



Request for Qualifications RFP #320-290622RP

Beal Street Redevelopment Area

Issue Date: July 7, 2022
Contact: **Ramona Plemmer, Sr. Purchasing Technician**
Phone: 252.972.1226
Email: Ramona.Plemmer@rockymountnc.gov

PROJECT DESCRIPTION

The City of Rocky Mount Redevelopment Commission hereby request proposals from qualified and experienced housing developers interested in developing affordable housing on properties owned by the City's Redevelopment Commission.

Interested developers should submit a detailed proposal for the proposed development. Proposals will be reviewed by City staff and approved by the Redevelopment Commission and City Council. The developer who is selected will enter a written development agreement for conveyance of property in exchange for housing for homeownership and rental for households whose income does not exceed eighty percent (80%) of the area median household income for the Rocky Mount area.

A Request for Proposal (RFP) packet may be obtained from the City of Rocky Mount website at <http://www.rockymountnc.gov/services-finance-bids/> or by contacting the Purchasing Division at the following location:

Purchasing Division
4th Floor, City Hall
331 S. Franklin Street
Rocky Mount, NC 27802-1180
Phone : 252.972.1226
Email : **Ramona.Plemmer@rockymountnc.gov**

The deadline for receipt of proposals is August 5, 2022, at 4:00 p.m. Proposals should be submitted to the Purchasing Department, City of Rocky Mount, 331 South Franklin Street, Rocky Mount, North Carolina, 27804-1180.

Questions should be directed to Peter Varney, Interim City Manager at peter.varney@rockymountnc.gov or 252-972-1327.

**Request for Proposals
RFP #320-290622RP
Beal Street Redevelopment Area**

I. BACKGROUND INFORMATION

In July 2008, the City Council approved a redevelopment plan for the 12-block area bounded by North Harris Street, West Thomas Street, Grace Street, and Sunset A venue. Pursuant to the plan, the City acquired property and removed blighted conditions. In 2015, the City sold property at the corner of Sunset A venue and Grace for the development of Beal Street Phase I which consists of 80 apartments financed with low-income housing tax credits issued by the North Carolina Housing Finance Agency. The City has 34 lots remaining that are available for redevelopment. The City has combined these remaining lots into tracts or blocks and has prepared some preliminary site development plans to illustrate the City's preferences for site planning.

II. PRELIMINARY SITE PLANS

The City has engaged Joyner-Keeny to prepare sketch plans for the tracts or blocks that are available for development. Please refer to the enclosed sketch plans for this discussion.

Site 1: Site 1 is located at the corner of West Thomas and Grace Streets. The sketch plan shows 13 town homes facing Grace Street with parking in the rear accessed from West Thomas Street to the north and Beal Street to the south.

Site 2: Site 2 contains an open concrete lined ditch that courses diagonally from the corner of Beal and North Howell Streets toward West Thomas Street. This site shows two homes on the east end of the site. The City intends to use all of this site except for the area reserved for the two homes for a storm water detention area that it will design and construct in FY23. The City envisions that this storm water detention area will function as open space park land with attractive landscaping for passive recreational use.

Site 3: Site 3 consists of a block at the corner of North Howell and Beal Streets showing four duplex units with parking in the center. A portion of the block connects out to Sunset Avenue. This "leg" can be subdivided from the main block and developed for single family occupancy.

Site 4: The sketch plan for site 4 shows two units facing Sunset Avenue. We have a storm water drainage pipeline under the southeast corner of the lot at North Howell Street and Sunset Avenue that will require an easement reserved to the City for maintenance purposes.

Site 5: Site 5 shows three lots for single family occupancy. We are acquiring the 30ft. by 150 ft lot between the two sites that face Beal Street, and we will be relocating the homeowner as soon as we can find a replacement home in the neighborhood for him. When this acquisition is complete, we intend to demolish the home and split the lot so that each half will be recombined with the lots on each side of it.

III. REQUESTS FOR PROPOSALS

The City would like to enter into a redevelopment agreement with a developer for the five sites we have available.

The agreement would provide that the City would convey the property at no cost in accordance with a plan accepted by the City which provides for the construction of new homes, a time schedule, design features, projected costs and rents, and other details all acceptable to the City. It is the City's intent that the developer who enters the agreement would proceed to construction in accordance with the plan and would not subdivide and sell off the sites.

Except for the proposed duplex development shown in Site 3, the City would like to see all other

development for homeowner occupancy with sales to households whose income does not exceed 80% of the area median household income.

IV. PROPOSAL FORMAT AND CONTENT

A. Submission

Proposals should be addressed and delivered as follows:

Beal Street Redevelopment Proposal
City of Rocky Mount
P.O. Drawer 1180
Rocky Mount, North Carolina 27802-1180
Attention: Purchasing Department

Proposal Submitted by: _____

Submission must include three (3) original hard copies of the entire proposal and one electronic copy of the entire proposal.

B. Proposal Format and Content

Proposers should follow the format set out herein and should provide all of the information requested.

C. Introduction Proposals must include on the organization's letterhead the complete name and address of the firm and the name, mailing address, e-mail address, and telephone number of the person the City should contact regarding the proposal. If the firm has a web address, that address should be included.

