

# 2020

Lycoming College

Basin Street Development Project  
Williamsport, Pennsylvania

## **REQUEST FOR QUALIFIED SUBMISSIONS NO. 1 (RFQS) BASIN STREET DEVELOPMENT PROJECT**

**Lycoming College**  
One College Place  
Williamsport, PA 17701

Attention Respondents:

Your firm is hereby invited to submit a formal response to Lycoming College's (hereinafter "the College") Request for Qualified Submissions (RFQS) for the Basin Street Development Project described within. A successful respondent (or respondent team) will be selected by the College as a result of this process.

**Your complete response to this RFQS must be received by Delta Development Group, Inc. (on behalf of the College), at 2000 Technology Parkway, Mechanicsburg, PA, 17050, no later than 4:00 p.m. on Monday, June 22<sup>nd</sup>, 2020. Submissions should include one (1) clearly marked original document, an electronic copy, and nine (9) bound copies of the document. No submissions will be accepted after 4:00 p.m. on June 22<sup>nd</sup>, 2020.**

The College will make the final selection of the developer or team of developers to perform the proposed services. The College reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all proposals when it is in the best interest of the College.

Addendums to the RFQS, outlining additional development opportunities that will be components of or complementary to the Basin Street Development Project, may be periodically posted to the College's website at <https://www.lycoming.edu/strategic-plan/old-city-rfq.aspx>. It is the responsibility of respondents to monitor the website for such project developments.

All questions about the process and procedure may be directed to Darren J. Asper, PP, AICP by e-mail at [BasinRFQS@deltaone.com](mailto:BasinRFQS@deltaone.com).

## INTRODUCTION

Lycoming College (the College) is requesting qualified submissions from experienced development companies for the development of the College's Basin Street site in the City of Williamsport, Pennsylvania.

Lycoming College is now in its third century. From its beginnings in 1812 as the Williamsport Academy, its curriculum has centered on the liberal arts and sciences. The Charter described the initial educational focus as the study of "English and other languages" and "the useful arts, sciences and literature." In 1841, the curriculum included English, Writing, Arithmetic, Geography, Chemistry, Natural Philosophy, Mathematics, Latin, and Greek. Today, Lycoming College enjoys its present status as a national liberal arts and sciences college largely because its leaders have remained steadfast to the tradition established by its founders, believing that the best preparation a person can have for a happy and successful life is time spent studying the liberal arts and sciences. In recent years, annual undergraduate enrollment has ranged from 1,200 and 1,400 students.

***Figure 1. Krapf Gateway Center***



*Source: Lycoming College*

As part of Lycoming College's Campus Planning Update, the College has recently advanced the construction of the Krapf Gateway Center. The 31,250 SF facility, located at the junction of Basin, Franklin, and E. 4<sup>th</sup> Streets, serves as the hub of student activity, housing admissions and alumni relations, the Center for Enhanced Academic Experiences, and the Outdoor Leadership and Education program. Designed by BHDP Architecture and Derck & Edson, the building features several presentation, seminar, and study rooms, as well as a café, and outdoor plaza. The focal point is its three-story atrium, which features lounge space with an indoor rock climbing wall. The building's curved brick façade and two-story windows provide a striking first impression to campus visitors, students, staff, and the local community. In addition to serving as the focal point of the College, the Krapf Gateway Center is expected to spur development in Williamsport's Old City neighborhood. Street reconfiguration in the

area will allow pathways connecting the campus to the Central Business District and to the Susquehanna River Walk.

Lycoming College's Campus Planning Update has identified the 1.59 +/- -acre Basin Street development site located in Williamsport's Old City neighborhood as a key target area for redevelopment. The lot is bound by Basin Street, E. 3rd Street, E. 4<sup>th</sup> Street, quadrisectioned by E. Willow and Duke Streets, and currently consists of surface parking and green space. The site's proximity to Lycoming College, Interstate I-180, Williamsport's Central Business District, and a variety of downtown destinations, including businesses, restaurants, transit centers, and judicial facilities, leave it well-positioned to serve as the catalyst for the redevelopment of Williamsport's Old City neighborhood. The Old City/ E. 3rd Street Gateway Redevelopment Strategy (2015), Williamsport Old City Market Analysis (2019), and other analyses have called for mixed-use development of the site with on-site parking to spur redevelopment of the neighborhood.

Current public-private investments and projects in the immediate vicinity of the Basin Street Development site include:

1. Lycoming College Campus Planning Update
2. Lycoming College Krapf Gateway Center Project
3. Reconstruction and realignment of Basin/Franklin Streets
4. Basin Street Multi-Modal Improvements, Including a Connection to the Susquehanna River Walk
5. Development of the Russell Inn Heritage Park at the Corner of Mulberry and E. 3<sup>rd</sup> Streets
6. Streetscape Improvement Along E. 3<sup>rd</sup> and E. 4<sup>th</sup> Streets
7. Proposed Pedestrian/Bicycling East – West Corridor Along Willow Street
8. Intersection Improvements at E. 3<sup>rd</sup>/Market, E. 3<sup>rd</sup>/Mulberry, E.3<sup>rd</sup>/Basin, E. 4<sup>th</sup>/Basin, and E.4<sup>th</sup>/Mulberry

The College is open to discussions regarding the reuse of the property. The College is accepting creative, market-driven, qualified submissions that complement ongoing public-private investment in Williamsport's Old City neighborhood and provide for the highest and best real estate uses for the property. Submissions should make accommodation for mixed-use space including, but not limited to, commercial, office, and market-rate residential uses. Additionally, submissions must adhere to principles set forth in the Williamsport Old City Market Analysis (2019), Lycoming County Comprehensive Plan Update (2018) and Greater Williamsport Alliance Multi-Municipal Comprehensive Plan (2017). Please visit <https://www.lycoming.edu/strategic-plan/old-city-rfq.aspx> for more information.

