The Baltimore City Department of
HOUSING & COMMUNITY
DEVELOPMENT

Redevelopment of Vacant Land in Park Heights, Baltimore, MD

REQUEST FOR PROPOSAL 2018

Request for Proposal (RFP) Redevelopment of Vacant Property in Central Park Heights

RFP Issued: Tuesday, July 10, 2018
Proposal Deadline: Tuesday, October 9, 2018
Issued by: The Department of Housing & Community Development

VACANTS TO VALUE

Call 410-396-4111
or Email: V2V@Baltimorecity.gov
www.VacantsToValue.org

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Part 1. Description of the Project

I. Invitation

The Baltimore City Department of Housing and Community Development ("HCD"), acting on behalf of the Mayor and City Council of Baltimore, is issuing this Request for Proposals ("RFP") in search of interested development teams to act as the Developer for a portion of the Park Heights Major Redevelopment Area. The broader redevelopment area encompasses 62 acres of land acquired, cleared and assembled by the City over the last few years. The City of Baltimore is making three (3) development parcels totaling 17.3 acres available as depicted in Exhibit B.2 hereto, available to qualified development teams. The development parcels (A, B & C) are designated on the attached site map.

II. Neighborhood and Site

A. Neighborhood Description and Features

The Park Heights Community is a diverse 1200-acre area that includes 12 neighborhoods, schools and recreational assets, 2 commercial districts, Life Bridge Health, and the Pimlico Racetrack. The area is ten minutes from downtown, The State Center, Baltimore's Inner Harbor, Camden Yards, M&T Bank Stadium and Interstate 95/695.

In 2003 Park Heights' stakeholders began a three-year process that created the Park Heights Master Plan which continues to guide decisions related to land use, recreation, transportation, social and economic opportunities. The Park Heights Master Plan was formally adopted by the City in 2006. The Plan's more than 50 recommendations include:

- Concentrate new development on the area centered at Park Heights and Woodland Avenues
- Redevelop the Park Lane Shopping Center and Belvedere Avenue Commercial District to improve retail services and keep local dollars in the community
- Replace blighted blocks where development is not immediately feasible with open space;
- Identify resources targeted to existing residents that would help increase the quality and value of their homes; and
- Improve employment, education, health, recreation and public safety services for residents.

Additional information about the Park Heights Master Plan can be found at:
https://planning.baltimorecity.gov/sites/default/files/091807%20Park%20Heights%20Master%20Plan%20Sept%2008.pdf

Additional information about the Park Heights Urban Renewal Plan can be found at:
https://planning.baltimorecity.gov/sites/default/files/PH%20URP%20-%20updated%202014.pdf

Since the Master Plan was approved the City has invested over $200 Million in City, State and Federal funds throughout the community. Examples of investment created:

- Renaissance Gardens ($8.9M) 60 units of affordable senior housing
- Monte Verde ($28.8M) 301 units of affordable housing for the elderly, frail elderly and nonelderly disabled
- Restoration Gardens ($5.6M) 42 affordable units for youth aging out of foster care.
- Weinberg Family Community Center ($5.7M) addiction recovery services including 18 apartments for post-treatment families
- Ripken Field/CC Jackson Recreation Center ($7.3M) new 7-acre park and updates to existing community center
- Site assembly, clearance and other related activity

A majority of State support has and will continue to be made available through Local Impact Aid derived from Slots Revenue that dedicates funds to the Park Heights Area. 85 percent of the total Local Impact Aid that is generated for the Greater Pimlico Area is directed to community and economic development within the Park Heights Master Plan area. Slots revenue will be available until 2032. It is guided by a community planning process that results in spending recommendations that are presented to the Mayor who then makes the final spending decision. A copy of the approved Fiscal Year 2019 final plan and recommendations for FY19 slots revenue can be found at: **https://planning.baltimorecity.gov/pimlico-local-impact-aid-spending-plans-and-reports**

Since funds first became available in City Fiscal Year 2012 more than $10 Million in Slots Revenue has supported capital projects and human services:

- Phase One of the CC Jackson Recreation Center improvements was complete.
- The Department of Recreation and Parks completed a feasibility study on locations for the library and the extension of recreation to the 4800 block of Pimlico Road.
- To build on the success of Renaissance Gardens, a new affordable senior housing development in the 2600 block of Rosewood and 4300 block of Park Heights is planned.
- Support for youth services and programs
- Community grants to support neighborhood capacity building efforts. This small grants program, managed by Park Heights Renaissance, supports such efforts as community clean-ups, sports leagues and back to school events.

Two schools -- Arlington and Pimlico Elementary and Middle- - are part of the City and State's 21st Century Schools $1 Billion citywide investment. The City's INSPIRE program will leverage this investment by working with communities to identify physical improvements in a quarter-mile radius of the school.

III. Terms of Offering

HCD is seeking Respondents who are willing to purchase and develop the Site in accordance with the goals stated herein and in a way that complements and adds value to the community. The goals of the City in seeking redevelopment proposals for the Site include, but are not limited to the following:

- Redevelop Publicly-Owned Land in Park Heights that is Generally Consistent with the Park Heights Master Plan and the Park Heights Urban Renewal Plan.

  The Park Heights Master Plan and Urban Renewal Plan (collectively the "Plan") provides a framework that will guide future development and investment.

- Build a Recognizable Urban Neighborhood That Respects the Community's History, Value and Traditions.

  Create a distinctive mixed-income, mixed-use neighborhood and sense of place that retains the area's unique attributes while creating a nationally recognized new community that retains an urban feel and is characterized by: pedestrian-scale, moderate density, accessibility and connectivity, transit oriented development, public spaces and amenities.

- Achieve Economic and Social Diversity
  Target housing opportunities to a broad range of incomes. Build housing products that accommodate households at all points in their life cycle, with a mix that may include rental and for sale, market driven and affordable townhouses, and single family detached units.

