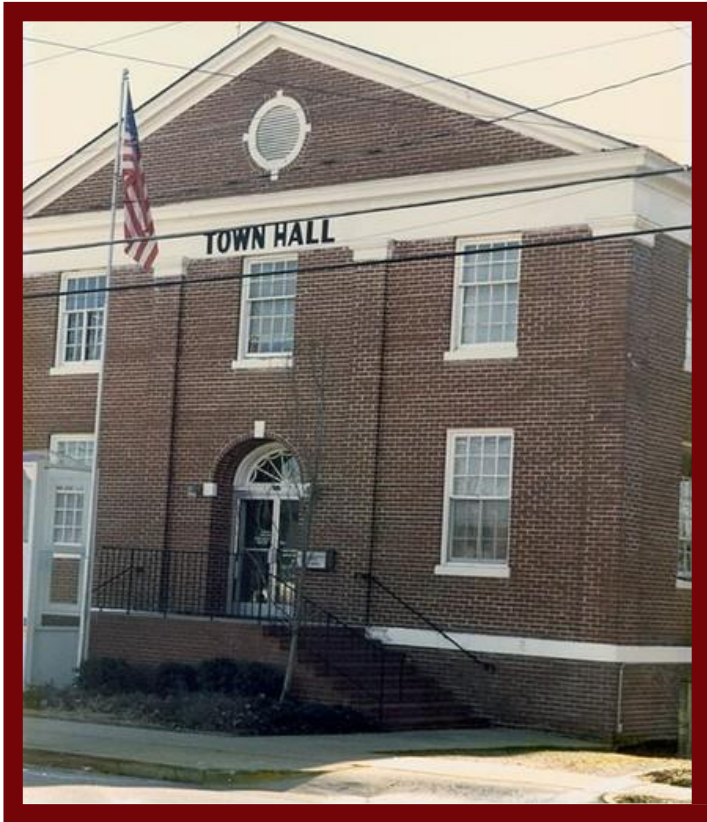


# OLD TOWN HALL

Clayton, North Carolina



Redevelopment Opportunity  
Summer 2022



## **About this Solicitation**

This packet of information is an invitation for interested partners to submit design concepts and proposals for redevelopment and reuse of the Old Town Hall in Clayton, North Carolina. All submissions will be reviewed by Town staff. After review, proposals will be presented to the Mayor and Town Council with recommendations by Town staff.

## **The Opportunity**

The Old Town Hall is located at 231 E. Second Street, Clayton, NC. This property sits in downtown Clayton, a fast-growing municipality ripe for development opportunity. The Town has a vision for its downtown as a regional center for artistic expression and a destination where people, businesses and the arts thrive. This project allows an opportunity for developers to renovate and adapt the existing building for reuse or to rebuild.

## **Old Town Hall**

The Old Town Hall was built in 1925. The building was integral and important to the Town of Clayton, housing municipal offices, the library, courthouse, fire department, police department, and even a small jail. The Old Town Hall served the Clayton community throughout most of the twentieth century. When the municipal offices were relocated, the building sat vacant. The approved development of this property may include renovation, new construction or a combination thereof. The potential opportunities range from business, office and commercial, to public space, to residential.

## Project Development Timeline

Development Partner Proposals Due: May 20, 2022.

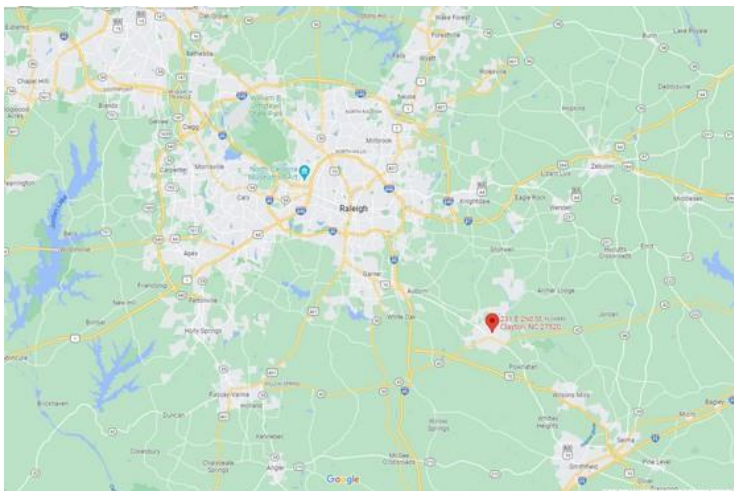
Private Development Partner Chosen: June 2022.

