



**ARCTIC VILLAGE DEVELOPMENT RFP
PREBID CONFERENCE MINUTES
Town of West Warwick
Arctic Village Redevelopment Agency**

Meeting Date: Wednesday, November 18, 2015

Time: 1:00 p.m.

Location: West Warwick Town Hall
Town Council Chambers
1170 Main Street
West Warwick, RI 02893

Agency Members Present: Robert Boyer
Stan Tabak
James Marsh

Town Staff Present: Mark Carruolo, Town Planner
Joseph Shekarchi, Solicitor

The Town Planner began the pre-bid conference at 1:05 P.M. The planner welcomed everyone in attendance and asked if they had the opportunity to fill out the sign-in sheet (the sign-in sheet is included as an attachment these pre-submission conference minutes). The planner introduced the Agency members and staff who were in attendance - Chairman Boyer, Vice-chairman Marsh, Agency member Tabak and Solicitor Shekarchi.

Solicitor Shekarchi explained to all in attendance that the intent of the meeting was as a pre-submission conference in response to an RFP issued by the Redevelopment Agency, that no business would be conducted by the Redevelopment Agency and that the meeting did not constitute a Redevelopment Agency meeting.

The Town Planner then provided a brief overview of the RFP document and explained that the Redevelopment Agency was looking for one or more developers to partner with the Agency to redevelop Arctic Village. He explained that the RFP is written to be flexible and allow proposals to be as creative as possible.

The planner mentioned that the Agency had received a few inquiries regarding the RFP proposal decision making process. He explained the process as follows:

1. Written RFP submissions would be accepted by the Agency Solicitor beginning on December 7, 2015. The submission process is open-ended to allow rolling submissions for one or more properties.
2. Agency consideration of proposals based on submission date. If the agency reviews a proposal and elects to partner with a developer on a particular property or properties, those properties will be removed from consideration unless the developer fails to perform.
3. Any submission for a closed property will be held in abeyance in the event that a developer fails to perform. In the event of a failure to perform, the Agency would then consider alternate submissions.

The Planner opened the conference to questions:

- Q: Attorney Neil Brafman, asked if the Town was contracted with, or had any preferred planning and/or engineering firms that would be involved in the process.
- A: The planner responded that the Town did not have a preferred planning and/or engineering firm and was expecting developers to provide planning and engineering expertise.
- Q: Ms. Martha Werenfels of Durkee Brown Architects, asked if the RI Commerce Corporation had set-aside funding in their economic development programs for Arctic Village.
- A: Attorney Shekarchi responded that there was no set-aside but that West Warwick was a designated Hope Community and that the village contained several historic structures which would make it very competitive for Commerce Commission funding.
- Q: Attorney Neil Brafman, mentioned the Municipal Economic Development (MED) Zone and hoped that the incentives could be enacted on a rolling basis rather than having a hard start date and a 10-year life. He asked Attorney Shekarchi if he had an opinion on that aspect of the legislation.
- A: Attorney Shekarchi responded that he had not reviewed that aspect of the legislation but that he would do so if directed by the Redevelopment Agency.
- Q: Ms. Martha Werenfels of Durkee Brown Architects, asked if the sign-in sheet would be available after the meeting.
- A: The planner responded that the Agency would post the sign-in sheet on the Town web site.
- Q: Chairman Boyer asked Attorney Brafman if his client had a time table.

A: Attorney Brafman responded that would depend on the approval process but that his client would move as quickly as possible. He also stated that any development proposed along the river would require additional time for environmental review by RIDEM.

Q: Mr. Nick Cambio stated that he would like to submit a proposal for a block as a test to determine if there was interest in the development area. He asked how detailed a proposal needed was required to be considered. He asked if the proposal should include zoning relief, utilities and any tax incentives.

A: The planner responded that the submission should be as complete as possible, that it should include any zoning relief that may be required, the proposed uses for the property, a development plan for the property, conceptual renderings if available, and tax incentive that he may be requesting but that the hard engineering was not necessary as that would be addressed during the development approval process.

Being no further questions of comments that pre-submission conference was concluded at 1:40 PM.

Attachment