

Wagoner
Community
Center



Manistee County

Council On Aging



REQUEST FOR PROPOSAL



SENIOR HOUSING
DEVELOPMENT

INTRODUCTION

The Manistee County Council on Aging (MCCOA) is a 501(c)(3) nonprofit organized in 1971; funded by a voter-approved millage, and serving all senior citizens regardless of income or ability. The council works to keep seniors socialized and independent through a variety of programs and activities offered to Manistee County residents over the age of 60.

As the senior population grows, the MCCOA's mission of promoting quality of life and independence by addressing unique needs and challenges is more vital than ever. The wealth of talent in Manistee County's senior population is among the area's most valuable resources. They bring a lifetime of experiences invaluable to solving myriad complex problems. The contribution of the senior population in Manistee County alone deserves the continuing support of the entire community.

The MCCOA is housed in the Wagoner Community Center, located a short walk from Fifth Street Beach to the East, and the center of Manistee's cultural, commercial and civic amenities to the North. Every weekday, the Center hosts a variety of programs and activities, including a congregate meal site for the Senior Nutrition program and daily lunch service.

A 2023 Housing Needs Assessment conducted by Housing North reported the senior population (age 65+) in Manistee County will grow 22.2% over the next five years. Limited housing supply in Manistee County already presents an urgent obstacle to meeting the needs of the population at large in the form of a housing deficit of nearly 2,000 units, including the need for senior housing.

The MCCOA is uniquely positioned to help move the needle on achievable housing within the county and presents an exciting opportunity to make an impact on filling this gap for Manistee County's seniors.

The Wagoner Community Center's vacant acreage is offered for sale to RFP respondents committed to develop and build attainable senior housing.

PROJECT SCOPE

The MCCOA preferred development for the site herein described would adhere to the following minimal guiding concepts:

- **Residential Target**
Affordable and attainable housing **primarily** for senior residents with resources up to 120% of the Area Median Income (AMI).
- **Housing Ecosystem**
There is an opportunity for a mix of all levels of housing on this property including limited market rate units.
- **Neighborhood Scale Development**
The design, scale, and quality of the proposed residential units will complement the various existing housing types and styles found within the surrounding neighborhood. The structures will allow observation of the street, a sense of community among the residents, and walkability.
- **Local Talent**
While not required, it is desired that at least some partners participating in the project be locally based.
- **Sustainable and Equitable Development**
The project will incorporate design elements that promote environmental sustainability – both in the natural (i.e., native plant species) and built environments (i.e., storm water management, LED lighting, renewable energies) and any alternatives promoting healthy design development.
- **Community-Oriented Development Process**
The selected development team must be transparent with residents of the community, maintaining open dialogue with all stakeholders throughout the development process.
- **Creative and Innovative Solutions**
The MCCOA is open to creative approaches in design **and** management toward achieving their goal of attractive and attainable senior housing, and may include re-platting one or both parcels, a mix of attached and detached units, re-zoning or planned unit development, cooperative housing models, modular, manufactured, or “tiny” houses, Community Land Trust leasing model, mixed use components, limited short term rentals, homeownership and/or rental units or other innovative ideas.

PROPOSAL ELEMENTS

The successful respondent will:

- Demonstrate a strong track record of delivering high quality projects on a reasonable timetable and within the proposed budget.
- Have significant experience completing and partnering in new construction, multi-unit residential structure/space and/or constructing multi-unit residential rural infill development
- Demonstrate the desire to create a development that works to bridge the community within the neighborhood.

Respondents are asked to submit the following:

1. Letter of Intent

Descriptive narrative of the Respondent's approach to developing the site, scenario selection and programming, and anticipated outcome.

2. Team Experience

Detailed professional experience/history of the project's development team which may include current resumes or bios, respective roles and responsibilities of team members, examples of similar completed projects, and references of past projects of similar size and scope.

