



northside
development group

Requests for Proposals

Due May 31st, 2022, 12 PM

I. BACKGROUND

The Northside Initiative is focused on a safe, strong and thriving Northside for generations to come. As part of this vision defined through a community wide master planning effort completed in 2014, the Northside Development Group (NDG) seeks to support the creation, rehabilitation and preservation of affordable and market rate housing and economic, educational, recreational, health and social opportunities for its residents.

II. INTRODUCTION

In an effort to create a diverse, mixed-income community, the Northside Development Group (NDG) and its partners, through the transformation planning effort, have established a holistic community development strategy to include supporting the creation of mixed income rental housing including the Brawley Street Model Block, 500 Northside Station and the Northside Townhomes, supporting existing residents through an owner-occupied rehabilitation program, and creating new homeownership opportunities through the Village at Creekside and other scattered site homeownership developments.

In the spring of 2021, NDG commissioned McMillan Pazdan Smith Architects and MKSK to lead a series of community charettes to do a more detailed examination of an area in the Northside generally bordered by Howard, Pearl, Ridge, Vernon and Magnolia Streets. The proposed plan includes the potential for mixed-income housing, including multi-family and single-family attached and detached housing, along with potential commercial development at the corner of Howard and Pearl Streets.

III. STATEMENT OF PURPOSE

The Northside Development Group seeks qualified developers to submit proposals for the development of any or all of three groups of parcels for mixed-use and mixed-income developments.

The subject properties are in the Northside Neighborhood's transformation plan target area. The properties have been assembled by NDG.

Proposals for these lots will be evaluated based on the Evaluation Criteria below to select proposal(s) which best meet NDG's goals as outlined in the Northside's Transformation Plan and aligning with the 2021 detailed plan, including providing affordable/market housing opportunities.

All of the ultimate beneficiaries of any potential housing development must include both market rate and affordable households. NDG will work with selected developer/builders to define the best mix of housing based on the market and funding sources available to support conventional and subordinate financing.

NDG intends to negotiate the sale/conveyance of lots "as is" to one or more developer(s) that submit(s) the proposal(s) which best meets NDG goals; however, NDG reserves the right to reject any and all

proposals received as a result of this Request for Proposal, or to negotiate issues so as to best serve the interest of the Northside Initiative. Proposals will also be evaluated by representatives from NDG, the City, and the Northside Voyagers (See the required proposal information section below for proposal submittal details).

The developer bears the sole responsibility for obtaining all permits, use and zoning approvals.

IV. SITE LOCATION

The site is generally bordered by Howard, Pearl, Ridge, Vernon and Magnolia Streets. The RFP is divided into 3 blocks. Developers can submit proposals for one or more defined blocks in the assemblage. A map with general site plans can be found in Addendum 1.

Block 1

Block 1 is intended to be a multifamily or mixed-use development site located along Magnolia Street.

Address	Street	Tax Number	Size (Acre)
Part of 522	Magnolia St	7-12-05-129.00	0.33
Part of 530	Magnolia St	7-12-01-170.00	0.16
536	Magnolia St	7-12-01-169.00	0.16
0	Ridge St	7-12-01-168.00	0.16
147	Ridge St	7-12-01-167.00	0.13
153	Ridge St	7-12-01-166.00	0.13
Total			1.07

Block 2

Block 2 is intended to be a mix of townhomes and a commercial or mixed-use site on the corner of Howard and Pearl Streets. Development plans should include the daylighting of the existing underground stormwater system, which will also function as stormwater detention. The new greenway will include a public access easement and will be named in accordance with a pre-existing agreement NDG has entered into.