IV. Standards and Controls

A. Site Conditions and Terms

1. The site is offered in as-is condition. The Site may or may not contain environmental hazards that may need remediation by the Respondent prior to redevelopment. HCD has not conducted environmental testing of the properties and does not make any representation, guarantee, or warranty concerning any properties conditions, including possible presence of hazardous materials. The City will bear no responsibility or expense in removal or treatments of asbestos, lead or other hazardous materials. Respondents shall indemnify and hold the City and HCD harmless from claims or damages arising out of or in connection with the presence of or removal of such materials.
2. The successful development team shall be expected to work closely with Park Heights Renaissance.

3. The Park Heights Redevelopment Area presents a unique opportunity to create a new version of a traditional "outer city" community. The focus is on a mixture of housing, commercial, services and green space in consideration of the City and the Park Heights Master Plan and Urban Renewal Plan.
4. The developer can apply to redevelop Parcels A, B and C or individual parcels or any combination.

B. Site Use

1. The current zoning and other governing regulations shall control the future use of these properties. The Zoning Code of Baltimore City is available at https://planning.baltimorecity.gov/programs/transform-baltimore. Proposals that contemplate a variance or change in Zoning may be acceptable provided that the issue is addressed appropriately in Submission Requirements. HCD cannot guarantee approval of any requested regulatory changes.

C. Financing Assumptions

1. Fund all Pre-Development Costs - The Development Team will be expected to identify and secure all necessary pre-development financing. There should be no expectations that the City will provide pre-development financing.
2. Produce a Financing Plan – The Developer and Development Team will be required to provide a financial analysis and plan of the costs required to undertake development projects, as well as potential sources and uses and recommendations to leverage funds. The plan is expected to be developed in conjunction with the Development Plan and market analysis. The financing plan must demonstrate a sensitivity and approach in using public funds and resources in the most efficient manner.
3. Prepare Budgets and Pro-Formas - Provide estimated development budgets including hard costs, soft costs and contingencies for the overall development. Delineate any escalation assumptions that may be required.
4. Prepare Financing Application(s) - Prepare all applications necessary and use best efforts to obtain all financing necessary to implement the Development Plan in a timely fashion, which may include, but not be limited to, various tax credits, tax-exempt bonds, state and local funds and private debt.
5. Leverage Public and Private Resources – The selected Development Team will be responsible for securing federal, state, local and private financing necessary to implement the project and for maximizing these resources through a variety of partners and partnerships.
6. Guarantees –The Respondent will be required to provide all necessary operating and financing guarantees.
7. Accounting/Financing - Maintain accounting records and ensure project financing is available at the appropriate times and utilized in the appropriate manner.

D. Design Considerations

The vision for a renewed Park Heights is a community of single family and semi-detached homes, prioritizing walkable connections to parks and newly created community green spaces. More information regarding design considerations can be found in the Park Heights Master Plan.

V. Submission Contents

The Respondent must be in good standing with the State of Maryland and the City of Baltimore, and with the U.S. Department of Housing and Urban Development (HUD).
The following provides guidance on what the response must contain and how it must be organized. The purpose of this information is to establish the requirements, order and format for responses, and to ensure that the proposals are complete, include essential information and can be fairly evaluated. Respondents are requested to avoid duplicative materials and redundancies in the response.

A. Letter of Interest
The cover letter must list the development team members and identify the primary contact person. Please include phone a number and e-mail address. The letter must be signed by an authorized principal of the Respondent's firm and include a statement that the proposal will remain valid for not less than 180 days from the date of the approval of the selection of the Respondent.

B. Feasibility
1. Describe how the Respondent will pursue financing for the redevelopment effort and leverage resources.
2. Provide a development budget indicating the estimated costs of redevelopment of the Site (See Exhibit C.1). This budget should include the purchase offer that will be offered to the City as well as the estimated "hard" and "soft" costs for the actual project. Provide a summary of the assumptions on which these estimates are based, such as previous comparable projects or estimates provided by contractors.
3. Provide a Sources and Uses Statement identifying the estimated amount of debt and equity financing by source, acquisition price and "hard" and "soft" costs. (See Exhibit C.2). Disclosures of terms and sources for all debt must be included. A commitment letter may be required from a lending institution. If the project anticipates such sources of funding as foundation grants, corporate gifts or governmental program funds, provide a summary of the source funds that includes a timetable of when applications are available and when awards are made. In addition, describe the applicability of the project to the goals of the funding source.
4. Provide a detailed breakdown of how your organization would utilize State or City funds that may be available to bridge any development project gaps. The development plan using creativity and best use of a possible subsidy in a shorter timeframe may receive a favorable recognition from the review panel. The subsidy should also be included in your Sources and Uses statement.
5. Provide a project timeline. Be sure to indicate any revisions to existing governing regulations for the Site, such as zoning that would be required to carry out the proposed development. Please include the time required to seek such amendments in the design portion of the timeline.

C. Development Team

1. Each proposal must include the completed Respondent Information form (See Exhibit A). List one reliable and easy-to-reach contact for the development team. Please note that the form must also be signed by an officer who is authorized to make a binding contractual commitment on behalf of the development team.
2. List names of your development team and describe the role, experience, and capacity of each (including architects, contractors, construction managers, real estate brokers, marketing, etc.). Briefly describe the staff positions and qualifications of those individuals who would carry out the redevelopment. Describe any existing commitments that would impact your ability to implement the project immediately.
3. Description of the firm size, number of employees, and a description of type, location, scheduled completion and dollar value of the projects in the pipeline.
4. Provide an organization chart of the Development Team. All entities that comprise the team must be identified including consultants, contractors, and attorneys, indicating their specialization(s), specific contribution to the team, and whether they are an M/WBE business. Please provide information on the development team's prior experience working together.
5. Provide resumes of the project team, including, if applicable: architect, engineers of all appropriate disciplines, contractor and/or construction manager, and marketing agent and property management firm. Resumes should include a description of experience and completed projects that the reviewers may visit.
6. Indicate whether the Respondent or any team member has ever been terminated from a contract, and if so, describe the circumstances and outcome.
7. Indicate whether the Respondent or any team member has ever sued or been sued by a city, and if so, describe the circumstances and the outcome.
8. Indicate whether the Respondent has ever been debarred by any local, state, or federal agency and if so, describe the circumstances and outcome.

