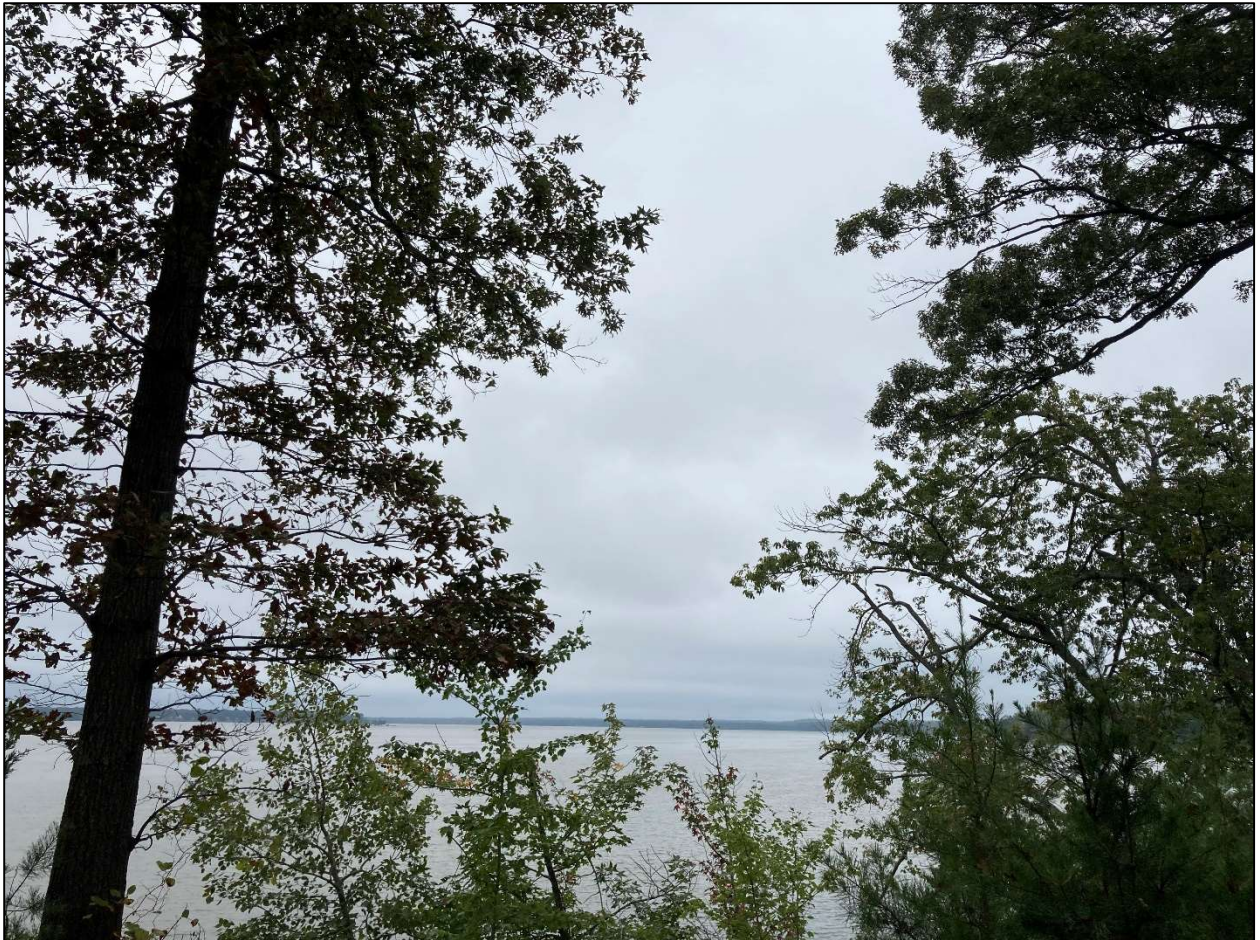


**THE TOWN OF INDIAN HEAD
CHARLES COUNTY, MARYLAND
4195 INDIAN HEAD HIGHWAY**

REQUEST FOR PROPOSAL (RFP)

LAND SALE AND DEVELOPMENT OF MUNICIPAL OWNED PROPERTIES



View from subject properties over Potomac River (October 2021)

