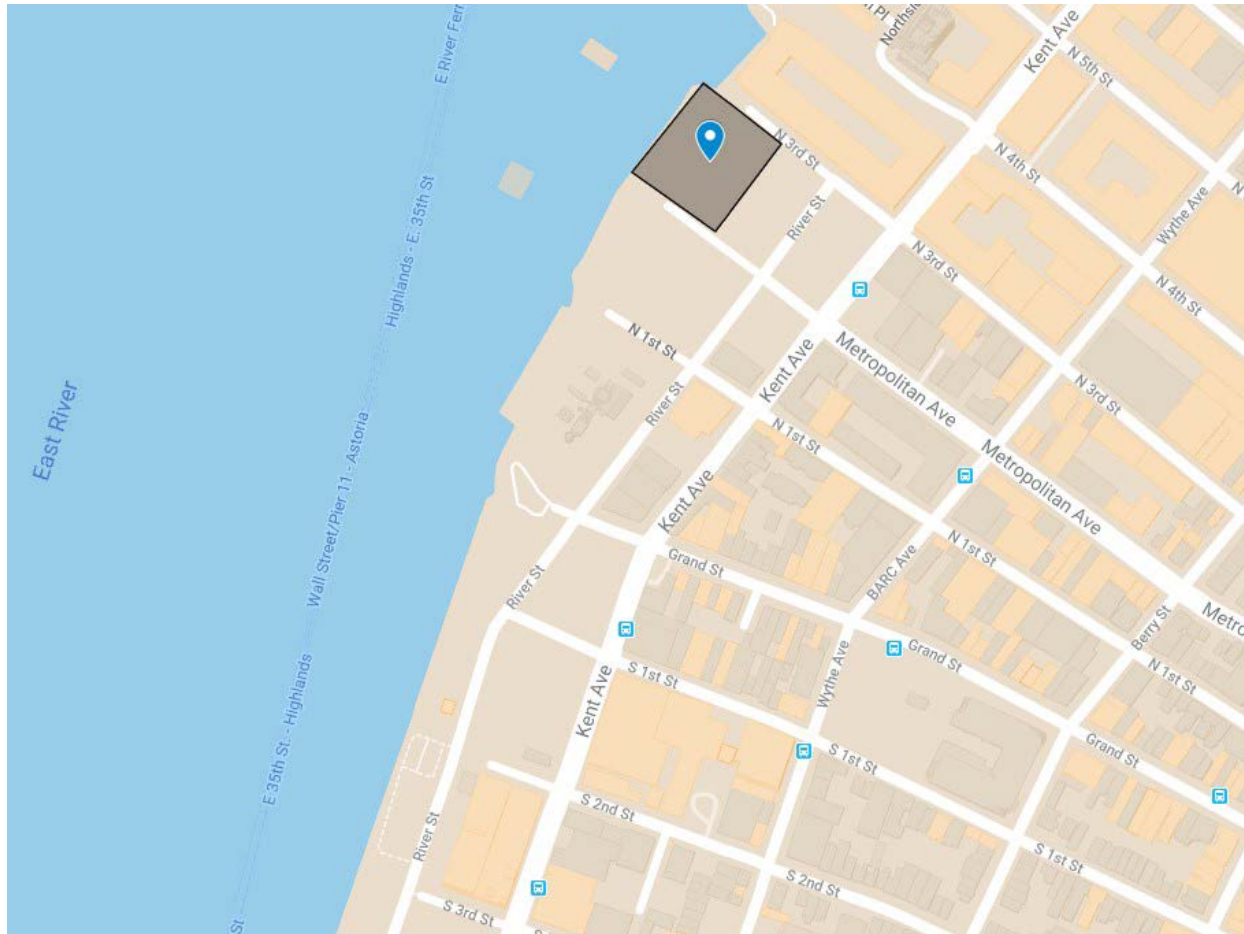


Request for Proposals: Interim Use at the River Street Master Plan Site

Two Trees Management Company is looking for a creative interim user for 27,500 SF of vacant land on the waterfront in Williamsburg, Brooklyn. Two Trees acquired the site in December 2019 and is currently working on plans to redevelop the site. During the planning process, the site will be available on an interim basis for a minimum of one year, with potential options to extend. The 27,500 square foot lot is on N. 3rd Street, between River Street and the East River, as shown on the map below.



Two Trees is looking to execute a one-year use license with an interested community group before April of 2020. The use license shall be rent-free and shall be in effect for at least a year. Interested groups should submit a proposal by March 13, 2020 detailing the proposed use of the space. Specifically, Two Trees is looking for proposals with the following attributes:

1. An emphasis on sustainability, community engagement and ecology. We hope to find a use that not only appeals to a wide cross-section of the Williamsburg community, but one that is in harmony with the environmental assets of this unique waterfront.

