



Request for Qualifications

Redevelopment of the former Klee property
17 Ridgeway Ave./U.S. 27, Falmouth, KY

Issued by:

City of Falmouth

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I Introduction & Purpose

The purpose of this Request for Qualifications (“RFQ”) is to solicit and select a developer (“Respondent”) for the Klee Farm Commercial site (“Project”) located on U.S. Route 27 in Falmouth, Kentucky.

The City of Falmouth (“City”) is requesting qualifications from companies and project teams who have experience developing and owning, leasing, and/or operating commercial, medical, office, hospitality, senior independent living, and/or single-family neighborhoods in rural settings. The City will select companies to participate in interviews, reference checks, and presentations to the City Council, with feedback from a Selection Committee. Selection criteria will include: real estate development experience, financial ability to execute the project, agreements with prospective tenants/end users, and the respondent’s ability to utilize the site for commercial and/or residential purposes in a way that manifests the City’s vision for this signature site.

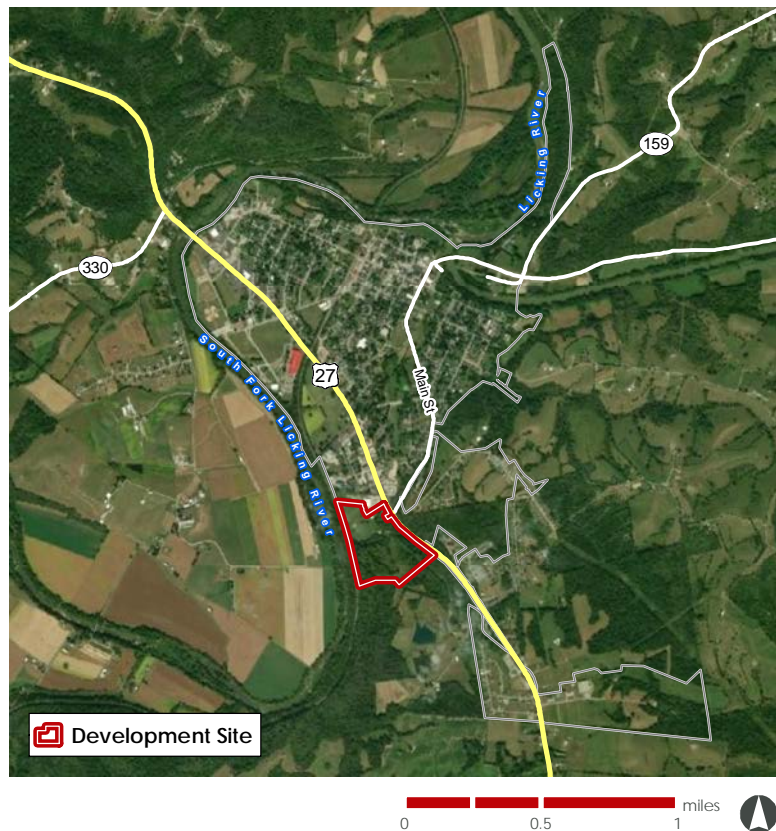


The site offers significant frontage and level acreage along U.S. 27

II Project Description

Overview

The City of Falmouth is seeking a developer for a city-owned site who will execute a high-impact project to be an economic driver for the city. The site is located on a visible corner of U.S. 27/Ridgeway Avenue and a recently constructed access road near the eastern terminus of KY Route 22/Main Street. The City is looking for a project that adds commercial retail, offices, services, hospitality, or a critical mass of for-sale housing. The southern portion of Falmouth's commercial corridor has experienced some growth in the last decade with the construction of a Dollar General Market directly north of the project site. Development of the Dollar General Market site brought several important public infrastructure improvements to the project site including extension of water and sewer lines and a new access road with sidewalks and turning lanes that lead into the site. The project site deserves a quality development as it makes up Falmouth's southern gateway.



Site Information

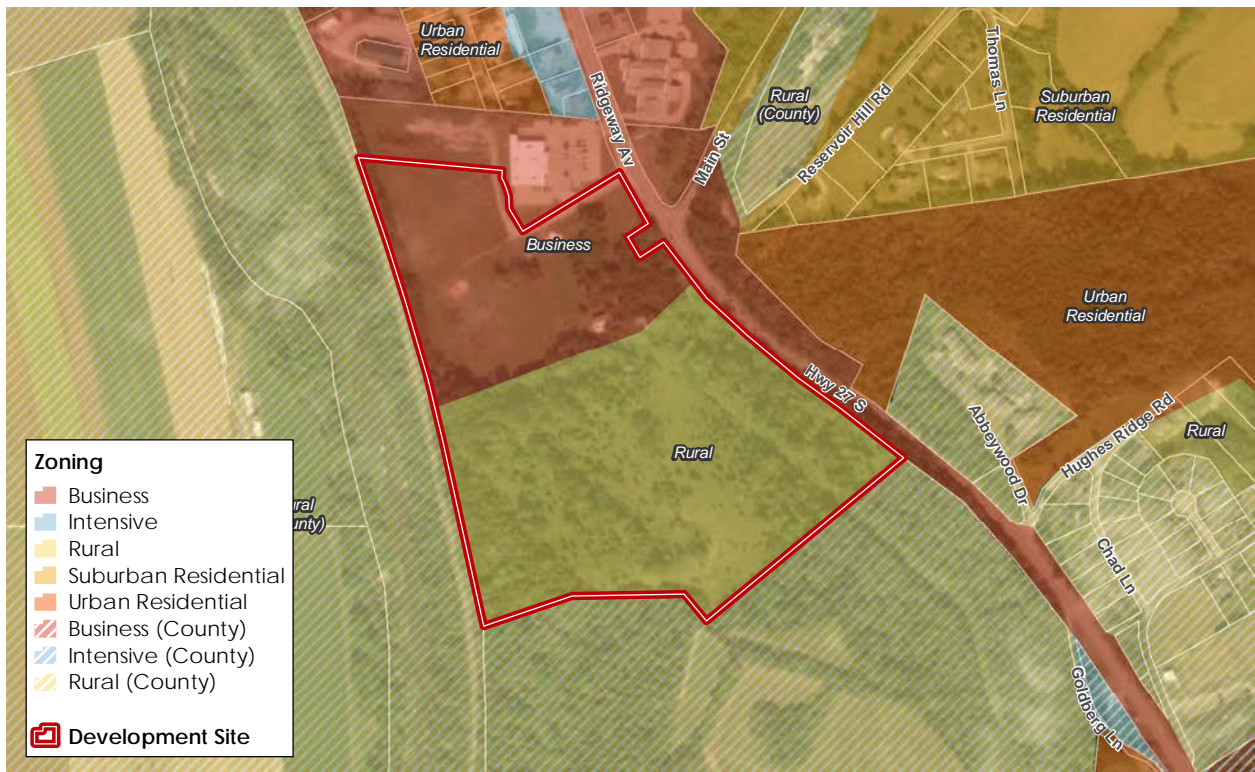
The project site is approximately 39.5 acres located on the southwestern portion of Falmouth bordering unincorporated parts of Pendleton County. The project site is the

