Request for Expressions of Interest
For Development of City Owned Property in Downtown Newberg, Oregon

Proposals Due: March 1, 4:00 PM
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The City of Newberg is seeking expressions of interest in developing a 10,300 sq. ft. City-owned property in its historic Downtown. This property is highly visible, in a prominent and busy location in downtown Newberg. Individually it offers excellent potential for retail or office space, and could also provide upper story housing, boutique hotel or office space.

Newberg is a growing, economically stable community located at the southern edge of the Portland region in the heart of Oregon’s wine country.

With a strong jobs base, convenient access to interstate freeway, business-friendly environment and a series of recent and pending investments in its Downtown, Newberg is well positioned to experience more business investment. The downtown core has little vacant retail, office and housing space available to accommodate current or increasing demand as the economy continues to grow.

The City and the community have identified a revitalized Downtown as a high priority, and seek to promote a higher density, active and pedestrian mixed use center in the heart of the town. The pieces are in place, from infrastructure, to attractive streetscapes, to conducive zoning and development standards. The City now seeks private business and development partners to take Downtown Newberg to the next level.
DEVELOPMENT OFFERING OVERVIEW

Butler Property: 411 E First Street

Property Highlights

10,300 square foot lot.

Features

The property is located within Newberg’s central business district. More specifically, it is at the northwest corner of E First Street and N Howard Street. The site sits at the pivotal point within the downtown core across the street from City Hall and two blocks south of the Chehalum Cultural Center. The intersection of these two streets is signalized. Surrounding properties are predominantly commercial with a mix of retail, professional offices, financial institutions, restaurants, and commercial services.

E First Street has three travel lanes plus on-street parking on both sides. It carries east-bound traffic. Traffic volumes are in excess of 16,000 vehicles per day in either direction and over 35,000 vehicles per day in both directions. N Howard Street also has on-street parking. A city block to the southeast has a City owned public parking lot with 88 spaces easily accessed from E Second Street and a City owned lot to the northwest at E Hancock Street and N Blaine Street has 29 spaces.

Land Use and Zoning

The property is zoned C-3 – Central Business District with a Civic Corridor Overlay, a mixed use zone designation that allows for a variety of commercial and residential uses with an emphasis on creating a dense and urban development form. Zoning standards are quite lenient in the C-3 zone, with no setbacks, height limits, floor area ratio (FAR) limits, low parking requirements for residential uses, and a wide range of allowed uses.

The property is located in historic downtown Newberg with several distinctive red brick buildings nearby. Development prospects in the immediate area are on the rise, as Newberg’s population continues to grow. The site itself is development ready and is located in a pivotal location in the downtown core.
This offering is intended to be flexible. The City is not seeking a detailed proposal at this time, although it will not reject any specific proposals that developers or others may seek to put forward for the property. Rather, the City primarily seeks expressions of interest from developers, business owners, or others who may have ideas for the property. The City intends to select a proposal and enter into exclusive negotiations.

The City is open to a broad range of ideas - with new uses and activities that serve to draw more customers to Downtown; such as multi-story mixed use development featuring several floors of housing over ground floor retail. In addition to being flexible on use, the City is also open to a broad range of possible deal structures - outright purchase, land sale contract, ground lease, lease with an option to purchase, and so forth.

To assist developers in making this site development a strong contributor to a vital Downtown, the City has a variety of tools potentially available for the right project.

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**RFEI Submission Information**

This Request for Expressions of Interest sets forth the City’s intentions for this project, including the selection criteria, selection process, and other information and requirements.

**Responses must be received at** the City of Newberg Community Development Department, 414 E First Street, Newberg, Oregon 97132, **no later than** March 1, 2019 at 4 pm.

