



REQUEST FOR PROPOSALS

834 E. WESTFIELD BLVD – FORMER IFD STATION 32

RFP-13DMD-2026-1

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1. INTRODUCTION

Situated in the heart of the Broad Ripple Village along the Central Canal, and steps away from both Broad Ripple Avenue and the Monon Trail, the former Indianapolis Fire Department Station #32 Site (“Former IFD 32”) captures the historic nature and design of this unique area in Indianapolis. Constructed in 1922, and listed on the National Register of Historic Places, the Site represents a unique opportunity to re-envision a local landmark that has been in this location for over a century.

The City of Indianapolis invites proposals that would preserve and repurpose the Former IFD 32 for a use or uses that are suitable for the Urban Mixed-Use typology. Responses should contemplate adaptive reuse that complements and builds off nearby neighborhood amenities and recreational infrastructure and is congruous with the feel and aesthetic of Broad Ripple’s central commercial district. Proposals should seek to preserve the historic integrity of the building and overall site while aligning with the vision, goals, and recommendations contained in the Envision Broad Ripple plan.

2. SITE OVERVIEW & AREA CONTEXT

OVERVIEW

The former Indianapolis Fire Department Station 32 property ("Site") is located on the northwest corner of the intersection of E. Westfield Blvd. and Guilford Avenue. The property is currently addressed 834 E. Westfield Boulevard. Historically it was addressed 6330 Guilford Avenue.

The subject Site consists of a single parcel of land (local parcel #8015975) with a total area of ~0.49-acres. The parcel is occupied by the former fire station building and site appurtenances including a parking lot and a concrete driveway. A 125' tall telecommunications tower and related equipment is sited on the northeastern portion of the site. The site was originally developed for the fire station, which was used by the Indianapolis Fire Department until 2026 when the new IFD #32 Station was completed. It is bordered by Westfield Blvd (S), Guilford Ave. (E), the Central Canal (N), and a private business (W).



Parcel Map

SURROUNDING AREA

This Site benefits from its location in the heart of the Broad Ripple Village. Located six miles from downtown, and established in 1836, Broad Ripple Village is one of the city's longest-established Cultural Districts. Approximately 17,000 people live in this socially, economically, and ethnically diverse area, that has a thriving social and local arts scene. The site is located one block north of Broad Ripple Avenue, the area's main thoroughfare that features a diverse mix of amenities including many locally owned boutiques, restaurants, and pubs.

As one of the most pedestrian-friendly districts in Indianapolis, Broad Ripple sits at the crossroads of two of the city's busiest multi-modal trails. The Site is located across from the Broad Ripple Canal Esplanade, a unique portion of the Central Canal greenway that connects to the 7.7-mile Canal Towpath. The Site is located one block west of a trailhead to the Monon Trail, the city's most popular multimodal trail that runs twenty-seven miles from downtown Indianapolis to northwestern Hamilton County. An IndyGo Red Line Bus Rapid Transit Station is nearby, 0.15-miles to the southwest of the Site.



Vicinity Map

BUILDING OVERVIEW

The one-and-a-half-story building with a basement contains approximately 4,888-sf of gross building area. It was originally constructed in 1922 in the Tudor revival style, with an addition to the northwest constructed in 1994. The wood framed structure sits on a concrete foundation and foundation walls around the basement. The building's exterior walls consist of clay brick and stucco around punched windows while the gabled roof is covered in asphalt shingles.

The main floor includes an apparatus bay with an overhead door, a kitchen, and a watch room, while the upper story consists of a lounge and living quarters. The 1994 addition added a back room that was used as a fitness center, and a service room with additional living quarters on the upper floor.

The building floor plan is provided in this RFP as Exhibit A.

A Condition Assessment Report prepared for DMD by Wiss, Janney, Elstner Associates, Inc. in January 2026, is provided in this RFP as Exhibit B.