**Figure 2: Corner of Basin and E. 3<sup>rd</sup> Streets**



*Source: Lycoming College*

**Figure 3: Corner of Basin and E. 4<sup>th</sup> Streets**

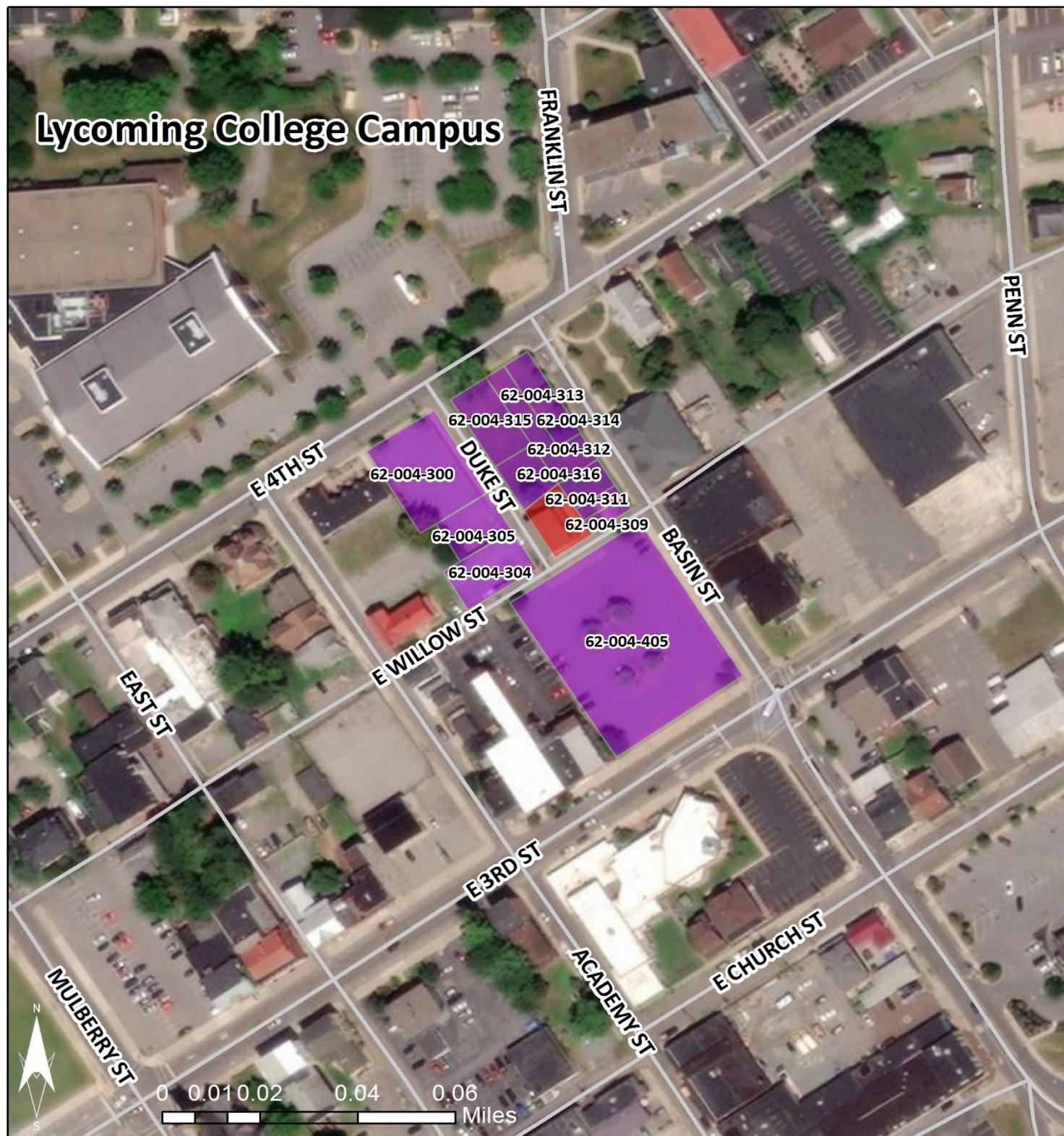


*Source: Lycoming College*

## DESCRIPTION OF SITE

The 1.59 +/- -acre Basin Street Development site, bound by Basin Street, E. 3rd Street, and E. 4<sup>th</sup> St., is currently serviced by the following utility providers: Williamsport Municipal Water Authority, PPL Electric, UGI Penn Natural Gas and Xfinity Cable. The property, comprised of parcels 62-004-300; 62-004-304; 62-004-305; 62-004-309; 62-004-310; 62-004-311; 62-004-312; 62-004-313; 62-004-314; 62-004-315; 62-004-316; and 62-004-405 is subject to restrictions, covenants and/or easements including, without limitation, any unrecorded easements, discrepancies or conflicts in boundary lines, shortages in area and encroachments which an accurate and complete survey would disclose; and, the recorded restrictions, covenants and/or easements on the parcels comprising the site (including the legal right-of-way obtained by the City of Williamsport for improvements to Basin Street). Please see Exhibit B.

The site is currently zoned CBD (Central Business District). Permitted uses include commercial, office, retail, and residential, among others. Building height, coverage, and impervious surface area restrictions may be found in the City's Zoning Ordinance, as provided on the City's website at <https://www.cityofwilliamsport.org/departments/zoning>.



# Lycoming College Basin Street Development Site

**City of Williamsport,  
Lycoming County,  
Pennsylvania**

## Map Legend

- Basin Street Development Parcels
- Excluded Parcel (62-004-308)
- Streets



Date: September 16th, 2019  
Data Source(s): Lycoming County,  
Pennsylvania Department of Transportation,  
ESRI  
Created By: Delta Development Group, Inc.

## REFERENCES TO EXISTING PLANS

The following plans provide pertinent information that should be reviewed before responding to this RFQS:

- Williamsport Old City Market Analysis (2019)
- Lycoming County Comprehensive Plan Update (2018)
- Greater Williamsport Alliance (GWA) Multi-Municipal Comprehensive Plan (2017)
- Old City/E. 3<sup>rd</sup> Street Gateway Redevelopment Strategy (2015)
- Lycoming College Campus Planning Update

These plans can be found electronically on the College's website at <https://www.lycoming.edu/strategic-plan/old-city-rfq.aspx>.

