

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

DATE: Revised March 17, 2004

## **REQUEST FOR PROPOSALS (RFP)**

**Proposals Will Be Received Until A Qualified Developer Has Been Chosen**

**ADDRESS: 1523 Newhouse Ward 3**

### **DEVELOPERS**

The Community Development Administration of the City of St. Louis (CDA), (Project Manager), Land Reutilization Authority, and the Neighborhood Council (Owner), hereby solicit your proposal for development of the property located at **1523 Newhouse**.

The property consists of **one single family building**, located at the address as listed above, in the Historic Hyde Park Neighborhood. Development plans will be considered for **the rehabilitation of this single family home. The home is to be developed as a "FOR SALE" property for a Low/Mod buyer.** Tax abatement **may** be provided. The developer chosen will be expected to apply to the State of Missouri for Missouri State Historic Rehabilitation Tax Credits and Neighborhood Preservation Tax Credits to offset the cost of acquisition and rehabilitation. For assistance in completing the Development Budget form, contact Susan Foulk, CDA, 622-3400, ext. 382.

Developers are encouraged to visit the site to become fully acquainted with the existing conditions. No pre-bid conference will be held; for access to the site, please contact Douglas Moslehi at 622-3400 ext. 621.

The format for your proposal is as follows:

1. Your proposal for the development entity (developer purchase of property, joint venture with the neighborhood housing corporation, etc.)
2. Description of the development to include:
  - a. Description of exterior improvements to the units.
  - 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.

3. Time frame for beginning project and schedule for completion.
4. Corporate and or personal financial statement, references, and lists of residential rehabilitation projects completed or in progress.
5. Marketing plans for development.
6. Financial structure of development and request for subsidy, if needed, on the attached form (showing all sources and uses of funds).

Developers are encouraged to submit any additional information to assist the owner in reaching a decision. Of particular interest is your experience in residential historic rehabilitation projects.

All proposed construction will be subject to review and approval by CDA, LRA and the Neighborhood Council 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 goal for this letting is "Maximum Utilization of MBE and WBE", which is deemed to have been met when any subcontracting or supplies equal a minimum of 25% MBE plus 5% WBE of the construction contract amount. A copy of the St. Louis Development Corporation Directory of Minority and Women Owned Business Enterprises is available on-line, [HTTP://WWW.MWDBE.ORG/DIRECTORY](http://www.mwdbbe.org/directory) for review. Bidders may also work with Mo-Kan, 4144 Lindell Blvd, (314) 535-9200, and CAP, 1300 Convention Plaza (314) 621-3109, to help assure this goal is attained.

The proposal should be submitted to:

Community Development Administration (CDA)

Attn: Susan Foulk, Housing Analyst

1015 Locust Street, Suite 1100

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.**

Proposals will be reviewed by CDA, the Alderman of the ward and the Neighborhood Council. 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**

Property Address: \_\_\_\_\_

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 __%	\$ _____	
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

\_\_\_ units @ \$\_\_\_\_\_ = \$\_\_\_\_\_  
\_\_\_ units @ \$\_\_\_\_\_ = \$\_\_\_\_\_  
\_\_\_ units @ \$\_\_\_\_\_ = \$\_\_\_\_\_  
\_\_\_ units @ \$\_\_\_\_\_ = \$\_\_\_\_\_

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

2. Other Income (source and amount)

\_\_\_\_\_  
\_\_\_\_\_

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

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

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 = \$\_\_\_\_\_