

**REQUEST FOR PROPOSALS**  
**TO DEVELOP CITY-OWNED PROPERTY**  
**NSP Program – 1015, 1019, 1023, and 1027 13th Avenue South**  
*January 6, 2020*

The City of Fargo is seeking proposals from housing developers to redevelop City-owned vacant property at 1015, 1019, 1023 & 1027 13th Avenue South. Proposals must be for affordable housing (rental or owner-occupied) for households earning 120% or below Area Median Income (AMI), subject to a 20-year affordability period. **Proposals are due February 11, 2020.** Cost alone will not be the primary deciding factor. Project will be awarded to the developer who most effectively addresses the following goals.

**PROPOSED REDEVELOPMENT OF SITE MUST:**

- Highest and best use of land – units can be a mix of sizes to suit varying household sizes;
- Be affordable for individuals or families whose incomes do not exceed 120% of Fargo's AMI (subject to a 20-year affordability period);
- Be consistent with the character of the surrounding neighborhood;
- Provide evidence that the proposed redevelopment will create quality affordable housing upon completion;
- Be completed or substantially complete no more than 24 months after the date of the signed Redevelopment Agreement.

**DESCRIPTION OF SUBJECT PROPERTY**

- Address: 1015, 1019, 1023 & 1027 13th Avenue South
- Legal Description: Lot 1 through 4, Block 1, Habitat Addition
- Lot size: 11,659 sq. ft. (combined)
- Dimensions: 155' x 77' (combined)
- Zoning: SR-5 which allows for 14.5 units per acre. The City of Fargo Land Development Code should be used to establish the development standards (the existing PUD zoning ordinance has expired).

**PARAMETERS OF PROJECT**

- The City will provide the building site which was paid for with Neighborhood Stabilization Program funds (NSP).
- The Developer must follow all NSP rules for redevelopment, including awarding construction contracts by competitive bid procurement, as outlined by the State of ND Department of Community Services.

- Construction contracts (by competitive bid procurement) must be awarded by a mutually agreed upon timeline by City, ND DCS and project developer. Both the City and ND DCS will be involved with bid review.
- Purchaser must negotiate and sign a Redevelopment Contract that outlines the nature of the project and its consistency with the parameters outlined in this RFP and NSP requirements. This Agreement will be negotiated and executed between the City and the proposer(s) at the end of the RFP process. The Redevelopment Contract will outline the responsibilities of both parties, define the terms of the agreed upon project, and set up the process for transferring ownership of the property.
- The City will not dispose of NSP properties for speculation, land banking, or any other purpose that is not intended for timely redevelopment.

### **SUBMISSION REQUIREMENTS**

All proposals must be **received by February 11, 2020 at 4:00 p.m.** Any proposals received after that time will be rejected. Submit proposals containing the required information, along with a signed copy of the page 3 of this request to:

Auditor's Office  
 225 4th Street North, Fargo, ND 58102  
 Attn: Tia Braseth  
 Re: NSP Infill RFP – 1015, 1019, 1023, & 1027 13th Avenue South

The following **information** must be provided **about the developer**:

- Name and Mailing Address
- Legal status (ex. for-profit corporation, individual, non-profit, etc)
- Qualifications to undertake proposed redevelopment
- Relevant Experience
- Demonstrated financial capacity to complete the proposed project (e.g., performance bond)

The following **information** must be provided **about the proposal**:

- Project description
- Timeline
- Proposed project budget and financing/pro-forma
- Preliminary plans
  - Drawing/elevations of the proposed structure
  - Site plans
  - Preliminary/schematic floor plans and/or descriptions of the proposed structure, including number of bedrooms, square feet, parking, etc.

All information should be submitted in a format that is concise, clear, and responsive to the questions asked in the RFP.

## EVALUATION OF PROPOSALS

The City reserves the right, in its sole discretion, to reject any and all proposals or accept any proposal in whole or in part. The City's review committee will evaluate proposals based on the following criteria:

- Consistency with NSP goals and regulations
- Project's consistency with character of surrounding neighborhood
- Timeliness of completion of proposed project (what is the timeline)
- Consistency with stated City goals
- Impact on the neighborhood
- Utilization of City incentives
- Proposer's ability to complete the project
- Proposer's previous project management and construction administration experience
- Proposer's experience with related projects and past project history

Note: Decisions made by the review committee are subject to the final approval of the City Commission.

*I the undersigned attest by my signature that I have read the terms and conditions outlined in this request for proposals and intend to submit a proposal in conformance with said guidance.*

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*Signature (for)*

*Printed Name*

*Date*