## VISIONS AND CONCEPTS

The College encourages respondents to be creative in their responses taking into consideration the College's Campus Planning Update. Candidates should also consider the following elements when developing their submission:

- Be consistent with the City and County Comprehensive Plans and planning and permitting documentation.
- Submissions should ideally conform to the City's Planning and Zoning Code, but respondents may possibly recommend zoning changes based upon their underlying concept.
- Correspond to market recommendations found in the Williamsport Old City Market Analysis (2019).
- Integrate public space amenities (outdoor cafes, courtyards, etc.).
- Complement the existing architecture, buildings, and neighborhoods in accordance with the Central Business District Design Standards set forth in the City's Planning and Zoning Code (Section 1379.11).
- Provide connectivity to River Valley Transit (RVT) public transit stops.
- Pedestrian-oriented lot placement.
- Discuss how parking needs are met by the proposed development.
- Incorporate high-quality, infill development principles.
- Maximize the integration of mixed-uses.
- Leverage potential for public/private partnership between the College and the selected developer.
- Demonstrate a strong ability to deliver financing for the project from design to completion

## **SELECTION OF DEVELOPER OR DEVELOPMENT TEAM**

The purpose of this RFQS is to identify, select, and engage a qualified and capable developer or team of developers to provide implementation of the Basin Street Development Project through site master planning, preliminary and final design of proposed structures and parking space, and construction of the proposed development.

This RFQS provides information necessary for developers and subconsultants (architects, engineers, etc.) to develop qualified submissions for the design of a master concept plan involving, at a minimum, infill real estate development and necessary parking accommodations within the geographic limitations of the Basin Street Development site identified in Exhibit B. The objective of this RFQ is for the College to select a real estate development team (including subconsultants, if required) that is most qualified to plan and design the project with consideration of the overall project goals. The selected team will be required to prepare and complete a comprehensive set of documents for approval by the College. Previous experience with urban mixed-use development, highest and best use project delivery, and public/private partnership coordination will be considered in the consultant selection process.

The successful respondent will demonstrate the ability to complete the Developer Responsibilities, outlined in Exhibit A (attached), in a manner acceptable to the College. This involves a strong demonstration of previous master planning and mixed-use development. The College is open to creative suggestions for how to arrange a land ownership structure or land-lease.

The Project Selection Team, assembled by the College, will first rank all submissions by interested respondents and create a shortlist of firms. Once initial submissions are ranked, the Project Selection Team will invite shortlisted firms for interviews. Once a firm has been selected by the Project Selection Team, it will attempt to negotiate a binding contract for the Developer Responsibilities with the top-ranked respondent. If an agreement cannot be reached, the College will attempt to negotiate with the next-highest-ranked respondent. This process will continue until a binding contract for the Developer Responsibilities has been successfully negotiated until a successful respondent has been selected. It is anticipated that the contract will include an agreed-upon date of delivery by the College and selected developer.

## Submission Requirements

### DEADLINE

One (1) original, one (1) electronic, and nine (9) copies of the submission (with all attachments) must be received by Delta Development Group, Inc. (on behalf of the College) at the following address on or before **4:00 p.m. on Monday, June 22<sup>nd</sup>, 2020.** Telecopied/faxed proposals will not be accepted.

**Delta Development Group, Inc.**

**Attn: Darren J. Asper, PP, AICP**

2000 Technology Parkway

Mechanicsburg, PA 17050

### SELECTION PROCESS TIMELINE

RFQS Re-Issued: May 13<sup>th</sup>, 2020

**Submission Deadline: June 22<sup>nd</sup>, 2020**

Selection of Shortlist Respondents: Summer 2020

Shortlist Interviews: Summer 2020

**Anticipated Developer Selection Announcement: Fall 2020**

The College reserves the right to modify this schedule as needed.

### SUBMISSIONS

Submissions must include either one company or a joint venture with a lead development firm. The consulting team must include a developer or developers that (1) demonstrate a strong portfolio of successfully delivered urban mixed-use real estate projects; and (2) have thorough experience in master planning real estate development activities. Subconsultants may be designated and utilized for work as outlined in proposals. The submission must contain the following:

**A. EXECUTIVE SUMMARY**

Respondents must include in their submission an executive summary that includes a cover letter describing the firm(s) and acknowledging interest in the project. Include a primary contact person, address, e-mail, telephone number, and fax number.

**B. SUMMARY OF EXPERIENCE AND BACKGROUND\***

Submissions must include a complete description of your firm and its background, descriptions of any subconsultant firms and your firm's experience in managing large, complex, urban infill projects. Submissions should include additional information that would differentiate your firm's unique qualifications from those of other development firms

in terms of developing creative approaches to maximizing the utilization of the site while meeting the College's objectives for redevelopment.

A description of the respondent's experience and creativity with sales/leasebacks, capitalized leases, and other mechanisms that facilitate a public agency's utilization of private capital and investment in reuse, rehabilitation, and modernization of existing underutilized facilities or land parcels, a portfolio of previous urban mixed-use developments in cities comparable to Williamsport, a description of experience with public-private partnerships, and any other **differentiating characteristics of your firm as described above**, should also be included. Additional consideration will be given to respondents who demonstrate the ability to forge and leverage public/private partnerships that minimize the public partner's investment and risk.

*\*Submissions should **not** include stock marketing materials.*

**C. INTRODUCTION OF PROJECT TEAM**

Respondents must include in their submission a description of the project team, highlighting key personnel and their differentiating characteristics and experience that will lend themselves to meeting the College's goals and successful project delivery.

**D. DESCRIPTION OF CONCEPTUAL APPROACH AND METHODOLOGY**

Respondents must include in their submission an explanation of the conceptual approach and methodology that will be utilized to carry out the project objectives. The description should identify the methods and approach for implementation of a high-quality, infill development plan, while also complementing adjacent properties and incorporating the goals and objectives of the City and County's various redevelopment and revitalization plans, including the 2019 Williamsport Old City Market Analysis, which may be found on the College's website.

This section must also include a description of the approach for predevelopment activities and phasing, construction, and marketing. The description should convey the firm's understanding of the project and should include the application process for securing the necessary permits and development approvals including, but not limited to, the land development plan, building permits, and other related permits and approvals. The firm shall also outline their approach to outreach with public entities and governing bodies, such as Williamsport City Council, Williamsport City Council's Economic Revitalization Committee, Williamsport Mayor's Office, etc.

**E. SKETCHES, RENDERINGS, AND PRELIMINARY CONCEPT PLANS**

Sketches, renderings, and preliminary concept plans for the respondent's proposed design and facility must be provided. These should be prepared in a way that they can provide the College with a conceptual view of the firm's proposed project. The proposed design should be consistent with all Central Business District (CBD) Design Standards prescribed in the City's Planning and Zoning Code (Section 1379.11).