Responses should be addressed to:

**Doug Rux, Community Development Director**

City of Newberg  
414 E First Street  
PO Box 970  
Newberg, Oregon 97132

The City will conduct a pre-submittal meeting Wednesday, January 30 at 2PM at Newberg City Hall, 414 E First Street. The meeting will include a tour of the property and the general area. City staff will provide a project overview, discuss goals and expectations, potential partnership arrangements. This meeting and tour are not mandatory, but prospective respondents to this RFEI are strongly encouraged to attend.
Innovative Development Concepts Encouraged

The City is open to submissions which do not identify a particular user or type of use, but merely set forth a broad set of intentions on the part of the developer, particularly if that developer can demonstrate a proven track record in other projects.

Restaurants, brewpubs or similar uses which provide evening activity downtown are highly desirable, as is new residential development. See the city website Newberg Downtown Improvement Plan (www.newbergoregon.gov/planning/page/newberg-downtown-improvement-plan) for a recent study for ideas on market opportunities.

The City would also welcome proposals entailing the establishment of new businesses or the expansion of existing businesses.

The City expects that any uses will generate daytime, evening and weekend activity—preferably a use that is open six or seven days/ nights a week. The City prefers a use (or combination of uses) that is complimentary to existing Downtown businesses.

Flexible Business Concepts Encouraged

Just as the City is amenable to a variety of programmatic ideas for the property the City is also open to a variety of possible deal structures for the project. The following is a list of possible
deal structures. This list is not intended to be exhaustive, nor is there any priority in the order of ideas listed:

- The City could sell the property to the developer team, at fair market value, either for cash, or seller-financed (contract purchase)
- The City could enter into a long term lease agreement with the developer team. Such a lease agreement might include an option-to-purchase.
- The City is willing to consider participating in the project, both financially and otherwise. However, the City has limited financial resources available for this project. The City will be more likely to select the developer team whose proposal requires no financial commitment on the part of the City compared to other proposals, all things being equal.
The following is a list of existing and future programs and other forms of assistance that the City is willing to consider. This list is not necessarily exhaustive, nor in any order of priority.

**Vertical Housing Tax Abatement.** The City is interested in the Vertical Housing Program which began in 2003 under the Oregon Economic and Community Development Department (OECDD), now known as Business Oregon.

The program encourages mixed-use commercial / residential developments in areas designated by communities through a partial property tax exemption. The exemption varies in accordance with the number of residential floors on a project with a maximum property tax exemption of 80 percent over 10 years. An additional property tax exemption on the land may be given if some or all of the residential housing is for low-income persons (80 percent of area median income or below).

Under this program, mixed use projects featuring at least two floors of housing over ground floor commercial use are eligible for a 10 year abatement of 40% - 80% (depending on the number of floors of residential use).

- **Newberg Revolving Loan Fund.** This is an existing low interest loan program designed to assist new businesses and encourage the expansion of existing local businesses and affordable housing. Specific information is available on the City’s website: Newberg Economic Development Revolving Loan Fund Program Guidelines

**Assistance in Securing Other Financing Sources.** In addition to consideration of direct City financial assistance, the City will consider assisting the developer team in securing other financing for the project, including but not limited to conventional loans, New Market Tax Credits, Community Development Block Grants, and other governmental funding sources.

**Assistance in Securing Permits.** The City will assist the team in obtaining building permits as well as any land use approvals (including any necessary adjustments from the zoning regulations).

**Assistance in Negotiations.** The City will assist the developer team in negotiating any necessary agreements with other property owners, related to use of off-street parking, secondary exiting from the building, and so forth.

The city could consider other means of participation for exceptionally strong proposals based on need, merit and its ability to remove potential obstacles to the project.
Newberg is a growing, economically thriving city of nearly 24,000 (with a 10-mile radius market area of 113,000). It was developed more than 130 years ago to serve the surrounding agricultural community.

The community maintains its small town college city charm, with shops, restaurants, and cozy neighborhoods within close walking distance of Downtown. At the same time, Newberg boasts a growing jobs base attracted by the potential redevelopment of 200 acres of riverfront property. Major Newberg industry clusters include metal manufacturing, education (Newberg Public Schools, Portland Community College and George Fox University), health care, agriculture and tourism.

