

COMMUNITY DEVELOPMENT ADMINISTRATION  
1015 Locust Street  
St. Louis, MO 63101  
622-3400  
August 8, 2007

## REQUEST FOR PROPOSALS (RFP)

### **3025 Ohio (9<sup>th</sup> Ward)**

The Community Development Administration of the City of St. Louis (CDA), Benton Park West Housing Corporation, and the Land Reutilization Authority (Owner) hereby solicit your proposal for development of the property located at 3025 Ohio (9<sup>th</sup> Ward).

The goal is to develop owner-occupied housing. City assistance, if needed, in the form of acquisition write-down and/or tax abatement may be available to supplement private financing for the project. Developer(s) will also be expected to apply for Missouri's Neighborhood Preservation Tax Credits. This building is listed as non-contributing to the historic district and is ineligible for historic tax credits. Of special interest will be the developer's experience, as well as an acceptable time frame for completion.

Additional information on city-owned property such as this may be found on the city's mapping website, <http://stlc.in.missouri.org/citydata>. For additional information on becoming a developer of CDA projects, consult the residential development web pages at <http://stlouis.missouri.org/development/residential>.

Please send proposal to: Jo Ann Vatcha, CDA Housing Analyst, 1015 Locust, 63101, or by e-mail to [vatchaj@stlouiscity.com](mailto:vatchaj@stlouiscity.com). For access to the sites or more information, call CDA, 622-3400, Ext. 369.

Please submit a brief proposal with the following information:

#### PRELIMINARY PROPOSAL

1. Contact Information: (names, addresses, phone numbers)

Name, address, phone number, plus company name if applicable: \_\_\_\_\_

General Contractor \_\_\_\_\_

Architect \_\_\_\_\_

2. Brief description of your proposed plan for this building:

a. How many units, proposed sales price?

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b. Brief description of site improvements, including landscaping, construction of fences, walls, patios, garage/off street parking, etc.

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c. Brief description of interior features, including number of bedrooms and baths.

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3. Time frame for beginning project and schedule for completion.

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4. Track Record of company or individual(s): please submit references, list of projects completed or in progress, and other helpful information.

**A company brochure or folder may be substituted.**

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5. Marketing plans, including name of real estate broker

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6. Financial structure of development, including purchase offer for building. \_\_\_\_\_

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7. Name and address of construction lender:

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**A project worksheet is attached for your convenience but is not required at this time. A complete proposal package, including architectural drawings and detailed budget will be required of selected developer(s).**

*Developers are encouraged to submit any additional information to assist in reaching a decision. Proposals are reviewed to ensure the development meets architectural guidelines and housing goals developed by the **Community Development Administration, the City of St. Louis, the Benton Park West Housing Corporation, and the Benton Park West Neighborhood**. Of special interest will be the developer's experience with residential projects in City neighborhoods, as well as an acceptable time frame for completion..*

*In awarding the development, the owners may take into consideration: skills, facilities, capacity, experience, ability, responsibility, previous work, and financial standing; amount, efficiency and quality of other work being carried on by developer; and necessity of prompt and efficient completion of the work. Inability of any developer to meet these requirements 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.*

**For assistance in completing your proposal, and to submit your proposal, contact: Jo Ann Vatcha, Housing Development Analyst, Community Development Administration, (314) 622-3400, ext 369, 1015 Locust Street, St. Louis, MO 63101.**

**Community Development Administration  
An Equal Opportunity Employer**

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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) |            | _____           |
| 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                         |            | _____           |
| 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                        |            | _____           |
| D                  | 24 ACQUISITION                            | _____      |                 |
|                    | 25 HOLDING                                | _____      |                 |
| E                  | 26 CONTRACTOR'S PROFIT                    |            | _____           |
| F                  | 27 DEVELOPER'S PROFIT                     |            | _____           |
| G                  | 28 MARKETING                              | _____      |                 |
|                    | 29 SALES COMMISSION                       | _____      |                 |
| H                  | 30 T O T A L                              |            | _____           |
| I                  | 31 SALES PRICE                            |            | _____           |