HISTORIC PRESERVATION

In 2011 the building was listed on the National Register of Historic Places. The National Register is the official list of the Nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Park Service's National Register of Historic Places is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources. Additional information regarding the National Register of Historic Places can be found here:

<https://www.nps.gov/subjects/nationalregister/what-is-the-national-register.htm>

The former IFD 32 building was eligible for listing due to meeting the following criteria:

- It is associated with events that have made a significant contribution to the broad patterns of our history.
- It embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.

A copy of the complete registration form and supporting documents is attached to this RFP as Exhibit C.

ENVIRONMENTAL CONSIDERATIONS & COMMUNICATIONS TOWER

A Phase 1 Environmental Site Assessment (“ESA”) was ordered for the site prior to this offering. The Qualified Environmental Professional conducting that assessment concluded there are no Recognized Environmental Conditions (“RECs”) for the Site.

Construction methods employed at the time IFD 32 was built may have resulted in the use of hazardous building materials, specifically lead-in paint and sealants, and/or asbestos-containing materials such as floor tiles or pipe insulation. The potential presence of these materials is noted as a Business Environmental Risk for the structure in the Conclusions section of the Phase 1 ESA.

A copy of the Phase 1 Environmental Site Assessment report prepared for DMD by IWM Consulting Group dated 10/30/25 is attached to the RFP as Exhibit D.

Adjoining the building to the northeast is a 120-foot steel monopole communications tower, constructed in 1993. This tower is occupied by two national telecommunications companies who have license agreements with the City of Indianapolis, Department of Public Safety. There is a 480-square foot room in the northeastern portion of the building which houses equipment for the cellular tower. It has its own power supply and HVAC equipment provided by the Licensee.

The current terms for both license agreements have eight years and three months remaining as of the issuance date of this RFP. Licensee Obligations include any incremental increase in real estate taxes, insurance, all maintenance and repairs, and any utility services necessary for their operations at the Site.

For the purpose of responding to this RFP respondents are to assume the licenses and any associated revenues will remain with the City through expiration of those agreements in 2033 or are terminated at an earlier date under the terms of the license agreements.

Copies of the license agreements for the communications tower are attached to the RFP as Exhibit E.

3. DEVELOPMENT VISION

REUSE CONSIDERATIONS

The Site is currently zoned SU-9, Special Use for buildings and grounds used by the city government. The “Broad Ripple Village: Envision Broad Ripple” specific area plan calls for this property to be “Urban Mixed-Use”. The Marion County Land Use Plan: Pattern Book provides guidance for the Urban Mixed-Use typology and appropriate land-use under that category on p.54 – 60.



Prospective respondents are strongly encouraged to review the Pattern Book and the Indianapolis-Marion County Consolidated Zoning and Subdivision Ordinance to incorporate into their project applicable requirements and/or describe their intentions to submit land-use petitions to allow for their proposed project.

<https://www.indy.gov/activity/zoning-and-subdivision-ordinance-indy-rezone>

DESIRED USE & PRE-SUBMITTAL MEETING

It is expected that responses will propose adaptive reuse of the existing structure and that use of the property will be complementary and harmonious with existing neighborhood character. Pedestrian-oriented development with a wide range of businesses, services, and institutions that serve both adjacent neighborhoods and the broader Indianapolis community is encouraged for this area. Where possible, sidewalks and other pedestrian spaces should be activated as places to gather or otherwise spend time, such as sidewalk cafes and plazas. Use could include a stand-alone business or a mix of smaller uses: Small-scale offices, retailing and personal or professional services, artisan manufacturing, food production.

Scale and massing of the proposed development should be consistent with the urban nature of the Site, providing an appropriate level of density and urban form that is harmonious with the surrounding area.