D. Development Capacity

1. Provide a narrative statement describing the previous experience of the Respondent and development team. Provide specific information on projects that are similar in scale and character to the proposed development, including the nature and dollar value of each project, the project manager's name, and contact information from at least one participating lending institution. Emphasize any exceptional or unique qualifications of the Respondent. (See Exhibit D.2)
2. Attach the three most recent years' audited or certified public accountant ("CPA") prepared financial statements from each member of the Development Team who will be providing guarantees in connection with the development and operation of the project. The financial statements must include the most current year for which audited or CPA prepared financial statements are available. The statements must include an income statement as well as a balance sheet showing assets, liabilities and net worth of the entity. Financial statements and bank references may be placed in a separate sealed envelope marked "confidential." Additionally, submit one bank reference for the Respondent.
3. Provide a statement indicating how the Respondent will honor all financial guarantees, should the need arise.

4. Provide evidence of insurability for the insurance standards listed below:
The developer shall maintain for the duration of the contract(s), at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability, which may arise from or in connection with the performance of the work by the vendor, its agents, employees, representatives, assigns or subcontractors. This insurance shall cover such claims as may be caused by any negligent act or omission.

i. Amounts: All insurance shall be written up for the following limits of liability:
ii. Bodily Injury Liability Insurance: $1,000,000.00 each person, $1,000,000.00 each occurrence;
iii. Property Damage Liability Insurance: $1,000,000.00 each person, $1,000,000.00 each occurrence;
iv. Professional Liability: $1,000,000.00; and
v. Worker's Compensation: $250,000.00.

5. In addition to the bank reference, five (5) references must be submitted for the Respondent. References that are relevant to the scope of work as anticipated in this RFP including one from a public sector entity and four from among the following entities are required:

i. Construction and permanent lenders
ii. LIHTC, New Markets or comparable investor
iii. General contractor on a comparable development
iv. State Housing Finance Agency, if available
v. Community group that worked with the Respondent on a specific project

6. Complete the Owned Property Disclosure form (See Exhibit D.1). Include all properties owned or managed by the development entity and any principal with at least a 10 percent interest in the development entity.

E. Technical Response

Respondents must provide a preliminary conceptual vision for how they would approach the redevelopment of the site and how it adheres to the conceptual plans as described in the Park Heights Master Plan (2006) and Urban Renewal Plan. The response can be in narrative form and can include preliminary illustrations or plans.

F. Minority and Women-Owned Business Enterprise

1. Indicate the minority- and women-owned business participation in the development team. Include the percentage of ownership of the final development by such firms. Indicate whether such firms are currently registered with the City as Minority- and Women¬ Owned Business Enterprises (MWOBE) or will be seeking registration.
2. Provide a list of minority- and women-owned businesses and contractors who will be asked to participate in this work. Indicate whether such firms are currently registered with the City as Minority- and Women-Owned Business Enterprises or will be seeking registration.
3. Indicate any additional steps that will be taken by the development team to maximize minority participation in the various stages of development, operations and employment when the project is completed.
4. Provide the name and contact information of the individual responsible for adherence to MWOBE participation goals. (See Section VI.)

G. Community Participation

Describe how the team will involve Park Heights Renaissance/community in the planning and implementation of redevelopment activities. The response must include a discussion of the approach and methods your team will utilize to assure meaningful participation by the residents of the neighborhood, community stakeholders, and local government entities in the planning and implementation of the Park Heights Redevelopment Plan.

VI. Minority and Business Enterprise Participation

It is the policy of the City that minority- and women-owned businesses should have maximum opportunity to participate in any and all components of the Project. In consideration for receiving the Developer Agreement, the Developer agrees to comply with Article 5, Subtitle 28 of the Baltimore City Code (2007 Edition) regarding participation by Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) in the development of the project during design and construction. The Developer covenants and agrees to use all reasonable good faith efforts to meet the MBE and WBE participation goals for the Project and to execute a "Commitment To Comply" Agreement. Minority- and women-owned businesses must be certified by the City for their participation to count toward achieving the goals.

The City's Minority and Women's Business Opportunity Office (MWBOO) is designated to monitor MBE and WBE participation on this project. Developer shall comply with the rules and regulations of the MWBOO in meeting the MBE and WBE requirements. For more details on meeting MBE and WBE requirements or for information regarding enterprises certified by the City, please contact:

City Law Department
Baltimore City Hall
100 North Holliday Street
Baltimore, Maryland 21202
(410) 396-3305

VII. Employ Baltimore

Employ Baltimore is designed to create opportunities that receive municipal contracts to access qualified City residents to meet their workforce needs. The initiative will also ensure that City dollars contribute to the local economy and improve the lives of employable Baltimoreans. All vendors responding to this solicitation shall complete the Certification Statement that is included as an attachment of this RFP. The selected contractor must contact the Mayor's Office of Employment Development (OED) within two (2) weeks of receiving the award and shall be expected to comply with the reporting requirements. For additional information, please contact OED (410) 443.984.3014.

VIII. Evaluation Criteria

HCD will review and rank proposals based on a scale of 100 points. HCD may select one of the proposals at its sole discretion.
Criteria used in evaluation of proposals include, but are not limited to, the following:

A. Quality of Development Concept (30 Points)

1. Overall scope and quality of the proposed development.
2. Opportunities for community input and participation.
3. Quality of the construction proposed.
4. Quality of the design of the proposed development, as well as its compatibility with the surrounding neighborhood.
5. Quality of the interior design and aesthetics.

