

# OKLAHOMA CITY REDEVELOPMENT AUTHORITY

**ADDENDUM TO:**

## **Request for Proposals for the Redevelopment of the Oklahoma City Public Schools Administration Building**

**Addendum Date of Release:  
December 21, 2023**

<b>UPDATED DATES AND TIMELINES:</b>	
Original Submission Deadline	<del>Thursday, January 18, 2024 by 3:00 PM CST</del> (extended below)
Deadline to Submit General Public Liability Insurance per the <a href="#">Indemnification and Insurance Agreement</a> for the Tour	Friday, January 5, 2024 by 12:00 PM CST
Scheduled Tour of 900 N. Klein  <b>Required:</b> General Public Liability Insurance (see above deadline) and executed <a href="#">Indemnification and Insurance Agreement</a>	Wednesday, January 10, 2024 at 12:00 PM CST
New Submission Deadline	Thursday, March 7, 2024 by 3:00 PM CST

## INVITATION FOR DEVELOPMENT PROPOSALS – Addendum to Release of RFP Public Notice

On October 17, 2023, on behalf of the Oklahoma City Public Schools (“OKCPS”) Board of Education, the OKLAHOMA CITY REDEVELOPMENT AUTHORITY (“OCRA”) invited the presentation of written proposals from qualified developers (“Redevelopers”) for the purchase and redevelopment of all or a portion of approximately 3.28 +/- acres of land located at 900 N. Klein Ave. (the “Property”).

OCRA hereby amends the invitation for development proposals and invites the presentation of written proposals for the redevelopment of approximately 3.28 +/- acres of land located at 900 N. Klein Ave. Each proposal will be evaluated on its strength in addressing the factors outlined in the issued request for development proposals.

The selection process will be initiated by the submission of proposals to OCRA in accordance with the previously provided instructions.

A tour of the site will take place on **Wednesday, January 10, 2024 at 12:00 p.m.** at 900 N. Klein Ave. Attendance is not required. It is a requirement for interested individuals to tour the site to execute and fulfill the obligation of the Indemnification and Insurance Agreement with OKCPS and OCRA. This agreement may be obtained at <https://www.theallianceokc.org/current-rfps>. A certificate of general public liability insurance insuring both OKCPS and OCRA must be provided to Cassi Poor at [cassi.poor@theallianceokc.org](mailto:cassi.poor@theallianceokc.org) by **12:00 p.m. on Friday, January 5, 2024.**

OCRA hereby amends the date that proposals are due. All proposals must be received at OCRA’s offices located at 105 North Hudson Avenue, Suite 101, Oklahoma City, Oklahoma, by **3:00 p.m. on Thursday, March 07, 2024.** Any proposals received after this time will be returned unopened. All proposals properly submitted and received by the deadline will be publicly opened and read aloud by OCRA at **3:00 p.m. on Thursday, March 07, 2024**, in the conference room at the offices of OCRA. All proposals properly submitted will be available for public review.

The full Request for Proposals, which includes detailed instructions to prospective Redevelopers, the addendum and the Indemnification and Insurance Agreement may be obtained at <https://www.theallianceokc.org/current-rfps>. For further information, contact Cassi Poor, Directory of Real Estate Development, [cassi.poor@theallianceokc.org](mailto:cassi.poor@theallianceokc.org).

Neither the Addendum nor the invitation for development proposals shall not create any legal obligation for OCRA to enter into a contract for development except on terms and conditions it deems in its discretion to be satisfactory and desirable, and the right is reserved to reject any and all proposals.

Published in the Oklahoman on December 21, 2023.

# **OKLAHOMA CITY REDEVELOPMENT AUTHORITY**

## **Request for Proposals for the Redevelopment of the Oklahoma City Public Schools Administration Building**

### **RFP Date of Release:**

Wednesday, September 20, 2023

### **Pre-submission and Date/Location:**

Tuesday, October 17, 2023 at 10 a.m.

at the offices of the Oklahoma City Redevelopment Authority

105 N. Hudson Street, Suite 101,

Oklahoma City, OK 73102

Phone: 405-235-3771

### **Proposal Responses Due:**

~~Thursday, January 18, 2024 at 3:00 p.m.~~

at the offices of the Oklahoma City Redevelopment Authority

105 N. Hudson Street, Suite 101

Oklahoma City, OK 73102

Responses may be submitted via email and/or postal. Good Faith Deposit of \$25,000 is required with submittal. The RFP narrative defines submittal specifics.

### **Contact Person for Questions Concerning this RFP:**

Cassi Poor, Director of Real Estate Development, [cassi.poor@theallianceokc.org](mailto:cassi.poor@theallianceokc.org)

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## I. REDEVELOPMENT VISION

On behalf of the Oklahoma City Public Schools Board of Education, the OKLAHOMA CITY REDEVELOPMENT AUTHORITY (“OCRA”) invites the presentation of written proposals from qualified developers (“Redeveloper”) for the purchase and redevelopment of approximately 3.28 +/- acres of land located at 900 N. Klein Ave. (the “Property”). The property includes a 122,000 +/- square foot former school administration building depicted on Exhibit 1 below.