2. An established track-record. We are interested in working with a group that is responsible and well organized with experience executing uses and activities proposed. We expect the user to be a good neighbor to the surrounding community, and respectful of residents and businesses in close proximity to the site.
3. Financial feasibility. Interim uses that do not require significant upfront contributions from Two Trees are preferred. Please indicate in your proposal if you require a nominal initial contribution to get the use up and running.

About Two Trees

Since its founding in 1968, Two Trees Management Company, a Brooklyn-based real estate development firm, has owned, managed and developed a real estate portfolio that includes more than 6,000 mixed-income apartments and over 3 million square feet of office and retail space.

Two Trees believes that successful neighborhoods in New York City feature a wide variety of uses and attract diverse groups of people. Furthermore, our philosophy is founded upon the principle that developers and property owners play a fundamental role in cultivating this environment and that they have a responsibility to support uses that lead dynamic and sustainable neighborhoods.

Two Trees recently sponsored an interim use on a vacant lot within the nearby Domino Sugar Redevelopment. The interim use tenants occupied the space for 7 years, offering public open space and community recreation through 2019.

River Street Site

Please see the attached aerial photo of the site. The site is approximately 123' x 210', with frontage on North 3rd Street. It is approximately a 5-minute walk from the North Williamsburg East River Ferry stop, a 10-minute walk from the L Train at Bedford Avenue, and a 15-minute walk from the G at Metropolitan Avenue.

Interim Use Proposals

Interested parties should submit proposals by March 13, 2020. The proposals should include:

1. A detailed description of the proposed use, services provided etc.
2. Schematic drawing or description of the physical layout / construction.
3. Budget for the construction and operation of the space, indicating sources and uses. Please indicate if you require any initial funding from Two Trees.
4. Any related information on the sustainability or environmental focus of the use.

5. An overview of how this use will attract a diverse group of local residents, the number of users anticipated, and plans for outreach (including advertising, promotion, public programming, events, etc.).
6. Operational specifics including:
 - a. Hours of Operation
 - b. Maintenance (set-up, upkeep, trash removal, security, etc.)
 - c. Staffing
7. Experience- please provide relevant information regarding the team's experience setting up and operating this type of use elsewhere. Please provide background on all key people who will be involved in constructing, managing and operating the interim use.

Requirements During the Term of Use

The interim use space will be operated pursuant to a license agreement; no leasehold or other proprietary rights are offered. The license agreement will be for one year, beginning in April of 2020. After one year, Two Trees may consider extending the license for additional time if possible. The selected interim user will be required to operate the use without on-going financial contributions from Two Trees. Additionally, the user will be responsible for the following:

Parking and Delivery – user will make accommodations for deliveries and parking as necessary.

Security Deposits – Depending upon the use, user may be required to submit a security deposit for the duration of the license agreement.

Insurance – user will be required to carry insurance.

Taxes – user will be required to pay all sales taxes if applicable. This shall not include any property tax.

Cleaning and Maintenance Schedules – user is required to keep the site in good condition with regular cleaning schedules.

Waste Removal and Recycling - user shall be responsible for all trash removal from the site.

Indemnification – user will be required to indemnify Two Trees and all related entities for claims arising out of the operation of the event space.

Timeline for Responses

We are looking for initial submissions as soon as possible. We anticipate making a decision within the following timeframe:

February 14	RFP release date
February 18-27	Site Visit – Site visits are optional but strongly encouraged. Please RSVP by emailing bmccrum@twotreesny.com . Meeting location and directions will be provided upon RSVP. If you are unable to attend, please contact us to indicate your interest in the project so that you will receive all updates and amendments to the RFP.
February 28	Question deadline - All Questions must be submitted by 5:00pm on February 28th via email to bmccrum@twotreesny.com
March 2	Question & Answer Responses Posted - Answers to all questions will be sent via email.
March 13	Submissions due to Two Trees no later than 5pm on March 13.

The winning applicant(s) will be expected to begin operations in the spring/summer of 2020. The site will be turned over to the interim user before April 1, 2020.

Proposal Submission Instructions

Please deliver two (2) hard copies of your proposal, including all attachments to the following address:

Bridget McCrum
Two Trees Management
45 Main Street, Suite 1200
Brooklyn, NY 11201

In addition, please submit one (1) electronic version in PDF format by email to bmccrum@twotreesny.com.

Aerial View of the Interim Use Site