**F. FINANCIAL CAPABILITY**

Respondents must provide the following:

1. The capability to secure capital for this project through internal capitalization and/or external financing.
2. The project team's experience in securing private equity and/or debt for public/private ventures of this scale and if applicable, their ability to maximize the use of internal capital over debt financing.
3. Description of financial resources immediately available for negotiation of development agreements, entitlements, and other approvals and predevelopment activities.

*If short-listed, respondents will be required to provide the following:*

4. *References and contact information from at least two commercial lenders, two financial partners, and two major commercial tenants.*
5. *Separately and marked confidential, current audited financial statements of the respondent and principal participants in any business entity formed specifically for this project.*
6. *A demonstration of the ability to provide assurance for project completion, e.g., surety bond, letter of credit.*

**G. TIMELINE AND SCHEDULE OF COMPLETION**

A detailed timeline and schedule of completion, including any necessary studies, permits, design, and construction phases, must be included in the submission.

**H. STATUS REPORTS TO THE COLLEGE**

Respondents must include a description of how they will provide status reports and updates to the College during the design and construction processes.

**I. DEFINITION OF THE PROPOSED OWNERSHIP OR LEASE STRUCTURE**

Respondents shall provide a description of the proposed ownership, deed-restricted ownership, or lease structure for the resultant development. This should include a description of the principal participants in the ownership or leasing entities created for this project.

## **Exhibit A**

## **DEVELOPER RESPONSIBILITIES**

The following responsibilities shall be incorporated in the Authority's development agreement with the selected developer. These responsibilities include, but are not limited to, the following:

**A. MASTER PLAN**

The selected developer will be required to develop and implement a Master Plan that incorporates the College's visions for the Basin Street Development site and recommendations of the 2019 Williamsport Old City Market Analysis, with demonstrable market research to support the viability of the proposed development.

**B. SAFETY AND ACCESS**

The selected developer must maintain consideration for the various modes of transit and transportation utilized by residents and visitors. Safety and ease of access for those walking, biking, or driving, and bus passengers, shall be a priority throughout the planning and implementation of the proposed development.

**C. APPROVALS AND PERMITTING**

The selected developer will be required to secure all necessary regulatory approvals and permits as needed to plan and implement the proposed development.

**D. FINANCING**

The selected developer will be responsible for securing all of the necessary capital to finance the project. This may include private funds, public funds, or any combination thereof. In its proposal, the developer must demonstrate experience with state and federal funding sources. The entire cost of implementing the proposed development, including design, engineering, entitlements, and development costs, shall be the responsibility of the selected developer. The College, in conjunction with the selected developer and the College's selected consultant, shall be responsible for coordinating the obtainment of any public funding.

**E. CONSTRUCTION**

The selected developer will be responsible for the construction of all necessary on- and off-site infrastructure improvements. The cost of all infrastructure improvements, including but not limited to utilities expansion, road and building improvements, on-site landscaping, and fixture and equipment installation, will be incurred by the selected developer. Should construction commence during the Commonwealth of Pennsylvania's COVID-related State

of Emergency, all developers and construction teams must follow social distancing and safety guidance issued by the Pennsylvania Department of Labor and Industry<sup>1</sup>.

**F. DEVELOPMENT SCHEDULE**

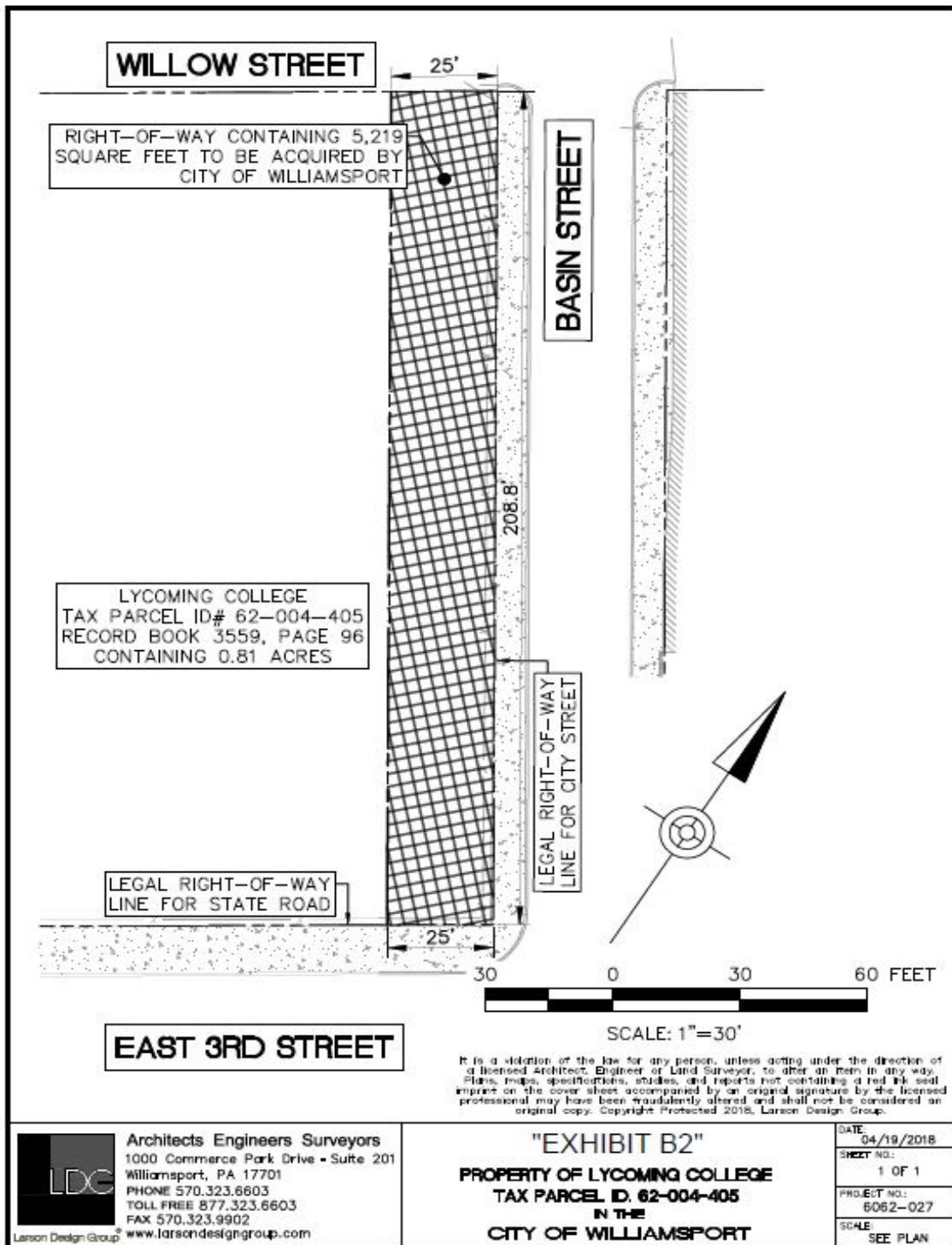
The selected developer shall develop detailed schedules for all phases of the proposed development including but not limited to planning, design, financing, and construction. The developer shall coordinate with all agencies, consultants, architects, engineers, and contractors when developing these schedules.