**Exhibit 1:** Property offered by OCRA

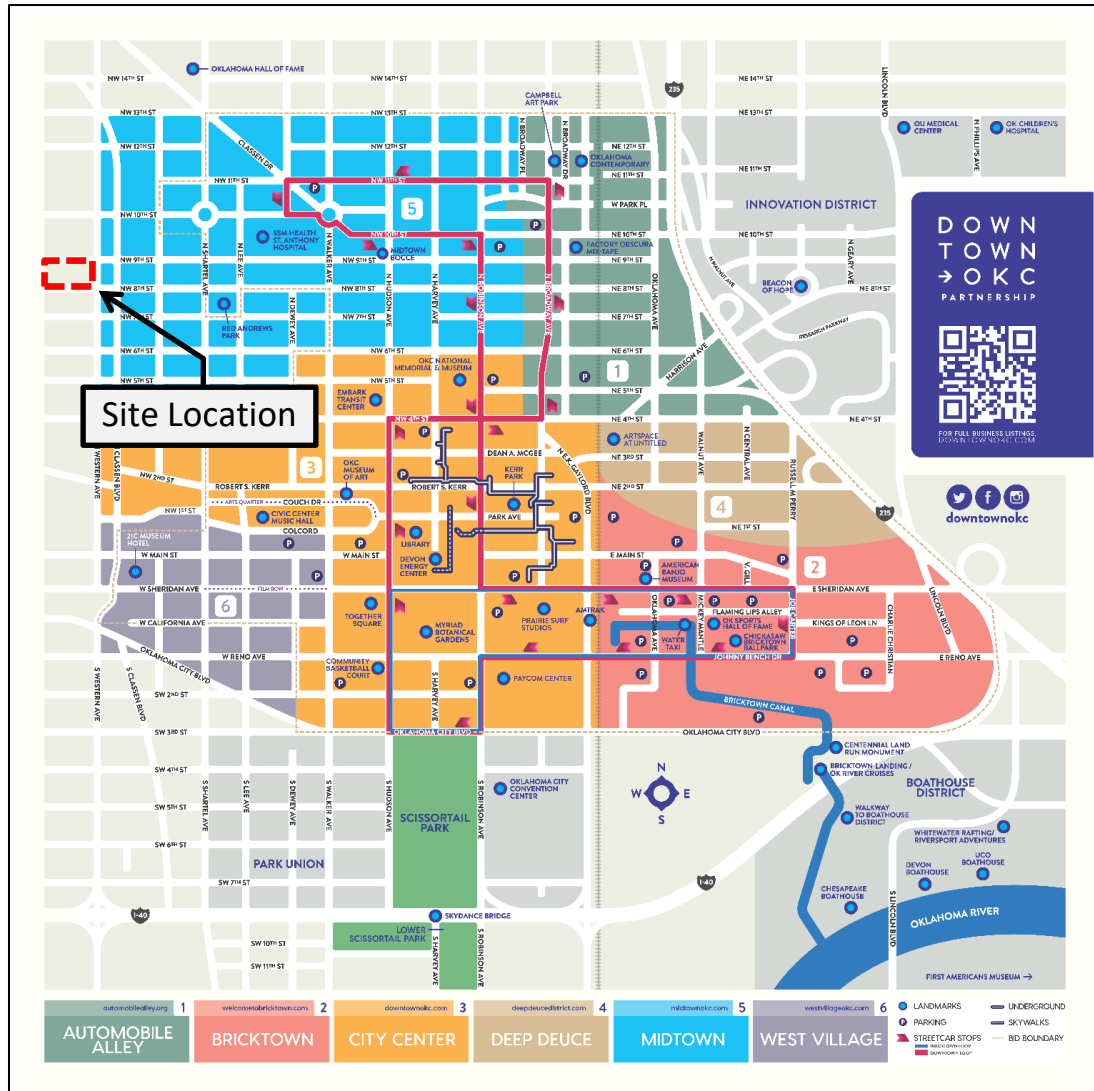
The legal description of the property below is subject to adjustment as to exact boundaries, dimensions, interests and final determination based on a survey.

(900 N. Klein)

Lots 2-12, Block 8, Brauer Heights Addition and All that tract, lot, piece and parcel of land described as follows:

Beginning at a point on the East line of the Northeast Quarter of Section Thirty-two in Township Twelve North, Range three West of the Indian Meridian, 372.5 feet South of the Northwest Corner of said quarter

section, thence running west on a line parallel with the North line of said quarter section a distance of 433 feet, thence running south on a line parallel with the East line of said quarter section a distance of 296.5 feet; thence running each on a line parallel with the North line of said quarter section, as distance of 433 feet, thence running North on the East line of said quarter section a distance of 296.5 feet, to the place of beginning being all that tract of parcel of land lying between 8th and 9th Streets, and running West from Western Avenue 433 feet.



**Exhibit 2: Site Location and Context** ([Map courtesy of Downtown OKC Partnership](#))

The property is located within the [Metro Park Neighborhood Association](#) and represents a tremendous market opportunity given its close proximity to Downtown Oklahoma City and its various commercial districts and neighborhoods.





**Exhibit 3:** Existing building

The property is currently owned by the Oklahoma City Public Schools District (OKCPS). The former Oklahoma City Public School Administration building sits on approximately 3.28 acres at 900 N. Klein as depicted in Exhibit 1. The building was constructed in 1920 as Roosevelt Junior High School. One addition to the building occurred in 1964 which involved repurposing the cafeteria area on the first floor and adding a level of classrooms to the fourth floor. In 1955, the building became the OKCPS administration building and the classrooms were converted into offices. The building includes a gymnasium, cafeteria, auditorium and indoor pool. The building is currently vacant.

OCRA is offering the property for a potential adaptive reuse project which will contribute to the continued efforts to revitalize the area and adjacent neighborhoods. OCRA and OKCPS are interested in creative proposals incorporating the existing building. Plans and photos of 900 N. Klein can be downloaded [here](#).



**Exhibit 4:** Auditorium of 900 N Klein

The auditorium space, as shown in Exhibit 4, presents an interesting opportunity. The auditorium appears to have been retrofitted to hold various administration related events such as School Board meetings. A drop ceiling was added to provide lighting and projection capabilities. Above the drop ceiling the former archway of the stage still exists as well as balcony seating. See photos above.