3. Design

Provide a general vision for the project with simple graphic representation, basic renderings and/or examples of similar projects. Detailed design incurring extensive upfront costs are not necessary at this time.

4. Timeline

Highlight the key milestones and deadlines. Preliminary project schedule, predevelopment timeline, construction timeline, lease-up timeline (if applicable), and strategy for developing the site should be clearly outlined.

5. Financing

Any financial specifications and/or necessary clauses should be outlined.

6. Offer

A preliminary offer price for the property must be included. The MCCOA understands that this is an opening offer that may change due to negotiating the elements of the proposal.

PROPOSAL EVALUATION CRITERIA

Members of the MCCOA's Senior Housing Committee will review submissions and make recommendations to the full MCCOA board. The Committee may seek assistance from trusted consultants, attorneys or other professionals. The Committee reserves the right to contact references and verify material submitted in any proposal. The submission of a proposal with all the requested information does not guarantee the Respondent an interview.

Evaluation criteria include at a minimum:

- Respondent and project team experience and cohesion.
- Past success in planning, construction, management and timely completion of projects of comparable size, quality, and complexity.
- Significant residential, commercial, or mixed-use development expertise.
- Demonstrated and successful experience with ownership and management of multifamily developments of similar size.
- Proposal is logical, feasible, and clear; indicating understanding of realistic property use and projected outcomes.
- Preliminary programming strategy of commercial space (if applicable), parking, and amenities reflect trends in local market conditions.
- The extent to which respondent will engage the community within their development timeline.
- Rental and/or purchase costs indicating Respondent's commitment to ensuring the pricing proposed reasonably accommodates a variety of income levels including MCCOA priority goals.
- The proposed timeline and phasing ensure timely completion of the project.
- Ability to obtain, structure, and implement financing for the Project, including demonstrated ability to procure financing and complete projects on schedule and within budgetary assumptions.
- Depth and credibility of financial pro forma, ability to deliver identified financial sources, and capacity of development principles.
- Project design standards, as any work undertaken in preparation for submission by the Respondent will be taken into consideration, as will the extent to which the submitted proposal adheres to MCCOA's guiding concepts described above in the "Project Scope" section.

THE PROPERTY

Plat of Survey, Legal Description, aerial view and photo exhibits follow on the succeeding pages. Copies are available upon request, as is a Phase I Environmental Site Assessment conducted in May, 2019 by Otwell Mawby, P.C. Consulting Engineers of Traverse City.

The subject property consists of two developed commercial parcels containing approximately 13.7 acres in Manistee, Michigan. Commonly known as: 260 Saint Mary's Parkway, Manistee, MI 49660 (Parcel B), and V/L Monroe Street, Manistee, MI 49660 (Parcel A). Parcel ID Numbers: 51-51-170-703-02, and 51-51-102-400-09.

The Wagoner Center and adjoining parking lots are sited upon Parcel B at the corner of St. Mary's Parkway and Ford Street. It is the MCCOA's intention that the Wagoner Community Center buildings remain, and it is anticipated that either or both of the parcels may be re-platted to accommodate the successful Respondent's proposed development plan.

A copy of the full detail of the recorded Deed Restrictions are available for review upon request. They run with the land and are included as restrictions in the Deed of conveyance as binding on the Grantee, its successors and assigns. In short, they restrict the use of the property to forbid – without prior authorization from the Diocese of Gaylord – any of the following activities: worship, sale of contraception, reproductive health care, sale or display of pornography or adult-themed live performances, massage or tattoo services, and the sale or service of alcoholic beverages or cannabis products.