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<sup>1</sup> <https://www.dli.pa.gov/Individuals/Labor-Management-Relations/bois/BOISFAQs/Pages/Construction-Guidance-COVID19.aspx>

**Exhibit B**

**BASIN STREET IMPROVEMENTS RIGHT-OF-WAY**



Lycoming College  
Request for Qualified Submissions | Basin Street Development Project

Area Required for Right of Way Condemnation

On Lands of

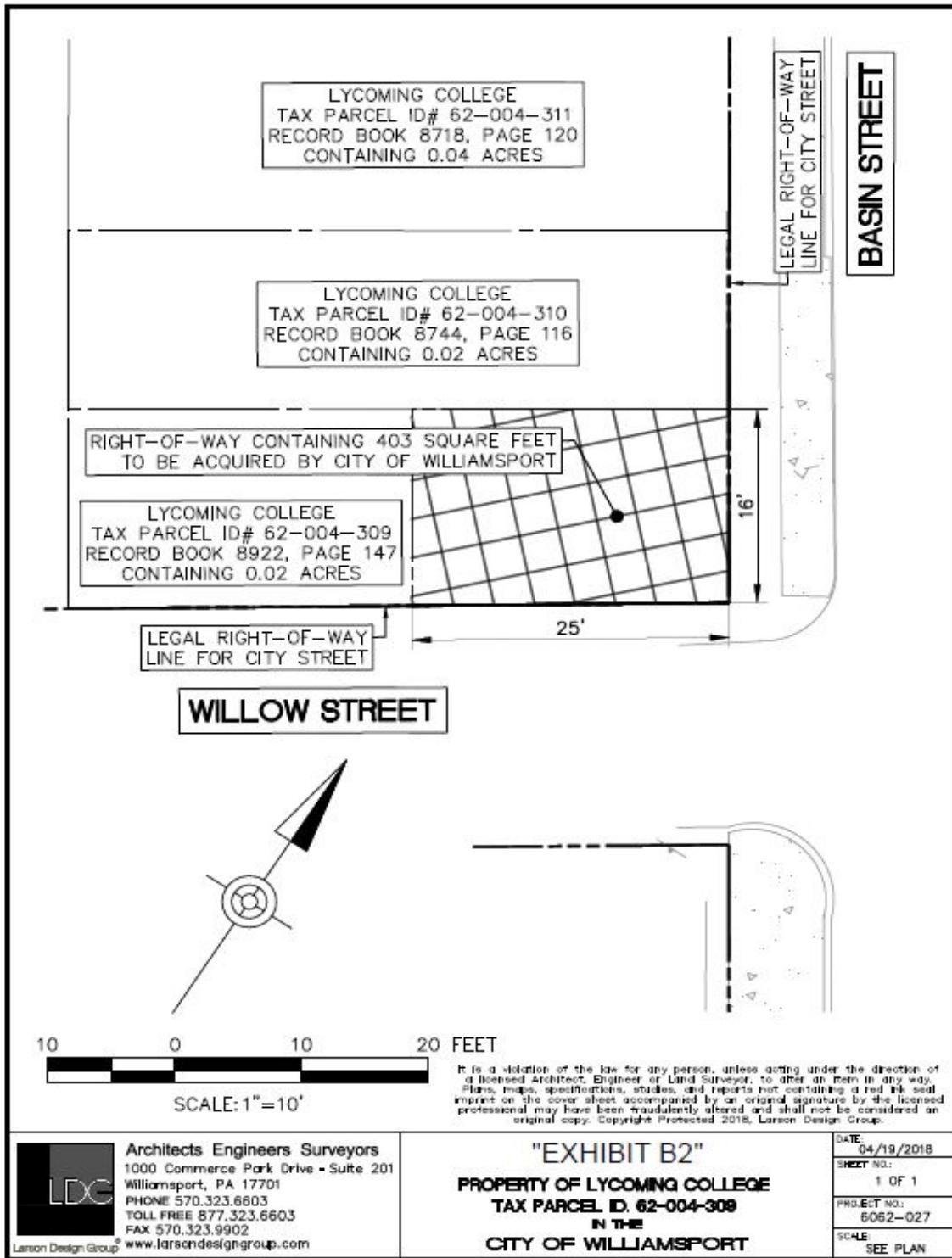
Lycoming College, Tax Parcel No. 62-004-405

April 30, 2018

All that certain piece, parcel, and lot of land situate in the City of Williamsport, Lycoming County, Pennsylvania, and shown upon a Right of Way Condemnation Exhibit, by the Larson Design Group, file 6062-027; bounded and described as follows:

Being that strip of land 25 feet in width running with and parallel to the eastern boundary of lands of Lycoming College (Tax Parcel No. 62-004-405), bounded on the north by the Right of line of Willow Street, on the east by the Right of Way line of Basin Street, on the south by the Right of Way line of East Third Street, and on the west by lands of Lycoming College (the Grantor herein).

Containing 5,219 square feet of land in all.