**Exhibit 5:** Interior Hallway of 900 N. Klein





**Exhibit 6:** Swimming pool located in 900 N Klein



**Exhibit 7:** Former gymnasium in 900 N Klein

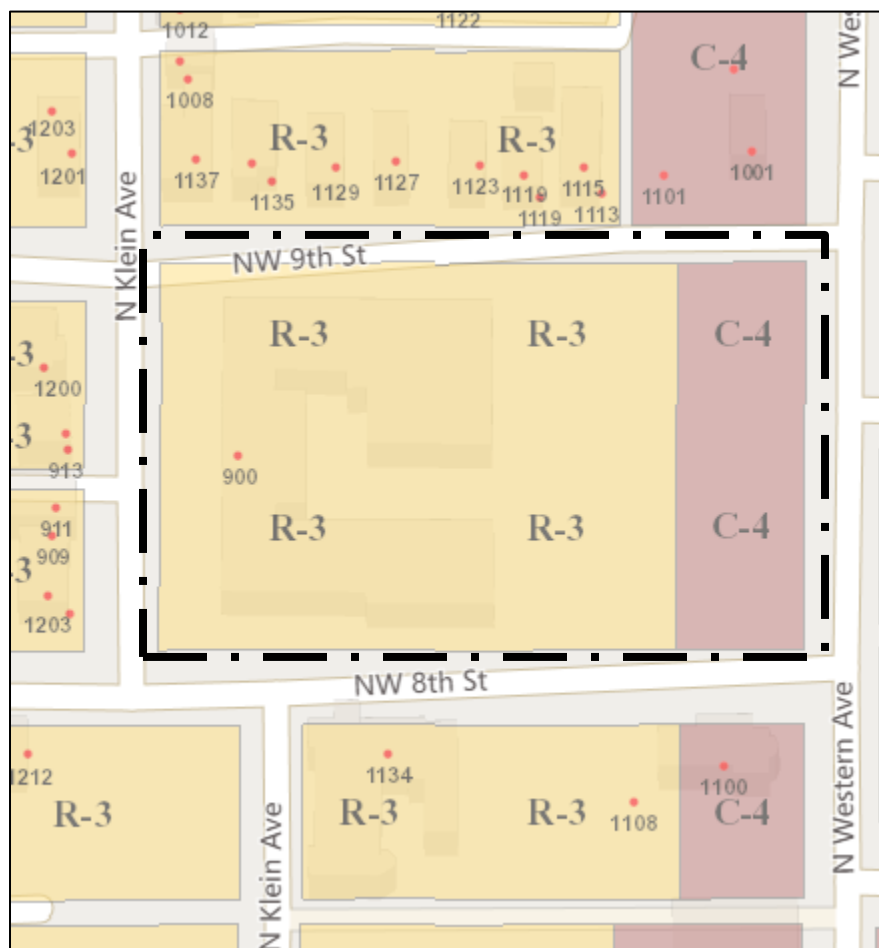
## II. REDEVELOPMENT POLICIES AND REGULATORY DOCUMENTS

This redevelopment vision is supported by the following City of Oklahoma City policy and regulatory documents:

- [The Comprehensive Plan \(planokc\)](#)
- [Oklahoma City Municipal Code](#)
- [Oklahoma City Zoning](#)

### Zoning

The current zoning for the redevelopment parcels is *R-3 Medium Density Residential District* and *C-4 General Commercial District*. OCRA recognizes that rezoning the parcel may be necessary and would support that action if agreed to as part of a Redevelopment Agreement.



**Exhibit 8:** Current Zoning

**R-3** – Medium Density Residential: The R-3 District creates and preserves residential areas with a broad range of housing types and densities, which are close to essential support services. The regulations provide incentives for infill housing development consistent with the existing

character and density of an area. Provisions are also made for non-residential uses that support residential development.

**C-4 – General Commercial:** The C-4 District is intended for the conduct of wholesale, retail and office business activities that serve the needs of citizens from anywhere in the metropolitan area, rather than being oriented only to surrounding residential areas. Because the permitted uses may serve and employ a large number of people from a large part of the metropolitan area, the activities conducted, and the traffic generated, make this district very much incompatible with residential development. The Comprehensive Plan policy does not support further expansion of the C-4 District.

Proposals submitted must be conceptually consistent with all of the above policy and regulatory documents, with the exception that the site may need to be rezoned to accommodate a redevelopment proposal.

### **Land Use Typology Areas**

Per planOKC, the redevelopment site is within the Urban Medium Intensity land use typology area.

Urban Medium (UM) - UM developments are typically characterized by a mix of residential, commercial, and office uses, and they are often located near public transportation. UM developments can bring a number of benefits including increased density, mixed-use, and being pedestrian friendly.

More information regarding the LUTA can be found at [planOKC.org](http://planOKC.org).

### **Tax Increment Financing (TIF) and Oklahoma City Affordable Housing Funding**

The subject property is not currently located in a TIF District and the \$10 million allocation of GOLT Bond Affordable Housing funding is currently depleted however there is the potential that incentives may become available in the future via the City of Oklahoma City.

### **Hazardous Assessment Report**

On August 1, 2023, two OKCPS district personnel entered 900 N. Klein to evaluate the condition of the building and assess any hazards present in the facility. The report from that evaluation can be found [here](#). Video footage of that walk through was recorded and is available for viewing [here](#).

A tour of the building may be possible but will need approval by OCRA and OKCPS to be scheduled and any persons entering the building will be required to execute and fulfill the obligations in this [Indemnification and Insurance Agreement](#).

### III. SUBMITTAL REQUIREMENTS

#### A. CONCEPTUAL MASTER PLAN

The Redeveloper shall submit a Conceptual Master Plan which will include the following elements:

1. Conceptual site layout of proposed land uses and adaptive reuse of the existing building, internal pedestrian and auto circulation network, parking, storage/service areas, connectivity to adjacent parcels and street system, any internal recreation areas (whether private or open to public) such as plazas, courtyards, play/open space areas and any additional site features proposed.
2. Conceptual themes for architecture, landscaping (and urban design elements (benches, fencing etc.) Discuss how the development will relate to its context, both in terms of site design and adjacent architecture and how the existing building will be repurposed. Themes can be discussed in written and/or graphic illustrations. Discuss exterior architectural materials proposed. A materials board is not necessary for the submittal.

