



# First Street and McKinley Lease and Redevelopment

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

May 13, 2024 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 Webpage
- Written answers supersede verbal answers
- Email alerts when Q&A available online


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## Q&A Deadline

- Submit questions by May 31, 2024
  - 2:00 p.m. local Phoenix time
  - Email: [procurement.request.ced@phoenix.gov](mailto:procurement.request.ced@phoenix.gov)
- Answers available by June 10, 2024
  - <https://solicitations.phoenix.gov/Solicitations/Details/1787>

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## Proposal Deadline



**Tuesday  
July 9, 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 mixed-use development project within the last 7 years
  - *Any proposal that does not include the minimum qualifications will be disqualified.*


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## Minimum Qualifications (Part 2)

- Proposed development
  - At least 10 stories with residential units and ground floor activation
  - ≥ 10% of residential units → Affordable housing
  - ≥ 10% of residential units → Workforce housing
- *Any proposal that does not include the minimum qualifications will be disqualified.*


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## Minimum Qualifications ( Part 3)

- Lease
  - Payment
    - At least \$760,000 for the 1st year
    - Annual increase of 3% for term of lease
    - May offer combination of cash payment and public benefit
  - Term
    - Not longer than 99 years
- *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

- Lease 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
    - Creative, unobtrusive parking solution


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## Business Opportunity

- Desired project (continued):
  - Variety of dwelling and unit types to attract range of household income
  - Create enhanced pedestrian oriented amenities
  - Be consistent with City approved plans, regulations and guidelines
  - Include sustainability elements
  - Align with the goals of surrounding neighborhood


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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

- Annual lease payment schedule for full term of proposed lease
- Tangible public benefits description
  - Must be quantified if part of the proposed lease price
- *Must reflect minimum qualifications*
- Any requested City assistance
  - **No guaranteed City assistance**


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## Tab 4 – Proposer's Qualifications and 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 Activate 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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## 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 currently doing business with City are not prohibited from discussing their current contracts.

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Thank you for attending!

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First Street and McKinley Lease and Redevelopment RFP  
Pre-Proposal Meeting Attendees/Registrants  
May 13, 2024

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