While the City has grown and changed dramatically in recent years, the area retains its agricultural heritage. The country side surrounding Newberg boasts some of the best soils and growing conditions in Oregon.

Residents and international visitors attend the annual Oregon Truffle Festival, Lavender Festival and Camellia Festival at the historic Chehalem Cultural Center located in the Newberg Cultural District.

The people of Newberg consider Downtown to be the heart of their community. They enjoy shopping in its shops, patronizing its restaurants, and participating in civic celebrations and events including the Farmers Market, the summer Tunes on Tuesday concert series in the Newberg Cultural District, the annual Christmas tree lighting, and the Old Fashioned Festival which culminate in a parade and fireworks.

In 2016, the Newberg community created the Newberg Downtown Improvement Plan strategy emphasizing downtown’s role as the heart of Newberg, offering a variety of businesses, activities and events that create a fun, convenient and safe place for residents to live, shop, dine and recreate.
Historic Resources

The City of Newberg has a substantial amount of locally and nationally designated historic structures. Newberg had several brick manufacturers, including the Pacific Face Brick Company and the Newberg Pressed Brick and Terra Cotta Company (founded in 1893), whose products were used extensively in Newberg and Portland. Additional details on the history of structures in the Downtown area can be found at

Newberg Economy

The development of Newberg illustrates the growth of the Willamette Valley as an agricultural region in the nineteenth century and the expansion of Portland’s economic reach in the twentieth century. Newberg boasts a thriving and diverse economy. There are over 780 businesses with nearly 9,300 employees located within a two mile radius of Downtown. The largest share of these jobs are in the services industry (30%) followed by manufacturing (20%) and retail trade (17%).

Companies are attracted to Newberg’s qualified work force, competitive utility rates, and close proximity to highways and Interstate 5. At full build-out of the Riverfront it is anticipated that most of the jobs will be family-wage manufacturing jobs.

<table>
<thead>
<tr>
<th>2018 Newberg’s Major Employers</th>
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<tr>
<td><strong>Business Name</strong></td>
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<tr>
<td>A-dec and A-dec Global</td>
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<tr>
<td>George Fox University</td>
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<td>Newberg School District</td>
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<td>Providence Newberg Hospital</td>
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<td>Fred Meyer</td>
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<tr>
<td>Allison Inn and Spa</td>
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<tr>
<td>Friendsview Retirement Community</td>
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<td>City of Newberg</td>
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<td>Climax Machine Tools</td>
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</table>
Key Downtown Projects Completed or Planned

**Chehalem Cultural Center** – The Chehalem Cultural Center celebrates the arts, community, education, and heritage. The Center is housed in a historic brick building that began its life in 1935 as Central School—a Depression era Works Progress Administration (WPA) project.

The historic building houses a fine arts gallery and exhibition hall, three multipurpose arts studio classrooms, a state-of-the-art clay studio, a recording studio with four music practice studios, meeting space, and an elegant 5,200 square foot grand ballroom for public and private events.

Future phases include a 250-seat theater, kitchen and culinary arts studio, conference center with three additional multi-purpose meeting space/classrooms, and a movement studio.

**Chapters Bookstore** - Constructed at 701 E First Street in 1891 serving as the Morris, Miles & Company General Store and was known to be one of the original and oldest commercial buildings currently existing in historic downtown. Over the summer the current property owner with assistance from the Newberg Downtown Coalition was awarded a grant from the Main Street Revitalization program to cover $97,000 of the $163,000 project cost so the facade could be restored to its mostly original state.

**Cameo Theater** designed by A. Combs is a single screen cement poured movie house built in 1937 located in downtown Newberg. This beautiful Art Deco theatre is worth the drive from out of town to see a movie with a golden age atmosphere. In the 20’s and 30’s beautiful details did matter, and you can see it within the walls of this place that transports you to a time of glamour. The Cameo is special because of its art deco, known as Streamline Modern, with curving walls and long horizontal lines and ornamentation. Little change has been seen at the Cameo Theater over the years, it’s a dream come true for history lovers. Open 7 nights a week the Cameo Theater was listed on the National Register of Historic Places on October 22, 2018.
Other Downtown Improvements

*Downtown Transit Center* – A recommended project of the Yamhill County Transit Advisory Committee is to build a Downtown transit center within the next three years.

