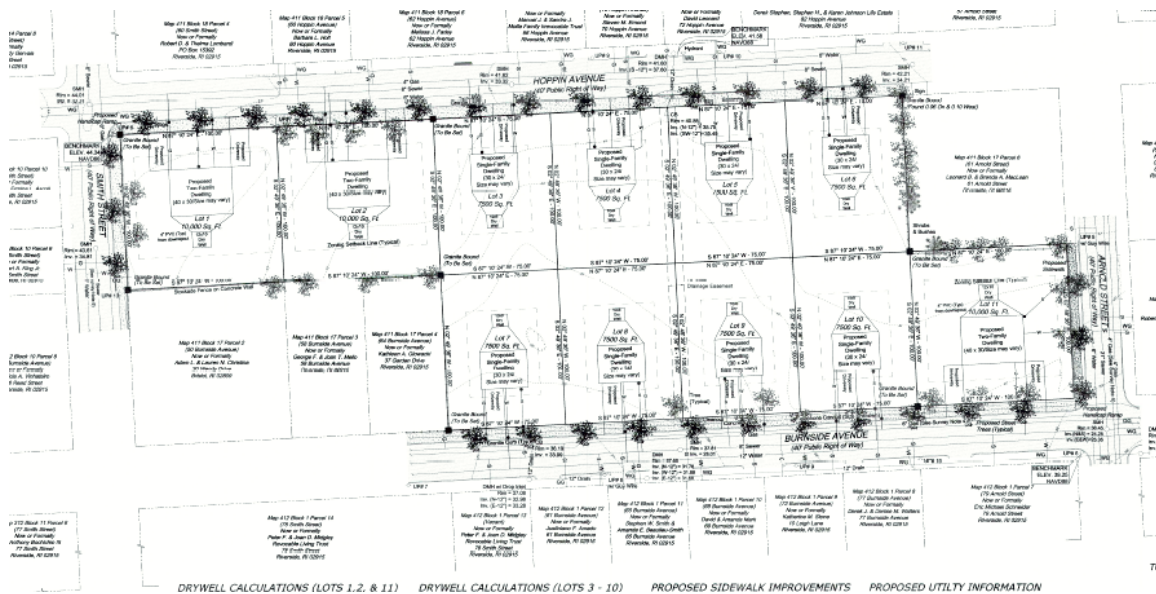




CITY OF EAST PROVIDENCE, RI
DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT
REQUEST FOR QUALIFICATIONS RFQ# EP21/22-18
FOR THE SALE OF (3) 10,000 sq. ft. PARCELS FOR THE
DEVELOPMENT OF THREE (3) TWO-FAMILY DWELLINGS

SPECIFICATIONS

RFQ OPENING THURSDAY, AUGUST 11, 2022 AT 11:00AM



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I. Introduction

The City of East Providence is seeking qualification statements from highly qualified non-profit and for-profit affordable housing developers that have demonstrated success in completing affordable housing developments and employing various public and private funding sources. This Request for Qualifications (RFQ) process allows for the prequalification of potential affordable housing developers. Qualified affordable housing developers meeting the RFQ qualifications and demonstrating the ability to design, build, and manage affordable housing are encouraged to respond to this RFQ.

The City is seeking an affordable housing developer to acquire three (3) City owned 10,000 sq. ft. parcels for the development of three (3) two-family dwellings as shown on the site plan. The two-family dwellings shall be deed restricted for affordable housing.

The subject parcels (parcels 1, 2 and 11 as shown on the site plan are zoned as an R-4 district with a lot area of 10,000 sq. ft., as shown on the recorded site plan (plat card 808). The three parcels are in conformance with all use and dimensional requirements of Zoning for the construction of two-family dwellings. The minimum dimensional requirements for a two-family dwelling located in an R-4 District are the following: area – 8,750 square feet; lot width – 50 feet; lot depth - 100 feet. Minimum building setback requirements are: front yard - 15 feet; side yard - 8 feet; rear yard - 20 feet. Maximum building height is two stories and 35 feet. Maximum building coverage is 25% and maximum impervious coverage is 45%. The downspouts of all of the two-family dwellings shall be connected to individual dry wells, as shown on the site plan.