largest single parcel of land in the city and encompasses roughly 4.5% of Falmouth’s total land area. The project site is on a highly visible corner along U.S. 27 at the southern edge of Falmouth’s auto-oriented commercial district and is just 25 minutes from Interstate 275. Local connections along U.S. 27 include Alexandria to the north and Cynthiana to the south. Regionally, U.S. 27 connects Cincinnati to Lexington. Annual average daily traffic (AADT) in front of the site was 5,887 vehicles in 2019. The large parcel could be subdivided to accommodate several different project types.

Zoning

Zoning for the almost 40-acre site is governed by the City of Falmouth Zoning Ordinance. However, the City of Falmouth is committed to executing a quality development on the site. The City is supportive of designating the site a planned-unit development (PUD) in order to accommodate the right project. A PUD would give a developer the flexibility required in order to develop the site in a practical and economically beneficial manner.

The land parcel is currently bisected into two zoning districts: the flat northern 13 acres of the site are zoned Business while the sloping southern 26 acres are zoned Rural.



The purpose of the Business Zone is to allow commercial and industrial uses that generally operate within an enclosed building. This zoning designation is very flexible and allows for all commercial retail and service uses including stores and shops, all industrial uses including manufacturing, and all office uses. Uses specifically prohibited from operating in this zone are scrap metal facilities, salvage yards, material recycling, and landfills. Full regulations for the Business Zone are available in Section 7.2 of the City of Falmouth Zoning Ordinance.

The Rural zoning designation purpose is to preserve areas for agricultural and residential uses without having an adverse impact upon the land’s character. Commercial uses are limited. Permitted uses include single-, two-, and multi-family dwelling units, stables, and bed and breakfasts. Full regulations for the Rural Zone are available in Section 7.0 of the City of Falmouth Zoning Ordinance.

The table below includes selected area and height regulations for permitted uses:

	Business	Rural
Min. lot area	No minimum	No minimum
Min. front yard depth	45 ft.	50 ft.
Min. side yard width	5 ft.	5 ft.
Min. rear yard depth	5 ft.	5 ft.
Max. building height	40 ft.	N/A
Min. setback from U.S. Hwy. 27	65 ft.	125 ft.

Off-street parking requirements within the City of Falmouth are as follows:

- Residential: Two parking spaces are required for each dwelling unit
- Non-residential: one parking space is required for each employee on largest employment shift plus:
 - One space for each 200 feet of gross floor space for office, retail, and services
 - One space for each customer/client/user when the facility is designed to serve at fullest capacity
 - Restaurants require the greater of one space for every 50 square feet of dining floor area or one space per two seats at maximum capacity

Full off-street parking requirements are available in Section 8.2 of the City of Falmouth Zoning Ordinance.

Utilities

The City of Falmouth controls its own water supply and wastewater treatment. Electric services are provided by the City/Blue Grass Energy, and natural gas is provided by Duke Energy. Water, sewer, and electric are present at the site.

Floodplain

The Licking River floodplain plays an important factor in development in Falmouth, as it limits where new development occurs to a very small area, placing developable sites within the city limits at a premium. Fortunately, this site is not located in the floodplain, making it an extremely desirable piece of land.