DMD encourages interested respondents to request a 1-Hour Pre-Submittal Meeting with city staff to discuss their concept and alignment with the city's desired use of the site prior to responses being due. To request a Pre-Submittal meeting, contact Piers Kirby, Administrator for Real Estate & Brownfield Redevelopment, piers.kirby@indy.gov. All requests for Pre-Submittal Meetings must be submitted in writing, by no later than October 1, 2026. It is not a requirement to have participated in a Pre-Submittal meeting to submit a response to this RFP.

4. PROJECT SUPPORT

FINANCIAL FRAMEWORK

Operating proforma, construction budget, and sources and uses should clearly identify any anticipated funding gap. All funding sources contemplated should be included in the project sources and uses, and information regarding the process and timeline for securing all financing should be included in the submission.

Developer shall specify if any city incentive will be needed and the amount of each incentive; if a city incentive is anticipated, the aggregate amount of the gap should be clearly specified. Respondents should indicate the type of incentive anticipated for the proposed development, explain how the incentive will fill a gap, and articulate why it is necessary for project feasibility.

MINIMUM STANDARDS AND PROJECT GOALS

The City of Indianapolis, through law and policy, has adopted several minimum standards and project goals for public-private partnerships. Development teams should familiarize themselves with these precedents and incorporate them into their proposals to the greatest extent possible. Examples include minimum standards encouraging the use of high-quality construction labor, safeguards against contractor wage fraud, and good-faith efforts to meet codified XBE goals.

ENGAGEMENT

Equitable, inclusive, and ongoing engagement with the community will be expected as an integral component of the development process for this site. Development teams should be prepared to undertake outreach to nearby stakeholders, including but not limited to neighborhood groups, merchants' associations, elected officials, neighboring property owners, and service providers. The Department of Metropolitan Development will play a supporting role in public participation throughout the process.

5. SUBMISSION REQUIREMENTS & OBLIGATIONS

SUBMISSION COMPONENTS (1/2)

- Cover Letter Containing:
 - Organization Name
 - Address
 - Contact Person's Name
 - Phone + Email
- Team Organization
 - Description of Team
 - Organizational Chart with Names
 - Key Staff
 - Description of Roles (inc. % of each team member's time devoted to project)
 - Percent Minority-, Women-, Veteran-, and Disabled-Owned Business participation
 - Resumes
- Proposal for Redevelopment of the Site
 - Financial Offer

The Market Value of the property, established in June 2026, and minus the present-day value of the cell tower, is \$1,300,000.00

The market valuation establishes a Target Price for each parcel. The Target Price is not a minimum bid. Respondents may propose a lower purchase price provided the request is made with supporting documentation indicating the rationale behind a below-market bid and proposed alternative consideration (see Financial Framework section). Offers for the Target Price will receive maximum scoring points in the Purchase Offer scoring section.

SUBMISSION COMPONENTS (2/2)

- General description of the proposed project
 - Outline of development and financial terms, including proposed purchase price
 - 10-year Operating Proforma
 - Proposed funding sources & uses
 - Detailed construction budget
 - Proposed project schedule
 - Details regarding incentives Developer will be requesting
 - Details regarding historic preservation plan
 - Details regarding public benefits, such as job creation, infrastructure improvements, etc.
 - Project renderings or images
 - Proof of market demand, such as market feasibility study
 - Community engagement plan
- A description of the proposed developer(s) and operator(s)
 - Identity and relationships with other firms involved in the project
 - Description of firm's in-house capabilities and related experience
 - Number of years in business
 - Documentation of financial ability to complete the project
- Examples of Prior Relevant Work
 - Number of Projects
 - Organization's Role in past development projects
 - Project Descriptions
 - Project Timelines
 - Total Project Cost
 - Examples/Imagery

SELECTION CRITERIA (1/3)

Applications are scored to assess development team qualifications, project budget, design plans and other factors based on the categories below. If DMD determines all proposals for a given development opportunity fail to adequately advance local planning goals, the department reserves the right not to select any applicant. DMD may request additional information from applicants prior to a final recommendation for selection.