Lycoming College  
Request for Qualified Submissions | Basin Street Development Project

Area Required for Right of Way Condemnation

On Lands of

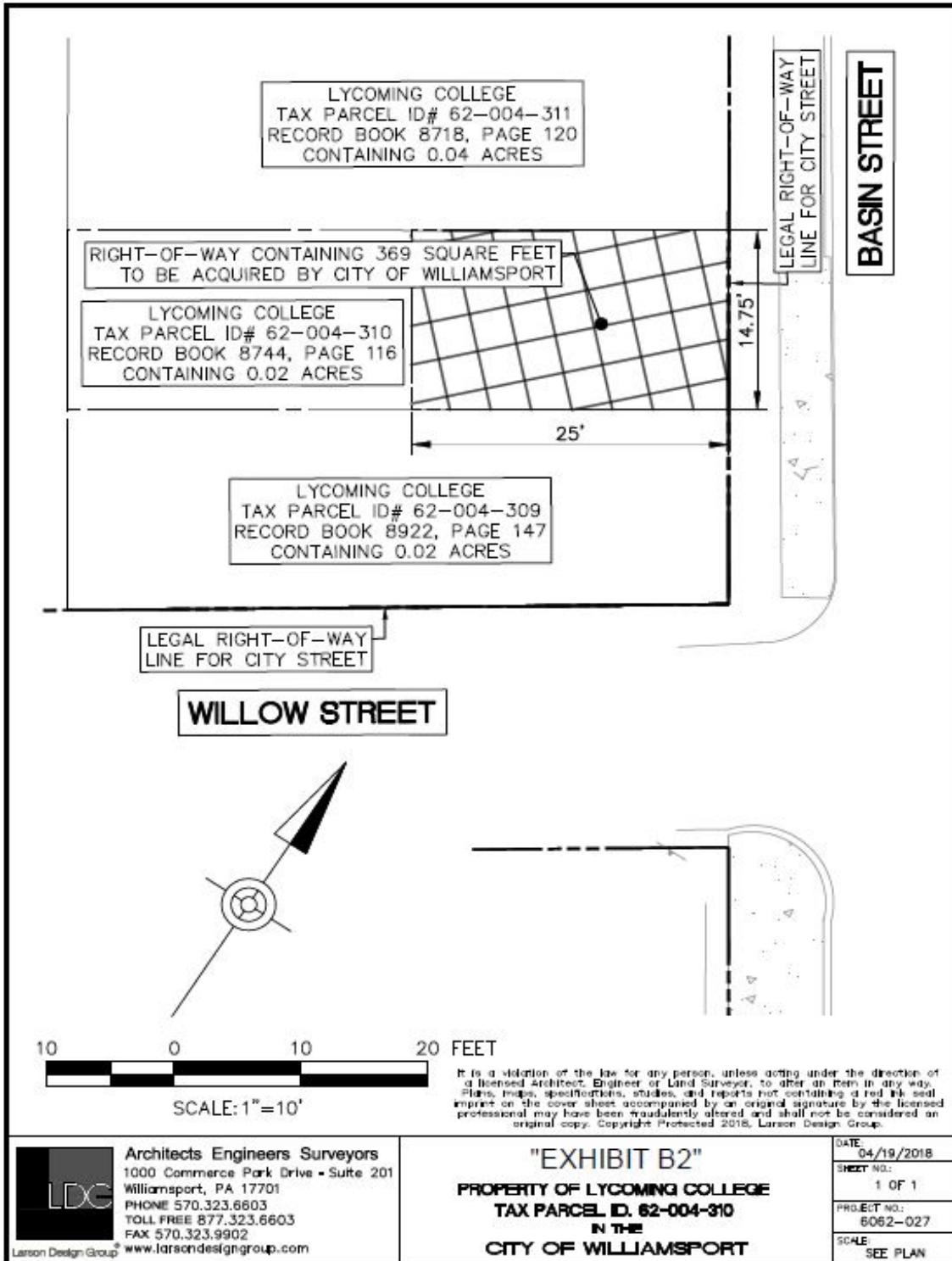
Lycoming College, Tax Parcel No. 62-004-309

April 30, 2018

All that certain piece, parcel, and lot of land situate in the City of Williamsport, Lycoming County, Pennsylvania, and shown upon a Right of Way Condemnation Exhibit, by the Larson Design Group, file 6062-027; bounded and described as follows:

Being that strip of land 25 feet in width running with and parallel to the eastern boundary of lands of Lycoming College (Tax Parcel No. 62-004-309), bounded on the north by other lands of Lycoming College (Tax Parcel No. 62-004-310), on the east by the Right of Way line of Basin Street, on the south by the Right of Way line of Willow Street, and on the west by lands of Lycoming College (the Grantor herein).

Containing 403 square feet of land in all.



Lycoming College  
Request for Qualified Submissions | Basin Street Development Project