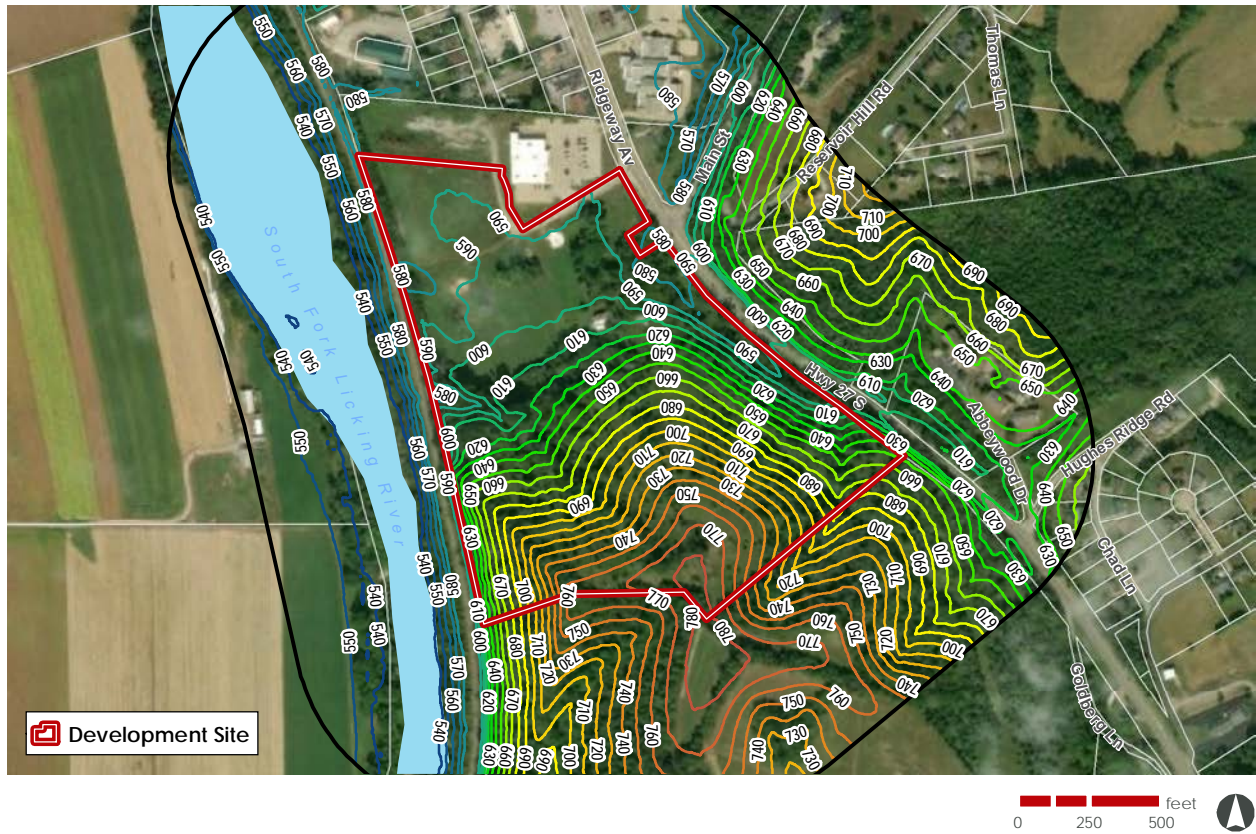
Environmental Review

The site has been agricultural and residential in nature for its known existence. A Phase 1 review of the site determined that there were no obvious environmental concerns at the property and no additional assessment was recommended.

Archaeological Review

A 2012 review of the site found that there were no significant historic resources on the site and that no further archaeological investigations were recommended.