LEGAL DESCRIPTION

PARCEL A

Part of the North 570 feet of the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section 2, and part of Blocks 2 and 3, Rademaker's Subdivision and vacated Grove street between said Blocks 2 and 3, T.21 N.-R.17 W., City of Manistee, Manistee County, Michigan, described as follows: Beginning at a point on the East and West 1/4 line of said Section 2, which is 656.95 feet, N.86°-39'-28"W., of the East 1/4 Corner of said Section 2; thence S.03°-49'-45"W., on the East line of the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of said Section, 470.10 feet; thence N.86°-44'-58"W., 352.31 feet; thence S.39°-41'-20"W., 248.88 feet; thence S.03°-19'-46"W., 299.73 feet; thence N.86°-40'-10"W., parallel to the South line of said Block 2, 130.92 feet to the West line of said Blocks 2 and 3; thence N.03°-43'-58"E., on said West line, 399.95 feet; thence N.86°-42'-26"W., 35.55 feet to the West line of the Northeast 1/4 of the Southeast 1/4 of said Section; thence N.03°-39'-41"E., on said West line, 569.78 feet to the East and West 1/4 line of said Section; thence S.86°-45'-36"E., on said East and West 1/4 line, 664.32 feet to the point of beginning, containing 9.06 acres of land. Subject to 66.00 feet wide highway easement for Monroe Street and subject to a 40 feet reserved easement for road purposes on the West 40 feet and a 65 feet reserved easement for road purposes of the East 65 feet of the North 570 feet of the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section 2 thereof. Subject to any other easements of record.