#### B. MARKET FEASIBILITY OF CONCEPTUAL MASTER PLAN

The Redeveloper shall submit a narrative of two pages or less outlining the market feasibility of the proposed conceptual plan, for example, comparable rental rates, for-sale data and so forth. It is not the intent of this requirement that the Redeveloper obtain a market study from a third-party professional.

#### C. REDEVELOPER QUALIFICATIONS AND FINANCIAL ABILITY TO EXECUTE A DEVELOPMENT PLAN

##### Qualifications of Development Team

1. List all development team members, including consultants, and their qualifications to undertake the project.
2. List all projects, completed and/or in progress, by the Redeveloper within the past 10 years. Highlight those most similar to the conceptual master plan proposed, if any, and describe your ability to implement the project. Discuss which projects, if any, involved a public/private partnership with an entity such as OCRA, local government etc.

##### Financial Ability to Execute the Proposed Master Plan

In order to assist OCRA in reviewing the financial capability of the Redeveloper, information will be requested in two tiers. **The initial tier must be submitted with the**

**RFP response;** the second tier will be requested if the respondent is selected by OCRA as the Conditional Redeveloper (defined in Section IV.D. of this RFP).

**Tier 1 Submittal Requirements**

1. Describe your ability and experience in financing a project of the proposed scale.
2. Execute the financial and credit check forms under Exhibit A of this RFP.
3. Provide a summary project pro forma. The pro forma should provide an indication of project financing requirements, gaps and financial feasibility. Return an electronic copy of the completed pro forma workbook with your proposal. (If needed, a pro forma template can be downloaded at [www.ocura-ok.org/rfps](http://www.ocura-ok.org/rfps).)
  - a. The Redeveloper's proposed purchase price for the property must be included in the pro forma and take into consideration the real estate market in the area and the proposed uses. The purchase price may not be less than \$2,000,000. Proposals that are able to substantiate a higher purchase price, a creative equity structure and/or waterfall structure over \$2,000,000 may be given greater consideration.
  - b. If the proposal includes housing, the pro forma should show the percentage of residential units, if any, that are affordable and anticipated rental rates.
  - c. Additional public incentives may be available to help finance the construction of affordable housing through application with the City of Oklahoma City or the [Oklahoma Housing Finance Agency \(OHFA\)](#). The property is located within a Qualified Census Tract (QCT) – [Tract 1033 \(Map\)](#). The necessity for such incentives will need to be demonstrated and is not a guarantee.

**Tier 2 Submittal Requirements if selected as a Conditional Redeveloper (defined on under Section J of this RFP)**

1. If selected as Conditional Redeveloper, OCRA will request detailed documentation of financing commitments. Debt and equity sources must be outlined with their use and timing in the project's development cycle.
2. Redeveloper financials of the principal or parent company. In the absence of such financials, the tax returns of the principal respondents to this RFP will be requested.

**D. TIMEFRAME TO COMPLETE**

Include a one-page statement on the timeframe to complete the project if chosen as the Redeveloper. Include a detailed description of plans, if any, to phase the project.

**E. GOOD FAITH DEPOSIT**

The RFP response shall include a bank certified check or surety bond with a company listed in the latest issue of the U.S. TREASURY CIRCULAR NO. 570. Alternatively, a letter



of credit acceptable to OCRA in the amount of \$25,000.00 may also be provided. The good faith deposit must be valid for a minimum of 90 days after the RFP submission due date. Unsuccessful RFP applicants will have their deposits returned within 90 days or when a Conditional Redeveloper is chosen, whichever comes first. OCRA will retain the Good Faith Deposit of the Redeveloper chosen for the project and apply the amount toward the project as negotiated in the development agreement.

#### **F. SUMMARY OF SUBMISSION REQUIREMENTS**

1. Conceptual Master Plan with required elements as outlined above
2. Market Feasibility Narrative
3. Redeveloper Team Qualification Narrative
4. Financial Information-Tier 1 as outlined above
5. Timeframe to Complete Narrative
6. Executed Forms 1-4 in Exhibit A of this RFP submitted in a separate envelope
7. \$25,000 Good Faith Deposit
8. Five (5) paper copies of the submittal packet and one (1) electronic copy in PDF
9. One (1) electronic copy of the completed pro forma workbook with your proposal (Excel Document)

**Responses must be received by the deadline indicated on the cover sheet to be considered.**

### **IV. REVIEW OF PROPOSALS: CRITERIA AND TIMELINE**

#### **A. REVIEW AND EVALUATION**

After receipt of proposals, the submissions will be reviewed for completeness by OCRA staff.

An advisory committee, including two or more representatives of OKCPS, will review submitted responses and recommend one or more redevelopers for the Property. Proposal interviews may be held by the advisory committee at a later date upon submissions. The advisory committee will submit its recommendation to the Board of Trustees of OCRA, which will conditionally designate the redeveloper(s) and redevelopment proposal(s) that best proposes to preserve, rehabilitate, and redevelop the Property. Reviews and evaluations by staff of OCRA and other consultants, public or private organizations or committees requested by the Board of Trustees will be advisory only. The level of consideration and weight to be given to any review will be determined by the Board of Trustees of OCRA, and the Board of Trustees reserves complete and final authority for actions and approvals in connection with the selection process.

Proposals will be reviewed and evaluated based upon, but not limited to the following criteria:

1. Responsiveness of the proposed conceptual master plan to the goals and objectives of Section II Redevelopment Policies and Regulatory Documents.
2. Review of the market feasibility narrative and its documentation that the project is feasible and likely to succeed.

