

Pre-Proposal Meeting on the Request for Proposals for the Purchase and Development of 1305 & 1410 W Polk Street (NSD-RFP-FY25-01)




NEIGHBORHOOD SERVICES DEPARTMENT
City of Phoenix

October 8, 2024

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AGENDA

- o RFP Process
- o Desired Project
- o Proposal Instructions
- o Proposal Evaluation
- o General Terms/Conditions
 - Solicitation Transparency Policy




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RFP PROCESS

Questions and Answers (Q&A)

- o Written questions only
 - Some answers available today
 - All answers posted on the City's Solicitations webpage
- o Written answers supersede verbal answers
- o Email notification when Q & A available




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Key Dates to Remember

Deadline to Submit Questions is 2 pm on October 18, 2024

- Email chris.christensen@phoenix.gov
- Include the name of the RFP and number in the subject line
- o October 25, 2024 – Posting Responses to Written Questions
 - <https://solicitations.phoenix.gov/Solicitations/Details/1920>




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Intent to Submit Deadline

**Friday, December 6, 2024
4 pm local Phoenix time**

- o Email Attachment E to chris.christensen@phoenix.gov
- o Proposer will be provided unique upload link upon receipt




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Proposal Deadline

**Friday
December 13, 2024
2 pm local Phoenix time**

- o Submit proposal via unique upload link
- o Proposals received after deadline will be deemed non-responsive



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Proposal Requirements

- Proposer may choose to propose on either Lot or may propose on both Lots
- If proposing on both vacant Lots, the Proposer is required to submit separate Attachments C & D for each Lot in their proposal
- City may award and execute separate contracts for each Lot, if necessary



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Minimum Qualifications

- Minimum purchase price for 1305 W Polk Street is \$120,000
- Minimum purchase price for 1410 W Polk Street is \$150,000
- Any proposal offering a cash payment less than the minimum purchase price must include the quantifiable value for each additional tangible public benefit to demonstrate the total proposed purchase price meets or exceeds the minimum purchase price



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Minimum Qualifications - continued

- At minimum, 50% of the residential and/or multifamily units will be made available to households with income levels not to exceed 80% AMI, as defined annually by HUD
- Affordability requirements will be enforced through a Declaration of Affirmative Land Use Restrictive Covenant for minimum 15 years



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Minimum Qualifications - continued

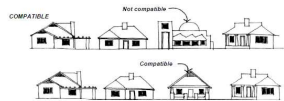
- If the City offers and the proposer accepts federal financial assistance, 100% of the residential units created will be subject to affordability requirements
- Any proposal that does not include the minimum qualifications will be deemed non-responsive and disqualified



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Historic District Context

- **Proposers are strongly encouraged** to schedule an appointment and meet with the City of Phoenix Historic Preservation Office



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DESIRED PROJECT

- Create single family and/or multifamily infill properties
- Create development that is compatible with the Oakland Historic District
- Incorporate elements of sustainability



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DESIRED PROJECT - continued

- The City may provide up to \$150,000 in federal funding to assist with each Lot's development
 - If accepted, 100% of units available to households with income levels not to exceed 80% AMI
- Create design that supports the neighborhood with future participation in the Gated Alley Program, if applicable
- Details of the Desired Project can be found in Section II. D (page 9)



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PROPOSAL INSTRUCTIONS

- All timely proposals will be reviewed to determine whether the minimum qualification requirements have been met
- If only one proposal is received, the City may proceed without convening an Evaluation Committee
- Conform to format as described in Section III. A (page 11)



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Tab 1 – General Information

- Executed Affidavit (Attachment A)
- Signed Conflict of Interest & Solicitation Transparency Disclosure (Attachment B)
- Executive Summary (maximum 2 pages)
 - Concise summary and narrative of the overall proposal
 - Primary Contact
 - Lead Developer



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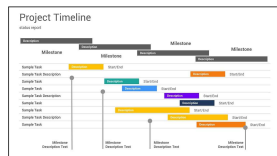
Tab 2 – Concept to Activate Site