Address	Street	Tax Number	Size (Acre)
547	Howard St	7-12-05-112.00	0.23
549	Howard St	7-12-05-109.00	0.17
569	Howard St	7-12-05-101.00	0.37
577	Howard St	7-12-05-100.00	0.6
0	Howard St	7-12-05-096.00	0.18
591	Howard St	7-12-05-095.00	0.1
0	Vernon St	7-12-05-111.00	0.07
520	Vernon St	7-12-05-110.00	0.1
526	Vernon St	7-12-05-108.00	0.1
532	Vernon St	7-12-05-107.00	0.1
536	Vernon St	7-12-05-104.00	0.15
540	Vernon St	7-12-05-103.00	0.07
546	Vernon St	7-12-05-102.00	0.1
554	Vernon St	7-12-05-099.00	0.15
558	Vernon St	7-12-05-098.00	0.1
564	Vernon St	7-12-05-097.00	0.31

572	Vernon St	7-12-01-147.00	0.27
0	Howard St	7-12-05-116.00	0.04
Total			3.21
City of Spartanburg Parcels			
557	Howard St	7-12-05-106.00	0.16
563	Howard St	7-12-05-105.00	0.15

Block 3

Block 3 was not included in the charette process, but the original Transformation Plan recommended mixed-use development.

Address	Street	Tax Number	Size (Acre)
0	Howard St	7-12-05-075.00	0.2
556	Howard St	7-12-05-077.00	0.13
560	Howard St	7-12-05-076.00	0.17
214	Folsom St	7-12-05-078.00	0.11
215	Folsom St	7-12-05-228.00	0.1
219	Folsom St	7-12-05-227.00	0.1
Total			0.81
City of Spartanburg Parcels			
584	Howard St	7-12-05-074.00	0.24

V. DEVELOPMENT CONSIDERATIONS

The new construction must, at a minimum, meet the City of Spartanburg’s New Construction Specifications and the Northside Initiative’s Transformation Plan design guideline in Chapter 6 as outlined in Addendum B.

Homebuilders/developers are expected to have examined the subject properties to understand existing visible site conditions and to factor all development needs into their proposal. NDG will require that all developers/builders address all site needs such as: additional grading, any necessary clearing including tree and stump removal, plantings to stabilize any slopes, widening streets, replacing extra curb cuts with curb and gutter, and repairing or replacing any adjacent curbs and/or sidewalks to ensure a high-quality development.

Property will be sold “AS IS.”

VI. DEVELOPER RESPONSIBILITIES

NDG will negotiate and work with successful bidders to secure the necessary financing to develop a successful project. It is preferred that successful bidders will have the capacity and access to secure financing if necessary. The successful developer/builder(s) will be responsible for completing all necessary site planning and constructing the development. NDG will work with successful developers/builder(s) on marketing and renting/selling all housing units to qualified households.

Construction must start on any proposed development within nine (9) months of the contract date. If the construction has not commenced within nine (9) months from the property transfer date, NDG may, at its option, repossess the land at sale price. Construction should be complete within 24 months of the contract date.

The development of this property should be consistent with all existing zoning and building code requirements including all tree protection and storm water regulations. Exterior elevations and material selections should be compatible with the architectural style of the existing neighborhood and compatible with the designs outlined in the Transformation Plan.

The design and quality of construction of the housing is very important. All building designs and site layout, driveway placement and landscape plans must be approved by NDG, Northside Voyagers and the City of Spartanburg's Neighborhood Housing Services before any land is sold or conveyed.

For homeownership developments, the builder(s) must warranty their labor, workmanship, materials, and appliances and must provide the home buyers with all manufacturer warranties on all items in which there is a manufacturer warranty (ex. appliances, HVAC, water heater, roof, siding, etc.).

NDG reserves the right to require the developer/builder(s) to furnish bonds covering faithful performance and payment of obligations for the development. Builder(s) must obtain a City license prior to contract execution if selected.

VII. NDG RESPONSIBILITIES

NDG will sell and/or convey NDG's land to support the project. NDG will negotiate sale and/or conveyance of land based on successful proposals. NDG will approval and conveyance of City of Spartanburg properties included in this RFP.

To ensure that for-sale homes are affordable to buyers of mixed levels of income, various forms of assistance will be available. NDG will work with various public and private partners to seek down payment assistance, subordinate financing and other favorable mortgage products that may further assist qualified homeowners.