3. Review of Redeveloper team qualifications and their relevance to the proposed project and demonstrated expertise in completing similar projects.
4. Adequacy of the draft pro forma and appropriateness of any financial assistance requested.
5. Evidence of financial capacity to carry out the project from the Tier 1 information submitted with the RFP response, and a minimum of \$2,000,000 for the value of the land.
6. Review of other Tier 1 financial submittals and their ability to demonstrate sound financial and moral character.
7. Ability of Redeveloper(s) to initiate the development process (land use entitlements, financing commitments etc.) within 180 days after execution of the redevelopment agreement and to complete the project in a timeline satisfactory to the Board of Trustees.
8. Execution of Forms 1-4 in Exhibit A to the satisfaction of OCRA.
9. Ability to meet the anticipated timeline:

<b>RFP Release</b>	Wednesday, September 20, 2023
<b>Pre-submission Meeting</b>	Tuesday, October 17, 2023 @ 10 am
<b>RFP Response Due Date</b>	<del>Thursday, January 18, 2024 by 3 pm</del>
<b>Staff and Selection Committee Review</b>	2 to 3 Weeks*
<b>Designation of Conditional Redeveloper</b>	March Board Meeting*
<b>Conditional Redeveloper approval by OKCPS</b>	60 days after OCRA designates Conditional Redeveloper*
<b>Redevelopment Agreement Negotiations/Execution</b>	30-60 days after OKCPS approval of Conditional Redeveloper*

\*Estimated timeframes and are subject to change.

OCRA will then submit the conditionally designated redeveloper to OKCPS for approval. OKCPS shall have sixty (60) days in which to accept or reject the conditionally designated redeveloper. In the event OKCPS does not take action within sixty (60) days, the conditionally designated redeveloper shall be deemed rejected.

If the conditionally designated redeveloper is accepted by OKCPS, OCRA will negotiate and execute a redevelopment agreement with the selected redeveloper that obligate the redeveloper to complete the redevelopment of the Property in accordance with their respective proposals. It is anticipated that the redevelopment agreement will also provide for the recoupment of OCRA's costs incurred in providing its services under this Agreement directly from the redeveloper.

## **B. OPTIONAL COMPETITIVE NEGOTIATIONS**

The Board of Trustees may, in its discretion, authorize and direct competitive negotiations with two or more prospective Redevelopers. Such negotiations may be with

respect to one or more elements of the selection criteria. Such negotiations will be undertaken by the OCRA staff in accordance with direction from the Board of Trustees.

In the event competitive negotiations are authorized, a cut-off date will be established after which no further negotiations will occur and no additional submissions by prospective Redevelopers will be considered.

A decision by the Board of Trustees to conduct competitive negotiations will not confer any rights upon a prospective Redeveloper nor create any obligation of OCRA to approve and enter into a redevelopment agreement with a Redeveloper.

**C. OCRA'S RIGHT**

OCRA reserves the unconditional right, at its sole discretion, to reject any or all proposals submitted for any reason or no reason. OCRA may, at its discretion, waive any informalities, minor defects, or technical inaccuracies in the proposals. OCRA reserves the right to request and obtain any additional information necessary to complete evaluation of the proposals.

**D. CONDITIONAL REDEVELOPER DESIGNATION**

Upon review and evaluation of redevelopment proposals or following negotiations with prospective Redeveloper(s), the Board of Trustees may grant a Conditional Redeveloper designation. This designation will be under such terms and conditions as the Board deems appropriate, to potentially one or more prospective Redevelopers. A conditional Redeveloper(s) designation will confer no legal rights upon the prospective Redeveloper(s) other than the opportunity to negotiate terms of a redevelopment agreement with OCRA. A conditional Redeveloper designation may be terminated at any time by OCRA.

**E. PREPARATION AND APPROVAL OF REDEVELOPMENT AGREEMENTS**

The final phase of the selection process will consist of negotiations to outline the terms and conditions of a redevelopment agreement. Conveyance of land ownership will be provided by a Special Warranty Deed, subject to such restrictions as required by OCRA. Disposition must take place at or above "fair value" as required by Oklahoma Law. If a negotiation is conducted simultaneously with two or more Redevelopers, the negotiations are to be competitive as to the disposition price and will is one of the criteria involved in making the selection.

**END OF RFP NARRATIVE**

**EXHIBITS FOLLOW**

**EXHIBIT A**

# **OKLAHOMA CITY REDEVELOPMENT AUTHORITY**

**FORMS 1-4 TO BE EXECUTED FOR RFP SUBMITTAL**

**PLEASE SUBMIT THE FOLLOWING FORMS IN A  
SEPARATE ENVELOPE. DO NOT INCLUDE COPIES OF  
THE FORMS IN YOUR PRINTED PROPOSAL.**



## FORM 1: CERTIFICATION of READING and UNDERSTANDING

I, the undersigned prospective Redeveloper, or the authorized representative of the prospective Redeveloper, hereby certify that I have read and understand the Request for Proposals (RFP) requirements and further certify that I have read and understand the Invitation for Redevelopment Proposals Public Notice (Exhibit B) as issued by the Oklahoma City Redevelopment Authority.

\_\_\_\_\_  
Printed Name of Prospective Redeveloper

\_\_\_\_\_  
Signature/Title

SUBMITTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

# FORM 2: REDEVELOPMENT PROPOSAL

The undersigned proposes to purchase from the Oklahoma City Redevelopment Authority, a public trust (“OCRA”), all or a portion of OCRA’s property in Oklahoma City, Oklahoma (the “Redevelopment Site”), as referenced by the Request for Proposals (RFP) issued by OCRA. The proposal contained herein will become binding only if this proposal results in the execution of an agreement to redevelop the Redevelopment Site which is satisfactory to OCRA.

The undersigned proposes to purchase the Redevelopment Site for a total sum of \$\_\_\_\_\_.

The undersigned understands and agrees that this proposal must comply with all requirements and provisions of the RFP.

All data, documentation and materials required by the RFP is supplied herewith and made a part of this proposal.

SUBMITTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Printed Name(s) of Prospective Redeveloper(s)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address 1

\_\_\_\_\_  
Address 2

\_\_\_\_\_  
Telephone/Fax

\_\_\_\_\_  
Email Address

## FORM 3A: REDEVELOPER'S STATEMENT for PUBLIC DISCLOSURE

Note: If space on this form is inadequate for any requested information it should be furnished on an attached page which is referred to under the appropriate item on the form.