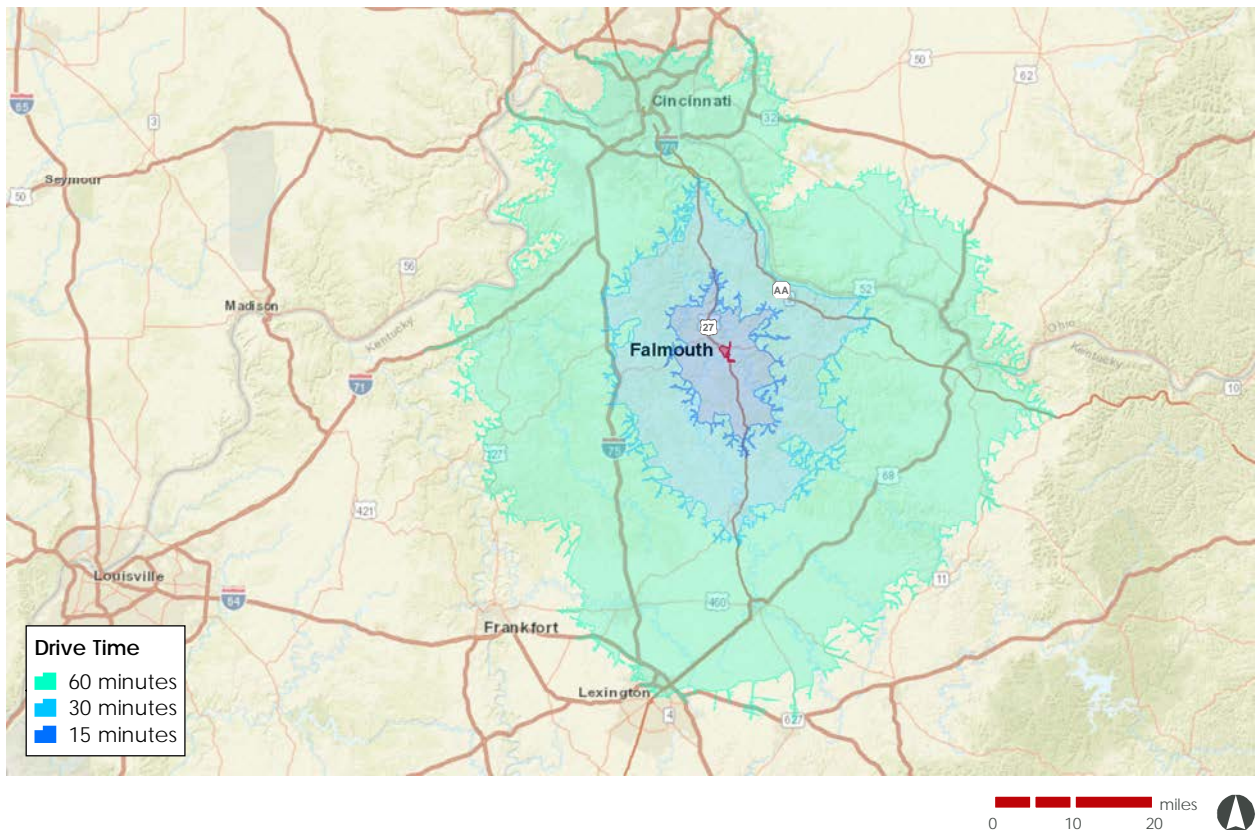
Site Topography



III Region Information

City of Falmouth

Falmouth is a Northern Kentucky city situated at the confluence of the Licking and South Fork Licking Rivers. First settled nearly 250 years ago, the city is the county seat of Pendleton County and is the regional center of commerce for this rural community, located approximately 40 minutes south of Cincinnati, Ohio. The city is accessed by U.S. 27, which runs between Lexington and Cincinnati. Falmouth features both a historic downtown and a contemporary highway business district along the highly traveled U.S. 27.



Falmouth is currently experiencing some growth due to the proximity to industrial development in Dry Ridge and Cincinnati, as well as its accessible location as a rural alternative to urban or suburban lifestyles in the Greater Cincinnati market.

Extremely accessible, Falmouth's main artery, U.S. 27, runs north/south through Falmouth and connects the city to Northern Kentucky's other river cities as well as Interstate 275 and 471. The drive time from Falmouth to Cincinnati's Fountain Square is 40 minutes. Cincinnati/Northern Kentucky International Airport is approximately 45 minutes away via car.

Demographics

The City of Falmouth is the largest city and administrative seat of Pendleton County, Kentucky on the periphery the Cincinnati Metropolitan Statistical Area (MSA) which has an estimated current population of about 2.17 million people. The city's population in 2019 was estimated at 2,103 according to the U.S. Census Annual Estimates of the Resident Population. Pendleton County is one of the 17 counties encompassing the Cincinnati MSA and is primarily rural with a population estimated to be 14,520. Pendleton County is the approximate mid-point between Cincinnati and Lexington along U.S. 27.



Falmouth's historic downtown

Pendleton County households have a median income of \$52,620 (2018 ACS 5-year estimates) which is higher than adjacent Bracken, Grant, and Harrison Counties. Projections from Esri report that the median income will grow by approximately 4% in the next five years. Pendleton County has a daytime population 15% lower than its total residential population indicating that many residents commute outside of the county for work. The top three industries for the employed population are services (34.8%), manufacturing (17.8%), and construction (12.0%).

Of the 5,260 total households in the county, 2,973 (56.5%) are married-couple family households with an average family size of 3.2 persons. Pendleton County has a higher share of married-couple family households than the rest of the MSA by almost 10%. Esri projections have the county's total population growing slightly by a quarter of one percent over the next five years which is uncharacteristic for rural counties in northern metros which are typically losing population to urban areas.

74.6% of housing units are owner-occupied according to the 2018 ACS 5-year estimates which is almost 10% higher than the rest of the MSA. Esri reports that the 2020 median home value in Pendleton County is \$139,605 and is expected to increase by 20% over the next five years.

The median age of Pendleton County residents is 41.1 years old which is 3 years older than the median age in the MSA. Approximately 23.1% of Pendleton County residents are under the age of 18 while 21.4% are 60 years and older which is like the rest of the region.

Esri Tapestry Profiles

Tapestry is a market segmentation system from the geographic information system software company Esri. Tapestry is built from an array of demographic and socioeconomic variables to identify unique consumer markets and neighborhood characteristics. Tapestry data helps paint a comprehensive picture of a selected population's lifestyle choices that raw data from the Census Bureau cannot provide.



The Tapestry system classifies U.S. neighborhoods into 68 different segments based on their socioeconomic and demographic composition.

Pendleton County can be broken down into six separate Tapestry segments. These segments are typical of rural country living with older families in older homes. They typically depend on employment in the manufacturing, retail and healthcare sectors, with pockets of mining and agricultural jobs. People enjoy the outdoors and typically garden, hunt, and fish. Many are empty-nesters with an active but modest lifestyle.

The top three segments are titled *Southern Satellites*, *Salt of the Earth*, and *Rural Bypasses* and encompass 82.5% of households within the county.

Those households characterized as *Southern Satellites* make up 50.7% of all households within the county. These are slightly older married couple families found within rural pockets of metropolitan areas. Residents are settled in their single-family homes and enjoy country living and outdoor activities. They typically have a higher net worth than the U.S. median and are older and less diverse. They spend the most on healthcare, transportation, and food. Purchases are value-focused and people within this segment enjoy working on their own vehicles and home improvement projects.

The second most popular Tapestry segment within the county is *Salt of the Earth* which make up 22.3% of households. This segment is similar to *Southern Satellites*. Residents are typically older empty-nesters who are entrenched in their traditional



rural lifestyles. They seek face-to-face contact in their routine activities. Spending time with family is a top priority and they typically do so outdoors while hunting, camping, or fishing. Like *Southern Satellites*, *Salt of the Earth* residents are cost-conscious consumers. Their highest spending categories are healthcare, transportation, and entertainment/recreation.