The growth of the Bite of Newberg food cart pod has added to the foodie environment in Newberg with 8 food carts. The vacancy of Habitat of Humanity's former site on N Main Street enhances the possibility of new businesses entering the site, including a brewery and the concept of a hotel, in addition to the artist spaces already created at the Chehalem Mill site.

The Chehalem Park and Recreation District has constructed an outdoor patio area at the Cultural Center to provide more space for activities.

The possibility of a trolley continues with research and feasibility studies to run the trolley on the railroad track on Blaine Street.

General Information

*Newberg Rated one of Oregon’s Safest Cities*

The community ranks among the top eight safest cities in Oregon (according to national survey by Safewise).

*Other features nearby*

**Allison Inn and Spa**

The 85-room Allison Inn & Spa and restaurant in the heart of the wine-producing Willamette Valley opened in 2009, it has cemented its reputation as one of the premier luxury resorts in Oregon, even earning a rare national recognition for quality of lodging in the state. Travel + Leisure magazine’s named the Allison as the top hotel spa in the continental United States. It made Condé Nast Traveler’s 2010 Hot Hotels and Hot Spas list and CNN named The Allison and Oregon Wine Country as one of the Top 9 Spots in the World for Savvy Luxury Travelers. The Allison received the Northwest M+E 2018 Award for Best Hotel with Meeting/Event Space (less than 200 guest rooms).
Newberg Downtown Coalition (NDC) is a volunteer-based organization that is working to make downtown into a destination that enriches the lives of those who visit or live nearby. The organization focuses on physical improvements, events, promotions and the proper business mix.

Some of the major projects supported by the coalition include:

- Newberg Farmers Market
- Halloween Trick or Treat Street
- Spring Clean-up Day
- George Fox University Serve Day downtown clean-up coordination
- Business to Business tour
- Downtown Cultural District planning
- Preparing for opportunities created by the Newberg-Dundee Bypass

**Main Street Program**

The NDC is the local organization implementing the Main Street model developed by the National Trust for Historic Preservation for downtown district revitalization is a comprehensive revitalization strategy to stimulate economic development in traditional commercial districts.

**Wine Region of the Year**

*Wine Enthusiast Magazine*, an esteemed, internationally-recognized wine publication for oenophiles, announced Oregon’s Willamette Valley as its 2016 Wine Region of the Year for its annual Wine Star Awards.

Newberg is the gateway to three nationally recognized American Viticultural Areas specializing in Pinot Noir and home to Yamhill County’s eighty wineries, more than two hundred vineyards, and dozens of tasting rooms.

**Champoeg State Park and State Heritage Area**

Champoeg features a unique combination of history, nature, and recreation. This is the site where Oregon's first provisional government was formed by a historical vote in 1843. Situated on the south bank of the scenic Willamette River, Champoeg's acres of forest, fields, and wetlands recreate the landscape of a bygone era. Tour the park's visitor center, Newell House, and Pioneer Mothers Log Cabin museums to discover pioneer life at Champoeg. Take a guided walk to learn what happened to the bustling pioneer town of Champoeg, and how the Donald Manson Barn was built. An 1860s-style garden lies behind the visitor center. Park campground includes yurts, tent sites, cabins, showers and full hook up sites.
The park also includes the Historic Butteville Store founded in 1863. It is possibly the oldest operating store in Oregon. The store is the last commercial vestige of the once thriving Willamette River community of Butteville.
**George Fox University**

A Christian university of liberal arts and sciences and professional studies. The 108-acre main campus is located blocks from Downtown. Founded as a school for Quakers in 1885, the private school has 4,140 students combined between campuses.

