

REQUEST FOR QUALIFICATIONS (RFQ)

May 12, 2014

Attention Developer:

Your firm is invited to submit a formal response to the Municipality of Mount Lebanon's ("Mt. Lebanon") Request for Qualifications (RFQ) for the Mt. Lebanon Development Project ("Project") described within. Successful qualified Proposer(s) will be selected by Mt. Lebanon, and invited to submit a proposal ("Phase 2") as a result of this process.

All questions related to this RFQ must be submitted in writing to Eric Milliron by e-mail at emilliron@mtlebanon.org. The deadline for receiving written inquiries is 4:00 p.m., Friday, May 23, 2014.

One (1) original, one (1) electronic, and four (4) copies of your submission must be received by Mt. Lebanon at the following address on or before 4:00 p.m., Wednesday, June 4, 2014:

Eric Milliron
Economic Development Officer
Municipality of Mt. Lebanon
710 Washington Road
Pittsburgh, PA 15228-2018

Mt. Lebanon reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all submissions when it is in the best interest of Mt. Lebanon.

Addendums to the RFQ, if any, specifying clarifications or changes, will be forwarded to all potential Proposers via email.

Thank you for your time and consideration of our Project.

Sincerely,

Eric Milliron
Economic Development Officer

INTRODUCTION

The Municipality of Mount Lebanon (Mt. Lebanon) is requesting submissions from qualified and experienced developers for development of a 2.6 acre site located on Shady Drive East next to Port Authority of Allegheny County's (PAAC) Light Rail Transit (LRT) Station in Mt. Lebanon, Allegheny County, Pennsylvania. The site, as identified in previous planning studies, is conducive to residential development.

BACKGROUND

Mt. Lebanon owns several properties, which it acquired 30 years ago from PAAC, including a 28-space surface park-and-ride lot that adjoins the LRT Station with municipally-owned Parse Way, and the air rights above PAAC's light rail line tracks (from the south portal of the Mt. Lebanon LRT Tunnel to the at-grade crossing of the tracks at Alfred Street). Together these properties comprise the site, a significant development resource that is within Mt. Lebanon's control.

A previous planning project called the South Hills Transit Revitalization Investment District (TRID) Study identified two potential residential development strategies for the site. One scenario envisioned a high-density residential development built on a structure or pad in the air rights above the LRT tracks, and a second scenario that envisioned a low-density residential development built on the site at-grade with Shady Drive East.

As part of a recently conducted Market Analysis, financial forecasts showed that the cost to build the infrastructure for the high-density development scenario resulted in a \$22 million gap. As a result, Mt. Lebanon is pursuing the low-density residential option; but is not precluding innovative concepts that utilize all or portions of the air rights space.

OBJECTIVE

Mt. Lebanon is requesting submission of qualifications from competent real estate development professionals for a development ("Project") on Shady Drive East. Mt. Lebanon desires to identify experienced developers who exhibit a proven track record of successfully undertaking and completing projects similar to this one in scope and complexity.

Mt. Lebanon has identified four key objectives for the Project:

1. Maintain the residential scale and focus of the neighborhood;
2. Coincide with Mt. Lebanon's zoning and planning codes, and comprehensive plan;
3. Achieve a purchase or long-term lease or similar compensation that generates income for Mt. Lebanon; and
4. Provide replacement for 28 commuter parking spaces in a location that is acceptable to PAAC.

REQUIREMENTS

Mt. Lebanon conducted a public meeting in March 2014 to obtain input from residents and identify their concerns about the Project. As a result, the following matters are important ones that need to be considered and incorporated into the Project:

1. Provide a solution to resident parking constraints (replace five visitor's spaces, that are currently located in the 28-space commuter park and ride lot);
2. Improve or maintain pedestrian access to the LRT Station and adjacent Business District;
3. Accommodate drop-off and pick-up at the LRT Station;
4. Be mindful of building heights and solar impacts on Shady Drive East;
5. Address green elements such as screening, trees, pocket parks, etc.; and
6. Consider improvements to the neighborhood's traffic and pedestrian access problems (Parse Way at Alfred Street and Alfred Street at Shady Drive East).

SITE INFORMATION

Mt. Lebanon owns the site, which consists of a 28 space surface park-and-ride lot, Parse Way and air rights over the LRT Station. It is located on the west side of the 600 block of Shady Drive East, Mt. Lebanon, Pennsylvania, 15228. Some property information is available within this RFQ but other important documents and studies are available on Mt. Lebanon's website at: <http://www.mtlebanon.org>.

