NOTICE OF REQUEST FOR PROPOSALS (RFP) FOR
ROBBINS MILL CONVEYENCE FOR REDEVELOPMENT

Bid: **Q24-200**

To: **All Prospective Bidders**

From: **Jessica Coltrane, Town Clerk/HR**

Subject: **Request for Proposals for Economic Development Housing Project: Robbins Mill Redevelopment**

Date: **September 15, 2026**

The Town of Robbins requests written statements of proposal (RFP) from high-quality development teams specializing in the conveyance and redevelopment of previous mill sites for a potential economic development project. The Town is offering to convey ownership of the property to approved redevelopment proposals.

Submittals are due by **3:00 pm on November 30, 2026**. Please email submittals to Jessica Coltrane, Town Clerk at info@townofrobbins.com.

If you have any questions concerning submittal procedures, please contact the Town Hall at (910)-948-2431. Questions concerning this Request for Proposals must be submitted in writing no later than 3:00 pm on September 29, 2026, to Jessica Coltrane via e-mail at info@townofrobbins.com. All responses to submitted questions will be published in the form of an addendum on the Town's website at www.townofrobbins.com by **5:00 pm October 6, 2026.**

The Town of Robbins reserves the right to reject any and all proposals.

Request for Proposals for Robbins Mill Site Redevelopment for the Town of Robbins

Bid: Q24-200

1.0 Introduction

The Town of Robbins is considering the conveyance of a town-owned property located at 200 S Kennedy Street in Robbins, North Carolina as an economic development project. This redevelopment should include industrial development in addition to other potential site uses.

Priorities for the site include:

- *Environmental Stewardship:* Deliver a product in accordance with Federal EPA and NC Department of Environmental Quality (NC DEQ) standards for Brownfield Agreement.
- *Job Producing Industrial/Manufacturing Options:* The town seeks to replenish a depleted local area job market that once was the pinnacle of manufacturing in the region.

Given its key gateway location, 200 S Kennedy Street has been identified as a catalyst site, with high potential for promoting connectivity to surrounding neighborhoods and a generation of economic activity. An emphasis on street-level activity, incorporation of a mix of uses, and provision of pedestrian-friendly infrastructure are suggested characteristics for development at this site. Amenities are in place with Milliken Ball Park that houses tennis courts, a basketball court and a soccer/baseball field along with the Mill Pond which is adjacent to the property and includes fishing dock and covered picnic shelter for rental.

Parties interested in acquiring the property though conveyance for the sole purpose of redevelopment are required to submit information on their qualifications, past project experience, and relevant experience with the NC Brownfields program and/or environmentally contaminated property redevelopment for economic development purposes. Written statements of qualifications are intended to demonstrate to the Town the respondent's capabilities, as well as past successes in bringing urban/suburban, mixed-use development projects to market. Respondents will also be asked to submit a narrative description of their intended approach to site redevelopment, including ideas on how to deliver a program that accomplishes stated Town priorities. The Town will evaluate all complete responses using the objective criteria described in this RFP.

2.0 Background Information

The 10.93-acre property is located at 200 S. Kennedy Street in Robbins, North Carolina, the former Milliken Plant. The property is currently enrolled in the NC Brownfields program and qualifies for all associated entitlement incentives as applicable.