RFP Re-Issue Date: June 28, 2022

Proposal Due Date: July 28, 2022 at 10:00AM ET

Goal of the RFP:

The Town of Indian Head is seeking developers and/or development teams for two (2) properties on the bank of the Potomac River in the Town of Indian Head. Both properties, eight (8) acres in total, are owned by the Town and located primarily within Town Center Mixed Use Zoning District with portions in the Open Space Zoning District along the river front with an access to Indian Head Highway. The properties are also subject to Chesapeake Bay Critical Area Overlay Zone. The proposal that is submitted must be for the purchase of both parcels.

Interested developers and/or development teams should be aware that there is no commitment from the Town of Indian Head to provide any funding for development and construction work for the project. The Town may withdraw this RFP at any time and reject any and all proposals.

Opening Place:

Town of Indian Head
Town Hall
4195 Indian Head Highway
Indian Head, MD 20640

Request for information regarding this proposal should be directed to:

Mr. Ryan L. Hicks, Town Manager
Town of Indian Head
ryan@townofindianhead.org
Phone: 301-743-5511
Fax: 301-743-9008

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- IX. SUMMARY OF DISPOSITION PROCESS
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EXHIBITS

- A – RFP COVER PAGE FOR DEVELOPERS
- B – LEGAL DESCRIPTIONS
- C – SITE PLAN
- D – EXISTING ZONING MAP

I. INTRODUCTION

The Town of Indian Head is soliciting proposals from interested developers and development teams to redevelop two (2) Henderson properties located primarily within Town Center Mixed Use Zoning District for high quality residential and commercial development in accordance with this Request for Proposals. The two (2) adjacent sites are located on the riverbank providing a highly desirable river front access and amazing views of the Potomac River. The location offers a relaxing atmosphere integrated with beautiful natural scenery and an easy access from the state highway, less than an hour from Washington D.C. and a quick drive to nearby local and state parks. The Town of Indian Head offers this great opportunity for a developer or development team who recognizes benefits of the area, has an interest and expertise in mixed use projects, and looks for innovative approaches to economic development.



Views over Potomac River (October 2021)

The properties are adjacent to a residential neighborhood where the Town has committed to implement a Boardwalk and Living Shoreline that is currently under construction and expected to be completed in December 2021. The boardwalk is a magnificent asset for the community offering strolls along the bank of the river for .21 miles. The boardwalk is in a walking distance from the subject Henderson Lane properties with access through the adjacent residential neighborhood. Furthermore, the subject properties are adjacent to land owned by Amazon, Inc.



Boardwalk through the woods and along Potomac River (October 2021)

The land transfer structure for this project will be through a fee simple title deed. Transfer of title will be subject to the approval of the Town of Indian Head's elected officials. The Development Site, including both properties, has an assessed value of approximately \$478,000.

II. SITE INFORMATION SUMMARY

Site Address:	Henderson Lane, Indian Head, MD
Number of properties:	2 separate parcels under the Town of Indian Head ownership
Total size:	Approximately 8 acres
Tax Parcel Identification(s):	0907003242 and 0907035833
Zoning District:	Town Center Mixed Use (Planned Development) Open Space (riverbank portions of both parcels)
Zoning Overlay:	Chesapeake Bay Critical Area
Existing Conditions:	One (1) property is developed with a single family detached dwelling unit and a pool; and One (1) property is an empty lot and characterized by woodlands.

Public Utilities:	Public water and sewer available
Access to the site:	Via Henderson Lane (municipal roadway) from residential neighborhood that is connected to Indian Head Highway; Potential for river front access.
Easements:	None.

III. SCOPE OF DEVELOPMENT

Applicants are expected to submit competitive applications for the land acquisition of both parcels. Proposals to purchase less than both sites will not be considered. Proposals shall only include the development of two parcels as one. The proposal must provide for a mixture of residential and commercial with pedestrian-oriented facilities and be aligned with provisions of the Town Center Mixed Use Planned Development District where both parcels are located. Proposals for other proposed uses will not be accepted.