The Town has a facility condition and adaptive reuse study of the subject property that is available for review upon request.



## The Location

Clayton is about a 25-minute drive to the state capital in Raleigh and about a 40-minute drive to the Research Triangle Park and Raleigh-Durham International Airport (RDU). Clayton is near Interstates 40 and 95 and is bisected by U.S. Hwy 70 (U.S. 70 has been approved to become Interstate 42 by the end of 2022) and US Hwy Business. Clayton is the largest and fastest growing town in Johnston County with a population just below 30,000 (2020 U.S. Census). According to North Carolina's Office of Budget and Management, Johnston County is currently projected to be the fastest-growing county in North Carolina over the next ten years. Affordable housing options, great schools, and diverse arts and recreation options make Clayton the perfect place to live if you are looking to work within one of Clayton's own expanding business sectors (manufacturing, bio-pharmaceutical, health care, etc.). Clayton's proximity to major highways, particularly the future Southeast Extension of the Triangle Expressway (I-540), make Clayton a first-choice commute if you plan to work in the nearby RTP area, but desire smaller town living. Clayton's best asset, however, will never show up in the numbers. What makes Clayton a true gem is its small town heart and wonderful sense of community.



## **Submissions of Proposals**

Proposals by developers must be organized in the format described below. Submissions should have sufficient detail to allow adequate review and evaluation of qualifications and plans. If there is information that a respondent requests to remain confidential, the confidential information should be clearly marked as confidential and submitted under a separate cover.

### **1) Letter of Introduction**

The letter of introduction should include a summary of the respondent's basic qualifications and experience, along with reasons for interest in this opportunity. The letter should be signed by a principal or authorized officer for the entity.

### **2) Proposal**

The Proposal should include the plans for the site, including the mix and scale of uses, for example, as follows:

- ♦ residential (number of units, average unit site, total gross square footage, tenancy [rental versus ownership,] amenity package);
- ♦ commercial (total gross square footage, intended use by square footage);
- ♦ and parking requirements.

Design schematics and illustrative sketches should also be included.



### **3) Development Team Information**

- ◆ If applicable, identification of up to three partner firms and roles, including co-developers, architects/designers, and general contractor.
- ◆ Overview for each firm on the team, including brief history of firm, past experience working with the developer, and relationship of the firm's parent company with the office responsible for this project, if applicable.
- ◆ Identification and resumes of lead staff (principals and project managers) that will be responsible for negotiating a development agreement with the Town and completing the remainder of the preconstruction approval process.

### **4) Experience and References**

- ◆ Provide development experience, particularly in developing mixed-use projects with public agencies. Provide information on at least three, and no more than five projects. Each comparable development should detail the following information:
- ◆ Location and name of project.
- ◆ Scope and scale of development program (including residential uses, commercial uses, public uses, and infrastructure improvements if applicable).
- ◆ Photos/illustrations of completed projects.
- ◆ Total development budget by use.
- ◆ Amounts and sources of debt and equity funds used to finance the project, including government sources, if applicable.
- ◆ Provide a point of contact for each capital provider for the project.
- ◆ Contact information for a representative of the primary public agency partner in the project.
- ◆ Developer's role in and ownership of each project (e.g. fee developer, equity investor, and/or property manager).

## **5) Financial Capacity**

Provide evidence of sufficient financial strength to undertake and successfully complete a project of this scale. Please also identify any projects/financing on which the team collectively or individually has defaulted.

## **6) Disclosures**

- ◆ Disclosure of any potential conflicts of interest that could be relevant to this project in any manner.
- ◆ Disclosure of whether the developer or any officer, director, or owner thereof has had judgments entered against him or her within the past 10 years for the breach of contracts for governmental or nongovernmental construction or development.
- ◆ Disclosure of whether the developer has been in substantial noncompliance with the terms and conditions of prior construction contracts with a public body.
- ◆ Disclosure of whether any officer, director, owner, project manager, procurement manager, or chief financial official thereof has been convicted within the past 10 years or a crime related to financial fraud or to governmental or nongovernmental construction or contracting.
- ◆ Disclosure of whether any officer, director, or owner is currently debarred pursuant to an established disbarment procedure from bidding or contracting by any public body, agency of another state, or agency of the federal government.