The Town acquired the property in 2014 and received Brownfield Assessment funding from the Environmental Protection Agency (EPA). Initial assessment work for the former Robbins Mill was completed utilizing the Town's Brownfield Grant including Phase I and Phase II Environmental Site Assessments (ESAs). The Phase II identified soil contamination across the site, primarily due to polycyclic aromatic hydrocarbons (PAHs) and heavy metals (chromium and arsenic) at levels above established regulatory thresholds. An Asbestos-Containing Materials (ACM) survey determined that debris piles in specific areas of the subject property contained ACM. In 2016, the Town was awarded two separate hazardous clean-up grants to address contamination at two of the larger parcels at the mill complex – (the Northern and Southern.) In addition to these parcels, Phase II also identified contamination in and adjacent to the mill's former smokestack. Phase II noted that within the Smokestack Parcel were two large aboveground storage tanks (ASTs) containing fuel oil and soils in the area have been impacted from PAHs, likely from years of burning fuel in the mill boilers and also a significant amount of building debris suspected of containing ACM. The Smokestack Parcel is the subject of this cleanup project and the next piece of the redevelopment puzzle to be addressed. The Town addressed the areas of contamination described above with funding from this grant. The mill complex is centrally located in the heart of the small town, and the cleanup of the Smokestack Parcel is a key piece to the overall redevelopment of the former mill complex and to the revitalization of this distressed community. Residents of this area have called for improved access to new industry that would afford residents the jobs they desperately need, and a variety of commercial services many other areas of the County take for granted: grocery stores, health care, banks, and green space. Residents have been particularly interested in saving the historic smokestack and potentially developing a historical display to pay homage to the significant role the mill played in the Town's history. The cleanup activities completed under this project are helping to advance the redevelopment efforts of this historical property.

The Town has taken seriously its responsibility of environmental stewardship, working closely with the NC Department of Environmental Quality and environmental engineers to investigate the extent of contamination, remediate where feasible, and share information.

Additional information (including Phase I and Phase II Remedial Investigation Reports) may be found at: Town of Robbins - News

Scope of Work

The general scope of work for the activities includes the following:

1- If desired by the Town, work with the Town through the conveyance process and develop an industrial development concept for the property in addition to other commercial uses that meet market demand.
2- Work with the Town and the NC DEQ to develop an environmental management plan and vapor intrusion plan in conjunction with site redevelopment.

3.0 Proposal Content

The following should be included in your proposal.

- Executive Summary
- Qualifications and experience related to Brownfield redevelopment projects and projects in the NC DEQ Brownfields program
- Experience with public-private partnership developments
- Concept and design of property
- Cost estimates
- Project timeline
- Resumes of key personnel
- Identification of potential conflicts of interest, independence issues, or biases associated with the scope of work

DETAILS OF PROPOSAL SUBMISSION

Proposals subject to the conditions made apart hereof will be accepted until **3:00 P.M., on November 30, 2026** for furnishing services described herein. A tentative timeline is provided below:

Date	**Event**
September 15, 2026	Distribution of RFP
September 29, 2026	Email any questions to info@townofrobbins.com
October 6, 2026	Answers to questions received will be published by 5:00 pm on Town website under Bid Proposals at www.townofrobbins.com
November 30, 2026	Proposals due by 3:00 pm
December 15, 2026	Selection and Notification

Electronic Delivery

This RFP may be submitted as a pdf file attached to an e-mail message and sent to info@townofrobbins.com with the following inserted in the "subject" line of the e-mail: **"Robbins Site Redevelopment RFP"**. Please note that e-mailed proposals must be received by the specified deadline according to the internal clock of Town of Robbins's server receiving the proposal. **Please do not submit paper copies.**

4.0 General Submittal Requirements

Throughout this request, the "Submitter" refers to qualified firms that submit a proposal. Costs incurred by firms responding to this RFP are solely their responsibility.

Submitters are required to prepare their response in accordance with the instructions outlined in this part and elsewhere in this RFP. To be eligible for consideration, the submitted proposal must include all of the following:

1. Cover letter stating intentions of the proposal
2. Table of Contents
3. Submittal should be provided in PDF format and should not exceed 25 pages.

Submittal Requirements

For the purposes of consideration, Town of Robbins requires that all submitters:

1. Possess qualifications and experience related to the scope including specific experience with Industrial, Brownfields site redevelopment, and public-private partnerships.

2. Possess any necessary licensing to conduct work in North Carolina, as outlined in the scope.

Submission and Scoring

Submissions will be scored (100 points total) on the following items included in the initial submittal:

1. ***Development concept and alignment with the town's priorities (30)***
2. ***Brownfield site redevelopment experience in North Carolina (30)***
3. ***Public/Private partnerships (20)***
4. ***Community redevelopment projects in general (20)***

5.0 Insurance:

The successful submitter shall procure and maintain during the life of the contract the following insurance coverage:

Worker's Compensation: Coverage to apply for all employees for statutory limits in compliance with the applicable state and federal laws. The policy must include the employer's liability with a limit of $100,000 for each accident, $100,000 bodily injury by disease for each employee and $500,000 bodily injury by disease policy limit.

