

# Second Street Near Roosevelt Parcel Disposition and Redevelopment

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

December 5, 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 the RFP Website
- Written answers supersede verbal answers
- Email alerts when Q&A available online


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## Q&A Deadline

- Submit questions by December 19, 2023
  - 2:00 p.m. local Phoenix time
  - Email: [procurement.request.ced@phoenix.gov](mailto:procurement.request.ced@phoenix.gov)
- Answers available by January 8, 2024
  - <https://solicitations.phoenix.gov/Solicitations/Details/1635>

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## Proposal Deadline



**Tuesday  
January 30, 2024  
2:00 p.m.  
local Phoenix time**


**Late proposals will be rejected.**

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## Minimum Qualifications (Part 1)


- Proposer
  - Successfully completed at least 1 vertical development project with at least 3 stories in the last 7 years
- Proposed Development with Residential Units
  - Must designate at least 20% of the total proposed units as affordable or workforce housing
  - *Any proposal that does not include the minimum qualifications will be disqualified.*

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 Minimum Qualifications ( Part 2)

- Purchase Price
  - \$4,812,500 (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


- \$50,000 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:
  - Facilitate urban living
  - Design elements to include:
    - Functional and appropriate transition to adjacent buildings
    - Support and enhance arts community along Roosevelt Row
    - If parking is included, unobtrusive design
    - If residential, variety of dwelling and unit types to attract range of household income

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 Business Opportunity


- Incorporate public art that pays homage to the area's history and culture
- Include sustainability elements
- Align with the goals of surrounding neighborhood
- *Proposals that include a Working Committee member as a part of its team will be disqualified.*

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 Proposer Instructions

- Proposal Packet
  - 1 signed & notarized original proposal
  - 8 color copies of the proposal
  - 1 e-copy on flash drive or CD
    - Adobe PDF
  - 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)
- Executive Summary (Max 1 Page)
  - Primary Contact
  - Lead Developer


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## Tab 2 – Concept to Activate Site

- Development Details (Attachment C)
- Narrative consistent with Section II (E)
  - Conceptual building elevations and site plan
  - Circulation plan(s)
  - Proposed development's feasibility
  - Detailed budget
  - 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

- Key individuals
- Documentation of minimum qualifications
  - Track record of similar scale and complexity
  - 1 reference for each project listed
- 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

Evaluation Criteria	Points
Concept to Redevelop Site	0-375
Return to the City	0-325
Proposer's Qualifications and Experience	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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## Small Business Outreach Requirements

- After award recommendation is posted:
  - Recommended proposer must conduct small business outreach efforts within 60 days
    - Sample forms are posted on the RFP Webpage
    - *Not required to submit as part of proposal*


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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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