## Evaluation Criteria

The evaluation of developers responding to this solicitation will be undertaken to select a partner and plan that is viable, will best serve the public interests, and can be completed in a reasonable time frame. The following evaluation criteria will be used to make that selection.

- ◆ Qualifications and experience of the development team, with preference given for experience with mixed-use development (specifically the mix of uses in respondent’s plan for the site).
- ◆ Quality of the proposed building design and its fit with the surrounding urban fabric.
- ◆ Demonstrated ability to secure funding to execute a project of similar scale and complexity in a reasonable timeframe.
- ◆ Financial benefits to the Town from the proposed project.
- ◆ List of active development projects and demonstration of current capacity.



Old Town Hall, 1960



## Submission Procedure

**Development partner proposals are due at 5:00 p.m. EDT on May 20, 2022. Proposals should be submitted electronically in PDF format to Patrick Pierce, Economic Development Director, Town of Clayton, [ppierce@townofclaytonnc.org](mailto:ppierce@townofclaytonnc.org). Proposals must be prepared in conformance with the guidelines described under “Submission Requirements.” The e-mail subject must be “Development Partner Proposal: Old Town Hall, Clayton, NC.”**

All responses are subject to public disclosure under the North Carolina Public Records Law. The Town recognizes that respondent may submit information that it may deem confidential and proprietary to comply with the requirements of this solicitation. Respondents are entitled to request that certain information remain confidential, when permitted by law, as follows:

(1) the respondent clearly identifies the confidential proprietary portions of the response, (2) the respondent identifies as confidential and proprietary only those portions of the submittal that actually are confidential and proprietary, (3) the respondent states why protection is necessary, and (4) the confidential information is provided under separate cover. Respondents shall not designate their entire response as confidential and proprietary, nor shall they so designate information as confidential that is already public.

Any information that the respondent would like to remain confidential should be e-mailed under separate cover to Town Attorney at [jcauley@cauleypridgen.com](mailto:jcauley@cauleypridgen.com). The e-mail subject must be “PROTECTED: Development Partner Proposal: Old Town Hall, Clayton, NC.”

For information concerning the procedure for responding to this Solicitation for Development Partners or clarifications of the terms, conditions, and requirements of this SDP, please email Patrick Pierce, Economic Development Director, Town of Clayton, [ppierce@townofclaytonnc.org](mailto:ppierce@townofclaytonnc.org).

## Selection Process

Town staff will review all responses, contact references, and coordinate interviews as necessary. After a review of submitted proposals, clarifications, may be requested. Unless requested by the Town, no additional information may be submitted by developers after the deadline. The Town will enter discussions with the developers having the most viable proposals before finalizing its recommendation of a partner to the Clayton Town Council. An endorsement by Council of a development partner is not final approval.



## Disclaimers

All facts and information stated in this solicitation are based on available information and are believed to be accurate. Nevertheless, neither the Town of Clayton, nor any of its officers, agents, or employees, shall be responsible for the accuracy of any information provided to any respondent as part of this solicitation or vetting process. All respondents are encouraged to independently verify the accuracy of any information provided. The use of any of this information in the preparation of a response to this request is at the sole risk of the respondent.

Those submitting responses to this solicitation assume all financial costs and risks associated with the submission. No reimbursement or remuneration will be made by the Town to cover costs of any submittal, whether or not such submittal is selected or utilized. The Town reserves the right to reject any or all submittals at its sole and absolute discretion and accepts no responsibility for any financial loss by such action.

Any agreements that may be entered into between the developer(s) and the Town, including but not limited to a Development Agreement, are subject to approval by the Town Council.

The Town reserves the right to waive irregularities or informalities in any submittal in the exercise of its sole and absolute discretion. The Town of Clayton is an equal opportunity employer. It encourages minority- and women-owned firms to respond to this and all other solicitations.

