

Community Development Administration
City of St. Louis
1520 Market Street, Suite 2000
St. Louis, MO 63103
March 14, 2013

DEADLINE: Monday, May 20th 4:00pm

REQUEST FOR PROPOSALS (RFP)

The Community Development Administration of the City of St. Louis (CDA) and the Land Reutilization Authority (Owner) hereby solicit your proposal for the following property:

Address: 1904 Withnell
Type of property: Single family
Neighborhood: Benton Park in the 9th Ward

Benton Park Neighborhood is a National and Local Historic District and is eligible for Missouri historic tax credits.

Incentives:

It is anticipated that 5-year real property tax abatement will be provided. With sufficient justification, acquisition write-down and construction subsidy may also be considered. However, your proposal should factor in any relevant tax credit programs and provide a budget and narrative explaining why the incentive is needed to make your project feasible.

Replying to this RFP:

For access to the site and/or assistance in completing the RFP forms, contact:

Maggie Grady, Housing Development Analyst, Community Development Administration, (314) 657-3811, or by email to gradym@stlouis-mo.gov. Please email completed application and forms to Maggie Grady.

Please supply the following information in your proposal:

1. Please complete Tabs 1-4 of the CDA application, which can be downloaded as an Excel file from the CDA homepage, or by following this link: <http://www.stlouis-mo.gov/government/departments/community-development/residential-development/documents/for-sale-application-and-proforma-2012.cfm>
2. Description of your plans for this property, including:
 - a. Use for the property (for example, single-family, owner occupied, mixed-use, etc.)

- b. Exterior improvements planned, including landscaping, fences, parking, etc.
- c. Interior features planned, including number of bedrooms and baths.
3. Financial structure, including any partnerships planned or anticipated, and financial statements and references.
4. Marketing plans: real estate broker, signage, advertising, fair housing outreach.
5. Your offer for this property.

Process:

- **Following receipt of proposal(s), CDA staff will review proposals and consult with alderman, seeking community input where possible.**
- **CDA staff will notify chosen developer of acceptance of proposal and request 6-month assignment of LRA option to developer.**
- **Developer will then complete a full application package, including drawings, and detailed budget.**

Requirements:

- **Support of Alderman**
- **Experience with similar projects**
- **Acceptable time frame for completion**
- **Acceptable offer for the property**
- **Acceptable development costs and construction budget with subcontractors**
- **Completed application package**
- **Application for Missouri Neighborhood Preservation Tax Credits**
- **Application, if eligible, for Missouri Historic Preservation Tax Credits**
- **City of St. Louis business license and ability to pass city tax clearance**

Other guidelines:

All proposed construction will be subject to review and approval to ensure the development meets architectural guidelines and housing goals developed by the Community Development Administration and 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; 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.

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.

**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).