Graduate studies include psychology, counseling, business, education, social work, physical therapy and seminary.

**Portland Community College**

Portland Community College’s 14-acre location on the corner of S Brutscher Street and E Fernwood Road just south of Highway 99W is the site of a new educational facility for residents of Newberg and surrounding areas. The educational facility is approximately 12,000 square feet, with room to expand in the future. The Newberg Center serves 646 students.

**Dr. Henry J. Minthorn House**

*(Herbert Hoover House)* is a museum created from the house of Herbert Hoover, thirty-first President of the United States. Hoover lived in Newberg from 1885 to 1891, with his Uncle and Aunt John and Laura Minthorn. The Minthorn’s were administrators of the Quaker school Friends Pacific Academy, now George Fox University, which Hoover and his brother Tad attended.

The house, an Italianate design built in 1881 by Jesse Edwards, a Quaker merchant, is the first residence Edwards built and the oldest house still standing in what is now Newberg, Oregon. It is located at 115 S River Street. Owned and operated as a house museum by the Oregon chapter of The National Society of the Colonial Dames of America, it has been furnished with late 19th-century period furnishings, including the bedroom furniture used by Hoover as a boy.

The house was placed on the National Register of Historic Places (as the Dr. Henry J. Minthorn House aka Herbert Hoover House) in 2003.
**Arts and Culture**

Newberg celebrates the arts in many forms. Music options include the Tunes on Tuesday outdoor concerts, annual Portland Symphony Concert at Baumann Auditorium, George Fox University weekly music and theater offering and Newberg Community Concert Series. A new outdoor, public sculpture brochure also highlight public display throughout the community. Annual Harvest Art Walk features many local artists and is in its 25th year. Chamber Brews Festival also compliments Hispanic Heritage month festivities and on-going children’s and jazz programs in the Black Box Theater.
SELECTION CRITERIA & PROCESS

Selection Criteria

The following are the criteria that the City will use in evaluating responses to this RFEI. Note that depending on the nature of any particular response, not all of these criteria may apply.

- The capacity of the project to contribute to the revitalization of Downtown Newberg, through the introduction of active ground floor uses that reinforce an “18 hour” downtown - i.e. a Downtown that is active beyond 9-5/Monday-Friday.
- The capacity of the Developer Team to successfully develop the type of project that it is proposing for Downtown Newberg. Particular emphasis will be placed on the team’s track record from past projects, securing equity, and construction and permanent financing.
- The new construction demonstrates high quality design and construction.
- Allow for the retention or expansion of a Newberg area business.
- Brings new businesses, preferably those with a relatively high density of well-paying jobs, to Newberg.
- Attracts new businesses that fill identified market niches.
- Capacity of the team to have the project underway by early 2020, preferably sooner.
- The level and nature of proposed City participation in the project, relative to other proposals. While city staff plan on being engaged partners and providing technical assistance, the City’s preference is to minimize its financial participation in the project. Some financial assistance (direct or indirect) may be necessary, and a superior proposal may warrant a higher level of financial assistance than a lesser proposal.

Upon receiving responses to this RFEI, the City may, in its sole discretion, elect to proceed in any of the following or possibly other directions.

- The City may establish a Selection Advisory Committee (SAC) to review team qualifications and provide input to the City. This group may consist of staff, elected officials, property or business owners from the community and/or other stakeholder groups.
- The City may also retain a consultant(s) to assist in evaluation of the responses.
- The City may select a “short list” of teams for a second round process. This second round might entail interviews, requests for more details, a formal Request for Proposals (RFP) process, or some other means of selection. In the case of a second “RFP” round, the City may elect to provide a stipend to selected teams to assist those teams in the development of their proposals.
- The City may opt to reject any or all proposals regarding any or all of the properties.
- The City reserves the right to recommend that two or more teams consider forming a partnership, if in the City’s judgment such a partnership would be conducive to achieving the City’s goals for this project.
Post Selection Process

Upon selection of a team or teams for the property, the City anticipates entering into an Exclusive Negotiating Agreement with the team(s), providing for a defined time period during which the parties will attempt to negotiate the deal terms for the transaction. During this period, the City will work with the selected developer team(s) to refine its general approach. The City anticipates that during this period the program, deal structure, financing, composition of the team(s), or other components may modify as a more solid proposal is developed.

