

Downtown Development Authority of City of Madison Heights

Memorandum

Date: April 13, 2026
To: MHDDA Board
From: Giles Tucker, Community Development Director
Subject: Updates on Other Projects

27025 John R Rd RFQ (11 Mile Rd & John R)

Our designation as a “certified” community through RRC has unlocked \$35,000 for the development of an RFQ document. We are seeking a company with both the architectural background to help us produce an RFQ document that includes conceptual designs that meet our ordinances and vision, market data that demonstrates the concept is economically viable and incentives we are willing to offer to encourage a catalyst development within the heart of our downtown district. Once completed, the city with the help of the Community Economic Development Association of Michigan (CEDAM) and the MEDC will seek developers interested in submitting proposals to acquire and develop the site.

To see RFQs from other communities that have been completed through this process visit

<https://www.miplace.org/redevelopment-ready-sites/rrc-rfq/>.

The first step for this project is setting up initial conversations with contractors to go over scope of the RFQ. We have identified two companies we feel would have the best background suited to the development of the RFQ, Progressive Companies (formerly Progressive AE) and SmithGroup. We met with SmithGroup on April 9th and as of writing this memo we will be meeting with Progressive Companies April 14th or 15th.

We will then schedule formal scoping calls that include the MEDC and CEDAM to really nail down the specific deliverables for the RFQ and to answer any remaining question the contractors may have. We would require these contractors to provide proposals no later than the end of May, possibly sooner. Once a contractor is selected, I anticipated we would receive a completed RFQ document by early fall.

Clock Tower Repair and Component Replacement

Verdin confirmed receipt of the 50% deposit for the project on April 8th. Their production team will be contacting me to discuss delivery of the clock components and scheduling of installation. It is likely that they would prefer that we complete painting prior to installation, but I will see what the installation crew prefers and schedule appropriately.

905 W 11 Mile Rd Location Station Sign Grant Application & Request

Christina Johnson owner of “Lactation Lighthouse” a doula service business on 11 Mile Rd applied for a sign grant on April 6th. The project proposes repainting an existing 155 SF metal wall sign. After reviewing our sign ordinance, it has been discovered that the max signal for this business would be 90SF. Staff denied the request but mentioned the grant can cover 100% of sign removal cost and up to 50% on new sign.