Improvements to be made by the City after the two-family dwellings are built include:

- Street trees to be installed at intervals of 35 feet on the frontage of the proposed parcels along Arnold Street, Smith Street, Burnside Avenue and Hoppin Avenue.
- Handicap ramps at the intersection of Burnside Avenue and Arnold Street, and the intersection of Smith Street and Hoppin Avenue.
- Concrete sidewalks to be installed along the frontage of proposed parcel 11 on Arnold Street.

It is the intent of the City that each of the two-family dwelling units will have a homeownership and a rental unit. The rental unit will be owned and managed by the homeowner with rent paid to the homeowner. The dwelling units will be deed restricted for affordable housing with the homeowner units at 100% of AMI and the rental units at 60% of AMI. Annual monitoring will be performed by the Housing Network of Rhode Island. The City will consider different ownership/rental scenarios provided they encourage a high likelihood of long-term homeownership, well maintained properties and ongoing annual monitoring.

An acknowledgement will be required at the time of an award that the affordable housing developer will complete construction and obtain a certificate of occupancy within 3 years from the execution of a purchase and sales agreement. If the awardee does not obtain a certificate of occupancy within this agreed upon time period, the ownership of the parcels shall revert back to the city. An extension may be granted by the City.

II. Required Submission Materials

Responses will be assessed on the demonstrated experience of the applicant in the development and construction of affordable housing, anticipated timeline, evidence of financial capability, ability to obtain financing and ability to complete construction within a period of 3 years of execution of a purchase and sales agreement. All of the required items listed below must be submitted in order for the proposal to be considered complete. Any proposal without all of the required submission materials will be disqualified. For a proposal to be considered, it must contain the following information:

1. Basic Information

- Name of the affordable housing developer.
- Business address, including city, state, zip code and phone number.
- Name, phone, and e-mail for contact person who can respond to detailed questions regarding this RFQ.
- Indicate whether or not incorporated and if so, when. If not incorporated, name of owner(s). A signed statement if the corporation has ever defaulted on a contract and if so, when and why.
- A proposed timeline that includes transfer of ownership, securing funding, obtaining a building permit, construction start date, construction end date and obtaining a certificate of occupancy.
- Description of prior experience with developing affordable housing in obtaining financing from various public and private funding sources. The affordable housing developer prior track record must be described in detail.
- Proposals shall describe the target population that may include families, seniors, people with disabilities and/or any other special needs groups.
- A minimum of 3 references.

2. Project Team

- Describe the background and relevant experience of the affordable housing developer along with any sub-consultants to be employed on this project. Describe the background and experience of the designated project manager and other personnel who will participate in the project design and implementation, including a description of the function of each designated participant;
- Describe the relationship or role the affordable housing developer will have with the City and other stakeholders of the project.

Failure to provide all of the above requested information will result in disqualification of the proposal. The City reserves the right to request additional information pertaining to the proposal.

III. General Conditions

- The City reserves the right to reject any and all proposals, to waive any informality, and to select and negotiate services in the best interest of the City;
- The awardee will abide by all applicable Federal, State and City regulations in the performance of their redevelopment of this property;
- The City reserves the right to negotiate the final purchase price with the awardee.

IV. Due Date

Three (3) copies and 1 thumb drive of the statements shall be submitted in one (1) sealed envelope to East Providence City Hall, Controller's Office, Room 103, Attn: Ralph Mitchell, 145 Taunton Ave., East Providence, RI 02914 no later than **THURSDAY, AUGUST 11, 2022 AT 11:00AM**. The bids will be publicly recorded. Bids received with a time of 11:01 AM or later will be rejected. The outside envelope needs to be marked **BID EP21/22-18**.

V. City Contacts

Any questions regarding this RFQ may be directed to:

Patrick Hanner, Principal Planner
Department of Planning & Economic Development
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East Providence, RI 02914
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