All programs are subject to change based on programmatic changes as well as availability of funding for each program. At the time marketing and construction begin, selected homebuilders and their marketing teams should coordinate with NDG and City staff to ensure that current programmatic offerings and guidelines are presented to potential homebuyers.

VIII. REQUIRED PROPOSAL INFORMATION

Those firms interested in providing these services for this project must submit one (1) unbound original and one (1) digital flash drive copy of all materials required in this RFP. The detailed requirements set forth in the Proposal Format are recommended. Failure by any proposer to respond to a specific requirement may result in disqualification. NDG reserves the right to accept or reject any or all proposals. Proposers are reminded that proposals will be considered as submitted. Points of clarification will be solicited from proposers at the discretion of NDG. Those proposals determined not to be in compliance with the provisions of this RFP and the applicable laws and/or regulations will not be processed. Both for profit and nonprofit developers/builders are welcome to submit.

1. Transmittal Letter – A transmittal letter must be submitted with the proposal which shall include:
 - a. A cover letter indicating interest and qualification to accomplish RFP goals;

- b. Name of firm responding, including mailing address, e-mail address, telephone number and name of contact person;
 - c. Name of the person or persons authorized to make representations on behalf of the consultant, binding the firm to a contract.
2. Project Summary - A written narrative of the proposed development. This narrative should describe in sufficient detail the overall scope of the project. The summary should include the following:
- a. Suggested method of land sale/conveyance;
 - b. Timeframe for property closing, along with the name(s) of attorneys and title insurance company to be used;
 - c. Identification of all anticipated public and/or private partnership arrangements;
 - d. NDG will work with successful bidder to protect the long-term affordability of the project; bidders should make recommendations as part of their proposal
 - e. The expected role of NDG in the project;
 - f. Consistency with the Northside Transformation Neighborhood Plan
3. Qualifications - A description of your organization’s development and construction experience. This description should include:
- a. Narrative of comparable developments completed in the last three years;
 - b. Number of units constructed or rehabbed and sold or leased in the past three years;
 - c. Price of units sold or leased;
 - d. Addresses of developments/units built in the last three years.
 - e. Information regarding previous experience with the City of Spartanburg and/or NDG in other projects;
 - f. Information regarding members of the development team and their qualifications
4. Financial Responsibility - A description of your organization’s financial capability. This description should include:
- a. The two (2) most recent audited financial statements or a certified statement of Revenues and Expenses. (If there are none available for the organization, a Partner/Member statement for each partner should be provided.)
 - b. For non-profit organizations, proof of approval of financial statements by the organization’s board of directors is also required.
 - c. Demonstrate financial capability by providing commitment letters for financing from financial institutions. NDG will work with successful builders on final financing structure.
5. Timetable – Provide a schedule for construction and other development activities per the following example utilizing this format.

Activity	Start	Completion
Pre-development		
Construction		
Marketing and Sales/Lease		

6. Architectural Submissions – Submit a conceptual plan for each proposed development block, drawn to scale. The plan must address the following:
- a. Conceptual site plan, including site bouderies, site dimensions, building footprints, setbacks and parking areas with dimensions; and,
 - b. Materials to be used, including building facades and parking or other impervious surfaces; and,
 - c. Character images of prosed architecture and a description of building stories, height, and massing.

Include any additional information regarding design and other amenities relating to parcel improvements. Architectural submissions must be in conformance with all applicable zoning ordinances of the City of Spartanburg and with the appropriate Northside Neighborhood Master Plan.

7. **MB/WBE and Local Employment**- Describe your strategy for involving minority/women businesses and attracting local employment opportunities for residents.
8. **Completed Forms** – The proposal format is to be completed, including the following Form/Addendums:
 - a. Proposal Form
 - b. Addendum C - Sources and Uses of Funds Statement.
 - c. Addendum D – Organizational Documentation

Address all questions presented on these forms. If the answer is “None” or “Not Applicable”, please indicate.

All Addendums must be completed and included in order for your proposal to comply with the submission requirements of this RFP.