The third most popular Tapestry segment is *Rural Bypasses* comprising 9.5% of all households within the county. Like *Southern Satellites* and *Salt of the Earth*, this market segment is typically older and has more married couples living without children. Religion, faith, and traditional values are central in the lives of households within this segment. Their country lifestyles are focused on the outdoors. Many are employed in blue collar industries, own their homes, and look for value in their everyday purchases.

Pendleton County shares one Tapestry segment with nearby southern Campbell County which has an analogous rural/exurban landscape. Southern Campbell County's top three Tapestry segments include: *Green Acres* (52.0%), *Parks and Rec* (14.5%), and *Salt of the Earth* (14%). The *Green Acres* market segment is akin to those in Pendleton County with an older population who are avid do-it-yourselfers with a focus on the outdoors. However, they typically have higher incomes, net worth, and

household spending and generally have more children living at home than *Southern Satellites* and *Salt of the Earth*.

Market Demand

Falmouth is a rural middle-class community composed primarily of households earning approximately the national median income located on the fringe of the Greater Cincinnati trade area. Many residents work in the immediate vicinity of Cincinnati, and commute daily. Falmouth also serves as the economic capital of Pendleton County, providing essential services such as insurance, retail, groceries, hardware, and more to the surrounding areas. The nearest substantially developed cities are Alexandria, Cynthiana, and Dry Ridge, which are each approximately 30 minutes by car.

Recently, several major expansions and business relocations have been announced in the Northern Kentucky area. CTI Clinical Trial and Consulting Services recently relocated to Covington bringing 250 existing jobs and creating as many as 500 jobs over the next decade. DHL recently completed a \$108 million expansion of its processing facility at the Cincinnati/Northern Kentucky International Airport, adding 900 jobs. Amazon is in the process of investing \$1.49 billion dollars to create a worldwide cargo hub and currently is in the process of hiring for over 2,500 jobs. All of these jobs are within commuting distance of Falmouth.

These jobs are being created at a time where urban and suburban home affordability is at an all-time low, for-sale home inventories are at all-time lows, and there is a lack of new housing starts, which has young professionals and empty-nesters alike seeking home ownership opportunities in locations further from core markets where home purchasing power is higher. Demographic projections show small increases in population for Pendleton county over the next twenty years at a time when many rural markets are losing population.

Comparable Site Availability in Falmouth

Falmouth has very little developable land remaining along U.S. 27, as much of the road's frontage between Cynthiana and Alexandria is not suitable for construction given steep grade changes or lack of public utilities. As such, the City acquired this parcel of land with the intent to continue commercial and residential development

Major Brands in Falmouth

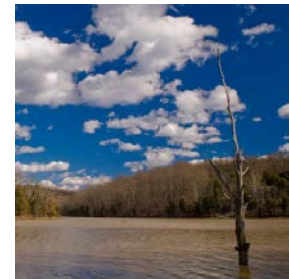


within the city limits. The parcel contains several acres of flat or gently sloping land near U.S. 27, as well as a hill with panoramic views on the southern portion of the parcel.

Much of Falmouth sits in a floodplain of the Licking River, which also limits developable land in the city. The available property is not located in the floodplain and the access to the site is also not in the floodplain, making it one of the few areas of the city that can maintain operations even during a flood emergency.

Local Area Attributes

Kincaid Lake State Park – Kincaid Lake State Park is a well-regarded fishing and recreational lake boasting 183 acres of water, campgrounds, an Olympic pool, marina, boat ramp, hiking trails, and rentable picnic areas. The lake is a frequent destination of visitors from Cincinnati, however there are no nearby non-campsite options for overnight accommodations.



Kentucky Wool Festival – This three-day event near Kincaid Lake State Park brings around 35,000 visitors to the area during the first weekend in October each year. The weekend event more than doubles the county's population and places a high demand on local retail and amenities.

A.J. Jolly Park – Located approximately 20 minutes north of the project site in Campbell County, A.J. Jolly Park is an award-winning 1000-acre park offering many outdoor activities including 75 camp sites, fishing, 20 miles of horse trails, hiking, kayaking, and more. Additionally, the park golf course offers 18 holes on the banks of A.J. Jolly Lake.

