

COMMUNITY DEVELOPMENT ADMINISTRATION  
1015 Locust Street  
St. Louis, MO 63101  
622-3400  
May 31, 2006

**REQUEST FOR PROPOSALS (RFP)**  
**2812 Meramec**

**Deadline for proposals: July 7, 2006**

**Please submit your proposal to CDA, 1015 Locust St., 63101, 11<sup>th</sup> floor Attn: Jo Ann Vatcha or by e-mail to [vatchaj@stlouiscity.com](mailto:vatchaj@stlouiscity.com).**

The Community Development Administration of the City of St. Louis (CDA, Project Manager), together with the Land Reutilization Authority (Owner), and the Dutchtown South Community Corporation, are soliciting proposals for development of this property:

**2812 Meramec is a two story building located in the Mt. Pleasant Neighborhood in the 9<sup>th</sup> Ward, part of the Dutchtown South service area. Your proposal is hereby solicited for a development plan for this property. The intent is to rehabilitate the residential building as a single-family home, to be sold to an owner-occupant family. City assistance, if needed, in the form of acquisition write-down and/or tax abatement, and construction subsidy, if needed, may be available to supplement private financing for the project. Of special interest will be the developer's experience with residential projects in historic neighborhoods, as well as an acceptable time frame for completion.**

**For access to the site and/or assistance in completing the RFP forms, contact: Jo Ann Vatcha, Housing Development Analyst, Community Development Administration, (314) 622-3400, ext 369, or Debbie Irwin, Director of Housing, Dutchtown South Community Corporation, (314) 352-4865.**

The format for your proposal is as follows:

1. Names and Addresses of Developer, General Contractor, Architect
2. Description of your plans for address, including:
  - a. Narrative description of project being proposed.
  - b. Brief description of site improvements, including landscaping, construction of fences, walls, patios, garage/off street parking, etc.
  - c. Description of interior features, including number of bedrooms and baths.

3. Time frame for beginning project and schedule for completion.
4. Corporate financial statements, references, and list of residential projects completed or in progress.
5. Marketing plans.
6. Financial structure of development

**A project worksheet is attached for your convenience. A complete CDA Application will be required of the selected developer(s). The applications will be reviewed for compliance with architectural and housing goals developed by the Community Development Administration of the City of St. Louis and the Dutchtown South Community Corporation.**

Developers are encouraged to submit any additional information to assist in reaching a decision. In awarding the development, the owners may take into consideration: skills, facilities, capacity, experience, ability, responsibility, previous work, and financial standing; amount of other work being carried on by developer; quality, efficiency, and construction of equipment proposed to be furnished; period of time within which equipment is proposed to be delivered; and necessity of prompt and efficient completion of the work. Inability of any developer to meet the requirements mentioned above may be cause for rejection of proposal.

The owners reserve the right to reject any or all proposals. The successful developer must have a current City of St. Louis business license or be willing to obtain one and pass city tax clearance.

By submission of a proposal, the applicant agrees to take every reasonable effort to make maximum use of Minority Business Enterprises (MBE) and Women Business Enterprises (WBE). The goal is "Maximum Utilization of MBE and WBE", with a minimum of 25% MBE plus 5% WBE of the potential subcontract amount.

The proposal should be submitted to:

CDA/ Attn: Jo Ann Vatcha, Housing Development Analyst  
1015 Locust Street  
St. Louis, MO 63101

**Proposals will be received at the above address any time after the date of this announcement, and until such time as a developer has been selected.**

<p style="text-align: center;"><b>Community Development Administration An Equal Opportunity Employer</b></p> <p><b>The funding of this project is financed in part through a grant from the Department of Housing and Urban Development and the Community Development Administration under the provisions of Title I of the Housing and Community Development Act of 1974 (P.L. 93-383).</b></p>
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PROJECT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DATE: \_\_\_\_\_

TOTAL SQ \_\_\_\_\_

FT: \_\_\_\_\_

TOTAL # \_\_\_\_\_

UNITS: \_\_\_\_\_

PREPARED \_\_\_\_\_

BY: \_\_\_\_\_

DEVELOPMENT BUDGET

TOTAL  
COST

CATEGORY  
TOTALS

A HARD COSTS

- 1 CONSTRUCTION - ON SITE
- 2 CONSTRUCTION- OFF SITE
- 3 SUBTOTAL (EQUALS LINE 48/CONST. BUDGET)

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B SOFT COSTS

- 4 ARCHITECTURAL
  - A. DESIGN
  - B. INSPECTION
- 5 ENGINEERING
- 6 LEGAL
- 7 ACCOUNTING
- 8 TAX CREDIT APPLICATION
- 9 S U B T O T A L

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C NON PROFIT ITEMS (Soft Costs)

- 10 SURVEY
- 11 APPRAISAL
- 12 TITLE INSURANCE
- 13 CONSTRUCTION PERIOD INSURANCE
- 14 RECORDING FEES
- 15 DISBURSING FEES
- 16 CONSTRUCTION PERIOD TAXES
- 17 UTILITIES
- 18 CONSTRUCTION LOAN FEES
- 19 BRIDGE LOAN FEE (TAX CREDITS)
- 20 CONSTRUCTION INTEREST
- 21 CONTINGENCY RESERVE
- 22 MISCELLANEOUS
- 23 S U B T O T A L

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D

- 24 ACQUISITION
- 25 HOLDING

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E

- 26 CONTRACTOR'S PROFIT

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F

- 27 DEVELOPER'S PROFIT

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G

- 28 MARKETING
- 29 SALES COMMISSION

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H

- 30 T O T A L

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I

- 31 Sales Price of completed units

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