

**24th Street & Broadway Rd
(Dr. Martin Luther King Jr. Blvd)
Parcels Disposition and
Redevelopment**

**Request for Proposals (RFP)
Pre-Proposal Meeting**

November 7, 2023 City of Phoenix

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Agenda

- RFP Basics
- Scope of Work
- Proposer Instructions
- Evaluation Criteria
- Questions & Answers Session
- Transparency Policy

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Questions & Answers (Q&A)

- Written questions only
 - Some answers available today
 - All answers published on RFP Website
- Written answers supersede verbal answers
- Email alerts when Q&A available online


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Q&A Deadline

- Submit questions by November 21, 2023
 - 2:00 p.m. local Phoenix time
 - Email: procurement.request.ced@phoenix.gov
- Answers available by December 5, 2023
 - <https://solicitations.phoenix.gov/Solicitations/Details/1635>

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Proposal Deadline



**Friday
January 12, 2024
2:00 p.m.
local Phoenix time**


Late proposals will be rejected.

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Minimum Qualifications

- Proposer
 - Successfully completed at least 1 mixed-use development project in the last 7 years.
- Purchase Price
 - \$5,790,000 (minimum)
 - May offer combination of cash payment and public benefit
- *Any proposal that does not include the minimum qualifications will be disqualified.*

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 **Proposal Guarantee**

- \$10,000 cashier's check (1 check)
- *Any proposal that does not include the proposal guarantee will be disqualified.*

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 **Business Opportunity Site**




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 **Business Opportunity**


- Purchase only
- Desired project should:
 - Create retail opportunities and services
 - Promote walkability with open green spaces
 - Incorporate public art that pays homage to the area's history and culture
 - Include sustainability elements
 - Align with the goals of surrounding neighborhood

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 **Proposer Instructions**


- Proposal Packet
 - 1 signed & notarized original proposal
 - 10 color copies of the proposal
 - Adobe PDF
 - 1 e-copy on flash drive or CD
 - Proposal guarantee
- Sealed package marked with:
 - Proposer's Name
 - Name of this RFP

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 **Proposer Instructions**


- Form of Proposal
 - Tabbed as described in Section III (B)
 - Loose-leaf ringed binder
 - Arial 12 pt.
 - Pages numbered
- Encouraged Page Limit
 - 25 double-sided pages (excluding Tab 1)

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 **Tab 1 – General Info**


- Executed Affidavit (Attachment A)
- Signed Conflict of Interest and Solicitation Transparency Disclosure Form (Attachment B)
- Signed Federal Certifications (Attachment C)
- Executive Summary (Max 1 Page)
 - Primary Contact
 - Lead Developer

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 **Tab 2 – Concept to Activate Site**


- Development Details (Attachment D)
- Narrative consistent with Section II (E)
 - Conceptual building elevations and site plan
 - Circulation plan(s)
 - Proposed development’s feasibility
 - Detailed budget and operating pro forma
 - Timeline
 - Construction mitigation plan

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 **Tab 3 – Return to the City**


- Amount of Cash Payment to Purchase Site
- Tangible public benefits description
 - Must be quantified if part of the proposed purchase price
- *Must reflect minimum qualifications*
- Any requested City assistance
 - **No guaranteed City assistance**

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 **Tab 4 – Proposer’s Qualifications, Experience, and Financial Capacity**


- Documentation of minimum qualification
- Proposed development team’s Q&E
 - Track record of similar scale and complexity
 - Individuals, companies and organization structure of the proposer
 - Roles/responsibilities
 - Similar projects successfully completed

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 **Tab 4 – Proposer’s Qualifications, Experience, and Financial Capacity (Part 2)**


- Proposer’s Financial Capacity
 - Clear funding strategy
 - Potential lenders of interest
 - Documentation of successfully working for the proposed funding entities
 - Tax credit info, if applicable

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 **Evaluation Criteria**


- Concept to Activate the Site (0-375 points)
- Return to the City (0-325 Points)
- Proposer’s Qualifications, Experience, and Financial Capacity (0-300)

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 **Evaluation Process**

- Evaluation Panel may:
 - Evaluate based on written proposals
 - Interview all proposers
 - Conduct a short-listing process and interview those proposers most likely to be successful based on the evaluation criteria
- Details in Section IV (A)


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Q&A

- Written questions only


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Transparency Policy

- All proposers and their representatives, under penalty of disqualification, will refrain from contacting any City staff or officials to discuss this solicitation.
- All questions must be directed to the procurement officer.
- Full policy in **Section V (A)** of the RFP
- Companies doing current business with City are not prohibited from discussing their current contracts.

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Thank you for attending!

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