IN ADDITIONAL TO ALL OTHER REQUIREMENTS, ALL APPLICATIONS MUST MEET EACH OF THE FOLLOWING REQUIREMENTS TO BE CONSIDERED:

- A. All proposals shall comply with the Town Center Mixed Use and Open Space requirements as per the Town of Indian Head Zoning Ordinance.
- B. All proposals shall comply with the Chesapeake Bay Critical Area overlay.
- C. All proposals shall include a mixture of residential and commercial uses. The number of residential units will depend upon compliance with zoning and other relevant requirements.
- D. Not less than 50% of the ground floor of proposed development shall be a mix of commercial, including eating establishments, retail and/or office with the approximate breakdown of:
 - a. 25% reserved for eating establishments
 - b. 20% reserved for retail
 - c. 5% reserved for office
- E. Entire development shall provide for pedestrian-friendly facilities that tie into the existing pedestrian network.
- F. All proposals shall include development of the river front access area.
- G. All proposals must include a proposed ten (10) year financial operating plan.
- H. All proposals must demonstrate the ability to develop a parking study to

maximize use of the site space and provide additional parking options for adjacent residential units.

IV. SUBMISSION REQUIREMENTS

The following submission items are required to assess the developers' overall ability to complete the project and to meet the requirements and obligations associated with the land while aligning with the goals and objectives of the Town of Indian Head:

1. Written Project Narrative

The proposal must include a project narrative that includes at least each of the following:

- a. Brief description of development plan for the sites including proposed uses, number of residential units and/or rentable square footage for commercial with a breakdown of those uses, such as retail and/or office, pedestrian and biking facilities, open space conservation plan, a concept of a town center, and river front boat launch area.
- b. Any required zoning variances or exceptions and other entitlements that may be sought for this project.
- c. Explanation of the composition of the proposed development team/entity (single owner, partnership, LLC, LLP, joint venture or corporation).
- d. Prospective development timeline including major milestones.
- e. Discussion of parking requirements for the development with a focus on what parking will be needed, what parking is obligatory by zoning regulations, and parking needed to meet market objectives.
- f. Discussion of housing needs for the development with a focus on how many units will be provided and what residential use is required by zoning regulations.
- g. Discussion of economic opportunities needs in the community and how this proposal intends to address those.

2. Relevant Development Experience

The proposal must include the following information regarding the proposed developer's relevant development experience:

- a. A brief description of a minimum of 5 similar projects, including for each project the date, location, concept, photos of the completed development and lessons learned.

- b. A brief description of similar projects currently under development, if any, with concept, location, schematic plans and drawings, and anticipated completion dates.
- c. Qualifications of the development entity's principal points of contact.
- d. A minimum of 5 references (with contact information) from the following entities - banks, municipal entities, co-developers, tenants, and press releases that include project narratives that describe previous work.

3. Financial Feasibility and Development Team Composition

The proposal must include the following regarding the proposed development team:

- a. A detailed description of the developer or development team's ability to finance the costs associated with the project.
- b. The qualifications of people and/or entities in the development team, including any and all joint venture, general or limited partners, and respective percentages of interest.
- c. Role of each development partner in the implementation of the development.
- d. Explanation of the developer's previous experience in attracting equity investors.

4. Budget

The proposal must include the following fiscal considerations for the proposed project:

- a. Preliminary development budget listing proposed sources and uses, including acquisition costs, and indicate gaps if any.
- b. Prospective construction budget.
- c. Proposed acquisition price for the purchase of the two parcels.
- d. Brief summary of tax generation estimates.
- e. Prospective residential units price assessment (ownership and/or rentals).

5. Project Design

The proposal shall include the following regarding the proposed design features of the project:

- a. A brief description of the project, including its development program,

components, and relation to neighborhood context.

- b. An explanation of the overall design of the project along with the merits of the overall design.
- c. An explanation of any features for sustainable design including, but not limited to optimization of site potential, environmentally preferable materials, protection and drainage of groundwater and storm water run-off, designed to accepted sustainable building standards.
- d. An explanation of the accessibility features of the project, if applicable, including number of units that will have visible or accessible features that can accommodate persons with disabilities.
- e. An explanation of whether the project will require a zoning variance and/or other land use entitlements or considerations.
- f. An existing conditions site plan that depicts physical features and any constraints to development.
- g. A proposed concept site plan of proposed buildings, town center, river front and any other achievable features.
- h. Any other relevant documentation to support the concept plan.

