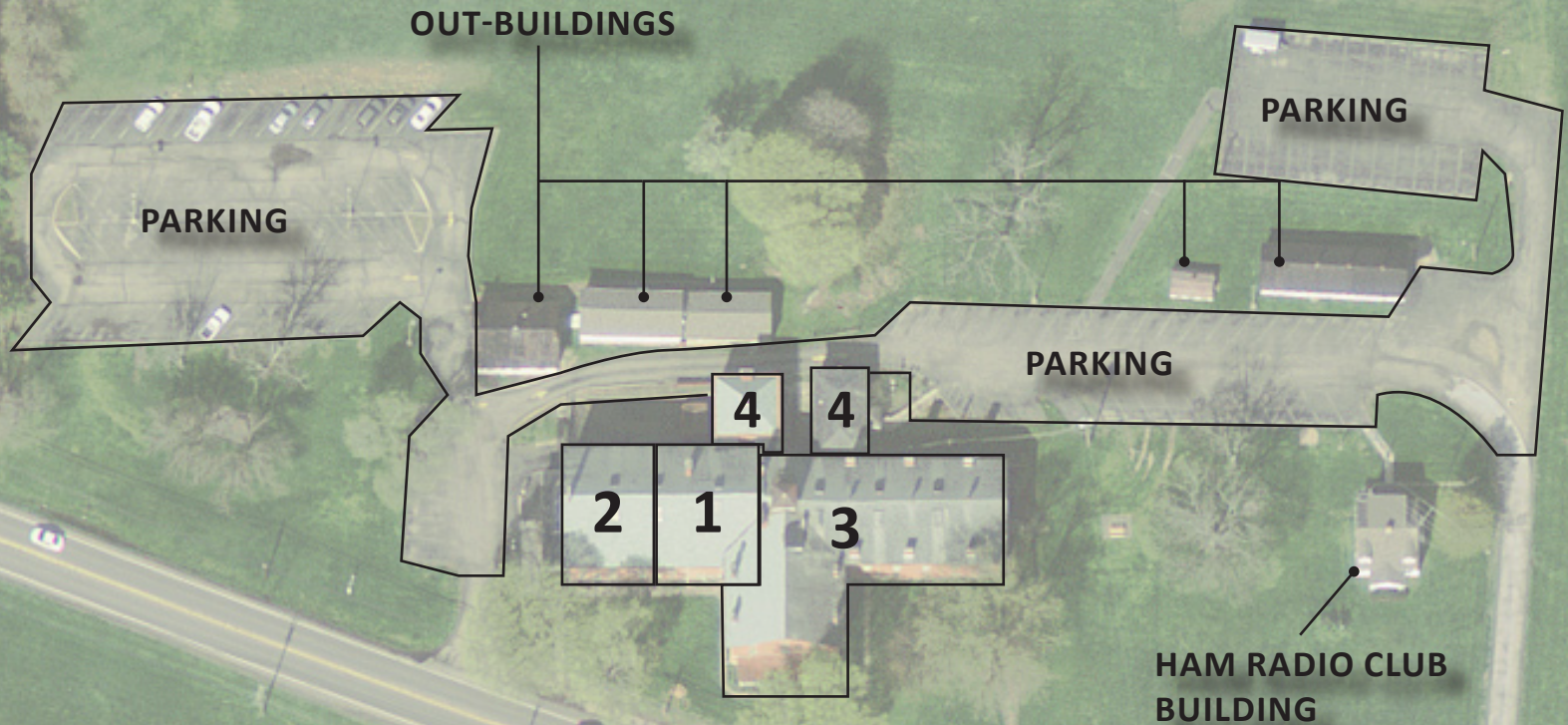
 **CAMPUS BOUNDARY**

Source: Fairfield County GIS Dept.



GRANVILLE PIKE
S.R. 37

1. ORIGINAL 1828 BUILDING
2. 1840 SOUTH WING ADDITIONS
3. 1865 "L" SHAPED NORTH WING ADDITION
4. PAIRED WEST WING ADDITIONS



CLARENCE E. MILLER BUILDING SITE LAYOUT



Image Source: USGS, EarthExplorer

Historical Overview

of the

THE CLARENCE E. MILLER BUILDING

(formerly County Infirmary and County Home)



Prepared by Dennis R. Keller, Fairfield County Facilities Manager

- 1826** Fairfield County purchased an 80 Acre farm approximately 2.5 miles north of the County Seat along Granville Pike from John & Catherine Creed for \$1500, to establish a County Infirmary for the poor and aged. This farm included land on both sides of Rt. 37 at that time, and a working farm was established where OU-L currently sits. The first wood framed County building was built immediately after 1826 to serve as the Infirmary for County residents.
- 1828** The first brick structure was built in 1828, and the Infirmary was also referred to as the "Poor House" during these times.
- 1837** On June 7, 1837 the County Commissioners purchased an additional 20 acres west of the original property from Elizabeth Weaver for \$220, increasing the size of the property to 100 acres making the home and working farm as self-sufficient as possible.
- 1848** In 1848 a brick addition was added to the south end of the first brick structure, increasing the capacity of the Infirmary to serve both children and adults.
- 1865** A second brick addition to the front and north were added to the County Home, which were believed to serve as administrative areas. The home housed as many as 90 residents and was self-supporting with the working farm supplying necessary food. The out-buildings served as a smoke house where they butchered and processed their own meat, a root cellar, a spring house, and a carpentry shop. The County provided a superintendent, caretakers and staff, along with necessary funding to operate the home.
- 1868** On August 31, 1868 the County purchased another tract of 70 acres west of the property from George W. & Sarah E. Cruit for \$5600, increasing the size of the County Home farmland to a total of 170 acres.
- 1886** During this time, a cemetery was established on the property to serve the deceased residents from the County Home and was called "Paupers Cemetery" by historical accounts. It is not known for sure how many bodies are buried there, since there are very few grave markers present. There is one large monument dated 1886 that bears the inscription "To the Memory of Our Dead".
- 1905** On May 12, 1905 the County Commissioners purchased 40 acres north of the original property and along Granville Pike from Frederick J. Buschemeyer for \$3800, increasing the size of the farm to 210 acres.
- 1912** Historical accounts for this year indicated that the County Home and farm were located on 210 acres north of the City. According to the Superintendents Journal, the expenses for maintaining 69 charges, or residents, was \$9,775.54 that year and the net cost of maintaining each inmate was reported to be \$102.21.
- 1985** The last 16 residents were removed from the County Home in 1985 and relocated to nursing homes and foster homes. The County Home was closed for good by the County Commissioners in March of that year.
- 1986** A major renovation of the building was made adding an elevator, sprinkler system, and many other updates to prepare the building for use as County offices including Human Resources, the Health Department, County Extension Offices, and Children's Services. The building was renamed the Clarence E. Miller Health and Human Resources building.
- 2000** The building continued to serve as the home to the Fairfield Department of Health after all other County Departments had been moved to other facilities.
- 2013** The Fairfield Department of Health was relocated to its new offices in a leased space at 1550 Sheridan Drive.