1. Name of Redeveloper/Title \_\_\_\_\_  
Address of Redeveloper: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
E-mail: \_\_\_\_\_

2. The property rights for which the Redeveloper proposes to enter into a contract for or understanding with respect to the purchase or lease of property rights from Oklahoma City Public School District is subject to adjustment as to exact boundaries, dimensions, interests and final determination based on surveys and described as follows:

(900 N. Klein)

Lots 2-12, Block 8, Brauer Heights Addition and All that tract, lot, piece and parcel of land described as follows:

Beginning at a point on the East line of the Northeast Quarter of Section Thirty-two in Township Twelve North, Range three West of the Indian Meridian, 372.5 feet South of the Northwest Corner of said quarter section, thence running west on a line parallel with the North line of said quarter section a distance of 433 feet, thence running south on a line parallel with the East line of said quarter section a distance of 296.5 feet; thence running each on a line parallel with the North line of said quarter section, as distance of 433 feet, thence running North on the East line of said quarter section a distance of 296.5 feet, to the place of beginning being all that tract of parcel of land lying between 8th and 9th Streets, and running West from Western Avenue 433 feet.

3. If the Redeveloper is not an individual doing business under his own name, the Redeveloper has the status indicated below and is organized or operating under the laws of the State of \_\_\_\_\_.
- \_\_\_\_\_ a corporation
- \_\_\_\_\_ a nonprofit or charitable institution or corporation
- \_\_\_\_\_ a partnership known as:
- \_\_\_\_\_ a limited liability company
- \_\_\_\_\_ a business association or a joint venture known as:
- \_\_\_\_\_ a Federal, State, or local government or instrumentality thereof
- \_\_\_\_\_ Other (explain)
4. If the Redeveloper is not an individual or a government agency or instrumentality, give date of organization status.
5. Names, addresses, title or position, and nature and extent of the interest of the officers and principal members, partners, shareholders, and investors of any member of the developer, other than a government agency or instrumentality, are to be set forth below as follows:
- a. If the Redeveloper is a corporation, list below the officers, directors, or trustees, and each stockholder owning more than ten percent (10%) of any class of stock.
  - b. If the Redeveloper is a nonprofit or charitable institution or corporation, list below the members who constitute the Board of Trustees, or Board of Directors, or similar governing body.
  - c. If the Redeveloper is a partnership, list below each partner, whether a general or limited partner, and either the percent of interest or a description of the character and extent of interest.
  - d. If the Redeveloper is a limited liability company, list below each member, whether a manager, and either the percent of interest or a description of the character and extent of interest.
  - e. If the Redeveloper is a business association or a joint venture, list below each participant and either the percent of interest or a description of the character and extent of interest.
  - f. If the Redeveloper is some other entity, list below the officers, the members of the governing body, and each person having an interest of more than ten percent (10%).

NAME AND ADDRESS	POSITION/TITLE	PERCENT OF INTEREST	EXTENT OF INTEREST

6. Name, address, nature and interest of interest of each person or entity (not named in response to item 5) who has a beneficial interest in any of the persons or investors named in response to item 5 which gives such person or entity more than a computed ten percent (10%) interest in the Redeveloper (for example, more than 20% of the stock in a corporation which holds 50% of the stock of the Redeveloper; or more than 50% of the stock in a corporation which holds 20% of the stock of the Redeveloper):

NAME AND ADDRESS	POSITION/TITLE	PERCENT OF INTEREST	EXTENT OF INTEREST

Note: If the Redeveloper is a corporation, the following certification should be signed by the President and Secretary of the corporation; if an individual, by such individual; if a partnership, by one of the partners; if an entity not having a president and secretary, by one of its chief officers having knowledge of the financial status and qualifications of the Redeveloper.



## FORM 3B: CERTIFICATION

I (We) \_\_\_\_\_

Certify that this Redeveloper's Statement for Public Disclosure is true and correct to the best of my (our) knowledge and belief.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address 1

\_\_\_\_\_  
Address 1

\_\_\_\_\_  
Address 2

\_\_\_\_\_  
Address 2

\_\_\_\_\_  
Telephone/Fax

\_\_\_\_\_  
Telephone/Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## FORM 4A: CONSENT TO OBTAIN CREDIT REPORT

I hereby authorize and instruct OKLAHOMA CITY REDEVELOPMENT AUTHORITY ("OCRA") to obtain and review my credit report. My credit report will be obtained from a qualified reporting agency chosen by OCRA. I understand and agree that OCRA intends to use this information solely for the purpose of evaluating my credit worthiness and qualifications to contract with OCRA.

Note: A signed consent must be submitted for each key personnel of the redeveloper. If the redeveloper is a new entity, please submit a signed consent form for each key personnel of the redeveloper's parent/manager. Please refer to Exhibit C for Open Records Act and confidentiality requirements which would apply to the information obtained from the credit report.

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Legal Name

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Social Security Number (this information will be redacted from public view)

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Driver's License # and State (this information will be redacted from public view)

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Address

---

City, State, Zip Code

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Signature

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Title

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Date

## FORM 4B: CONSENT TO OBTAIN CRIMINAL BACKGROUND INFORMATION

I hereby authorize and instruct OKLAHOMA CITY REDEVELOPMENT AUTHORITY ("OCRA") to obtain and review my criminal background information. My criminal background information will be obtained from a qualified reporting agency chosen by OCRA. I understand and agree that OCRA intends to use this information solely for the purpose of evaluating my qualifications to contract with OCRA.

Note: A signed consent must be submitted for each key personnel of the redeveloper. If the redeveloper is a new entity, please submit a signed consent form for each key personnel of the redeveloper's parent/manager. Please refer to Exhibit C for Open Records Act and confidentiality requirements which would apply to the information obtained from the criminal background report.