Area Required for Right of Way Condemnation

On Lands of

Lycoming College, Tax Parcel No. 62-004-310

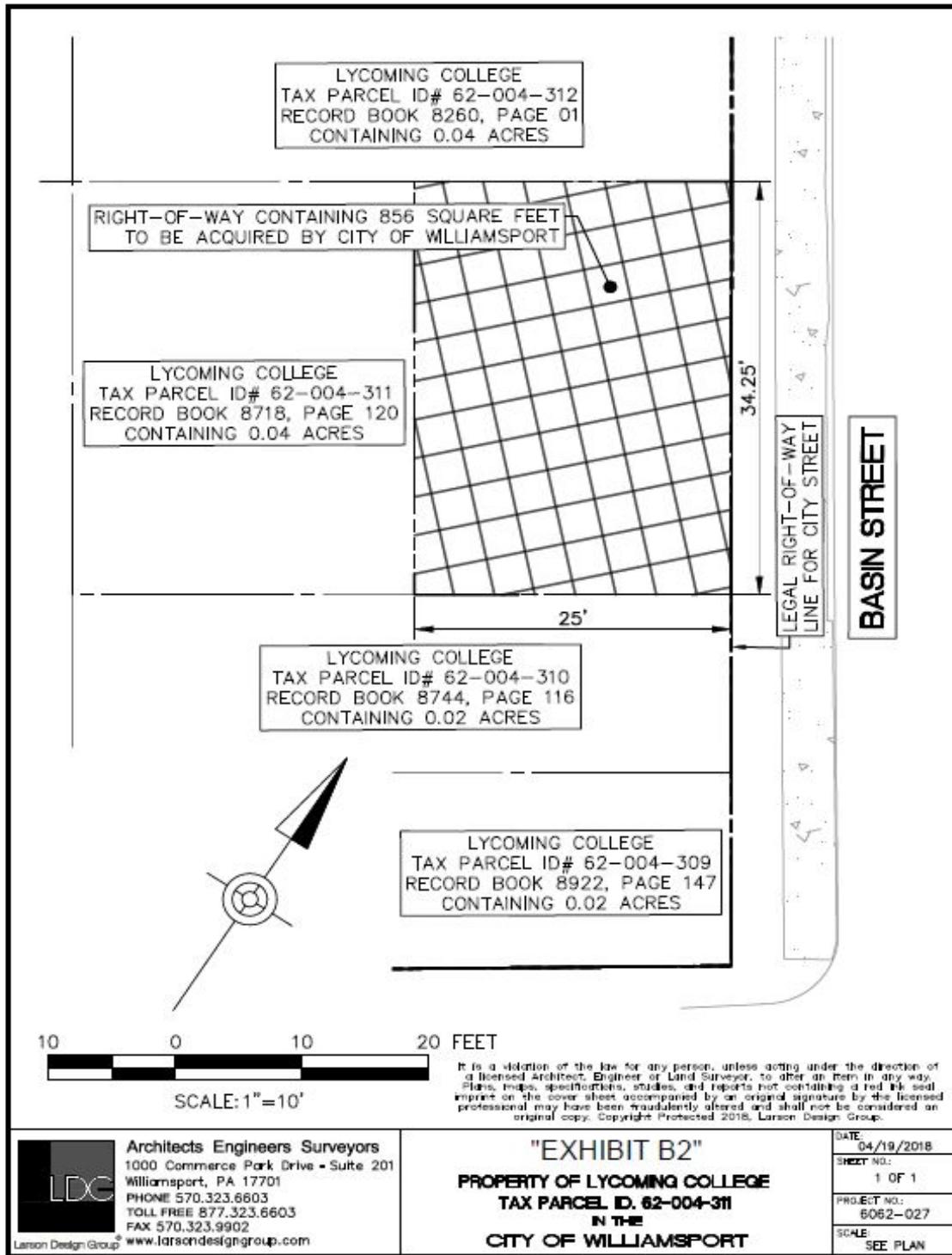
April 30, 2018

All that certain piece, parcel, and lot of land situate in the City of Williamsport, Lycoming County, Pennsylvania, and shown upon a Right of Way Condemnation Exhibit, by the Larson Design Group, file 6062-027; bounded and described as follows:

Being that strip of land 25 feet in width running with and parallel to the eastern boundary of lands of Lycoming College (Tax Parcel No. 62-004-310), bounded on the north by other lands of Lycoming College (Tax Parcel No. 62-004-311), on the east by the Right of Way line of Basin Street, on the south by other lands of Lycoming College (Tax Parcel No. 62-004-309), and on the west by lands of Lycoming College (the Grantor herein).

Containing 369 square feet of land in all.

Lycoming College  
Request for Qualified Submissions | Basin Street Development Project



Lycoming College  
Request for Qualified Submissions | Basin Street Development Project

Area Required for Right of Way Condemnation

On Lands of

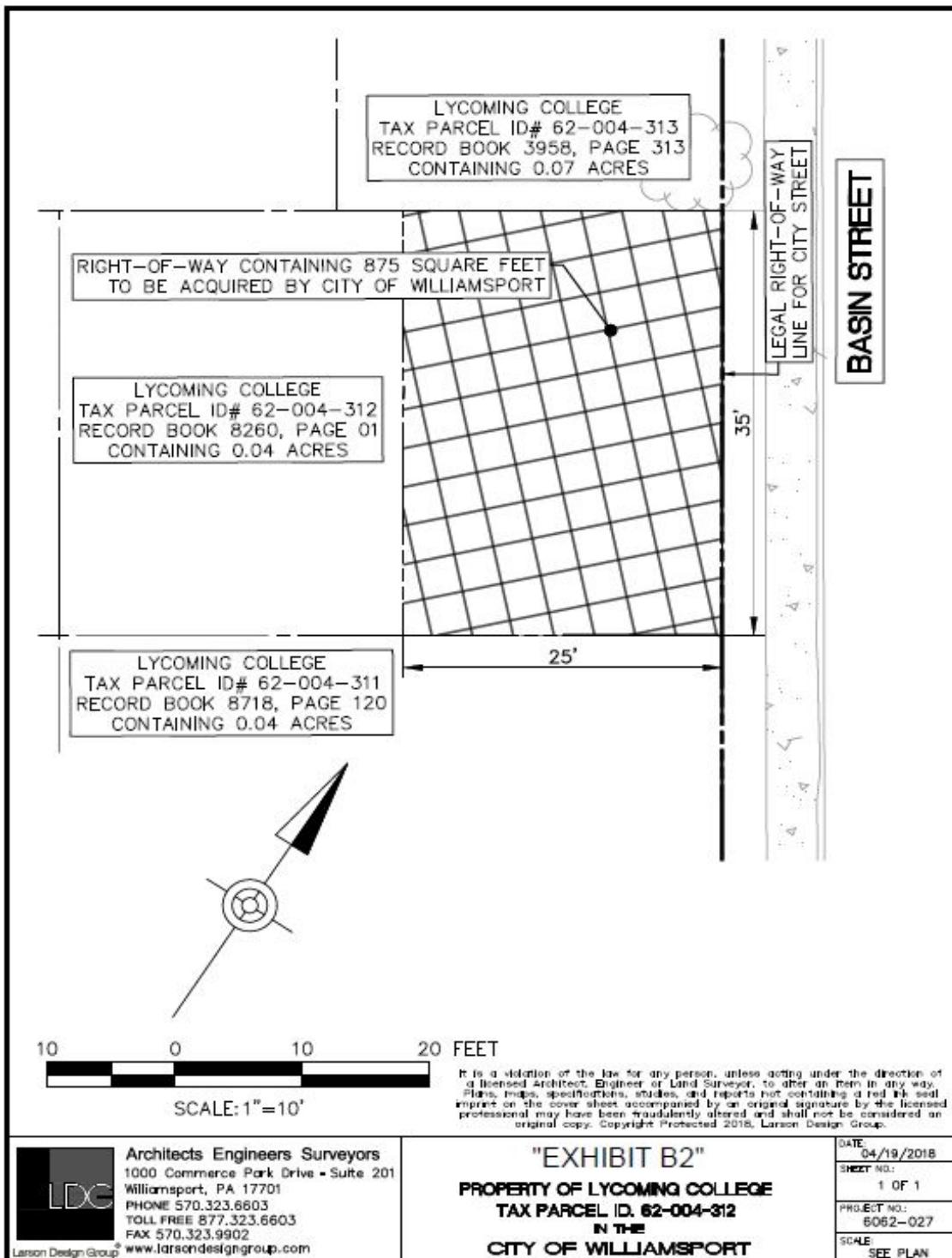
Lycoming College, Tax Parcel No. 62-004-311

April 30, 2018

All that certain piece, parcel, and lot of land situate in the City of Williamsport, Lycoming County, Pennsylvania, and shown upon a Right of Way Condemnation Exhibit, by the Larson Design Group, file 6062-027; bounded and described as follows:

Being that strip of land 25 feet in width running with and parallel to the eastern boundary of lands of Lycoming College (Tax Parcel No. 62-004-311), bounded on the north by other lands of Lycoming College (Tax Parcel No. 62-004-312), on the east by the Right of Way line of Basin Street, on the south by other lands of Lycoming College (Tax Parcel No. 62-004-310), and on the west by lands of Lycoming College (the Grantor herein).