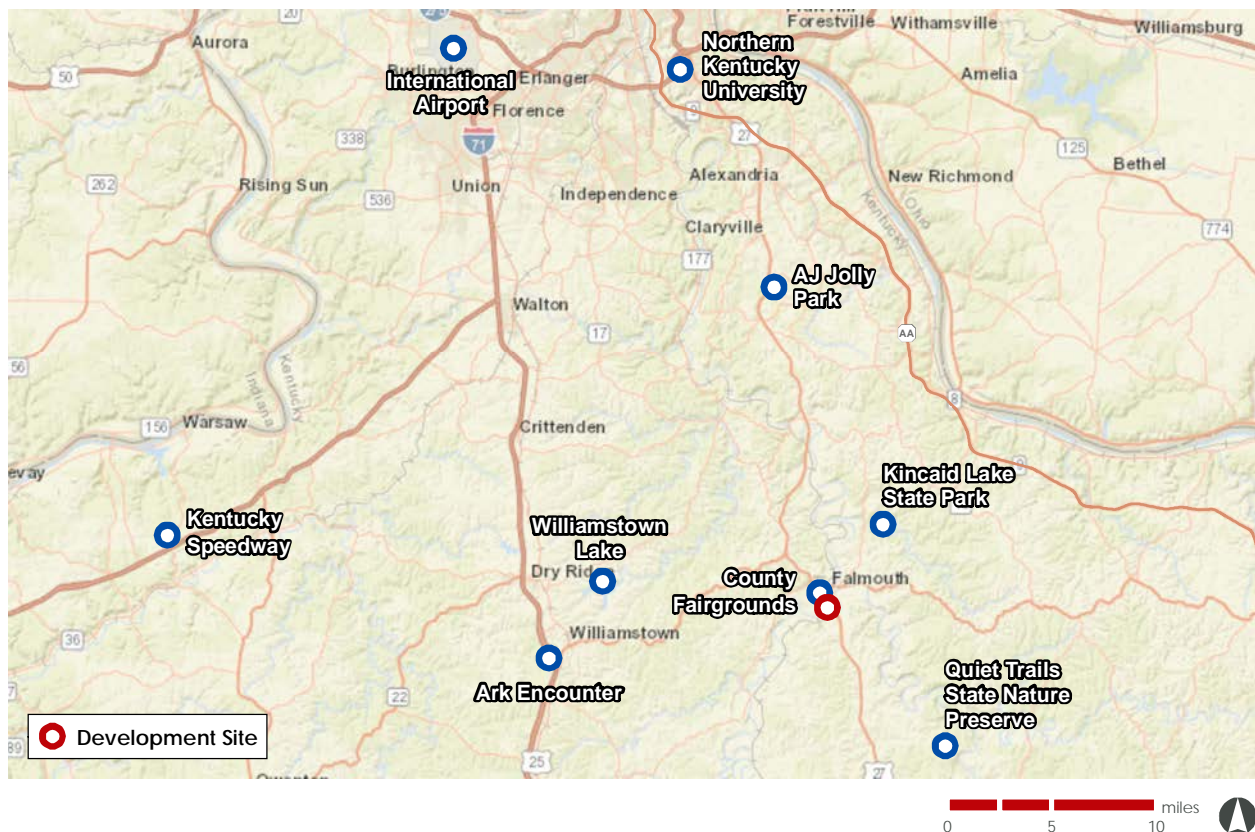
Ark Encounter – The Ark Encounter is located approximately 30 minutes west of Falmouth. This amusement park attracts nearly one million visitors per year, with many visitors staying in Lexington or Cincinnati due to a lack of nearby accommodations. Visitors arrive from around the country, primarily by vehicle, and usually visit a number



of other attractions when in the area.

Williamstown Lake – Williamstown Lake is located in Grant County, due east of Falmouth and Pendleton County, near Interstate 75. This recreational lake is a frequent weekend getaway for people from Lexington and Cincinnati, however there are limited overnight accommodations and hotels nearby, and these accommodations are also frequently full due to visitors to the nearby Ark Encounter.

Gene Snyder Airport – Gene Snyder Airport is a small single runway airport located just outside of Falmouth city limits. Gene Snyder is Kentucky’s northernmost general aviation airport and caters to many recreational pilots and private charters.



Licking River – The Licking River is one of the longest uninterrupted rivers in the country and offers incredible fishing and paddling opportunities. The River forks at Falmouth, with both the Licking and South Fork merging downtown. This provides a natural amenity for residents, scenic views, and serves as a tourism draw. The River also serves as a wetland stopover habitat for migratory birds, drawing birdwatchers to seek out the over 250 species that visit annually.

Wine – Local wine making is a burgeoning industry in Northern Kentucky with over a dozen local vineyards and producers. Pendleton County boasts Rose Hill Farm Winery outside of the small city of Butler. A number of other nearby wineries like Seven Wells Vineyard and Redman’s Farm cater to both locals and tourists looking to sip local wine while viewing the pastoral Kentucky countryside.

Outdoors – Pendleton County is well known as an outdoorsperson’s paradise, with high quality boating, hunting, and hiking. Pendleton County is regularly in the top three counties in Kentucky for number of deer harvested and is also a highly regarded area for wild turkey hunting. Falmouth is located less than 15 miles from the Ohio River offering boating, fishing, and other watersports. The Cedar Line Nature preserve in the county features 43 wooded acres of hiking. These activities regularly bring visitors from outside the community.



Large Area Attributes

Higher Learning – The Greater Cincinnati region is home to over a dozen universities, colleges and technical schools. The University of Cincinnati, Xavier University, and Northern Kentucky University are all within five miles of the Falmouth riverfront site and enroll over 65,000 students. In addition to producing a qualified workforce, providing research, and servicing the community, the three major universities also compete in major NCAA Division I college athletics providing further economic activity in the region. Over 200,000 graduates enter the workforce annually from colleges and universities within a 200-mile radius of Cincinnati.



IV Resident & Stakeholder Input

Overview

In 2017, Pendleton County went through the five-year update of their Comprehensive Plan as required by state law. As part of this plan, community feedback was solicited throughout the county and garnered several hundred responses. These responses were integrated into the Comprehensive Plan, which dictates how the county will grow in the coming years. This feedback overwhelmingly supported growth in existing commercial corridors, rather than allowing commercial growth in residential and rural areas of the county. This shows community support and desire for more commercial growth within the city limits of Falmouth.