Information available on the website consists of:

- Mt. Lebanon Transit Oriented Development (TOD) Project Market Analysis (Dec. 2013)
- Mt. Lebanon Comprehensive Plan (2013)
- South Hills Transit Revitalization Investment District (TRID) Study (2008)
- South Hills Revitalization Investment District Preliminary Engineering Study (2012)

Proposers are responsible for verifying site and market information to their own satisfaction, and are encouraged to consult with appropriate agencies including but not limited to Mt. Lebanon, PAAC and Allegheny County to obtain current planning and zoning information, and with Pennsylvania Department of Transportation (PennDOT) District 11 for traffic studies and highway occupancy. (Mt. Lebanon, its partners, consultants, contractors, employees and officers are not responsible for any incomplete or imprecise information that may be obtained from the property data.)

FIGURE 1: DEVELOPMENT SITE

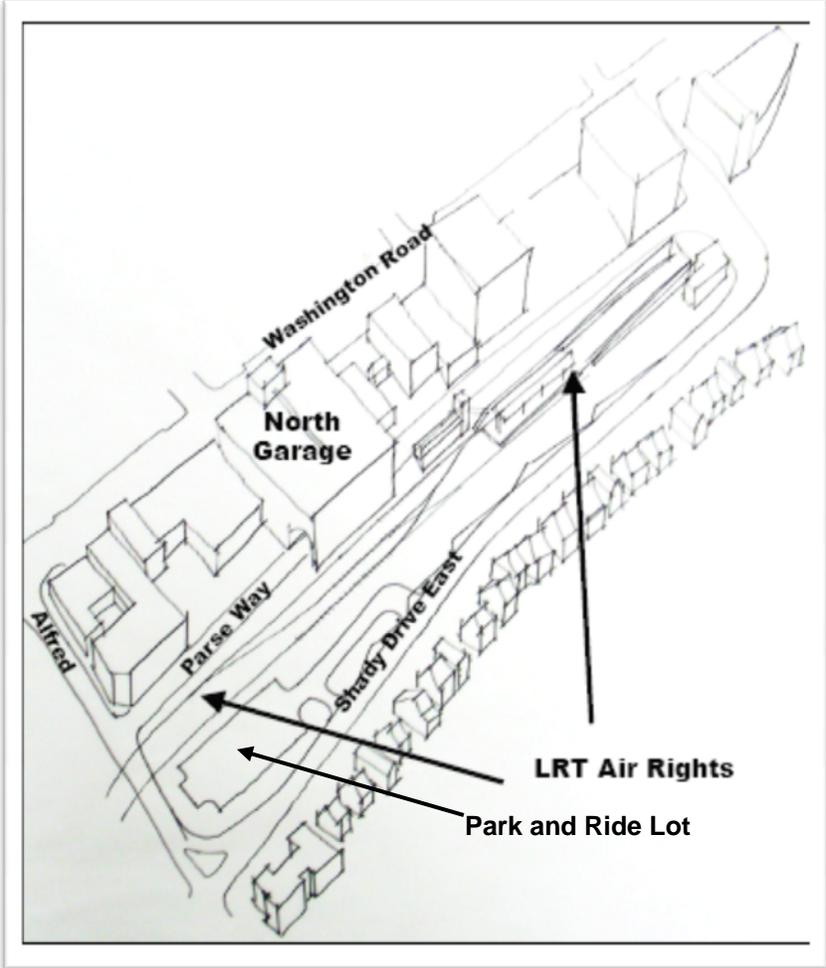


TABLE 1: DEVELOPMENT SITE INFORMATION

FEATURE	INFORMATION
Size	2.6 acres includes surface park and ride lot and LRT Station air rights
Location	West side of the 600 block of Shady Drive East, Mt. Lebanon, Pennsylvania 15228
Owner	Municipality of Mt. Lebanon
Boundaries	Parse Way to the west, Shady Drive East to the north and east, and Alfred Street to the south
Parcel Numbers	141-F-190
Zoning	R-4 Multi-Family Mixed Residential District; site lies within Planned Mixed-Use Development Overlay District
Gas	Peoples Equitable Gas
Electric	Duquesne Light
Water	Pennsylvania American Water Company
Sanitary/Storm	Mt. Lebanon, Allegheny County Sanitary Authority
Adjacent Property Owners	Port Authority of Allegheny County and others identified on map)

SUBMISSION PROCESS

The overall process consists of two phases: this RFQ and a subsequent Request for Proposals (RFP).