V. SUBMISSION DOCUMENTS

All submission materials are available on the webpage dedicated to Request for Bids on the Town of Indian Head website at <https://www.townofindianhead.org/> under "Government" drop down menu and then "Request for Bids", as well as PennBid and eMaryland Marketplace

VI. PRE-SUBMISSION MEETING

A pre-submission meeting will not be held.

VII. SUBMISSION OF PROPOSALS AND SCHEDULE

All proposals must include five (5) paper copies plus one (1) electronic version on flash drive containing PDF files, and shall be submitted either:

- 1) Online through PennBid with paper copies to be received by the Town within three (3) days of bid closing, or
- 2) By U.S. mail return receipt; by a nationally recognized delivery service (e.g., FedEx), or
- 3) By hand delivery.

The only acceptable evidence of timely delivery will be:

- (i) a U.S. mail return receipt or a receipt from a nationally recognized delivery service (e.g., FedEx) showing the date of delivery,
- (ii) a time-stamped receipt from the Town of Indian Head receptionist if hand delivered; and
- (iii) an electronic submission date/time stamp.

ALL RESPONSES MUST INCLUDE THE RFP SUMMARY PAGE AS THE COVER PAGE (EXHIBIT A). This page should be fully completed by the developer/development team.

The dates indicated below are estimates only and subject to change at the discretion of the Town of Indian Head as deemed necessary or appropriate.

SCHEDULE	DATE
RFP Posted	June 28, 2022
Questions Due	July 21, 2022
Questions and Answers Posted	July 25, 2022
Submission Deadline	July 28, 2022
Developer Interviews (if deemed necessary)	August 25, 2022
Estimated Selection Date	September 8, 2022

All questions regarding this RFP must be submitted in writing via PennBID.

Questions will not be accepted by phone. All questions and responses will be posted on PennBID **no later than July 25, 2022.**

ALL PROPOSALS MUST BE RECEIVED BY July 28, 2022 at 10:00 A.M., TIME BEING OF THE ESSENCE, FOR CONSIDERATION. Late proposals will not be reviewed or considered.

An applicant, whether an individual, partnership, LLC, non-profit, for-profit, or other entity, may submit only one (1) response to this RFP. Individuals that are related to each other or business entities that are related to each other or to a common entity may not submit separate proposals. The Town of Indian Head, in

its sole and absolute discretion, may reject any proposal where:

1. The applicant or principals of the applicant are substantially similar or substantially related parties; or
2. It has been determined that the applicant violated these restrictions.

The Town of Indian Head will not pay any fees, commissions, or other amounts to any parties acting as agents, brokers, consultants, or contractors as part of this transaction. Payment to any agents, brokers, consultants, or contractors are the sole responsibility of each applicant.

All submitted proposals including supplementary materials, site plans, etc., will not be returned.

VIII. SELECTION CRITERIA

The Town of Indian Head reserves the right to use the following criteria to select a developer/development team for this project:

1. Demonstrated understanding of the existing land development, zoning and other provisions and ability to navigate through those while achieving the Town's vision for the sites.
2. Demonstrated understanding of the community and its needs.
3. Creativity of proposed concept plan and its potential to be achieved.
4. Developer and development team experience and capacity.
5. Capacity to attract and secure financing.
6. Compliance with concepts in the Economic Development Opportunities in Indian Head technical assistance panel report completed by Urban Land Institute (2016).
7. Compliance with goals and objectives in the Town of Indian Head Comprehensive Plan (2021).
8. Proposed property acquisition price.
9. Tax generation potential (i.e., property, income, etc.)

A developer or development team will be recommended to the Town of Indian Head's elected officials based on overall quality of submitted proposal. The evaluation of the team's qualifications, experience and capacity will be based upon information in the proposal submitted, interviews, investigation of projects completed, assessment of performance in previous undertakings, and other appropriate factors.