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Legal Name

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Social Security Number (this information will be redacted from public view)

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Driver's License # and State (this information will be redacted from public view)

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Address

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City, State, Zip Code

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Signature

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Title

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Date

## FORM 4C: BUSINESS CREDIT INFORMATION

The OKLAHOMA CITY REDEVELOPMENT AUTHORITY (“OCRA”) will use the information below to obtain a business credit report from a qualified reporting agency chosen by OCRA. OCRA intends to use this information solely for the purpose of evaluating the credit worthiness and qualifications to contract with OCRA.

Note: If the redeveloper is a new entity, please submit information for the redeveloper’s parent/manager. Please refer to Exhibit C for Open Records Act and confidentiality requirements which would apply to the information obtained from the business credit report.

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Legal Name

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Federal Tax I.D. # (this information will be redacted from public view)

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Date of Incorporation

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Address

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City, State, Zip Code

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Signature

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Title

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Date

## **EXHIBIT B**

# **OKLAHOMA CITY REDEVELOPMENT AUTHORITY**

**Resolution Authorizing Invitation for Proposals (Release of RFP)**

**Invitation (Release of RFP) for Redevelopment Proposals Public  
Notice**



RESOLUTION NO. 255

**RESOLUTION AUTHORIZING AND APPROVING AGREEMENT WITH OKLAHOMA CITY PUBLIC SCHOOLS FOR JOINT DISPOSITION AND REDEVELOPMENT OF 900 NORTH KLEIN, AND AUTHORIZING AN INVITATION FOR PROPOSALS FOR 900 NORTH KLEIN PURSUANT TO THE TERMS OF THAT AGREEMENT**

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**WHEREAS**, the Oklahoma City Redevelopment Authority, a public trust established pursuant to the Oklahoma Public Trust Law, 60 O.S. § 176, *et seq.* ("OCRA"), was organized for the purpose of assisting in the implementation of economic development and redevelopment projects and aiding and providing financial assistance to the Oklahoma City Urban Renewal Authority ("Authority") in connection with its proposed and approved redevelopment activities for the benefit of The City of Oklahoma City ("City"); and

**WHEREAS**, a critical component of the City's economic development and redevelopment efforts is coordination among public entities providing essential public services to the people of Oklahoma City, including especially public education provided by Oklahoma City Public Schools (Independent School District No. 89 of Oklahoma County) ("OKCPS"); and

**WHEREAS**, OKCPS has surplus property requiring disposition and redevelopment, including the former OKCPS administrative headquarters, located at 900 North Klein Avenue ("900 N. Klein"); and

**WHEREAS**, it is appropriate and desirable to ensure that 900 N. Klein is redeveloped into a community and neighborhood asset and does not become a blighting influence on the surrounding area; and

**WHEREAS**, OCRA has extensive experience disposing of property in a manner that ensures the property is redeveloped in a sound and beneficial way; and

**WHEREAS**, OKCPS and OCRA have negotiated an Agreement for Joint Redevelopment and Disposition of 900 North Klein and Related Property ("Agreement"), which proposes a joint disposition process for 900 N. Klein whereby OCRA issues an invitation for proposals to redevelop 900 N. Klein and works to negotiate and implement a comprehensive redevelopment plan with a potential redeveloper for 900 N. Klein, with OKCPS retaining the negotiated purchase price; and

**WHEREAS**, the Agreement lays out the joint disposition process and is appropriate and desirable for both OKCPS and OCRA.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Oklahoma City Redevelopment Authority as follows:

1. The proposed Agreement is hereby authorized and approved, subject to such additions, revisions, and changes as the Executive Director, with the assistance of Legal Counsel, finds necessary and appropriate.

2. An invitation for proposals for the redevelopment of 900 N. Klein, as contemplated by the Agreement, is hereby authorized.
3. A public notice of invitation for proposals is hereby authorized to be published, and a period of not less than 120 days from the date of publication is hereby established for submission of proposals.
4. The Executive Director, OCRA staff, and Legal Counsel are authorized to take necessary and appropriate actions to conduct a public competitive process and are directed to proceed with the issuance of the public invitation for redevelopment proposals in a timely manner, as contemplated by the Agreement.
5. All proposals shall be evaluated, and a successful redeveloper may be selected, pursuant to the procedures described in the Agreement.
6. The officers of OCRA, its Executive Director, its staff, and Legal Counsel are authorized and directed to take such actions and to execute such documents, letters, agreements, or authorizations as may be necessary or appropriate to implement the authorizations in this Resolution and the provisions of the approved Agreement.

I, Russell M. Perry <sup>Asst.</sup>, Secretary of the Oklahoma City Redevelopment Authority, a public trust, certify that the foregoing Resolution No. 255 was duly adopted at a **regular** meeting of the Board of Trustees of the Oklahoma City Redevelopment Authority held at the Arts District Garage Conference Room, 431 West Main Street, Suite B, Oklahoma City, Oklahoma on the **20<sup>th</sup>** day of **September, 2023**, that said meeting was held in accordance with the By-Laws of the Oklahoma City Redevelopment Authority and the Oklahoma Open Meeting Act; that any notice required to be given of such meeting was properly given; that a quorum was present at all times during such meeting; and that said Resolution was adopted by a majority of the Trustees present.

Asst.

Russell M. Perry  
SECRETARY

	AYE	NAY
JUDY J. HATFIELD	<u>absent</u>	
RUSSELL M. PERRY	✓	
J. LARRY NICHOLS	✓	
JAMES R. TOLBERT, III	✓	
LEE E. COOPER, JR.	<u>absent</u>	
DAVID HOLT	✓	
MARK K. STONECIPHER	✓	



## INVITATION FOR DEVELOPMENT PROPOSALS – Release of RFP

On behalf of the Oklahoma City Public Schools (“OKCPS”) Board of Education, the OKLAHOMA CITY REDEVELOPMENT AUTHORITY (“OCRA”) invites the presentation of written proposals from qualified developers (“Redevelopers”) for the purchase and redevelopment of all or a portion of approximately 3.28 +/- acres of land near the intersection of NW 9<sup>th</sup> and Western (the “Property”).