Commercial General Liability: Shall have minimum limits of $1,000,000 per occurrence combined single limit for bodily injury liability and property damage liability. This shall include premises and/or operations, independent contractors, products and/or completed operations, broad form property damage and explosion, collapse and underground damage coverage, sudden and accidental pollution losses, and a contractual liability endorsement.

Business Auto Policy: Shall have minimum limits of $1,000,000 per occurrence combined single limit for bodily injury liability and property damage liability. This shall include: owned vehicles, hired and non-owned vehicles, and employee non-ownership.

Professional Liability Insurance: The selected firm will be required to furnish proof of professional liability insurance coverage in the minimum amount of $1,000,000.

Special Requirements: Based on the nature of services to be provided by the firm and the assessment of the risk posed to the Town, the Town may require evidence of supplementary insurance coverages.

The Town of Robbins is to be named as an additional insured on the Commercial General Liability policy.

Current, valid insurance policies meeting the above requirements shall be maintained for the duration of the project. Renewal certificates shall be sent to the Town of Robbins thirty (30) days prior to any expiration date. There shall also be a 30-day notification to the Town in the event of cancellation or modification of any stipulated insurance coverage. Certificates of Insurance on an Accord 25 (8/84) or similar form meeting the required insurance provisions shall be forwarded to the Town of Robbins. The wording on the Certificate of Insurance which states that no liability shall be imposed upon the company for failure to provide such notice is not acceptable. Original policies or certified copies of policies may be required by the Town at any time.

Hold Harmless: The Contractor agrees to indemnify and hold harmless the Town of Robbins from all loss, liability, claims, or expense (including reasonable attorneys' fees) arising from bodily injury, including death or property damage to any person or persons proximately caused in whole or in part by the negligence or willful misconduct of the Contractor except to the extent same are caused by the negligence or misconduct of the Town.

Contract Period:
The contract resulting from this proposal shall be effective for the fiscal year of 2026-2027.

6.0 Evaluation Criteria and Process

The Town may choose to interview project firms or directly negotiate with the top-ranked firm(s). The Town will seek to negotiate a contract, a general scope of services, an economic or other development agreement, etc. with the preferred firm(s). If unable to reach an agreement, the Town of Robbins will terminate negotiations and commence negotiations with another ranked firm(s). Each RFP will be evaluated on the Consultant's responsiveness to the requirements of this RFP. Evaluation Criteria will include, but are not limited to the following:

1. ***Development concept and alignment with the town's priorities (30)***
2. ***Brownfield site redevelopment experience in North Carolina (30)***
3. ***Public/Private partnerships (20)***
4. ***Community redevelopment projects in general (20)***

A committee selected by the Town of Robbins will review the Requests for Proposals, rank the submittals, and make the selection based on consensus with their review committee. Town reserves the right to shortlist up to (3) consultants and request an interview.

7.0 Open Records

Information submitted to the Town of Robbins is public information and is available upon request in accordance with the North Carolina Public Information Act. As provided by North Carolina statute and rule, the Town will consider keeping confidential the trade secrets, which the Submitter does not wish to be disclosed. For such information, the Submitter must mark each page in boldface at the top and bottom as "CONFIDENTIAL". Cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination whether it is or not to be "secret" will be determined by North Carolina General Statues 132-1.2(1).

Once a final project cost is disclosed the cost information will not remain confidential.

8.0 Preparation Costs

The Town of Robbins will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any statements of qualification.

9.0 Additional Terms and Conditions

All proposals and other material submitted become the property of the Town of Robbins. The Town of Robbins reserves the right to add terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposal evaluations.

All Contractors must familiarize themselves with Brownfield Development section of NC DEQ as it relates to Vapor Intrusion Mitigation Plan (VIMP) and Environmental Management Plan (EMP) during construction. Guidance documents are here: [Brownfields Redevelopment Section Statutes | NC DEQ]

FIGURE 1