During Phase 1, Mt. Lebanon’s Evaluation Committee will review and rank submissions, identifying Proposers that are most qualified, and project concepts that are most beneficial to Mt. Lebanon. Mt. Lebanon’s Evaluation Committee will consist of persons designated by the Municipality, which may include: Eric Milliron (Economic Development Officer), Keith McGill (Municipal Planner), and Blaine Lucas (Economic Development Council). This evaluation may lead to a request for additional information, interviews and discussions with Proposers. More than one submission may be selected as meeting Mt. Lebanon’s objectives and, as such, will move on to the next step. Mt. Lebanon reserves the right to reject any and all submissions.

During Phase 2, the Evaluation Committee will require the short-listed Proposers to provide more detailed information about their project including conceptual design, a financial offer, and project pro forma. Mt. Lebanon may then negotiate with Proposers to determine which project is most advantageous for working toward a Development Agreement that is suitable for all parties.

Mt. Lebanon acknowledges that the proposed development projects submitted as a result of the RFQ and RFP will be preliminary, and that the program, composition and details may change. Mt. Lebanon is undertaking this process with the flexibility necessary to create a financially feasible and compatible development that is beneficial to all parties.

SUBMISSION SCHEDULE

Submissions are due in Mt. Lebanon's office, located at 710 Washington Road, Mt. Lebanon, Pennsylvania, 15228, no later than 4 p.m. on Wednesday, June 4, 2014. Submissions received after the designated time and date may not be considered by Mt. Lebanon and may be deemed unresponsive, in which case will be returned to the Proposer. Proposers should submit one (1) original and four (4) copies, and one (1) electronic copy of their proposal to:

Eric Milliron
Economic Development Officer
Municipality of Mt. Lebanon
710 Washington Road
Pittsburgh, PA 15228-2018

Questions about this RFP should be submitted by email only by Friday, May 23, 2014 to Eric Milliron at emilliron@mtlebanon.org. All questions and responses will be provided in written addenda by email to all parties that received or requested a copy of the RFQ by close of business Thursday, May 29 2014 and also posted on the municipal website page.)

Proposers are encouraged to visit the development site on their own and submit any questions by the deadline identified above.

TABLE 2: KEY SUBMISSION DATES

PHASE 1 - RFQ Solicitation Deadlines	
Solicitation Issue Date:	May 12, 2014
Deadline for Questions:	May 23, 2014
Responses to Questions:	May 29, 2014
Submission Deadline:	June 4, 2014
Selection of Shortlist of Proposers:	June 18, 2014
(Shortlist interviews will be conducted as needed)	
PHASE 2 - RFP Tentative Schedule	
Proposal Submission Deadline:	August 15, 2014
Final Developer Interviews:	Aug.-Sept. 2014
Final Developer Selection:	October 2014

SUBMISSION REQUIREMENTS

Proposers are expected to submit complete responses to this RFQ. Mt. Lebanon encourages Proposers to submit creative project concepts provided that there is compatibility with local land use policies and Mt. Lebanon's objectives and requirements for the Project. Proposals shall concisely yet completely address the following requirements. Proposals that do not follow the outline, or contain the required information, may be considered to be incomplete or unresponsive proposals

TRANSMITTAL LETTER

- Proposer's name and contact information, and the names, titles and contact information for all principals with the authority to legally bind the Proposer.
- Same information for other firms if the Proposer is a Joint Venture.
- Statement that the proposal will remain in effect and will not be withdrawn for 120 days from this proposal's due date at Mt. Lebanon.
- Acknowledgement of the receipt of any addendums.
- The primary reason that this opportunity interests you.

DESCRIPTION OF THE PROPOSER

- Description of the Proposer including organization structure, subsidiary firms and parent company.
- Length of time in business, where the company was formed, office locations and number of employees.
- If the Proposer is a Joint Venture, provide the same information for all firms that are part of the Joint Venture.
- Name of architectural firm or list of potential architectural firms Proposer may use to design the Project.

KEY PERSONNEL

- Description of backgrounds and development experience for the principals of the Proposer including specific development projects.
- The above information for the principals from firms if participating in a Joint Venture.