Themes from the Comprehensive Plan Survey

- Nearly 40% of survey respondents report commuting over 20 miles each way to their job, with 25% commuting over 30 miles daily
- 60% of respondents supported an increase in tourism and lodging
- Over 40% of those responding desired more medical services within the county
- Almost 60% of residents hope to see more economic development
- More than 60% of the respondents wished to see commercial and retail development in Falmouth
- There was high interest in developing new single-family homes and a

retirement home/assisted living facility, with approximately 50% of respondents desiring each of these residential options

Comprehensive Plan Summary

- Falmouth is largely a bedroom community and ranks 119 out of 120 counties in Kentucky in total commute time; workforce is available and new jobs would not be difficult to fill.
- Residents spent only \$0.28 of each dollar earned within Pendleton County, and must seek out services and retail elsewhere due a lack of options. Residents are forced to spend \$145,000,000 annually outside of the county due to lack of retail and services.
- Over 75% of homes are owner-occupied, creating a stable community building long term wealth.
- There was high interested in developing new single-family homes and a retirement home/assisted living facility with approximately 50% of respondents desiring each of these residential options

V City Vision & Development Objectives

City Vision

The City's vision for the Falmouth site is for it to be a destination for residents and visitors alike. Possible uses for the space include residential for-sale homes, retail/restaurant, professional office space, or hospitality. The City envisions uses that serve the community and surrounding region, provide amenities to residents, and contribute to the economic health and vitality of Falmouth.

Objectives

Developers are encouraged to respond to the RFQ if they have the ability to meet one or more of the following objectives:

- Bring new businesses to Falmouth by creating high-quality office and/or commercial space.
- Provide public amenities such as a hotel and/or restaurant user for the site.
- Provide a market-rate assisted living, independent living, or senior village facility.
- Create high-quality single-family residential product to diversify the housing options within the city.



The Smoking Pig barbecue restaurant in downtown Falmouth

Scope of Development Activities

The City plans to sell the site to a Respondent who will execute a development agreement with the City and provide binding guarantees at the time of purchase to ensure the property will be developed to a predetermined development plan. The City shall reserve the right to withdraw from the agreement for the failure to comply with terms and conditions set forth in any development agreement reached with a proposed Respondent.

The selected Respondent will:

- Arrange and obtain all financing for the project.
- Take possession of the property at the agreed upon sale price and date provided all of the conditions established by a development agreement are met.
- Perform substantial development(s) at the property in compliance with the agreed upon development plan.
- Attract retail, hospitality, or entertainment-based tenants, in addition to any office or residential space, in compliance with the agreed upon development plan.
- Operate the property in a commercial fashion and sell any single-family home lots developed.
- The City may consider a public/private partnership in the development of the building if the Developer feels this would be necessary to attract outside funding.

VI Submission Requirements

Each respondent to this Request for Qualifications is required to provide a Statement of Qualifications (“Statement”) as described in this section. In order to facilitate review and evaluation by the City and its advisory committee, all respondents are requested to structure their responses in conformance with the outline presented below. No specific plan is required as part of the qualifications submittal, but respondents that believe their capabilities cannot be properly presented without such a plan may provide one.

Twelve copies of each response must be received by **5:00 PM EST, Friday, November 20, 2020** at the following address:

Joseph Klare
Vice President of Real Estate Finance and Investments
The Catalytic Fund
50 East RiverCenter Boulevard, Suite 260
Covington, KY 41011

A digital copy may also be emailed to Joseph Klare (jklare@thecatalyticfund.org) in lieu of twelve mailed paper copies.

The City will only consider respondents who:

1. Are in good standing with the City as that term is defined in the Falmouth Code of Ordinances.
2. Are not involved in adverse claims against the City, delinquent in their financial obligations to the City, or debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in any HUD funded programs.
3. Can demonstrate a successful track record in providing high quality commercial and residential developments that attract high quality end users.
4. Can demonstrate an understanding of the U.S. 27 corridor, the rural nature of Falmouth/Pendleton County, its location on the urban periphery, and ability to attract high quality and complementary end users to this prominent location.

Statement of Outline

Each Respondent's Statement of Qualifications should be prepared according to the following outline:

1. **Letter of Interest** – An official letter of interest including the name and address of the developer(s) corporation, partnership, or joint venture and all supporting team members. If the developer is proposing a project team involving other firms, give the names and addresses of all principal firms involved in the project, including their roles and responsibilities.
2. **Firm History and Background** – A brief history of the firm(s).
3. **Project Experience** – The following information is required for each key member of the proposed development team:
 - Description of experience relating to development projects in rural town settings and involving creation of new construction developments that are similar in nature to the Site.
 - Demonstration of experience completing projects of the scale and complexity envisioned in this project.
 - Specific relevant project experience, including the name and address of the project, photographs and brief project descriptions. For each project referenced, include the developer's role in each completed project and the time period for involvement.
 - Project descriptions should include development concepts, duration of planning and implementation, construction and completion dates, locations, land uses, sizes (total net leasable square footage of each use, overall gross square footage and height), construction costs, roles of development entities, and any public financial assistance or incentives.
 - Any innovative aspects of previous project experience that may be relevant to this project should be described in detail.
 - The names, addresses, and responsibilities of all key personnel participating on the development team, including resumes. Resumes should include educational and professional qualifications, relevant experience, and details regarding the specific role proposed for this project.
 - Identification of any other relevant organizational, consultant or other available resources that will be committed to this project.

4. **Financial Capacity** – The City requests supporting documentation that the development entity has the financial capacity (including demonstration of the development team’s ability to obtain financing for a project of this magnitude) to execute its development plan for the project. The City recognizes the sensitive nature of the financial information requested in this RFQ. Such information may, therefore, be submitted under separate cover and labeled “Confidential.” This information will be used solely by the City for purposes of evaluation and will be kept confidential to the fullest extent allowed by law. Documentation should include:
- Financial statements (preferably audited) for the three most recent calendar or fiscal years for the developer or in the case of a company or partnership formed specifically for this project, for each of its principals/guarantors.
 - Letters from the developer’s lenders and other financial partners attesting to the developer’s financial capacity to undertake this project.
 - A list of the developer’s lender references including specific contact information.