PARCEL B

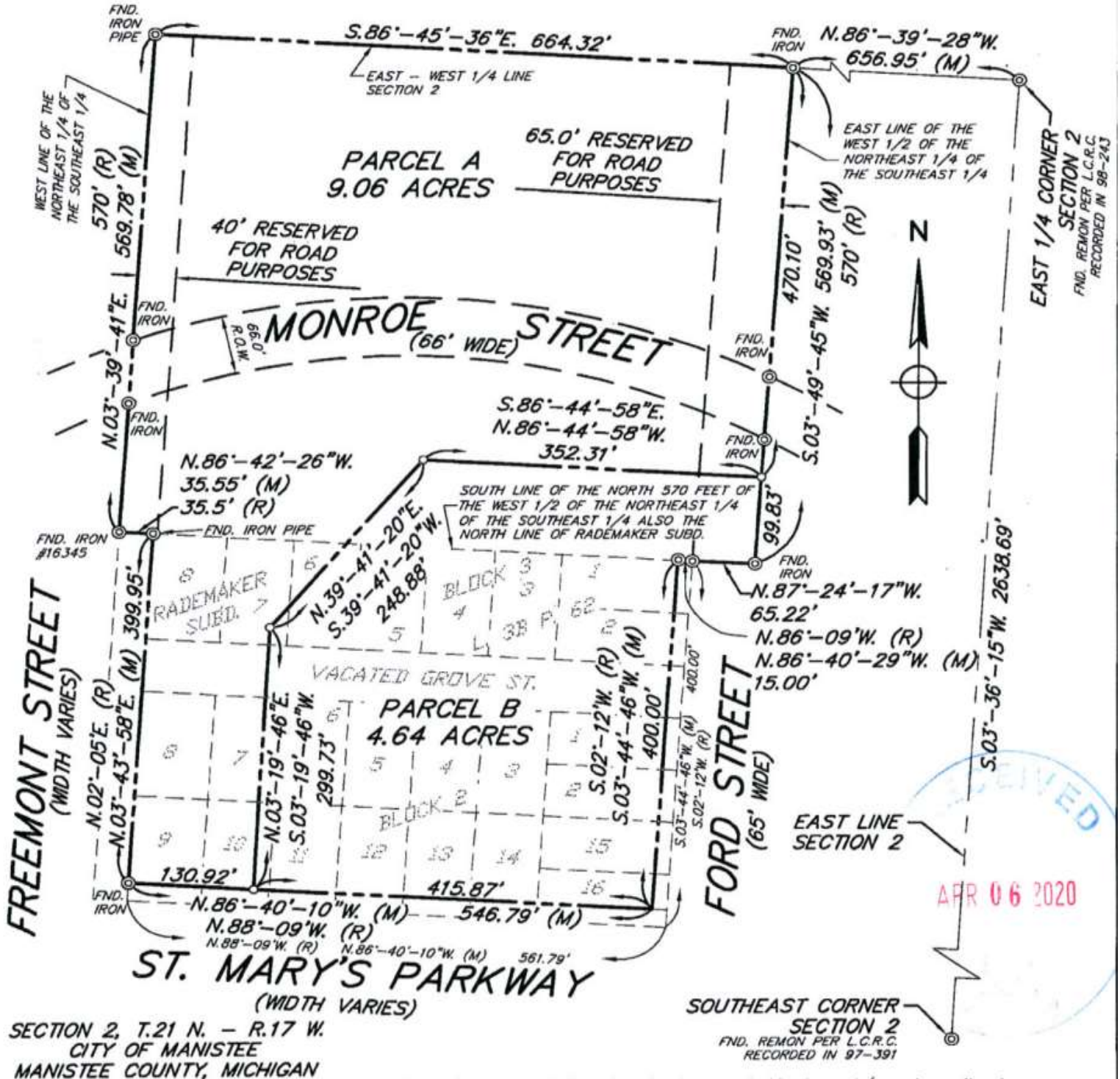
Part of the North 570 feet of the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section 2, and part of Blocks 2 and 3, Rademaker's Subdivision and vacated Grove street between said Blocks 2 and 3, T.21 N.-R.17 W., City of Manistee, Manistee County, Michigan, described as follows: To fix the point of beginning, Commence at the East 1/4 Corner of said Section 2; thence N.86°-39'-28"W., on the East and West 1/4 line, 656.95 feet to the East line of the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of said Section; thence S.03°-49'-45"W., on said East line, 470.10 feet to the point of beginning of this description; thence continuing S.03°-49'-45"W., on said East line, 99.83 feet; thence N.87°-24'-17"W., 65.22 feet; thence N.86°-40'-29"W., 15.00 feet; thence S.03°-44'-46"W., parallel to the East line of said Blocks 2 and 3, 400.00 feet; thence N.86°-40'-10"W., parallel to the South line of said Block 2, 415.87 feet; thence N.03°-19'-46"E., 299.73 feet; thence N.39°-41'-20"E., 248.88 feet; thence S.86°-44'-58"E., 352.31 feet to the point of beginning, containing 4.64 acres of land. Subject to a 65 feet reserved easement for road purposes of the East 65 feet of the North 570 feet of the West 1/2 of the Northeast 1/4 of the Southeast 1/4 of Section 2 thereof. Subject to any other easements of record.