Proof of experience (0-30)

Priority is given to applicants who demonstrate qualifications, proven experience completing similar projects, including historic preservation and adaptive reuse projects, and capacity to execute the project as proposed in a timely manner. Team member track record in the Indianapolis Metropolitan Statistical Area is also considered. Rubric below:

0 to 5 Team composition

0 to 10 Relevant and demonstrated development team experience

0 to 15 Capacity to timely execute the project

Financial capacity and feasibility (0-30)

Priority is given to development teams that have the financial capacity and have a viable and timely plan to secure funding. Market demand for the proposed use of the Site and project should be demonstrated. Rubric below:

0 to 5 Demonstrated market demand and/or community need for Project

0 to 10 Demonstrated financial capacity

0 to 5 Detailed construction budget, operating proforma, and sources and uses

0 to 10 Financial feasibility and plan to secure funding

SELECTION CRITERIA (2/3)

Historic Preservation & Design Goals (0-10)

Priority is given to proposals that meet the programming goals stated in this document and that propose high-quality designs that meet the stated urban design and historic preservation principles, within the local context and culture and with high quality materials. Applications that maximize the full development potential of the site are preferred. Rubric below:

0 to 5 Historic Preservation principles

0 to 5 Design goals and materials quality

Purchase offer amount (0-10)

Priority is given to applications that offer a reasonable purchase price that meets or exceeds the site's market value. Purchase offers less than market value may result in a lower application score, lower financial feasibility score and lower project readiness score. DMD may decide to decline any application with a purchase offer less than market value. Alternatively, DMD may consider an offer less than market rate if the development meets local redevelopment goals or offers commensurate public benefits. Rubric below:

0 to 10 Purchase offer

Public benefits (0-10)

Priority is given to concepts that provide tangible public benefits, such as new or retained jobs, new retail, cultural activities, social services, fiscal benefits, environmentally sustainable features, or other priorities identified for the site. Applications that maximize reuse of the existing building in a manner that is complementary to the surrounding area are preferred. Rubric below:

0 to 5 Programmatic public benefits

0 to 5 Fiscal, jobs and catalytic impact public benefits

SELECTION CRITERIA (3/3)

Community Engagement & XBE Utilization Plans (0-10)

Respondents should provide a community engagement plan outlining the process that they would undertake, after selection, with elected officials, adjacent neighbors, community organizations and businesses around the site and in the surrounding neighborhood. Any letters of support for the proposal may also be included. Additionally, respondents should include in their plans anticipated good faith efforts to engage and utilize Minority-, Women-, Veteran, and Disabled-Owned Business, and identify anticipated percentages of those businesses. Rubric below:

0 to 5 XBE Engagement & Utilization plans

0 to 5 Community engagement plan

DMD may review additional information as it relates to the above criteria, including but not limited to provided references or staff research. Following the review of an evaluation committee consisting of City staff and subject matter experts, a recommendation for selection is submitted to the Metropolitan Development Commission (MDC).

SITE WALKTHROUGHS

Walkthroughs of the IFD 32 building will be held throughout the RFP period on a monthly basis, on the following dates and at the following times (local time):

August 10, 2026: 2 – 3:30pm

August 31, 2026: 2 – 3:30pm

September 21, 2026: 2 – 3:30pm

Prospective respondents are strongly advised to participate in a walkthrough to inform their proposals. All walkthrough participants will need to sign city waiver of liability forms prior to going through the building. On the day of the scheduled walkthroughs, City staff will meet prospective respondents onsite and will guide participants through the building. To register for a walkthrough, contact DMD staff at piers.kirby@indy.gov.

QUESTIONS, ADDENDUMS, & SUBMITTAL INSTRUCTIONS

Questions shall be submitted to piers.kirby@indy.gov no later than 5:00 p.m. local time, September 30, 2026. Reference the RFP by name and RFP number when submitting questions. The DMD intends to respond in writing or email to all questions that will be an addendum to the RFP, and such information will be provided to all respondents receiving a packet. All such addenda shall become part of the RFP, and all respondents shall be bound by such addenda, whether or not received by the bidder.