B. Benefits to the City (10 Points)

1. Direct financial benefits to the City of Baltimore that include but are not limited to: payments for acquisition of the Site; incremental tax revenues; and, secondary financial impacts. Proposals that limit the costs and subsidies from the City will be viewed more favorably.
2. Contributions to the economic growth of the City that include but are not limited to: increased jobs for City residents; meeting the demand for quality housing; and, other positive contributions to long-term economic growth of the City.
3. Meeting of a citywide service need (affordable housing, recreation, educational opportunities, job training).

C. Benefits to the Community (10 Points)

1. This includes but is not limited to the ability to support and enhance ongoing revitalization efforts and sustain residential values.
2. Support by the immediate and surrounding communities.
3. Promotion of homeownership.
4. Quality of green and recreation space proposed.

D. Project Feasibility (20 Points)

1. Project is economically sound and based on established financial principles and supported market assumptions.
2. Project may be accomplished in a timely manner.
3. Project does not face insurmountable regulatory hurdles or constraints.
4. Proven innovative financing approach.

E. Developer Capacity and Experience (20 Points)

1. The development team has a satisfactory record of past performance as demonstrated by the Respondent's experience in planning, financing, constructing, marketing and managing projects similar in size and scope to the proposed project.
2. The Respondent has a track record of successful negotiations with governmental entities and/or community members on completed development projects.
3. The Respondent has the ability to provide or obtain sufficient financial resources to successfully negotiate a Land Disposition Agreement with HCD and to start and complete the project in timely manner.

F. MBE/WBE (10 Points)

1. Indicate the minority- and women-owned businesses participation in the proposed site development, if applicable.
2. Provide a list of minority- and women-owned businesses, consultants, financial institutions, and employees who will be asked to participate in this work, if applicable.
3. Indicate any additional steps that will be taken to maximize minority and women participation in the development and operations of the development site.

IX. Award Procedures

A. Eligibility for Award

In the event that HCD determines that it has received one or more proposals, which, at the sole determination of HCD, are deemed feasible, then HCD may make an award for the property under the terms of this RFP. In this event, the selected Respondent may be awarded the opportunity to enter into an Exclusive Negotiating Privilege with the City. In order to be eligible for such an award, the proposal must be responsive to the RFP. Responsive proposals follow all guidelines established herein for preparation and submission and achieve goals stated within this RFP.

B. Community Presentations

Respondents selected by the review panel will be invited to make a community wide presentation. HCD will work collaboratively with the Department of Planning and all of the affected community groups to organize the logistics and format of this presentation.

Impacted community association(s), may at its/their sole discretion, governed by its/their own rules and by-laws, if any, and in any format of its choosing, provide HCD with a recommendation regarding the award of the Site.

C. Review Panel
HCD may designate a Review Panel for evaluating the proposals. The size and composition of the Review Panel is the sole responsibility of HCD. The Review Panel shall have the opportunity to review all written materials and may request additional written materials or oral presentations from any or all Respondents. Local community associations and other parties may be asked to provide their recommendations to the Review Panel. The Review Panel will recommend a selected respondent to the Commissioner of the Department of Housing and Community Development.

D. Housing Commissioner Makes the Award
The Housing Commissioner makes the final decision regarding the award of the project. In doing so, he retains the right to accept, reject or revise all recommendations, to request additional information from the Review Panel, HCD staff, any or all Respondents and to reject all Respondents.

E. Notification
Official notice of award will be sent by U.S. Mail to the address and contact person listed (See EXHIBIT_). Respondents who are not selected will be similarly notified by U.S. Mail after a selected Respondent has been offered and accepted the Exclusive Negotiating Privilege for the Site.

X. Development Process

A. Right-of-Entry
Upon selection, HCD may issue a Right-of-Entry to the selected Respondent. Under the Right-of-Entry, the selected Respondent, its employees, agents, and representatives, may enter the Property for the purposes of: carrying out environmental baseline analysis for hazardous materials, site surveys, plats and re-subdivisions as applicable, soil boring data and analysis, analysis of the structure, architectural and engineering studies for proposed rehabilitation, and other relevant activities. Prior to the execution of the Right-of-Entry the Respondent will be required to provide evidence of Insurance coverage.

B. Exclusive Negotiating Privilege
Upon selection, HCD may issue an Exclusive Negotiating Privilege (ENP) for a period of ninety (90) days to the selected Respondent setting out specific requirements and deadlines for fulfilling the requirements of this RFP. During this period, all capital for this project should be determined. The selected Respondent will have seven (7) days in which to return the signed ENP and provide a non-refundable fee of One Thousand Dollars ($1,000.00) in the form of a certified check made payable to the Director of Finance.

If negotiations have not been completed within ninety (90) days of executing the ENP, the ENP may expire. HCD may choose to extend that time period if, in the view of HCD, negotiations are proceeding satisfactorily. Should the parties fail to agree upon a contract within the timeframes established by the ENP, HCD, at its sole discretion, may cancel negotiations with the selected Respondent. HCD may choose to enter into negotiations with another Respondent, accept new proposals, or cancel the RFP.

C. Land Disposition Agreement and Board of Estimates Approval
Within ninety (90) days following the successful conclusion of negotiations under the ENP, the City may enter into a Land Disposition Agreement (LDA) setting forth the terms and conditions of sale or lease and development of the Site. The final acceptance of any proposal and disposition of the property through a Land Disposition Agreement is subject to demonstration that the project is financially viable and approval of the Board of Estimates of Baltimore City. HCD and the developer can proceed to settlement only after approval of the LDA by the Board of Estimates.

