

COMMUNITY DEVELOPMENT ADMINISTRATION  
1015 Locust Street, Suite 1200  
St. Louis, MO 63101  
(314) 622-3400

DUE DATE: Open Until Developer Selected

### REQUEST FOR PROPOSALS (RFP)

**ADDRESS: 7716 Vermont (63111) 11<sup>th</sup> Ward**

The Community Development Administration of the City of St. Louis (CDA), (Project Manager), and the Land Reutilization Authority (Owner), hereby solicit your proposal for development of the property located at **7716 Vermont**. Only proposals submitted in response to this advertisement will be considered for acceptance by CDA.

The property is a single-family dwelling located in the **Patch Neighborhood** of the **11<sup>th</sup> Ward**. Development plans will be considered for **the rehabilitation of the single-family home to be sold to an owner-occupant**. Tax abatement and a limited amount of City assistance in the form of **prepaid acquisition subsidy** may be provided.

**The selected developer will be expected to apply for Missouri Neighborhood Preservation Tax Credits to offset the cost of rehabilitation. Developers are encouraged to visit the site to become fully acquainted with the existing conditions. No pre-bid conference will be held. For assistance in completing your proposal or for access to the site, please contact Matthew Sisul, CDA Housing Analyst at (314) 622-3400, ext. 322.**

The format for your proposal is as follows:

1. Name and address of developer, general contractor, and architect
2. Your proposal for the development entity (developer purchase of property, joint venture with the neighborhood housing corporation, etc.)
3. Description of the development, including:
  - a. Description of exterior improvements
  - b. Description of site improvements, including landscaping, construction of fences, walls, patios, garage/off street parking, etc.
  - c. Description of interior improvements, including number of bedrooms, baths, kitchens, etc.
4. Time frame for beginning project and schedule for completion
5. Corporate and/or personal financial statement(s), references, and lists of residential rehabilitation projects completed or in progress
6. Marketing strategy for development
7. Financial structure of development on the attached form (identifying construction lender and showing all sources and uses of funds)
8. Preliminary drawings of homes to be built, including site plan, floor plan, and elevations

Developers are encouraged to submit any additional information to assist the owner in reaching a decision. Of particular interest is your experience in residential rehabilitation projects, as well as an acceptable time frame for completion. All proposed construction will be subject to review and approval by CDA to ensure the development meets neighborhood architectural guidelines and housing goals developed by the City of St. Louis.

In awarding the development, the Community Development Administration will take into consideration skill, facilities, capacity, experience, ability, responsibility, previous work, and financial standing of bidder; amount of other work being carried on by bidder; 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 bidder to meet the requirements mentioned above may be cause for rejection of bid.

The Community Development Administration reserves the right to reject any or all proposals. The successful bidder must have a current City of St. Louis business license, or be willing to obtain one, and be able to pass City tax clearance.

By submission of a proposal, the bidder agrees to take every reasonable effort to make maximum use of Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) with respect to any subcontracts or materials purchases.

The proposal should be submitted to:

Community Development Administration (CDA)  
Attn: Matthew Sisul, Housing Analyst  
1015 Locust Street, Suite 1200  
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. Submissions will be received at the above address between 8:30<sup>AM</sup> and 4:30<sup>PM</sup> CST Monday through Friday. Submittals will be dated and time-stamped when received by the Residential Development Division and will become the property of CDA. Proposals will be reviewed by CDA and the alderperson of the ward. Additional information may be sought from developers to clarify their proposals.**

An Equal Opportunity Employer

Attachments: Development Budget Form

***Community Development Administration***

The funding of this project is financed in part through a grant from the Department of Housing and Urban Development and the Community Development Agency under the provisions of Title I of the Housing and Community Development Act of 1974 (P.L. 93-383).

**DEVELOPMENT BUDGET - FOR SALE PROJECTS**

PROJECT NAME: \_\_\_\_\_

DEVELOPER: \_\_\_\_\_

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

1. Acquisition Costs:

Acquisition	\$ _____	
Appraisal	\$ _____	
Closing Costs	\$ _____	
Title Insurance	\$ _____	
Recording Fees	\$ _____	
Holding Costs	\$ _____	
Total Acquisition Costs		\$ _____

2. Development Costs

Developer's Fee	\$ _____	
Legal Fees	\$ _____	
Consulting Fees	\$ _____	
Total Development Costs		\$ _____

3. Construction Costs

Architect	\$ _____	
Engineering	\$ _____	
Survey	\$ _____	
Permits	\$ _____	
Construction Costs	\$ _____	
Contingency Reserve _____%	\$ _____	
Contractor Profit _____%	\$ _____	
Utilities	\$ _____	
Insurance	\$ _____	
Taxes	\$ _____	
Construction Loan Fees		
Financing _____%	\$ _____	
Disbursing _____%	\$ _____	
Interest _____% for _____ months	\$ _____	
Occupancy Certificates	\$ _____	
Total Construction Costs		\$ _____

4. Marketing and Sale Costs

Advertising and Marketing	\$ _____	
Holding Costs	\$ _____	
Sale Costs		
Commission _____%	\$ _____	
Appraisal	\$ _____	
Closing	\$ _____	
Title Insurance	\$ _____	
Recording Fees	\$ _____	
Total Marketing and Sale Costs		\$ _____

Total Development Cost		\$ _____
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Project Income:

1. Sale of Units

1 unit @ \$ \_\_\_\_\_ =

Total Sale Income \$ \_\_\_\_\_

2. Other Income (source and amount)

Total Other Income \$ \_\_\_\_\_

Total Project Income \$ \_\_\_\_\_

Required Gap (Total Development Cost Less Total Project Income) \$ \_\_\_\_\_

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Construction Interest Calculation:

Construction Loan Amount \$ \_\_\_\_\_

Construction Interest Rate \_\_\_\_\_%

Construction/Sale Time \_\_\_\_\_ months

Calculation -  $1/2 \times \text{Loan Amount} \times (\text{months}/12) \times \text{interest} = \$ \text{_____}$