IX. EVALUATION OF PROPOSALS

NDG will evaluate each proposal based on whether it meets the goals and objectives outlined in the Northside Transformation plan and the evaluation criteria outlined below. The winning proposal(s) will be the one(s) which best address those purposes. A committee that includes NDG staff and partners, Northside Voyagers and City staff will conduct the evaluations. NDG Board of Directors will make the final selections.

X. EVALUATION CRITERIA

NDG will evaluate proposals based on the factors outlined below which shall be applied to all eligible, responsive proposals in selecting the successful Offeror. Proposals will be evaluated by a proposal review team. NDG reserves the right to disqualify any proposal for, but not limited to: person or persons it deems as non-responsive and not responsible; or whose experience does not describe the competencies required. NDG reserves the right to make such investigations of the qualifications of the Offeror as it deems appropriate.

Award of such a contract may be made without discussion with Offeror after responses are received. NDG reserves the right to cease contract negotiation if it determines that the firm cannot perform the services specified in their response. Proposal evaluation criteria will be grouped into point factors as follows:

		Maximum Points
A.	<p>Architectural Design, Cost and Affordability – The level to which units will be developed for low- to moderate-income residents will be a key factor. Design factors will include: Conformity with permitted uses; Relationship to surrounding buildings; Enhancement of the neighborhood; Amenities (open areas, landscaping, parking); and, Overall design quality, including the use of Energy Star Certified Design and Products.</p> <p>All submittals must include a description of the product with a cost breakdown of land acquisition, construction costs, profit and overhead as well as proposed sales prices/lease rates for the proposed construction. The design of the development (structure and site) and the landscape, the impact of the new construction on the streetscape, and the impact of the development on the surrounding neighborhood,</p>	25

	including architectural compatibility, will be evaluated. Preference will be given to the proposal that offers to produce the highest quality design with the most features while meeting affordability goals. Please include a full description of proposed development (preliminary elevations and floor plans) to be built including building and driveway locations and proposed landscaping and streetscaping (preliminary site and landscape plans). This should include both building and site plans. Building plans, elevations, and specification sheets, including finishes and potential upgrades, should be included.	
B.	Community Engagement – The proposed project must be consistent with the 2014 Northside Neighborhood Transformation Plan and May 2021 Northside Redevelopment Plan.	20
D.	<p>Financial Capability – Financial capability will be evaluated in conjunction with other factors. Financial capability is of major significance in the evaluation of proposals. NDG will work with developer/builder on final financing structure, but prospective developers are urged to recognize the importance of demonstrating financial capability.</p> <p>The development team’s financial capability to accomplish this project will be evaluated through commitments from financial institutions to provide financing.</p> <p>The developer/builder must demonstrate financial capability to carry out the construction of the development within the contract period as noted above.</p> <p>Developers must disclose and explain the following:</p> <ol style="list-style-type: none"> 1. Current financial default of more than sixty (60) days duration 2. Mortgage assignment or workout arrangement 3. Foreclosure, or deed in lieu of foreclosure within the past 7 years 4. Bankruptcy within the past 7 years 5. Litigation relating to financing or construction of a project 6. Real estate tax delinquencies (past 2 years) 7. Explanation for any projects not completed within budget <p>NDG reserves the right to require the developer/builder to furnish bonds covering faithful performance and payment of obligations for the development of any of the assemblages.</p>	20
E.	<p>Qualifications and References – The developer must have had experience with a project over the last five years substantially equal to or greater in size to the proposed development.</p> <p>It is important to have experienced development teams to ensure the success of this project. The experience of the builder and other team members in the development of similar projects will be evaluated. The developer/builder should identify key team members and provide a resume of those team members’ experience highlighting experience on projects similar to the one proposed in this RFP.</p>	25