D. Development Oversight
The selected Respondent must agree to the review and guidance of HCD and the Department of Planning in the preparation of plans for rehabilitation in conformance with this RFP, the Zoning Ordinance standards as applicable, and other applicable codes and ordinances of the City of Baltimore.

XI. Rights Reserved

HCD reserves the right in its sole discretion to recommend the award related to this RFP based upon the written proposals received by HCD without prior discussion or negotiation with respect to those proposals. All portions of this RFP will be considered to be part of the LDA and will be incorporated by reference. Any LDA awarded in connection with the RFP will be subject to approvals as required by the City Law Department, including final approval by the Board of Estimates of Baltimore City.

As part of the evaluation process, HCD specifically reserves the right to review and approve the drawings, plans and specifications for redevelopment with respect to their conformance with the goals and requirements of this RFP.

HCD also reserves the right to refuse to approve any such drawings, plans or specifications that are not suitable or desirable, in its opinion, for aesthetic or functional reasons; and in so passing upon such drawings, plans and specifications, it shall have the right to take into consideration, but shall not be limited to, the suitability of the Site plan, architectural treatment, building plans and elevations, materials and color, construction details, access, parking, loading, landscaping, identification signs, exterior lighting, refuse collection details, street, sidewalks and the harmony of the plan with the surroundings.

HCD reserves the right to accept or reject any and all proposals, at its sole discretion, received as a result of this RFP, to waive minor irregularities, and to conduct discussions with all responsible Respondents, in any manner necessary, to serve the best interest of HCD and the City of Baltimore. HCD reserves the right to request additional information from any or all Respondents if necessary to clarify statements or data contained in the proposals. HCD reserves the right to reject any proposal as a result of misrepresentation of any information contained in the proposal, including but not limited to representations made in Exhibit B.

XII. Administrative Information

A. Issue Date
The issue date of this RFP is July 10, 2018

B. Issuing Officer
This RFP is issued by:
The Department of Housing and Community Development:

Department of Development
Attn: Teresa Stephens
417 East Fayette Street, Room 1037
Baltimore, Maryland 21201
**This RFP is issued on behalf of the Mayor and City Council of Baltimore.*

C. Obtaining RFP
The RFP will be made available free of charge. The RFP may be picked up at 417 E. Fayette Street, Room 1037, Baltimore, Maryland 21202 weekdays between 9:00 am and 4:00 pm Eastern Standard Time (EST). The RFP can also be obtained from HCD's website at:
http://www.vacantstovalue.org/Developers.aspx#ni

D. Site Inspections
The Site is open for inspection. If special accommodations are required to visit the site, please contact Teresa Stephens at (410) 396-4111 at least two (2) business days in advance.

E. Pre-Proposal Conference
An RFP Conference will be held on Wednesday, July 25, 2018 at 4 pm Eastern Standard Time (EST), in the 3rd Floor Conference Room, 417 East Fayette Street. If special accommodations are required to participate in the Conference, please contact Teresa Stephens at (410) 396-4111 at least two (2) business days in advance.

F. Questions and Inquiries
Written questions and inquiries will be accepted from Respondents but must be submitted by July 26, 2018 at 2:00 pm Eastern Standard Time (EST). Please direct questions to teresa.stephens@baltimorecity.gov

G. Revisions and Addenda
Should it become necessary to revise any part of this RFP or provide additional information necessary to adequately interpret the provisions and requirements of this RFP, an Addendum to the RFP shall be provided to all Respondents who picked up the RFP in person and provided their contact information. HCD will also appropriately update the web version of the RFP should any such revision or addenda be necessary. Because HCD may not have contact information for Respondents who choose to acquire the RFP from the HCD web site, it is recommended that such entities review subsequent postings periodically to maintain current information about the offering.

H. Deadline
The deadline for receipt of proposals is 2:00 pm Eastern Standard Time October 9, 2018 Eastern Standard Time (EST). Pro-posals will be dated and time stamped upon submission and a receipt will be provided. HCD will not accept proposals after the deadline. Use of the U.S. Postal Service, private delivery companies or courier services is undertaken at the sole risk of the Respondent. It is the Respondent's sole responsibility to ensure that the proposal is in the possession of the issuing office by the deadline.

I. Submitting Responses to RFP
All proposals must be delivered with the accompanying Two Hundred Fifty Dollars ($250.00) fee made payable to the Director of Finance to:
Department of Development
Department of Housing and Community Development
417 East Fayette Street, Room 1001
Baltimore, Maryland 21202

ONE (1) ORIGINAL PLUS ELEVEN (11) COPIES TOTALING TWELVE (12) SUBMISSIONS OF EACH PROPOSAL (BOUND IN A LOOSE-LEAF NOTEBOOK TO LIE FLAT WHEN READ) AND ALL MATERIALS TOGETHER IN ONE ENVELOPE OR PACKAGE IF POSSIBLE. ALL PROPOSALS MUST HAVE A TABLE OF CONTENTS AND EACH SECTION TABBED.

J. Incurring Expenses
The City of Baltimore shall not be responsible for and will not pay for any cost incurred by any Respondent in preparing and submitting a proposal or requested supplemental information in response to the RFP.

K. Public Information Act Notice
HCD commits to handling all information regarding financial assets and holdings of Respondents in strictest confidence. Respondents should give specific attention to identifying any additional portions of their proposals that they deem to be confidential, proprietary or trade secrets and provide any justification why such material, should not be disclosed by HCD under the Maryland Public Information Act SS 1-601 et seq. of the State Government Article, Annotated Code of Maryland upon request by the public.

L. Compliance with the Law
By submitting an offer in response to this RFP, the Respondent selected for award agrees that it will comply with all Federal, State, and City laws, rules, regulations, and ordinances applicable to its activities and obligations under this RFP.