Containing 856 square feet of land in all.



Lycoming College  
Request for Qualified Submissions | Basin Street Development Project

Area Required for Right of Way Condemnation

On Lands of

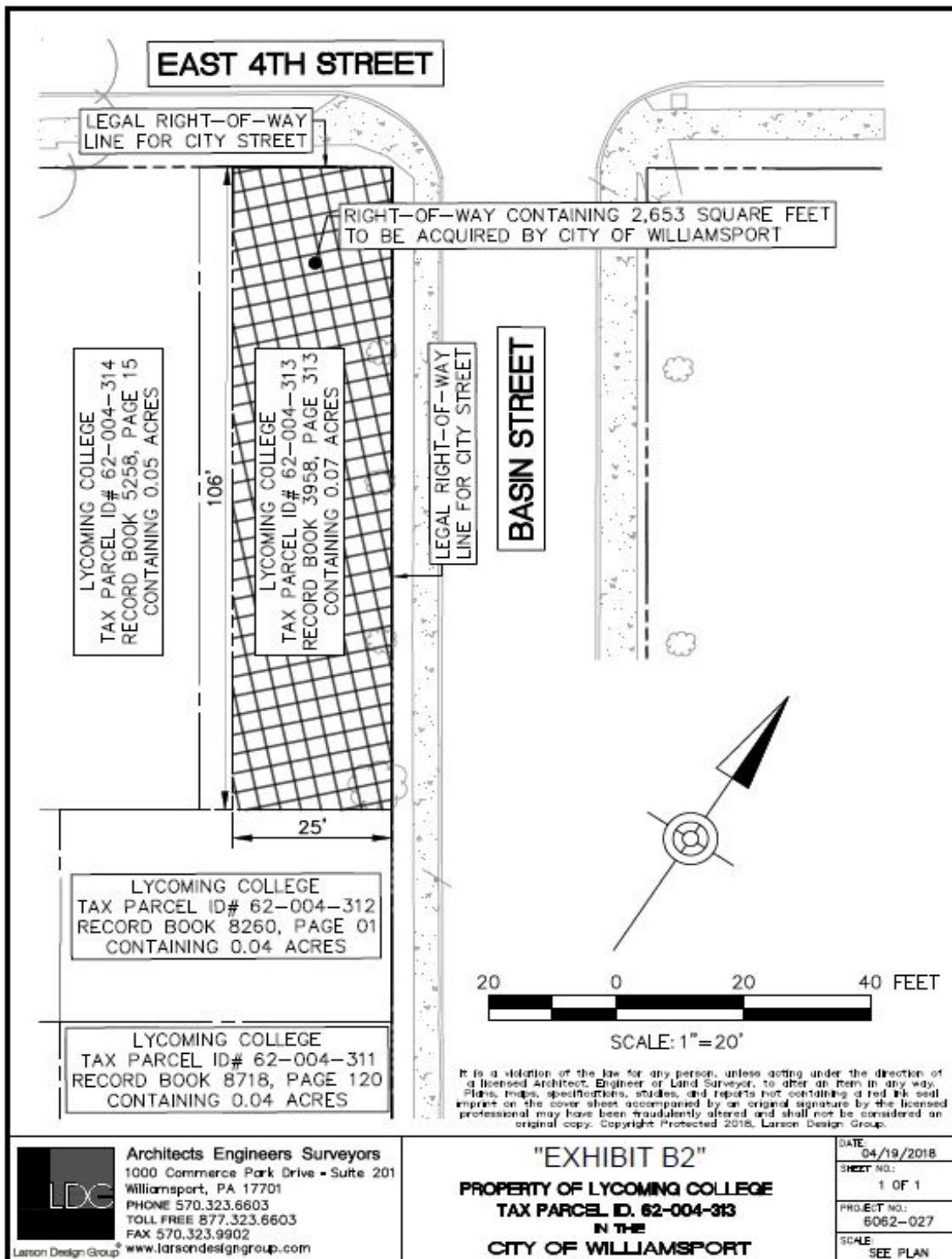
Lycoming College, Tax Parcel No. 62-004-312

April 30, 2018

All that certain piece, parcel, and lot of land situate in the City of Williamsport, Lycoming County, Pennsylvania, and shown upon a Right of Way Condemnation Exhibit, by the Larson Design Group, file 6062-027; bounded and described as follows:

Being that strip of land 25 feet in width running with and parallel to the eastern boundary of lands of Lycoming College (Tax Parcel No. 62-004-312), bounded on the north by other lands of Lycoming College (Tax Parcel No. 62-004-313), on the east by the Right of Way line of Basin Street, on the south by other lands of Lycoming College (Tax Parcel No. 62-004-311), and on the west by lands of Lycoming College (the Grantor herein).

Containing 875 square feet of land in all.



Lycoming College  
Request for Qualified Submissions | Basin Street Development Project

Area Required for Right of Way Condemnation

On Lands of

Lycoming College, Tax Parcel No. 62-004-313

April 30, 2018

All that certain piece, parcel, and lot of land situate in the City of Williamsport, Lycoming County, Pennsylvania, and shown upon a Right of Way Condemnation Exhibit, by the Larson Design Group, file 6062-027; bounded and described as follows:

Being that strip of land 25 feet in width running with and parallel to the eastern boundary of lands of Lycoming College (Tax Parcel No. 62-004-313), bounded on the north by the Right of line of East Fourth Street, on the east by the Right of Way line of Basin Street, on the south by other lands of Lycoming College (Tax Parcel No. 62-004-312), and on the west by lands of Lycoming College (the Grantor herein).

Containing 2,653 square feet of land in all.