PLAT OF SURVEY

CERTIFICATE OF SURVEY

DWG. NO. JA-5293-01

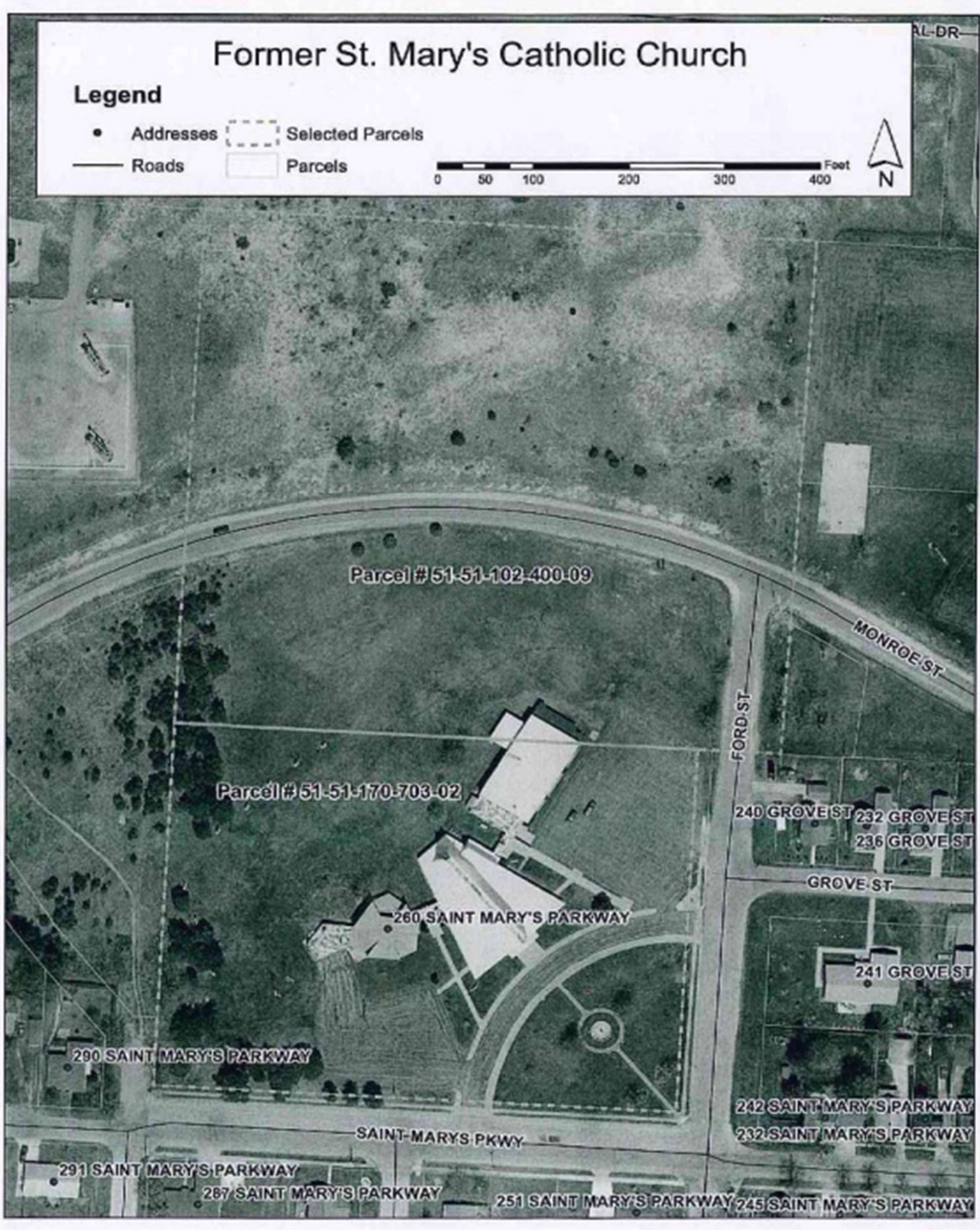
BEARINGS SHOWN ON THIS SURVEY WERE DETERMINED IN THE FOLLOWING MANNER
 THE EAST LINE OF SECTION 2 WAS ASSUMED AS BEING S.03°-36'-15"W. PER G.P.S. OBSERVATIONS



SECTION 2, T.21 N. - R.17 W.
 CITY OF MANISTEE
 MANISTEE COUNTY, MICHIGAN

SOUTHEAST CORNER
 SECTION 2
 FND. REMON PER L.C.R.C.
 RECORDED IN 97-391

AERIAL VIEW



THE WAGONER COMMUNITY CENTER



Front Elevation



Rear Elevation

THE WAGONER COMMUNITY CENTER



Street View



Street View

SUBMISSION INSTRUCTIONS

Date Due

The completed proposal should be submitted no later than **July 31, 2025**.

Site Visit

The MCCOA welcomes a site visit if it offers any desired assistance in preparation of your proposal.

Project Contact

Please direct any questions, visit requests, and the final proposal to the MCCOA's Executive Director **Sarah Howard** at mccoash@gmail.com.

MANY, MANY THANKS from the **MCCOA** for considering participation in this important and beneficial community initiative.

We eagerly anticipate your innovative, thoughtful and compelling proposal to help drive the success of this project.