



# OPEN CALL FOR PROJECT PROPOSALS

## TO THE LOCKPORT DOWNTOWN REVITALIZATION INITIATIVE

The Lockport Downtown Revitalization Initiative (DRI) is a comprehensive approach to boost the local economy and transform Lockport's downtown into a vibrant destination, where the next generation of New Yorkers will want to live, work, and raise a family.

This ten-million dollar (\$10,000,000) financial incentive program is funded by the State of New York and is guided by the Lockport Local Planning Committee (LPC). The LPC is comprised of local stakeholders from a variety of relevant backgrounds, industries, and sectors and is responsible for overseeing the development of the Lockport DRI Strategic Investment Plan. The purpose of the Strategic Investment Plan is to identify, describe, and recommend transformative projects for DRI funding.

**The LPC is seeking project proposals for inclusion in the Strategic Investment Plan.\* The submission of project proposals is open to the public, and proposals may include public or private projects. Projects will be selected based on the criteria defined within this document. Project proposals must be submitted through this solicitation in order to be considered for Lockport DRI funding.**

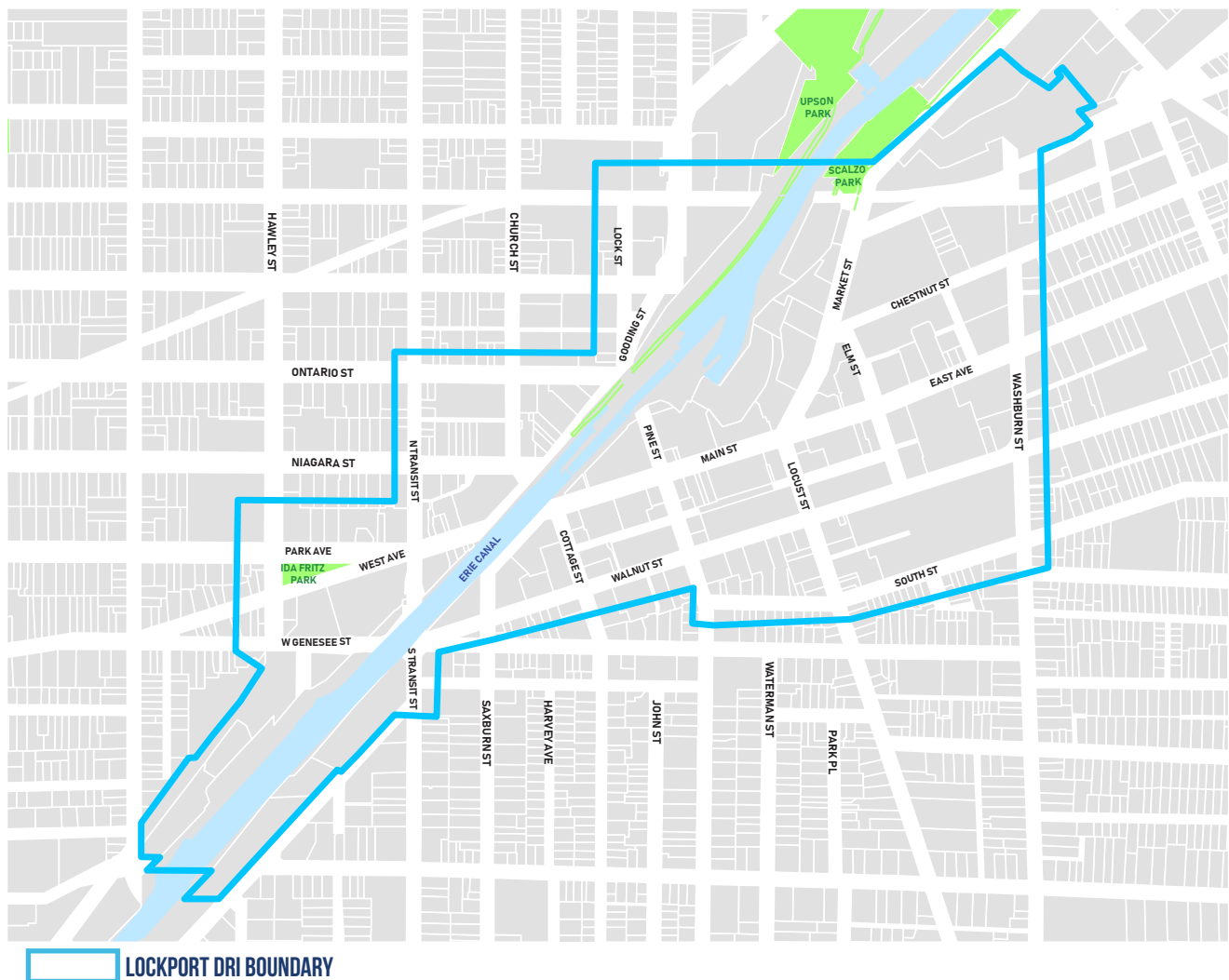
\*Please note that the inclusion of a project in the Strategic Investment Plan does not guarantee funding through the Lockport DRI Program. New York State reserves the sole right to determine which projects from the Strategic Investment Plan shall receive DRI funding.