Following the close of this RFP, selected Applicant(s) may be requested to submit supplemental information including more developed plans and budgets. Upon completion of the review and evaluation, the Town will notify applicants of its decision to award this development opportunity. If the Town awards to the project, a Five Thousand Dollar (\$5,000) security deposit will need to be included at the time of the signing of contract documents which will be held until final completion of the project.

The Town reserves the right to withdraw this RFP and not recommend or select any developer or development team for this development opportunity.

IX. SUMMARY OF DISPOSITION PROCESS

The following is a tentative summary of the process and approvals needed following selection of an applicant.

1. Negotiation of final terms of the Redevelopment Agreement by the Town and selected applicant.
2. Execution of the Redevelopment Agreement by the selected applicant.
3. Approval of the Redevelopment Agreement and disposition of the property by the Town of Indian Head Council by Ordinance.
4. Execution of the Redevelopment Agreement by the Town of Indian Head.
5. Settlement.
6. Construction period and monitoring.
7. Final inspection and issuance of Certificate of Completion and Satisfaction of Redevelopment Agreement.

Prior to and as a condition precedent to settlement, the selected applicant must secure all necessary permits, licenses, approvals, lot line relocations, variances, and any other required governmental or quasi-governmental approvals, at the applicant's sole cost and expense.

X. DISQUALIFICATIONS

Proposals must be completed in accordance with this RFP and submitted in their entirety by the submission deadline. An applicant will be disqualified if:

1. The proposal is not received by the submission deadline.
2. Any required submission materials are missing, illegible, or, as applicable, unsigned or undated.
3. Any terms, conditions, disclosures, acknowledgements, or certifications contained in any required form have been revised or changed.

4. The applicant violates any of the terms, conditions, disclosures of this RFP.

An applicant may be disqualified due to a conflict of interest or others factors as determined by the Town of Indian Head, in its sole and absolute discretion.

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EXHIBIT A RFP SUMMARY PAGE

Henderson Properties Redevelopment Project

Development Team

Ownership Entity

Primary Contact
Information

Consultant(s)

Partner(s)

Architect(s)

Contractor(s)

RFP Summary

Acquisition Offer:

Total Estimated Project Cost:

Developer Equity:

Total Estimated Project Gap:

Total Residential Units:

Project Timeline:

Total Retail Square Footage:

Total Office Square Footage:

Other (please specify):

Construction Start:

Other (please specify):

Other (please specify):

Construction Duration:

EXHIBIT B

LEGAL DESCRIPTIONS

Real Property Data Search (w2)

Search Result for CHARLES COUNTY

[View Map](#) [View GroundRent Redemption](#) [View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 07 Account Number - 003242

Owner Information

Owner Name:	TOWN OF INDIAN HEAD	Use:	RESIDENTIAL
		Principal Residence:	NO
Mailing Address:	4195 INDIAN HEAD HWY INDIAN HEAD MD 20640-	Deed Reference:	/11146/ 00092

Location & Structure Information

Premises Address:	315 HENDERSON LN INDIAN HEAD 20640-0000 Waterfront	Legal Description:	5.05 AC PHILPITT TR #2 IND HEAD
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Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:
0011	0016	0117	7040003.09	0000				2020	Plat Ref:

Town: INDIAN HEAD

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1967	2,950 SF		5.0500 AC	

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
1	NO	STANDARD UNIT	FRAME/	4	3 full	1 Detached	

Value Information

	Base Value	Value	Phase-in Assessments	
		As of	As of	As of
		01/01/2020	07/01/2021	07/01/2022
Land:	240,300	222,300		
Improvements	262,000	249,700		
Total:	502,300	472,000	472,000	472,000
Preferential Land:	0	0		

Transfer Information

Seller: HENDERSON CHRISTOPHER C TRUSTEE	Date: 05/28/2020	Price: \$500,000
Type: ARMS LENGTH MULTIPLE	Deed1: /11146/ 00092	Deed2:
Seller: HENDERSON CHRISTOPHER C	Date: 12/28/2016	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /09667/ 00210	Deed2:
Seller: HENDERSON, CHRISTOPHER C ET AL	Date: 05/31/1991	Price: \$113,333
Type: ARMS LENGTH IMPROVED	Deed1: /01554/ 00283	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application **Date:**

1. This screen allows you to search the Real Property database and display property records.
2. Click [here](#) for a glossary of terms.
3. Deleted accounts can only be selected by Property Account Identifier.