Please answer the following questions:

- Is the development entity or any named individual in the proposed project involved in any litigation or other disputes that could result in a financial settlement having a materially adverse effect on the ability to execute this project? If yes, please explain.
 - Has the development entity or any named individual in the proposed project ever filed for bankruptcy or had projects that have been foreclosed? If yes, please list the dates and circumstances.
5. **Community Collaboration** – The project will require the developer’s collaboration with City staff and elected officials, adjacent property owners and residents, and the general business community in Falmouth. Please provide examples of the developer’s experience in executing projects that required developing excellent relationships with various governmental, civic and business groups. Please provide local government and private sector references for similar projects.
6. **Other** – Any additional information that will substantiate the development team’s capability and experience with projects of a similar nature and

distinguishing your firm and its capacity to serve in this role. Of particular interest to the advisory committee will be examples of plans or projects developed by your firm that demonstrated an ability to execute in locations similar to that of the Site.

Responsiveness of Statements

1. **Responsiveness** – The City shall only consider those statements of qualifications that conform to the material requirements of the City’s request and that are submitted according to the Statement Outline set forth above. A Statement will be considered as conforming and responsive if it provides information concerning the respondent’s qualifications and substantially addresses and promises to meet the requirements contained in this Request or any future reasonable requests made over the course of the selection process. The City may waive any non-conformance that is immaterial and does not prejudice other respondents.
2. **Non-responsiveness** – The City will reject any Statements that materially deviate from the request or that due to any deviation from the RFQ, prejudice other respondents whose responses substantially conform to the request.
3. **Respondent Responsibility** – The responsibility of Respondents shall be determined on the evaluation of the actual Respondent, separate and distinct from the Proposal that is submitted.

General Response Guidelines & Disclaimers

1. The City reserves the right to reject any and/or all submissions in its sole discretion.
2. By submitting a Statement, respondents waive any and all claims for costs or damages arising from a rejection of a Statement and releases the City from any liability in connection with such claims, whether such claims arise in tort, contract, or otherwise.
3. Respondents may withdraw statements by providing written notice of their intention to withdraw at any time.
4. Respondents shall bear any and all costs that they incur in connection with submitting a Statement.

Public Information Notice – All responses will become the property of the City and will not be returned. All statements of qualifications submitted to the City will be kept in confidence with the advisory committee and shall be used by the committee for the

sole purposes of evaluating the statement for a possible award. The City will have the right to make copies for its internal review process and to provide copies to its staff, legal, technical and financial advisors and representatives. Professionals should take care not to provide any confidential information, trade secrets or other intellectual property, that they do not want City staff to receive.



All information submitted for review may be subject to the Kentucky Open Records Act and may be made available upon request by the public. Respondents should identify any confidential, proprietary information or trade secrets and provide justification why such material should not be disclosed.

Submission Deadline – Respondents must provide a Statement no later than:

5:00 PM EST, Friday, November 20, 2020

Statements received after this deadline will not be considered.

VII Selection Process & Contact

Selection Process

The Catalytic Development Funding Corp. of Northern Kentucky (“the Catalytic Fund”) will coordinate the Developer selection process. The City of Falmouth is the final decision maker regarding this selection and it reserves the right to reject any or all responses or to terminate the development negotiations at any time. An ad-hoc advisory committee will review and evaluate responses to this RFQ. A team of City staff and the Catalytic Fund will assist the committee. The selection of a developer for the project will involve the following steps:

Phase One – Statement of Qualification Submission

- Respondents submit a letter of interest and other requested information regarding qualifications by **5:00 PM EST, Friday, November 20, 2020**.
- Advisory committee will review the submittals and will invite one or more of the respondents to participate in an interview.

Phase Two – Additional Information

- Some selected respondents may be asked to provide additional information, which may include, but not be limited to, respondent’s conceptual vision for the development, respondent’s anticipated participation by the City or others in the project, including public financing incentives, and the anticipated scheduling and phasing of the development. Respondents may be asked to participate in an additional interview and/or make a presentation to the advisory committee. The advisory committee may also choose to make site visits, where appropriate.
- The advisory committee will recommend a preferred developer to the City for approval.

Phase Three – Preferred Developer Status

- The City intends to enter into a Preferred Developer Agreement with the selected developer, which will set forth the schedule for the planning and implementation process, developer and City responsibilities, etc. The agreement will be to set forth the terms under which the firm will be granted the right to

purchase the subject property.

- After execution of the Preferred Developer Agreement the selected developer will begin project planning and design with the City.

The Preferred Developer Agreement shall be for a specified term and, if at the end of such term, negotiations for a Preferred Developer Agreement are not successful, the City retains ownership of the real property and the right to negotiate with and designate another Developer from among those that previously submitted Statements, or invite interest from other qualified developers not previously considered.

Estimated completion date	Event
3:00 to 5:00 PM, Thursday, October 15, 2020	Open house at the Project Site
Friday, November 6, 2020	Final opportunity to submit questions
5:00 PM EST, Friday, November 20, 2020	Respondent submissions due
December 2020	Notification of interview schedule
January 2021	Development team interviews
January 2021	Submission of final deal teams
February 2021	Project selection/Council action
<i>TBD</i>	Execute development agreement and sale

Contact

Additional site marketing material and changes to the RFQ submission calendar will be posted online at:

FalmouthRFQ.weebly.com

The point of contact for responses regarding this proposal shall be:

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