During this pre-development phase, the City will negotiate with the selected team(s) a Memorandum of Understanding (MOU) or other agreement as appropriate, setting forth in non-binding terms the financial, programmatic, and other general aspects of the project. This MOU will also serve as the basis for the negotiation and execution of a subsequent binding agreement (which may take any of several forms, to be determined as a result of the negotiations). The final, binding document(s) will govern the final disposition of the Property, setting forth the terms of the transaction.

The MOU will include provisions reserving to the City the right to terminate negotiations with the selected developer team(s), if the City in its sole discretion determines that negotiations during the pre-development phase are not progressing in a satisfactorily timely manner. Should this occur, the City would then either work with another team(s), or may decide to not pursue the project further at this time.

Anticipated Schedule

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<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 14, 2019</td>
<td>Issuance of Request for Expressions of Interest</td>
</tr>
<tr>
<td>January 30, 2019 at 2 PM</td>
<td>Optional Tour of Properties and Pre-Submittal Meeting</td>
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<tr>
<td>March 1, 2019, 4:00 PM</td>
<td>Deadline for Submissions</td>
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<tr>
<td>March 13, 2019</td>
<td>Preliminary Evaluation of Submissions; Decision regarding next steps (short list interviews, etc.)</td>
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<tr>
<td>April 15, 2019</td>
<td>(Tentative) Preliminary selection of developer team(s), pending further negotiations</td>
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SUBMISSION REQUIREMENTS

ORIGINAL MATERIAL (12 PAGES OR LESS, NOT INCLUDING RESUMES, LETTERS OF REFERENCE AND SAMPLES OF OTHER PROJECTS, ETC.)

FOUR HARD COPIES AND ONE ELECTRONIC COPY IN PDF FORMAT ARE REQUIRED TO BE SUBMITTED

1. Cover Letter
   a. Describe the development team(s) and interest in the project. Please also indicate, to the extent known, your preliminary thoughts about the development program, design concept, deal terms, and possible City participation in the project.

2. Proposal
   a. Describe your idea(s) for the property. Please also indicate your thoughts about the development program (e.g. use mix, density of development, etc.), design concept, and deal terms. Do you have a specific tenant, or type of tenant, in mind? What, if any, public participation do you anticipate being necessary to make the project feasible? What are your thoughts on the deal terms?
   b. Please describe how your proposal responds to the project goals and selection criteria.

3. Team and Development Experience
   a. Identify development team members and roles, and describe qualifications. Provide resumes for key team(s) members.
   b. Describe the team(s) experience in the development of high quality, successful projects, preferably projects similar in scope and scale to what you are proposing for the property. What is the team(s) recent experience with this type of development (Optional to send photos of recent similar completed projects.)
   c. Describe the team(s) previous experience working with public sector partners, and types of public-private partnerships.
4. **Financial Capacity**
   a. Explain your financial capacity, and share any preliminary thoughts you have about financing approaches for your project ideas (depending on how refined your project ideas are at this stage). Please discuss for instance your likely or possible equity and debt sources. Provide as much information as you wish, such as certified financial statements, to make the case that you have the financing capacity to develop the full project site (if applicable). (Any financial documents submitted to the City should be placed in a separate enveloped and clearly marked as confidential - the City will maintain the confidentiality of any such information to the extent allowed by law).

   b. Describe any expectations for public financial participation at this stage. The response should include general statements relating to financial participation, assistance with permits, and other potential public funding sources.

   c. Provide a preliminary estimated time frame to carry out the project. If you envision a phased approach, please describe.