Part 2. Exhibits

Exhibit A. Developer Information
A.1 Respondent Information
A.2 Type of Organization
A.3 Principals
A.4 Development Team Members and Consultants
A.5 Disclosures
A.6 Certifications

Exhibit B. Site
B.1 Property Information
B.2 Park Heights Major Redevelopment Map

Exhibit C. Financial
C.1 Development Budget
C.2 Sources and Uses Statement

Exhibit D. Property Disclosure
D.1 Owned Property Disclosure Form
D.2 Summary of Development Experience

EXHIBIT A. DEVELOPER INFORMATION

A.1 RESPONDENT INFORMATION

Name of Respondent:	
Address:	
Contact Person:	
Telephone Number:	
Fax Number:	

Please be advised that The Department of Housing & Community Development will use the above contact information to keep the Respondent informed about the RFP process, to schedule oral presentations to the Review Panel or community groups, to make any requests for additional information and notifications regarding selection.

A.2 TYPE OF ORGANIZATION

Type of Organization (*ie*. partnership, joint venture, corporation, limited liability company, not-for-profit organization, etc.):	

A.3 PRINCIPALS

If entity is a joint venture please provide principals for each entity. If entity is a not-for-profit organization please provide a list of the officers of the Board of Directors. Use other sheets as necessary.

Principal Name	Title/Position	Home Address	% Interest

A.4 DEVELOPMENT TEAM MEMBERS AND CONSULTANTS

Please provide name, address, telephone and fax. If not yet selected or not applicable, mark "N/A."

Architect:	Marketing Agent:
Engineer:	Legal:
General Contractor:	Other:

A.5 DISCLOSURES

Please identify any business entity or organization in which the Respondent is or was formerly a principal partner, managing member or otherwise owned or controlled more than 50% of the shares or assets of such entity/organization and which has owned or operated residential property in the last five years in Baltimore City and elsewhere.

BUSINESS ENTITY NAME	RESPONDENT'S ROLE or POSITION

Check the boxes below regarding each individual and/or business entity buyer and any of the business entities listed above:

1. Party in a pending lawsuit. □Yes □No
2. Conviction or pending case for fraud, bribery or grand larceny. □Yes □No
3. Conviction or pending case for arson. □Yes □No
4. Indicted for or convicted of any felony within the past 10 years. □Yes □No
5. Adjudged bankrupt, either voluntary or involuntary, within the past 10 years. □Yes □No
6. Unpaid delinquent taxes, municipal liens, and/or outstanding judgments. □Yes □No
7. Declared in default of a loan or failed to complete a development project. □Yes □No
8. Failed to complete or currently in violation of a Land Disposition Agreement or other agreement involving the City of Baltimore. □Yes □No
9. Own a property which currently has a Vacant House Notice or other housing code violation in Baltimore City or elsewhere. □Yes □No
10. Failed to obtain required building permit for work performed. □Yes □No
11. Failed to register a currently owned, non-owner occupied dwelling unit in Baltimore City as required by Baltimore City Code Art. 13 § 4. □Yes □No
12. Failed to comply with inspection and/or registration requirements under the Maryland Lead Law. (Maryland Code: Environment § 6-801 - 6-852; Article 48A § 734-737; Real Property § 8 - 208.2) □Yes □No

If the answer to any of the above is yes, please provide a full explanation including as appropriate for each case (1) date, (2) charge, (3) place, (4) court, (5) action taken and (6) current disposition. Attach documentation, as necessary.

A.6 CERTIFICATION

Please note: If the Respondent is a joint venture, this certification form A.6 must be signed by an officer of each entity composing the joint venture.

I _____
am an officer authorized to make a binding contractual commitment for the Respondent.

I have received, read and understand the provisions of this Request for Proposals (RFP).

I acknowledge that failure to disclose a material fact or to misrepresent a fact can result in disqualification of the development proposal from further consideration. I certify that all information contained in this response to the RFP, including but not limited to, the disclosure information above is true and correct to the best of my knowledge and belief.

I understand by signing this form in conjunction with a response to this RFP, that the City may, at its choosing, conduct a check with Dun and Bradstreet and other credit verification or similar agencies.

I understand that the City is not obligated to pay, nor will it in fact pay, any costs or losses incurred by the Respondent at any time, including, but not limited to, the cost of: (1) any prior actions by the Respondent in order to respond to the RFP, and/or (2) any future actions by the Respondent in connection with any negotiations between the Respondent and the City, including, but not limited to, actions to comply with requirements of The Department of Housing & Community Development, the City or any applicable laws. I agree that I will not enter into, execute or be a party to any Covenant, Agreement, Lease, Deed, Assignment or Conveyance, or any other written instrument which restricts the sale, lease, use or occupancy of the property or any part thereof, upon the basis of race, color, religion, sex, or national origin and will comply with all Federal, State, and local laws, in effect from time to time, prohibiting discrimination or segregation and will not discriminate by reason of race, color, religion, sex or national origin in the sale, lease, use or occupancy of the property.

Dated:

Signature:

Title:

Respondent Entity:

Exhibit B.1

Parcel A – Park Heights Redevelopment Area (RFP 2018)

4600 block Park Heights (4648-4681) even
4700 block of Park Heights (4700-4752) even
4701 Homer Ave
4701 ½ Homer Ave
4703 Homer Ave
4705 Homer Ave
4707 Homer Ave
4709 Homer Ave
4700 Homer Ave
4713 Homer Ave
4715 Homer Ave
4717 Homer Ave
4801 Homer Ave
4803 Homer Ave
4807 Homer Ave
4809 Homer Ave
4811 Homer Ave
3201 Virginia Ave
3202 Virginia Ave
3203 Virginia Ave
3204 Virginia Ave
3205 Virginia Ave
3206 Virginia Ave
3207 Virginia Ave
3208 Virginia Ave
3209 Virginia Ave
3210 Virginia Ave
3211 Virginia Ave
3212 Virginia Ave
3203 Woodland Ave
3205 Woodland Ave
3209 Woodland Ave
3211 Woodland Ave
3203 Woodland Ave
3205 Woodland Ave
3209 Woodland Ave
3211 Woodland Ave
3213 Woodland Ave
3215 Woodland Ave
3217 Woodland Ave
3219 Woodland Ave
3221 Woodland Ave