In the Introduction Section of the proposal, the proposer should state the full exact legal name of the entity making the proposal and should state whether the entity is an individual, corporation, limited partnership, general partnership, limited liability company, professional corporation, etc. If the entity is organized in a state that is not North Carolina, specify whether the proposer has received a certificate of authority from the NC Secretary of State to transact business in North Carolina. State the names and titles of the individuals who will sign an eventual agreement with the City.

The proposal should identify the names, addresses, e-mail addresses, and telephone numbers of those who will comprise the project team.

D. Proposal Details

Proposer should show details on what is planned for each parcel or each block of parcels such as:

- a. size of each home
- b. floor plan for each home
- c. number of bedrooms and bathrooms for each unit
- d. provision for outside storage
- e. building materials used for exterior construction
- f. interior floor covering treatment
- g. plans for appliances including ceiling fans
- h. landscaping plans
- i. foundation plan (slab or crawl space)
- j. proposed sale price (rental rate for duplexes)
- k. elevation or photos of projects similar to what is being proposed
- l. proposed energy efficient features, including whether the project will seek to meet specific standards such as LEED or Enterprise Green Communities, or similar

- E. **Affordability**
Units proposed for sale or lease must serve households whose income does not exceed 80% of the area median household income for the Rocky Mount area. Units must remain affordable for a period of twenty (20) years. The proposal should indicate the mechanism that will be used to enforce the affordability provision.
- F. **Timeline** Proposals should include a detailed timeline for pre-development and construction for the project that indicates that the proposer can secure building permits and begin construction on the proposed project within 24 months of executing the development agreement.
- G. **Underutilized minority and women owned subcontractors** Proposers should describe their plan for the inclusion of under-utilized minority and women owned subcontractors
- H. **Marketing** Proposers should provide information that describes how the offeror intends to market the proposed units (for sale) or recruit and screen tenants (rental). Regarding units offered for sale, proposers should address how they will market to diverse buyers with respect to race, ethnicity, gender, age, disability status, and income. Regarding rental units, proposers should address their management plan and tenant selection criteria for the units including a description of program policies, intake procedures, and eligibility requirements. Proposers should describe the capacity and the experience of the proposed property manager.
- I. **Experience and Qualifications** Proposers must provide a summary of the organization's experience in building and marketing single family and multifamily homes similar to the project outlined in this Request for Proposals. Proposers should include a brief description, including addresses of all comparable projects the organization has completed in the last five years. Proposers should indicate whether they have been a party to litigation relating to financing or construction of a project and whether any action resulted in a finding of liability against the builder, including mechanics and materialmen's lien litigation.
- J. **Financial Capacity** Proposers should describe the organizations capacity for funding the proposed project and indicate the source of funding.

V. PROPOSAL CONFERENCE

The City will conduct an in-person proposal conference at **10:00 a.m., July 14, 2022** in the Committee Room located on the third floor of the City Hall. Prospective developers are encouraged to attend. The purpose of the conference is to address any questions for concerns and to clarify as needed.

VI. SCHEDULE

Event	Responsibility	Date and Time
Issue RFP	City	Thursday, 7/7/2022
Pre-Proposal Conference	City	Friday, 7/14/2022 10:00 am
Submit Written Questions	Vendor	Monday, 7/18/2022
Provide Response to Questions /Addendum	City	Wednesday, 7/20/2022
Submit Proposals	Vendor	Friday, 8/5/2022 4:00 pm
Evaluation of Proposals	City	Friday, 8/19/2022
Review by Redevelopment Commission	City	Thursday, 8/25/2022
Review by City Council	City	Monday, 9/12/2022
Execution of Development Agreement	Vendor/City	Friday, 9/30/2022

VII. DEVELOPER AGREEMENT

Following the selection of a firm to proceed with the development project, the City will draft a Development Agreement that will set forth the terms for the contribution of the City's property to the project and the requirements and expectations of the developer.

VIII. CITY OF ROCKY MOUNT RIGHTS

The City of Rocky Mount reserves the right to reject all or portions of any or all Proposals, to waive irregularities and technicalities, to re-advertise, or to proceed to provide the services otherwise, in the best interest of the City. The City may, at its sole discretion, modify or amend any and all provisions herein. The City will not pay for any information herein requested, nor is it liable for any costs incurred by the participating firm.

The City of Rocky Mount reserves the right to extend the Request for Qualifications submittal deadline if needed. All changes and/or clarifications will be distributed to all developers indicating interest in the form of addendums. A list of developers and others who have been issued Request for Qualifications documents will be made available upon request.

IX. INSURANCE REQUIREMENTS

Prior to the commencement of performance, the successful developer shall furnish to the City a certificate of insurance for workers' compensation and professional liability, (errors and omissions) with limits of not less than \$1,000,000.

X. QUESTIONS

Any questions related to this request must be directed to:

Attention: Peter Varney, Interim City Manager
City of Rocky Mount
331 S. Franklin St
Rocky Mount, NC 27802
Phone: 252.972.1327
Email: peter.varney@rockymountnc.gov

XI. SUBMISSION CRITERIA:

Developers interested in responding must submit the following information:

1. Three (3) copies of their proposal response including name, address, and phone number of contact person.

Responses shall be addressed to:

Attn: RFP #320-290622RP
Purchasing Division
City of Rocky Mount
331 S. Franklin Street
Rocky Mount, NC 27802

All qualification responses shall be received by **August 5, 2022, at 4:00pm**. Responses may be sent via US Mail, FedEx, UPS, or hand delivered. Faxed or emailed responses will not be accepted.