



June 16, 2023

Chase Bruton, Town Manager
Town of Yorktown
9312 W. Smith Street
Yorktown, IN 47396

Re: RFP Management and Developer Negotiations

Chase,

We are excited to partner with the Town of Yorktown on the redevelopment of your downtown parcels into an impactful mixed-use development, and appreciate the opportunity to continue our partnership. We wanted to share this proposal outlining the scope of work for RFP development, process management, and developer negotiations for this project. We are excited to assist on new and ongoing developments projects. Our experience in assisting many communities in a variety of economic development and redevelopment activities can be beneficial to helping the town implement this desired project and future projects.

Developer Management and Negotiations

Our firm is built upon implementation with a proven track record of delivering quality, catalytic developments in the communities we serve. Using our background in real estate, development and construction, we can represent the town in discussions and negotiations with developers interested in development and redevelopment within the community (as assigned by the town). This can include reviewing pro forma and other financial documents, working with bond counsel and municipal finance advisors, among other elements pertinent to the development project. We will also participate in conference calls or in-person meetings as required and scheduled with advanced notice. If requested, we can lead the town's project team to successfully deliver quality projects for the Town within a given schedule.

Below is a list of activities that we typically assist communities in delivering quality projects in conjunction with developer management and negotiations:

1. In conjunction with an internal project team, we can lead discussions and negotiations with developers and end users for potential developments:
 - a. Understand the needs of each prospective business / developer
 - b. Research and gather project information
 - c. Review proformas and business plans to determine incentives
 - d. Work with project team to determine final incentive offer
 - e. Understand infrastructure and utility needs
 - f. Work with prospective business / developer through approval processes



2. Work with internal project team to bring the “best available” deals to the Town and approving bodies for review
3. Present deals to the Town and approving bodies for review (typically Town Council, RDC, or CDC)
4. Observe construction of projects to ensure adherence to development standards and deal terms
5. Any other service required to achieve the vision and goals of the Town of Yorktown.

Compensation

Compensation for services rendered will be billed as a flat \$1,500 fee monthly for six months, not to exceed \$9,000. Our hourly rate for Project Executive time is \$185/hr. We will track our hours and tasks and they will be included on the monthly invoice as appropriate.

If payment is not made within 30 days of the date when the payment is due, we may, at our option, and effective upon the delivery of written notice of our intention to do so, terminate the contract or suspend further performance of our services under the contract, and we shall have no liability for delay or damage that results from the termination of the contract or suspension of services.

Reimbursable Expenses

The following expenses will be considered reimbursable and will be invoiced at their direct costs on monthly invoices:

- A. Reproduction services for plans and specifications other than for normal in-house coordination
- B. Overnight postage, certified mail, and delivery services
- C. Mileage at the current federal rate



VERIDUS
GROUP

6280 N. SHADELAND AVENUE, SUITE A
INDIANAPOLIS, IN 46220
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Thank you again for your time and consideration. The fees for services contained in this proposal are valid for one year from the date of this letter. If the terms of this proposal are agreeable, we will prepare a master services agreement and the required work order to begin the work. If you have any questions or need further information, please call my cell at (317) 750-3768.

Best regards,

Alaina Shonkwiler
Director of Community and Economic Development
The Veridus Group

Cc Tim Jensen, Veridus

--Signatures Below--

Veridus Group, Inc. by:

Timothy M. Jensen, President

Town of Yorktown, Indiana, Client by:

Yorktown Official