Parcel B – Park Heights Major Redevelopment Area (RFP 2018)

3400 - 3422 Dupont Avenue (even)
3300 – 3322 Dupont Avenue (even)
3301 – 3319 Dupont Avenue (odd)
4800 – 4810 Homer Avenue (even)
3300 – 3336 Virginia Avenue (even)
3301 – 3333 Virginia Avenue (odd)
3401 – 3423 Virginia Avenue (odd)
Block/Lot: 4620 108
Block/Lot: 4620 070A
Block/Lot: 4620 071A
Block/Lot: 4620 109
Block/Lot: 4620 075A
Block/Lot: 4620 110
Block/Lot: 4620 107
Block/Lot: 4620 102
Block/Lot: 4620 104
Block/Lot: 4620 105
Block/Lot: 4620 076A
Block/Lot: 4620 077A
3410 Dupont Ave
3412 Dupont Ave
Parcel B (continued)
3324 Virginia Ave
3325 Virginia Ave
3326 Virginia Ave
3327 Virginia Ave
3328 Virginia Ave
3329 Virginia Ave
3330 Virginia Ave
3331 Virginia Ave
3332 Virginia Ave
3333 Virginia Ave
3334 Virginia Ave
3336 Virginia Ave
3401 Virginia Ave
3405 Virginia Ave
3407 Virginia Ave
3409 Virginia Ave
3411 Virginia Ave
3413 Virginia Ave
3415 Virginia Ave
3417 Virginia Ave
3419 Virginia Ave
3421 Virginia Ave
3423 Virginia Ave
4700 Homer Ave
4800 Homer Ave
4802 Homer Ave
4804 Homer Ave
4806 Homer Ave
4808 Homer Ave
4810 Homer Ave
Block/Lot 4620/108
Block/Lot 4620/070A
Block/Lot 4620/071A
4802 Homer Ave
4804 Homer Ave
4806 Homer Ave
4808 Homer Ave
4810 Homer Ave
Block/Lot 4620/108
Block/Lot 4620/070A
Block/Lot 4620/071A
3322 Virginia Ave
3323 Virginia Ave
Block/Lot 4620/110
Block/Lot 4620/107
Block/Lot 4620/109
Block/Lot 4620/075A
Block/Lot 4620/076A
Block/ Lot 4620/077A
Block/Lot 4620/105
Block/Lot 4620/101
Block/Lot 4620/100
Block/Lot 4620/102
Block/Lot 4620/104

PARCEL C – Park Heights Redevelopment Area (RFP 2018)

3301 Woodland Ave
3303 Woodland Ave
3305 Woodland Ave
3307 Woodland Ave
3309 Woodland Ave
3311 Woodland Ave
3313 Woodland Ave
3315 Woodland Ave
3317 Woodland Ave
3319 Woodland Ave
3321 Woodland Ave
3322 ½ Woodland Ave
3323 Woodland Ave
3325 Woodland Ave
3327 Woodland Ave
3330 Woodland Ave
3330 ½ Woodland Ave
3332 Woodland Ave
3332 ½ Woodland Ave
3329 Woodland Ave
3331 Woodland Ave
3333 Woodland Ave
3335 Woodland Ave
3337 Woodland Ave
3339 Woodland Ave
3341 Woodland Ave
3343 Woodland Ave
3345 Woodland Ave
3347 Woodland Ave
3349 Woodland Ave
3351 Woodland Ave
3400 Woodland Ave
3401 Woodland Ave
3403 Woodland Ave
3405 Woodland Ave
3407 Woodland Ave
3409 Woodland Ave
3410 Woodland Ave
3411 Woodland Ave
3413 Woodland Ave
3415 Woodland Ave
3417 Woodland Ave
3419 Woodland Ave
3500 Woodland Ave
3502 Woodland Ave
3504 Woodland Ave
3508 Woodland Ave
3510 Woodland Ave
3512 Woodland Ave
3514 Woodland Ave
3516 Woodland Ave
3518 Woodland Ave
3520 Woodland Ave
3522 Woodland Ave
3322 Woodland Ave
3334 Woodland Ave