- Development Details (Attachment C)
- Narrative description of proposed project
- Proposed development's feasibility
 - Market demand data
 - Method of property control
 - Project budget
 - Project pro forma

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Tab 2 – Concept to Activate Site (continued)

- Conceptual building elevations and/or site plans
- Circulation plans
- Project timeline
 - Reasonable assumptions
- Construction mitigation plan



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Tab 3 – Return to the City

- Offered Purchase Price (Attachment D)
- Description of tangible public benefits
 - Must be quantified if part of the offered purchase price
- Specify any additional requested City assistance

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Tab 4 – Qualifications & Experience (Q & E)

- Proposed development team's Q & E
 - Track record of similar scale and complexity
 - Key individuals, companies, and organization structure of the proposer
 - Roles and responsibilities
 - Similar projects successfully completed



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Tab 5 – Financial Capacity

- Demonstrate financial capacity to execute and complete proposal successfully
 - Clear funding strategy
 - Identify all financing sources
 - Documentation from potential lenders of interest
 - Cite other successful projects completed with proposed financing entities, if applicable
 - Evidence of financing for prior projects



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Exceptions Not Allowed

- **Proposer must not take any exceptions to any terms, conditions, or material requirements of this solicitation**
- **Proposals submitted with exceptions may be deemed non-responsive and disqualified from further consideration, in the City's sole discretion**
- **Proposers must conform to all requirements specified in this RFP**

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PROPOSAL EVALUATION

Evaluation Panel

- Review and evaluate written proposals
- Determine a consensus score for each criterion
- Recommend proposer to be awarded the contract
- Panel may interview all proposers or a short list of proposers
 - Details in Section IV. A. (page 14)



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Evaluation Criteria

- Proposals evaluated based on the following criteria:
 - Concept to Activate the Site (0 - 400 points)
 - Return to the City (0 - 150 points)
 - Qualifications & Experience of Proposer (0 - 200 points)
 - Financial Capacity of Proposer (0 - 250 points)



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GENERAL TERMS & CONDITIONS

Solicitation Transparency Policy

- All proposers and their representatives, under penalty of disqualification, will **only** discuss this business opportunity and their proposals with the procurement officer identified on page 1
- **Proposers that violate this policy will be disqualified**
 - Full policy in Section V. A. (page 15)



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- ✓ Submit Written Questions Deadline
October 18, 2024, by 2 pm
- ✓ Intent to Submit Deadline
December 6, 2024, by 4 pm
- ✓ Proposal Deadline
December 13, 2024, by 2 pm

**Thank you for
your participation!**



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Request for Proposals for the Purchase and Development of 1305 and 1410 W Polk Street (NSD-RFP-FY25-01)
 Pre-Proposal Meeting Attendee List
 October 8, 2024

Company Name	First Name	Last Name	Email	Phone Number
Architectural Resource Team	Chris	Woosley	cwoosley@art-team.com	6237038517
Chodock Properties	Rochelle	Fink	rochelle.fink@chodockproperties.com	2024031996
Commonwealth Companies	Ted	Goltzman	t.goltzman@commonwealthco.net	
Commonwealth Development Corporation	Liz	Peterson	e.peterson@commonwealthco.net	
Commonwealth Development Corporation	Nikki	Kern	n.kern@commonwealthco.net	4148818317
FX Construction	Joseph	Leyva	joseph@gupdev.com	4804357414
FX Construction	Yvette	Mims	admin@gupdev.com	602-435-3847
Habitat for Humanity Central Arizona	Linsie	Kalland	lkalland@habitatcaz.org	602-262-8656
Kingdom Builder Group LLC	Patrick	Smythe	patrick@kingdombuildergroup.com	480-524-1156
LosNidosHomes, LLC	Lou	Marrero	loumar@nidoshomes.com	7035956146
ProDims	Bob	Wirth	bwirth@prodims.com	4809020570
Trellis	Glenn	Karlson	gkarlson@trellisaz.org	6024244025