A pre-submission meeting will be held **Tuesday, October 17, 2023 at 10 a.m.** at the offices of OCRA, 105 N. Hudson Street, Suite 101, Oklahoma City, OK 73102. A tour of the site may occur immediately following the pre-submission meeting. Attendance is recommended but not mandatory.

The selection process will be initiated by the submission of proposals to OCRA in accordance with these instructions. Prior to the day and time for receipt of proposals, OCRA will provide any prospective Redevelopers with available information, background material, and advice in order to encourage the preparation of proposals which most fully reflect the objectives of OCRA.

All proposals must be received at OCRA’s offices located at 105 North Hudson Avenue, Suite 101, Oklahoma City, Oklahoma, by **3:00 p.m. on Thursday, January 18, 2024**. Any proposals received after this time will be returned unopened. All proposals properly submitted and received by the deadline will be publicly opened and read aloud by OCRA at **3:00 p.m. on Thursday, January 18, 2024**, in the conference room at the offices of OCRA. All proposals properly submitted will be available for public review.

OCRA’s evaluation of Proposals will be based upon the following principal criteria, listed in order of relative importance:

1. Responsiveness of the proposed conceptual master plan to the goals and objectives of Section II Redevelopment Policies and Regulatory Documents.
2. Review of the market feasibility narrative and its documentation that the project is feasible and likely to succeed.
3. Review of Redeveloper team qualifications and their relevance to the proposed project and demonstrated expertise in completing similar projects.
4. Adequacy of the draft pro forma and appropriateness of any financial assistance requested.
5. Evidence of financial capacity to carry out the project from the Tier 1 information submitted with the RFP response, and a minimum of \$2,000,000 for the value of the land.
6. Review of other Tier 1 financial submittals and their ability to demonstrate sound financial and moral character.
7. Ability of Redeveloper(s) to initiate the development process (land use entitlements, financing commitments etc.) within 180 days after execution of the

redevelopment agreement and to complete the project in a timeline satisfactory to the Board of Trustees.

8. Execution of Forms 1-4 in Exhibit A to the satisfaction of OCRA.
9. Ability to meet the anticipated timeline

One or more tentative Redeveloper designations may be made based on a determination of the proposal or proposals deemed most acceptable to OKCPS and OCRA. OCRA may enter into direct negotiations with the Redeveloper(s) tentatively designated, in order to achieve the best and most desirable project in accordance with the redevelopment objectives of the area and to obtain an agreement as to price and other terms and conditions satisfactory to OCRA.

The full Request for Proposals, which includes detailed instructions to prospective Redevelopers, may be obtained at <https://www.theallianceokc.org/current-rfps>. For further information, contact Cassi Poor, *Directory of Real Estate Development*, [cassi.poor@theallianceokc.org](mailto:cassi.poor@theallianceokc.org).

This invitation for development proposals shall not create any legal obligation for OCRA to enter into a contract for development except on terms and conditions it deems in its discretion to be satisfactory and desirable and the right is reserved to reject any and all proposals.

*Published in the Oklahoman on September 20, 2023.*

## **EXHIBIT C**

# **OKLAHOMA CITY REDEVELOPMENT AUTHORITY**

**Open Records Act and Confidentiality Requirements**

# OPEN RECORDS ACT AND CONFIDENTIALITY REQUIREMENTS

All materials submitted to OCRA pursuant to this Request for Proposals are potentially subject to the mandates of the Oklahoma Open Records Act (Act), 51 Okla. Stat. §§ 24A.1. et seq. The purpose of the Act is to ensure and facilitate the public's right of access to and review of government records so they may efficiently and intelligently exercise their inherent political power. Almost all "records", as that term is defined in the Act, may be disclosed to the public upon request. Except where specific state or federal statutes create an exception or confidential privilege, persons or entities who submit information to public bodies have no right to keep this information from public access, nor is there any reasonable expectation that this information will be kept from public access. See 51 Okla. Stat. §§ 24A.2.

If you believe that any information you will or may submit to OCRA pursuant to this Request for Proposals is or should be kept confidential under a specific state or federal statute, and therefore, not subject to public disclosure, you must comply with the following:

- a. Place said documents/records in a separate envelope marked "Confidential". DO NOT label your entire response to the Request for Proposals as "Confidential" – label only those portions of the response that you feel are made confidential by state or federal law as "Confidential". If only a portion of a document is confidential, please identify specifically the portions of the document you are claiming are confidential. (Under the Oklahoma Open Records Act, a public entity may be obligated to produce documents for public inspection even if the documents contain only a portion of material which is confidential. However, the public entity can redact the confidential portions.)
- b. For each document for which you are claiming a confidential privilege, identify the federal and/or state law that creates said privilege, e.g., for trade secrets, see 21 O.S. § 1732 (Larceny of Trade Secrets) and the Uniform Trade Secrets Act, 78 O.S. §§ 85, et seq.

Please note that OCRA, consistent with § 24A.3(d) of the Act, understands that "personal financial information, credit reports or other financial data obtained by a public body for the purpose of evaluating credit worthiness, obtaining a license, permit, or the purpose of becoming qualified to contract with a public body" is not subject to disclosure under the Act. Financial information requested by this Request for Proposals for evaluating the creditworthiness of the Proposer or the purpose of allowing OCRA to determine if the Proposer is qualified to contract with OCRA should be submitted in a separate envelop and marked as confidential financial information.

Should an Open Records request be presented to OCRA requesting information the Proposer has identified as “Confidential”, the Proposer will be informed and the Proposer will be responsible for defending its position in the District Court, if needed.

If the Proposer fails to identify any records submitted as part of your proposal as “Confidential” by placing them in the “Confidential” envelope AND if the Proposer fails to identify the specific state or federal law creating such privilege, OCRA will assume that the Proposer agrees that said records are not confidential and are subject to public access.

**End of Exhibits**