Respondents are advised that addendums to this RFP may be periodically issued throughout the term of this RFP, and must check the website <https://www.indy.gov/workflow/find-bid-opportunities> for addenda and updates after the release date. The City will not send addenda or updates directly to potential respondents. It is the responsibility of the prospective respondent to regularly check the RFP listing on the Purchasing website to determine whether any addendums have been issued, and to review those and modify their proposals accordingly. Respondents should print out, sign, and return addenda acknowledgement(s) as attachments to their proposal. Failure to sign and return the addenda may cause a proposal to be determined as non-responsive for review purposes.

Respondents shall submit their responses electronically to piers.kirby@indy.gov and should reference proposal number RFP-13DMD-2026-1 in both the subject line of the email and in the proposal document. All response files should be in PDF format, with individual file sizes limited to 20MB. All responses must be received by 12:00 p.m. local time, October 30, 2026. Hard copies may be required at a later date. These dates are subject to amendment at the City's discretion. Any amendments to this schedule will be posted in the form of an addendum on the City's Purchasing Division website <https://www.indy.gov/workflow/find-bid-opportunities> under the RFP name and number.

TIMELINE

RFP Released _____ July 24, 2026
Questions Due _____ Sept. 30, 2026
Question Responses Provided _____ Oct. 7, 2026
Proposals Due _____ Oct. 30, 2026
MDC Proposal Opening _____ Nov. 4, 2026
Interviews _____ 4Q, 2026 – 1Q, 2027

PROJECT AGREEMENT

Upon notification of selection Developer shall concurrently proceed with due diligence, pre-development activities, requests for incentives, and pursuit of real estate entitlements, while also working with the City to negotiate a required Project Agreement for sale of the property.

Use, Disclosure, and Confidentiality of Information:

This RFP, and any subsequent addenda, and any other required items, will be incorporated by reference and made a part of any resulting agreement. The information supplied by the respondent as part of a proposal will become the property of the City. Proposals will be available to interested parties in accordance with the Indiana Access to Public Records Act (IC 5-14-3). None of the proposals will be made available to the public until after the execution of an agreement or cancelation of the RFP unless the City is required to disclose them (a) in litigation or (b) in response to a government investigation.

PUBLIC NOTICE

In accordance with Indiana Code 36-7-15.1, the Metropolitan Development Commission (the “MDC”) is offering for sale property described in this proposal package (the “Property”).

The disposition of the Property will be duly advertised in The Indianapolis Star and The Court and Commercial Record. The disposition of the Property will be governed by the procedures that have been established by the MDC in accordance with all applicable laws and rules. The MDC may consider offers for alternative proposed Fair Market Value of the property if appropriate justification can be demonstrated in the Developer’s proposal.

The MDC will open proposals at 1:00 p.m. EST on November 4, 2026, in the Public Assembly Room of the City-County Building or any other location designated on the public notice for the hearing. All exhibits, drawings, renderings and other material to be used in such presentation that are in addition to the sealed bid shall be deposited by each bidder at the time of the submission of the written offers and shall be retained by the DMD. All exhibits and graphics of the successful bidder(s) remain the property of the DMD. The MDC reserves the right to accept, reject, or table any and/or all offers.

In determining the highest and best offer, the DMD, on behalf of the MDC, shall take into consideration all factors relevant to desirable development, including the following: the terms offered, the project description, the economic development benefits of the Proposal, compliance with the Request for Proposals, Experience and Qualifications of the Respondent Team, and the readiness to enter into a Project Agreement. Satisfying these factors will assure the DMD and the MDC that the sale, if made, will best serve the interests of the community both from the standpoint of human and economic welfare.