**DEADLINE FOR PROJECT PROPOSAL SUBMISSIONS: THURSDAY, DECEMBER 6TH, 2018 AT 4PM**

## SECTION 1 | ELIGIBLE PROJECT AREA

Proposed projects must be located within the proposed Lockport DRI boundary (see the map below) to be eligible for this solicitation.

If a project is located outside of the proposed boundary, a justification statement explaining why the LPC should consider a boundary change must be provided as noted in Section 5, Submission Format and Required Information.



## SECTION 2 | PROJECT ELIGIBILITY

Projects included in the Lockport Strategic Investment plan must be capital projects that can be implemented quickly and will transform the physical environment of downtown Lockport in ways that will benefit current and future residents and visitors.

### 1. ELIGIBLE PROJECT TYPES

The following project types are eligible for this solicitation:

**Public Improvement Projects:**

Projects that improve the public realm, such as stormwater management, green infrastructure, streetscape improvements, transportation infrastructure, recreational trails, parking, signage, open space improvements, and public art.

**New Development, Redevelopment, and/or Rehabilitation of Existing Buildings:**

Projects involving the development, redevelopment, or rehabilitation of real property for mixed-use, commercial, residential, or public uses.

**Site Improvements:**

Projects involving the renovation of existing or creation of new outdoor spaces on private property. Site improvement projects must be open to the public.

**Branding and Marketing:**

Projects that improve downtown wayfinding and legibility and foster a sense of place for residents, investors, developers, tourists, and/or visitors. Eligible activities for this project type include on-time expenses, such as the development of materials and signage or purchase of equipment. Ongoing operational costs, such as funding a downtown manager or maintaining website, are not eligible.

### 2. INELIGIBLE ACTIVITIES FOR DRI FUNDING

Projects proposing the following activities must identify an alternative funding source for the listed activities, as these are NOT eligible for DRI funding.

- Planning Activities
- Operations and Maintenance
- Pre-Award Costs (money spent prior to official funding award)
- Property Acquisition
- Training and Other Program Expenses
- Expenses Related to Existing Programs

## SECTION 3 | EVALUATION CRITERIA

Every project proposal will be evaluated by the LPC based on how well it meets the following criteria:

### 1. ALIGNMENT WITH THE GOALS OF THE DRI

The project is aligned with and advances local and state DRI goals.

#### Lockport DRI Goals:

- Improve access and recreational opportunities on the Erie Canal
- Transform the City's streetscape and strengthen gateways
- Increase housing options within downtown
- Reimagine and reinvest in vacant and brownfield sites to catalyze economically and socially diverse redevelopment

#### State DRI Goals:

- Create an active, desirable downtown with a strong sense of place
- Attract new businesses, high-paying jobs, and skilled workers
- Enhance public spaces for arts and cultural events
- Build a diverse population with residents and workers supported by different housing and employment opportunities
- Grow the local property tax base
- Provide amenities to support and enhance downtown living and quality of life

### 2. CATALYTIC POTENTIAL

The project will likely have a significant positive impact on downtown Lockport by attracting other public and private investment and creating momentum for downtown revitalization.

### 3. PROJECT READINESS

The project has a realistic timeline and is poised to proceed with implementation in the near-term. Challenges related to site control, environmental constraints, or regulatory issues are clearly defined and feasible solutions are proposed.

### 4. CO-BENEFITS

The project will generate benefits not only for the project sponsor, but also for the Lockport community. Specifically, the project will generate additional economic activity, grow the local property tax base, and improve the quality of life in the downtown.

### 5. COST EFFECTIVENESS AND FEASIBILITY

The project represents an effective and efficient investment of public DRI funds by leveraging additional sources of public and/or private funding and generating broad benefits for the community. The estimated cost of the project is feasible and realistic. The applicant must be current on local taxes.

### 6. CAPACITY TO IMPLEMENT AND SUSTAIN THE PROJECT

The project sponsor clearly demonstrates the capacity and expertise to implement and sustain the project in the long-term through strategic partnerships and past experience.

## SECTION 4 | SUBMISSION INSTRUCTIONS

This section describes the submission procedures, deadlines, and required information for all responses to this solicitation. Project proposals that do not meet these requirements will not be considered.

### SUBMISSION DEADLINE

All submissions are due no later than Thursday, December 6, 2018 at 4 PM.

