

COMMUNITY DEVELOPMENT ADMINISTRATION
1015 Locust Street
St. Louis, MO 63101
622-3400
April 7, 2008

REQUEST FOR PROPOSALS (RFP)
3517 MINNESOTA



The Community Development Administration of the City of St. Louis (CDA), together with the Land Reutilization Authority (Owner), hereby solicit your proposal for development of the property located at:

3517 MINNESOTA

3517 Minnesota is a two story building located in the Gravois Park Neighborhood in the 20th Ward. Your proposal is hereby solicited for a development plan for this property. The goal is to rehabilitate the residential building as a single-family home to be sold to an owner-occupant family. City assistance, prepaid acquisition cost, and tax abatement as a buyer incentive may be available. The selected developer must apply for Missouri State Historic Tax Credits and for Neighborhood Preservation Tax Credits. Of special interest will be the developer's experience with residential projects in established neighborhoods, as well as an acceptable time frame for completion. This project is part of a comprehensive development effort by Alderman Craig Schmid, The Gravois Park Neighborhood and CDA.

**For access to the site and/or assistance in completing the RFP forms, contact:
Sam K. Green, Housing Development Analyst, Community Development Administration,
(314) 622-3400, ext 232.**

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
7. Preliminary plans including site plan, elevations, and floor plan. (Note preliminary plans need not be sealed by an architect.)

A project worksheet is attached for your convenience. Your response and any accompanying presentation materials will be given preliminary consideration by CDA. A complete proposal, including, but not limited to, architectural drawings and detailed budget will be required of the selected developer.

Developers are encouraged to submit any additional information to assist in reaching a decision. All proposed construction will be subject to review and approval by the owners, to ensure the development meets architectural guidelines and housing goals developed by the Community Development Administration of the City of St. Louis.

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: Sam K. Green, Housing Development Analyst
1015 Locust Street
St. Louis, MO 63101

**Community Development Administration
An Equal Opportunity Employer**

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).

| | | | |
|--------------------|-------------------------------------------|----------|----------|
| PROJECT NAME: | _____ | TOTAL SQ | _____ |
| ADDRESS: | _____ | FT: | _____ |
| DATE: | _____ | TOTAL # | _____ |
| | | UNITS: | _____ |
| | | PREPARED | _____ |
| | | BY: | _____ |
| | | TOTAL | CATEGORY |
| | | COST | TOTALS |
| DEVELOPMENT BUDGET | | | |
| 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 of completed units | _____ | |