Real Property Data Search (w2)

Search Result for CHARLES COUNTY

View Map	View GroundRent Redemption	View GroundRent Registration
Special Tax Recapture: None		
Account Identifier:		District - 07 Account Number - 065833
Owner Information		
Owner Name:	TOWN OF INDIAN HEAD	Use: RESIDENTIAL Principal Residence: NO
Mailing Address:	4195 INDIAN HEAD HWY INDIAN HEAD MD 20640-	Deed Reference: /11146/ 00092
Location & Structure Information		
Premises Address:	HENDERSON LN INDIAN HEAD 20640-0000	Legal Description: 3.00 AC TOWN OF INDIAN HEAD PHILIPITT TRACT
Map:	Grid:	Parcel:
0011	0016	0649
Neighborhood:	Subdivision:	Section:
7040001.09	0000	
Block:	Lot:	Assessment Year:
		2020
Plat No:	Plat Ref:	0049/ 0060
Town: INDIAN HEAD		
Primary Structure Built	Above Grade Living Area	Finished Basement Area
		3.0000 AC
		County Use 000000
Stories	Basement	Type
		/
Exterior	Quality	Full/Half Bath
Garage	Last Notice of Major Improvements	
Value Information		
	Base Value	Value
		As of
		01/01/2020
Land:	6,000	6,000
Improvements	0	0
Total:	6,000	6,000
Preferential Land:	0	0
		6,000
		6,000
Transfer Information		
Seller: HENDERSON CHRISTOPHER C TRUSTEE	Date: 05/28/2020	Price: \$500,000
Type: ARMS LENGTH MULTIPLE	Deed1: /11146/ 00092	Deed2:
Seller: HENDERSON CHRISTOPHER C	Date: 12/28/2016	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /09667/ 00206	Deed2:
Seller: ROBINSON TERMINAL WAREHOUSE CORP	Date: 09/04/1997	Price: \$25,000
Type: ARMS LENGTH VACANT	Deed1: /02428/ 00342	Deed2:
Exemption Information		
Partial Exempt Assessments:	Class	07/01/2021
County:	000	0.00
State:	000	0.00
Municipal:	000	0.00 0.00
		0.00 0.00
Special Tax Recapture: None		
Homestead Application Information		
Homestead Application Status: No Application		
Homeowners' Tax Credit Application Information		
Homeowners' Tax Credit Application Status: No Application		Date:

1. This screen allows you to search the Real Property database and display property records.
 2. Click [here](#) for a glossary of terms.