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### SUBMISSION PROCEDURES

Project proposals may be submitted either electronically or as a hard copy. Applicants can access the project submission form as a fillable PDF at the following link:

<https://www.lockportny.gov/lockport-downtown-revitalization-initiative-dri/>

#### Electronic Submissions:

Please submit electronic copies of the project proposal using the fillable PDF of the project submission form and all supplemental information via email to:

Kimberly Baptiste, AICP  
Bergmann  
[kbaptiste@bergmannpc.com](mailto:kbaptiste@bergmannpc.com)

#### Hard Copy Submissions:

Please mail or hand deliver hard copies of the project proposal using the fillable PDF of the project solicitation form or the template provided in Section 5 of this document and all supplemental information to:

ATTN: Brian Smith  
Greater Lockport Development Corporation  
One Locks Plaza  
Lockport, NY 14094

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### QUESTIONS

Questions regarding this call for proposals may be submitted in writing to:

Kimberly Baptiste, AICP  
Bergmann  
[kbaptiste@bergmannpc.com](mailto:kbaptiste@bergmannpc.com)

## SECTION 5 | SUBMISSION FORMAT AND REQUIRED INFORMATION

Please use the following template to submit your project proposal, and please address each topic thoroughly and completely. The LPC will use this information as they consider projects to be included in the Lockport DRI Strategic Investment Plan.

### 1. PROJECT SPONSOR

Provide the contact information for the Project Sponsor, including:

NAME

ADDRESS

PHONE

EMAIL

### 2. PROJECT LOCATION

Please indicate the location of the proposed project.

The LPC may consider minor adjustments to Lockport's proposed DRI boundary in order to capitalize on new opportunities while ensuring the boundary remains compact and focused on the downtown. If the project is outside of Lockport's proposed DRI boundary, please provide a brief description of how the project relates to the downtown and supports the stated goals of the DRI.

### 3. PROJECT TYPE

Using the following categories, please indicate your project type:

Public Improvement Project

New Development, Redevelopment, and/or Rehabilitation of Existing Buildings

Site Improvements

Branding and Marketing

#### 4. PROJECT TITLE AND DESCRIPTION

Please provide a description of the proposed project's scope of work. Project descriptions should include the following information:

- Describe the project site's existing conditions
- Indicate the size of the proposed project (e.g., square footage, number of floors, acreage)
- Describe how the project will positively impact Downtown Lockport
- Describe the future use of the property



## 5. PROPERTY OWNERSHIP

Are you the owner of the property? If not, identify the owner of the property on which the proposed project would be implemented. The property owner must have the legal authority to execute contracts with the State and oversee the project.

If property acquisition is a component of the proposed project, describe the need for acquiring land. Property acquisition as a stand-alone project, without a committed redevelopment activity, is not eligible for DRI funds.

## 6. RESPONSIBLE PARTIES

Identify who will be responsible for the long-term implementation of the proposed project. Clearly address the capacity of the responsible party(ies) to implement and sustain the project.

### 7. PRELIMINARY FUNDING ESTIMATE\*

DRI funds are often structured as reimbursable grants. Therefore, if DRI funds are awarded, the grant recipient may need to finance the total project cost using a bridge loan, owner equity, or another financing mechanism. In this situation, grant funds will be released once the project is completed per the contracted scope of work.

State the total estimated project cost and the amount of DRI funds requested. Please also provide a breakdown of total projects costs, sources of potential funding and financing, and the status of those funds, using the table below:

ACTION	COST	FUNDING SOURCE	STATUS OF FUNDS
TOTAL DRI FUNDING REQUEST	\$		
TOTAL FUNDS FROM OTHER SOURCES	\$		
TOTAL PROJECT COST	\$		

If a proposed project has not yet developed cost estimates or identified sources of funding, please provide as much detail as possible at this stage.

\*All applicants must be current on local taxes.

## 8. TIMEFRAME FOR IMPLEMENTATION AND PROJECT READINESS

Provide a general timeline for implementation of the project. Describe any work that has already been completed to advance the project, such as feasibility studies, market studies, preliminary site design, permits obtained, and/or funding or financing that has been secured. Append any studies, preliminary designs, legal agreements, permits, documentation of site control, and/or documentation of funding secured as supplemental materials.

Describe any known challenges, such as regulatory issues and environmental constraints, and explain how these challenges will be addressed in a timely manner.

## 9. ANTICIPATED REVITALIZATION BENEFITS

Describe benefits associated with the proposed project. Benefits may be both direct and quantitative (e.g., number of full time jobs created) and qualitative (e.g., beautification, quality of life improvements).

## 10. SUPPLEMENTAL INFORMATION

If available, indicate the types of supplemental information that will be provided with this submission:

- Images of the existing project site
- Images/renderings of the proposed project
- Documentation of project readiness
- Other (please specify)

## SUBMISSION PROCEDURES

Supplemental project information may be submitted either electronically or as a hard copy. **Include the project title and project sponsor contact information on each page of supplemental information.**

### Electronic Submissions:

Please submit electronic copies of the project proposal using the fillable PDF of the project submission form and all supplemental information via email to:

Kimberly Baptiste, AICP  
Bergmann  
[kbaptiste@bergmannpc.com](mailto:kbaptiste@bergmannpc.com)

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