	Developers/builders must provide a detailed description of previous projects that are similar to the development proposed in this RFP. The description should include photos, plans and prices in each previous development.	
F.	Readiness to Proceed - The expeditious start and completion of the proposed development will be considered in the evaluation.	10
G.	<p>Minority- and Women-Owned Business Enterprise Participation – Particular consideration will be given to the proposal that best exemplifies compliance with NDG’s Minority and Women-Owned Business goals. The level of involvement proposed for minority and women owned businesses including builder, designers, contractors, subcontractors, consultants, suppliers, lenders, and others will be evaluated. Minority participation in the project is an important factor for builder selection. NDG has a general goal of 15% minority and women owned business participation in the project. The development team should endeavor to make a good faith effort to achieve or exceed this goal and should include documentation with the proposal which addresses these criteria.</p> <p>Local Hiring/Job Training Initiatives: As a part of the Northside Initiative NDG has a goal of providing economic development and job training opportunities. Specifically, the NDG aims to provide job training opportunities through the NCCER training program. Participants of the job training classes can receive 72 hours through a construction training program in which they learn the fundamentals of building trades.</p> <p>Developers/builders should make an effort to hire graduates from NDG’s training program or other qualified local residents to fill vacancies as they are completing the project. A proposed hiring plan along with efforts to fill vacancies with qualified local residents should be included with documentation for this RFP.</p>	10
	Total Maximum Points	110

XI. NDG RESERVATION OF RIGHTS

Northside Development Group reserves and may exercise the following rights and options with respect to this selection process:

- a. to request that one or more of the developers provide additional material, clarification, confirmation or modification of any information in the submission;
- b. to terminate any negotiations at any time;
- c. to accept or reject at any time prior to the execution of the Development Agreement, all submissions and/or to withdraw the RFP without notice;
- d. to expressly waive any defect or technicality in any proposal;
- e. to solicit new proposals;
- f. to rescind a selection prior to execution of the Development Agreement if NDG determines in its sole discretion that the proposal does not conform to the specifications of this RFP; and,
- g. to rescind a selection prior to execution of the Development Agreement if NDG determines that the specifications contained in this RFP are not in conformity with law or that the process in selection of the Developer was not in conformity with law or with the City of Spartanburg.
- h. NDG reserves the right to reject any and all proposals received as a result of this Request for Proposal, or to negotiate issues so as to best serve the interest of the Northside Initiative.

XII. CONTACT

For questions and clarification please call the Northside Development Group 864.598.0097

ADDENDUMS

- A. LOT LOCATION AND PARCEL MAPS
- B. DESIGN SPECIFICATIONS CHAPTER 6 OF MASTER PLAN
- C. SOURCE AND USES OF FUNDS
- D. ORGANIZATION/COMPANY DOCUMENTATION

Addendum A Lot Location and Parcel Map



ADDENDUM B
Northside Transformation Plan

**The Northside Transformation Plan can be accessed at
<https://app.box.com/s/bkz6s926j0nehi4zwfs1>**

**ADDENDUM C
SOURCES AND USES OF FUNDS**

Sources of Funds	Amount (\$)
First Mortgage	\$
Other:	\$
Other:	\$
Other:	\$
Developer Equity	\$
Other:	\$
Other:	\$
Other:	\$
Total Sources	\$

Specify "Other" Sources of Funds.

Uses of Funds	Amount (\$)
Construction Costs	\$
Professional Fees	\$
Carrying Costs & Other Project Fees	\$
Developer Fee	\$
Other:	\$
Other:	\$
Other:	\$
Total Sources	\$

Specify "Other" Uses of Funds.

**ADDENDUM D
ORGANIZATION/COMPANY DOCUMENTATION**

All current items MUST BE SUBMITTED with the proposal

	Enclosed with this Proposal?	
"NON-PROFIT" ORGANIZATIONS		
Articles of Incorporation		
Bylaws		
IRS 501 (c)(3) determination letter		
Current list of board members (Include names, addresses & term dates)		
Two most recent audited financial statements, OR certified statement of revenues and expenditures		
Approval of financial statements by the board of directors		
"FOR-PROFIT" ORGANIZATIONS		
Current list of owners/partners		
Two most recent audited financial statements, OR Certified statement of revenues and expenditures		