EXHIBIT C SITE PLAN

Charles County PGM GIS Interactive Map

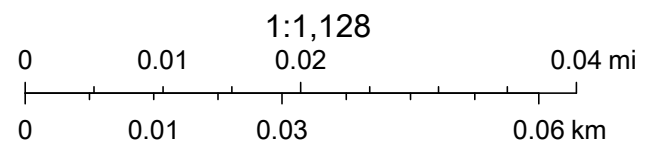


1/10/2022, 9:41:03 AM

MD_SixInchImagery

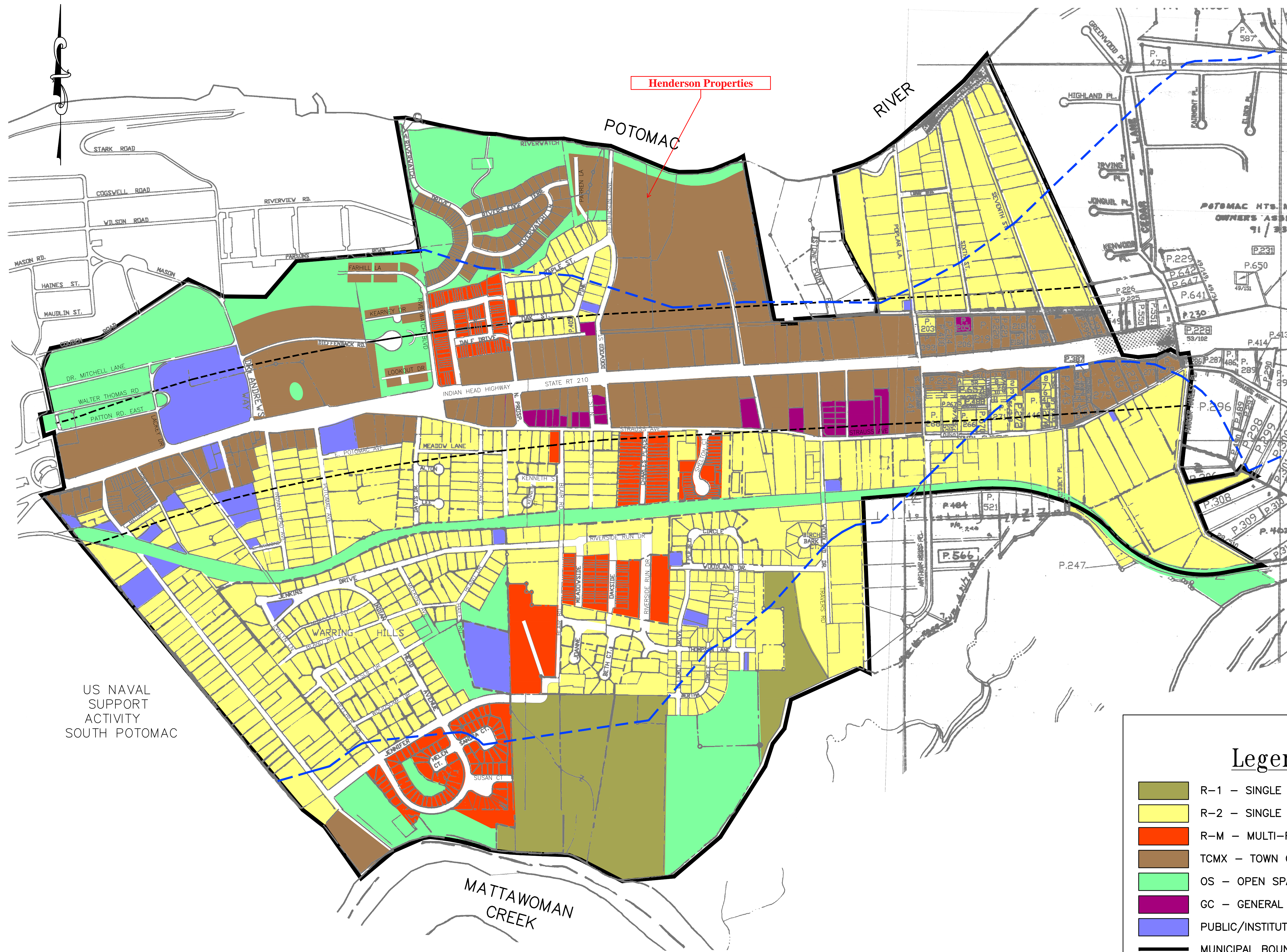
● CharlesCountyAddresses

□ Charles County Tax Parcel Data



VITA, Esri, HERE, iPC
MD iMAP, DoIT
Fairfax County, VA, VITA, Esri, HERE, Garmin, INCREMENT P,
USGS, EPA, USDA

EXHIBIT D ZONING MAP



US NAVAL
SUPPORT
ACTIVITY
SOUTH POTOMAC

Henderson Properties

Legend

- R-1 – SINGLE FAMILY RESIDENTIAL, LOW DENSITY
- R-2 – SINGLE FAMILY RESIDENTIAL, MEDIUM DENSITY
- R-M – MULTI-FAMILY RESIDENTIAL, HIGH DENSITY
- TCMX – TOWN CENTER MIXED USE
- OS – OPEN SPACE
- GC – GENERAL COMMERCIAL
- PUBLIC/INSTITUTIONAL
- MUNICIPAL BOUNDARY
- HIGHWAY CORRIDOR OVERLAY ZONE
- CHESAPEAKE BAY CRITICAL AREA OVERLAY ZONE

400 200 0 400 800
SCALE: 1" = 400'

Town of Indian Head, Charles County, Maryland 2021 Comprehensive Zoning Map