Park Heights Major Redevelopment Area

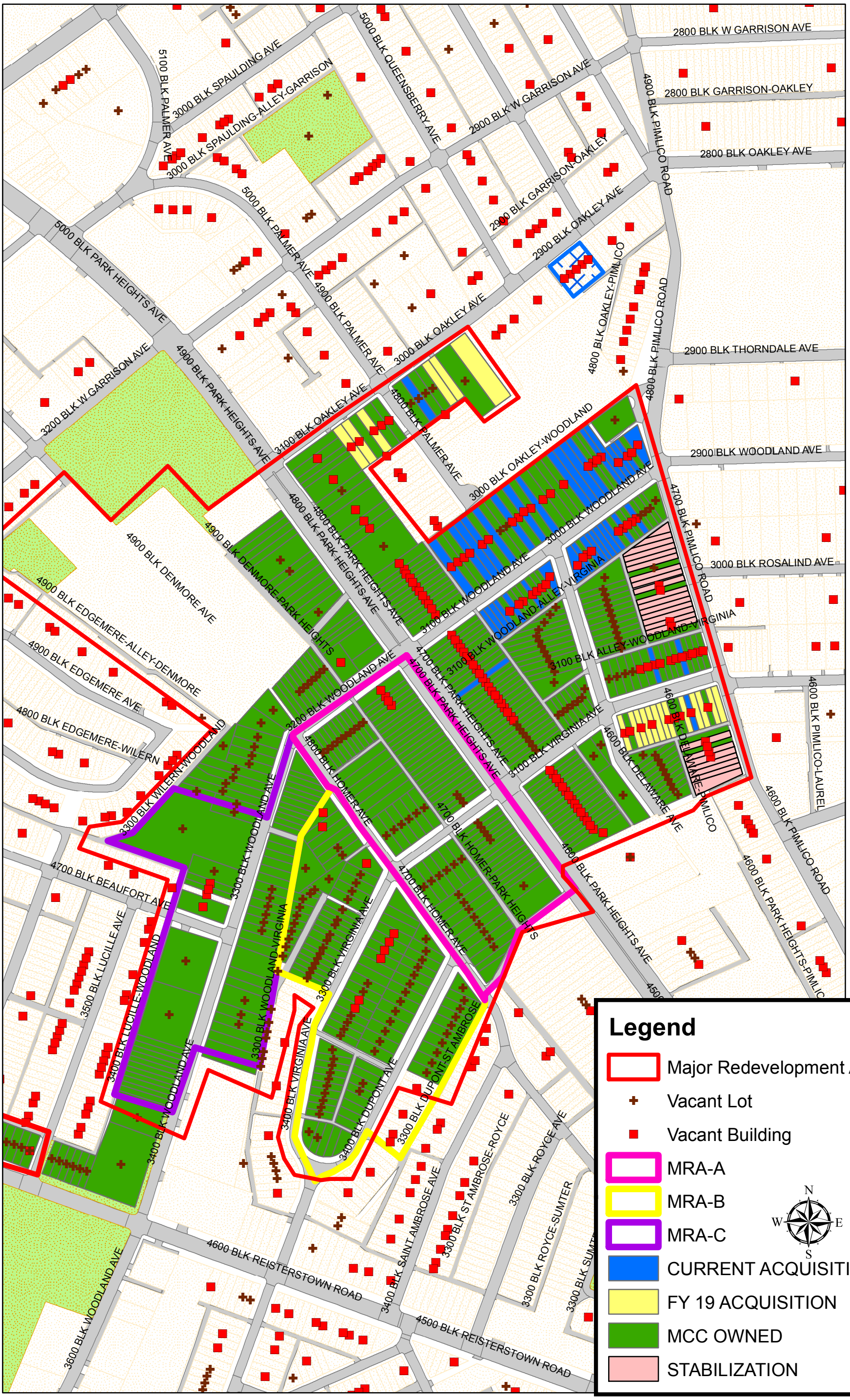

Exhibit B.2

Created 05/22/18
DHCD Land Resources
Disclaimer: This Map is for informational purposes only.
The City of Baltimore makes no representations or
warranties regarding the accuracy of the information in this map
or its suitability for any particular purpose whatsoever.

EXHIBIT C. FINANCIAL

C.1 DEVELOPMENT BUDGET

Item	Amount	Per Unit	Per Square Foot
Acquisition Costs			
Acquisition			
Closing Costs			
Acquisition Subtotal:			
Construction Costs			
Demolition			
Site Work			
Structures			
Profit and Overhead			
Performance/Payment Bond			
Hard Cost Contingency (10%)			
Hard Cost Subtotal:			
Soft Costs			
Architectural Costs (Incl. Engineer)			
Architectural Construction Admin			
Architectural Reimburseables			
Legal			
Accounting			
Marketing Analysis			
Appraisal			
Environmental Testing			
Surveys			
Permit Processing Fees			
Taxes/Assessments/Utilities			
Title and Insurance			
Security			
Inspections			
Soft Cost Contingency			
Soft Cost Subtotal:			
Financing			
Interest			
Loan Origination			
Financing Subtotal:			

Developer Fee			
Construction and Acquisition Period Total:			

C.2 SOURCES AND USES

Sources *Including, but is not limited to, all applicable items listed below:*	Amount
Respondent Equity – Cash – List by source and provide terms	
Respondent Equity – Other – List by source and provide terms	
Private Debt - List by source and provide terms	
Public Debt - List by source and provide terms	
Other Public Support - List by source and provide terms	
Other (Specify):	
Overhead	
Total Sources	
Uses *Including, but not limited to, all applicable items listed below:*	
Acquisition	
Hard Costs	
Soft Costs	
Total Uses	
Net	

Please provide supportive documentation for all Sources.
Cost estimates should correspond with Exhibit C.1 above.

EXHIBIT D. PROPERTY DISCLOSURES AND EXPERIENCE

EXHIBIT D.1 OWNED PROPERTY DISCLOSURE FORM

List all properties owned or sold within the past five years in Baltimore City and elsewhere by Respondent and business entities identified in Exhibit A. Use additional sheets as necessary.

ADDRESS Include Zip Code	PROPERTY OWNER'S NAME(S)	Currently Owned? If no, enter year sold.
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:
		□Yes □No Year Sold:

EXHIBIT D.2 SUMMARY OF DEVELOPMENT EXPERIENCE

Principal Whose Experience is Described Below: _____

Please describe either most recent projects, or those you feel are most comparable to the project to which you are responding. Please use this form to describe as many projects as you wish, use additional sheets as necessary.

	Project 1	Project 2	Project 3
Project Name, if any: Address:			
Role: (i.e. managing partner; limited partner; LLC member; general contractor; architect; lawyer; investor; consultant)			
Type of Project: (i.e. 1-4 family homes; multifamily rental; coop or condo; commercial)			
Number of Buildings: Number of Residential Units: Sq. Ft. of Commercial Space:			

	Project 1	Project 2	Project 3
Construction Cost: Total Development Cost:			
Start Date: Completion Date (actual or estimated):			
Current Status: (i.e. predevelopment; in construction ____ % complete)			
Public Sector Involvement, if any: (Provide name of Program & Agency, name and current phone of reference.)			
Construction Lender: (Provide name of institution and name and current phone number of reference.)			