5. **Letter of References & Project Examples**

   Teams may submit up to six letters of reference above the specified page limit. You are also encouraged to submit samples of other projects (preferably relevant to what you are proposing for Newberg), beyond the specified page limit.

   The City does not expect architectural drawings as part of team submittals, but will not refuse such drawings. If drawings are submitted, they should be incorporated into an 8½” by 11” format. No more than 4 drawings (site plans, floor plans, elevations) will be accepted as part of the submittal, above the specified page limit.
GENERAL CONDITIONS

- The City does not intend to award a contract on the basis of this RFEI or to pay for the expressions of interest solicited.

- This request is not a competitive process and in no way obligates the City to enter into a relationship with any party making a submission, or limits the City’s right to enter into a relationship with an entity that did not respond.

- All facts and opinions stated within this RFEI and all supporting documents and data are based on information available from a variety of sources. No representation or warranty is made with respect to this information. You should independently verify any information which is material to your proposal.

- The City reserves the right in its sole discretion to accept or reject all responses to this RFEI, without cause.

- The City reserves the right in its sole discretion to modify the selection process or other aspects of this RFEI, including extending the deadline or canceling the RFEI without selecting a developer or team. The City will take reasonable steps to ensure that any modification or clarification to the RFEI shall be distributed in writing to all persons who have requested a copy of the RFEI.

- The City reserves the right to request additional information following review of the initial submission. In addition, the City may retain consultants to assist in the evaluation of submissions.

- In the interest of a fair and equitable selection process, the City reserves the right to determine the timing, arrangement, and method of any presentation throughout the selection process. Teams are cautioned not to undertake any activities or actions to promote or advertise their proposals except during City-authorized presentations. Teams are encouraged to contact relevant City staff to learn more about ideas and visions for the site and the area. However, developers and their representatives are not permitted to make any direct or indirect (through others) contact with members of the Newberg City Council, Planning commission, or Selection Advisory Committee concerning their proposals, except in the course of City-sponsored presentations. Violation of these rules is grounds for disqualification of the team.

- All submissions shall become the sole and exclusive property of the City of Newberg. Teams shall not copyright, or cause to be copyrighted, any portion of their submission. Information provided will be subject to public inspection after completion of the evaluation process in accordance with the Oregon Public Records Law. Any proprietary financial information or other information which developer teams submit will be maintained as confidential as allowed by public records law. Submissions or information that the proposal team would like to remain confidential must be marked confidential.
The City makes no representations as to whether or not a project to be developed as a result of this RFEI, or any possible City participation therein, is a “public improvement” project and as such is subject to the prevailing wage requirements of the Oregon Bureau of Labor and Industry.

Conflicts of Interest. Please disclose any conflicts of interest or potential conflicts of interest that may arise as a result of your company’s being selected for this project. Identify and describe fully any family or business relationships which any employees of your company may have or have had with and employee or elected official of the City. The Proposer and sub-consultants shall identify any group, individual or organization that they may have worked for, or any group, individual or organization that they may have worked for, or currently work for, that has had ownership, lease, development, related or similar interest in the City. Failure to disclose any existing or potential conflict may disqualify the Response from consideration.

Nondiscrimination. The City notifies all possible Proposers that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, sex, age, ethnicity, or any other basis prohibited by law.

News releases by the selected team pertaining to its selection will require prior written approval from the City.

The City reserves the right to verify and investigate the qualifications and financial capacity of any and all members of the proposing teams.

The City accepts no responsibility or obligation to pay any costs incurred by any party in the preparation or submission of a proposal or in complying with any subsequent request for information or for participation throughout the evaluation process.
Background Documents

The City has copies of the following documents available for review online at the website www.newbergoregon.gov

- Newberg Strategic Tourism Plan
- Revolving Loan Fund Newberg Economic Development Revolving Loan Fund Program Guidelines
- Newberg Downtown Improvement Plan Newberg Downtown Improvement Plan - final plan
- Comprehensive Plan (updated 2018)