TRACK RECORD

- Proposer's understanding of what Mt. Lebanon is trying to accomplish.
- Statement that demonstrates the Proposer is qualified to undertake this project.
- Description of the most recent, successfully undertaken projects that display an ability of the Proposer to complete this project. (Please include the approximate development values, locations, sizes in total land and building area, and time to complete for each project identified.)

- Proposer’s projects and experiences related to transit oriented development or transit adjacent development, if any.
- Proposer’s projects and experience working with public sector partners on development projects, if any.
- Names, addresses and telephone number for three clients or key references.

FINANCIAL INFORMATION

- List and description of successful development projects including a narrative of basic facts, size of projects, costs, and circumstances.
- List and description of unsuccessful development projects including a narrative of basic facts, size of projects, costs, and situation surrounding the circumstances of unsuccessful projects.
- Documentation demonstrating the Proposer’s financial reliability including two reference letters from commercial or institutional credit references.
- Identification of any current lawsuits or judgments against the Proposer and Joint Venture partner(s) if applicable.
- Identification of whether Proposer, or any team member, affiliated company or their principals have been debarred from any government project or contract.
- Terms and conditions of any significant contingent liabilities such as guaranteed loans or other obligations that could affect this Proposed Development.
- List of projects on which Proposer, any team member, affiliated company or their principals have defaulted or declared bankruptcy.

PROJECT CONCEPT

- Description of the proposed development including the Proposer’s vision and identification of proposed land use.
- How the proposed development is compatible with local zoning regulations and Mt. Lebanon’s key objectives and requirements.
- How the Proposer plans to work with Mt. Lebanon to accomplish the Development project.
- Recognition that the Proposer also plans to work with PAAC to the extent that the proposed Development project will require entry onto or integration with PAAC property.

EVALUATION CRITERIA

The Evaluation Committee will score and rank the submissions based on any factor it deems to be in the best interest of the Municipality, which may include the following:

1. Proposer’s Overall Development Experience – has the Proposer exhibited success completing other development projects prior to this one; does the Proposer understand Mt. Lebanon’s objectives; and has the Proposer accomplished projects with the public sector in the past.
2. Management Team’s Credentials and Experience – Has the Proposer and/or its principals undertaken successful development projects in the past.

3. Financial Viability – is the Proposer financially capable of completing this project, and are there any liabilities, contingencies or other projects that might affect this one from being accomplished.
4. Project Description – is the project concept compatible with local regulations, and how is the proposed land use compatible with Mt. Lebanon’s vision and requirements for the site.

MISCELLANEOUS

1. The Municipality of Mt. Lebanon assumes no liability or responsibility for costs incurred by proposers in responding to this request for qualifications or in responding to any future requests for interviews, additional data, additional proposals or the like.
2. The Municipality reserves the right to reject any and all proposals, to waive any irregularities in any response, and to accept/reject any item or combination of items. Any contract or acceptance of any proposal is subject to approval by the Mt. Lebanon Commission and is effective only upon its approval. The process may be discontinued at any time and for any reason.
3. The final decision regarding this proposal rests with the Mt. Lebanon Commission.
4. The Municipality may add to, modify or change the process at any time in its discretion.
5. Nothing in this request for qualifications will be deemed to (i) create any right (whether property or other) in any party to have a contract awarded or proposal accepted or (ii) create or require any standard for award other than what the Municipality deems to be in its best interest. The award of a contract or acceptance of a proposal will be made in the discretion of the Municipality, and may be made of factors other than cost.
6. Any successful award will be contingent on compliance with all applicable bidding rules.
7. Notwithstanding anything to the contrary contained herein, no person or entity submitting a proposal, whether successful or not, will acquire any legally binding rights against any party including the Municipality unless and until such person or entity and the Municipality formally execute an agreement that is satisfactory to the Municipality, in its discretion. The submission of a proposal will not guarantee a contract award or acceptance thereof, nor will it guarantee that the Municipality will not request modifications or deletion of terms before entering into a contract or accepting a proposal.
8. Notwithstanding the fact that compatibility with local regulations and ordinances is a factor in the decision making process, the successful proposer will be required to obtain all necessary approvals and permits. Nothing in the process nor the selection of a proposal guarantees or is an indication that any proposal will meet the regulations or ordinances of the Municipality, which can be established only by following and going

through the requisite approval process. Successful selection cannot and will not establish compliance with any of the Municipality's ordinances and regulations. The proposer must be familiar with the ordinances and regulations of the Municipality and cannot rely upon any statements made in the process as to compliance therewith.