

HINESVILLE DOWNTOWN DEVELOPMENT AUTHORITY

REQUEST FOR PROPOSAL
AZALEA STREET REDEVELOPMENT
CONTRACTOR LOT PURCHASE

****EASY REFERENCE COPY ONLY****

****RESPONSES WILL ONLY BE ACCEPTED VIA THE ONLINE SYSTEM****



HINESVILLE
DOWNTOWN DEVELOPMENT AUTHORITY

Introduction: The Hinesville Downtown Development Authority (HDDA) with assistance from the City of Hinesville Community Development Department is seeking proposals from experienced, licensed contractors to purchase vacant lots for the purpose of constructing single-family detached dwellings. Section 3, Minority, and Women owned businesses are encouraged to apply.

Overview: The Azalea Street Redevelopment project is focused on revitalizing a dilapidated neighborhood in the downtown corridor. The third and final phase is sub-divided for clearing purposes. Phase 3A has contains six (6) lots for purchase and are available via this RFP. Phase 3B lots will be addressed separately.

The Hinesville Development Authority desires to complete sale of vacant lots to experienced contractors in order to facilitate timely completion of housing construction within the redevelopment area. Respondents may submit a proposal for as many or as few lots as desired.

Purchase Criteria & Preferences

- Licensed as a General, Residential-Basic, or Residential-Light Commercial Contractor
- Contractor with 5+ years of experience in comparable projects
- Adequate capital to obtain plans, permits, and construct home
- Acceptable references from recent, similar projects
- Preference may be given to contractors purchasing 3 or more lots
- Contractors must remit full payment at closing

Selection

The Hinesville Downtown Development Authority may sell lots to multiple respondents that meet the RFP requirements. The HDDA reserves the right to waive as informality any irregularities in submittals and/or reject any or all proposals. Phone, virtual, or in person interviews may be conducted to assist in evaluating proposals.

Contract Stipulations

- Constructed homes should be at least 2,000 square feet
- Contractor must agree to construct a pre-approved home plan
- Contractor must agree to complete construction within 18 months of purchase
- HDDA may repurchase parcels that have not started construction within 6 months of purchase

Lot Specifications & Income Limits:

Six (6) lots are available for purchase ranging from +/- 0.388 acres to +/- 0.551 acres. Four (4) lots are non-restricted and can be transferred with no stipulations. Two (2) lots are restricted and must be sold to low-to-moderate income homebuyers based on current HUD Income Limits.

Restricted lots must be sold to low-to-moderate income households as defined by current annual income guidelines which are typically release in April/May. Following proposal acceptance, the Community Development Department will be happy to forward recent inquiries regarding newly constructed affordable housing.

Hinesville, Georgia FY 2020 HUD Income Limits								
Household Size	1	2	3	4	5	6	7	8
Maximum Income	\$30,650	\$35,000	\$39,400	\$43,750	\$47,250	\$50,750	\$54,250	\$57,750

Clarification: Any substantive questions regarding this RFP should be clearly marked and submitted in writing to the Community Development Director, Ms. Donita Gaulden, at dgaulden@cityofhinesville.org or City of Hinesville, Community Development Department, Attn: Donita Gaulden/Lot Sales Clarification, 115 East MLK Jr. Drive, Hinesville, GA 31313 no later than 12:00 pm EST on February 24, 2021. Any response will be by addendum. Questions received after the designated period will not be considered. Verbal questions relating to this RFP will not be accepted or receive a response.

Modification: A respondent may correct or modify a submission prior to the date and time set for the submission deadline by requesting return of the submitted application in the online system by contacting the Community Development Director, Ms. Donita Gaulden, at dgaulden@cityofhinesville.org.

Withdraw: A respondent may withdraw a submission prior to the date and time set for the submission deadline by submitting a signed and dated notice on company letterhead. Written notice must be received by the City of Hinesville Community Development Department prior to the date and time set for the submission deadline. Withdraw communication should be clearly marked and submitted Community Development Director, Ms. Donita Gaulden, at dgaulden@cityofhinesville.org or City of Hinesville, Community Development Department, Attn: Donita Gaulden/Lot Sales Withdraw, 115 East MLK Jr. Drive, Hinesville, GA 31313.

Submission Deadline: Responses to this RFP must submitted via the online system no later than **4:00 pm on March 12, 2021.** Emailed, mailed, or hand-delivered submissions WILL NOT be considered.

PROPOSAL CONTENTS

The following information is *REQUIRED* and should be submitted in the order listed.

Business Information

- Name, Address, Phone, Email
- Website
- Facebook
- Structure (Sole Proprietor, Partnership, LLC, Corporation)

Cover Letter

- Signed by the individual respondent or entity authorized agent which binds all representations made in the proposal.
- Identify the primary contact person as well as provide the related mailing address, email address, and phone number.

Qualifications and Experience

Detail history, experience, and qualifications.

- History, size, and structure of entity.
- Describe similar projects the individual or entity has undertaken within the past five years.
- Describe experience in locating standard and low-to-moderate income homebuyers for property purchase.

Financial Stability

Detail financial readiness and stability to undertake the proposed activity from lot purchase and construction perspectives.

- Include a letter of credit or bank statements which support required available funds to purchase lot and construct home.
- Include proposed home plan(s) with estimated construction cost

Timeline

Detail methodology to complete the project within eighteen (18) months.

References

Provide reference information for three (3) similar and recent development/construction projects.

- Entity Name and Address
- Description of Work Completed
- Value of Work Completed
- Month & Year Work Completed
- Contact Person, Title
- Contact Email and Phone Number

Required Attachments

The following items must be attached to the proposal to be considered complete.

- Lot Purchase Proposal
- Lawful Presence Affidavit
- State Issued Driver's License
- Current General, Residential-Basic, or Residential-Light Commercial Contractor's License and evidence of occupational licensure by any municipality of the State of Georgia

Optional Attachments

- Section 3 Certification
- Minority/Women Business Enterprise Certification

Reference Copy Only

PURCHASE PRICE PROPOSAL

Respondents may submit a proposal for as many or as few lots as desired. Provide per lot purchase proposal using whole numbers only.

Phase 3A (6 lots) Refer to Site Plan for lot information

Non-restricted lots

Lot Number	Proposed Purchase Price
25	\$
28	\$
29	\$
30	\$

Restricted sale to low-to-moderate income (LMI) homeowners.

Lot Number	Proposed Purchase Price
26	\$
33	\$

Following proposal acceptance, the Community Development Department will be happy to forward recent inquiries regarding newly constructed affordable housing.

____ I acknowledge that the amount indicated shall remain valid for no more than 180 days after close of the RFP to allow adequate time for the review of responses and scheduling of closing.

____ I understand that restricted lots must be sold to LMI individuals/households and that the following information along with related supporting documents must be provided to the City of Hinesville Community Development Department for each LMI Restricted Unit.

Family size, Annual Household Income, Race, Ethnicity

Printed Name

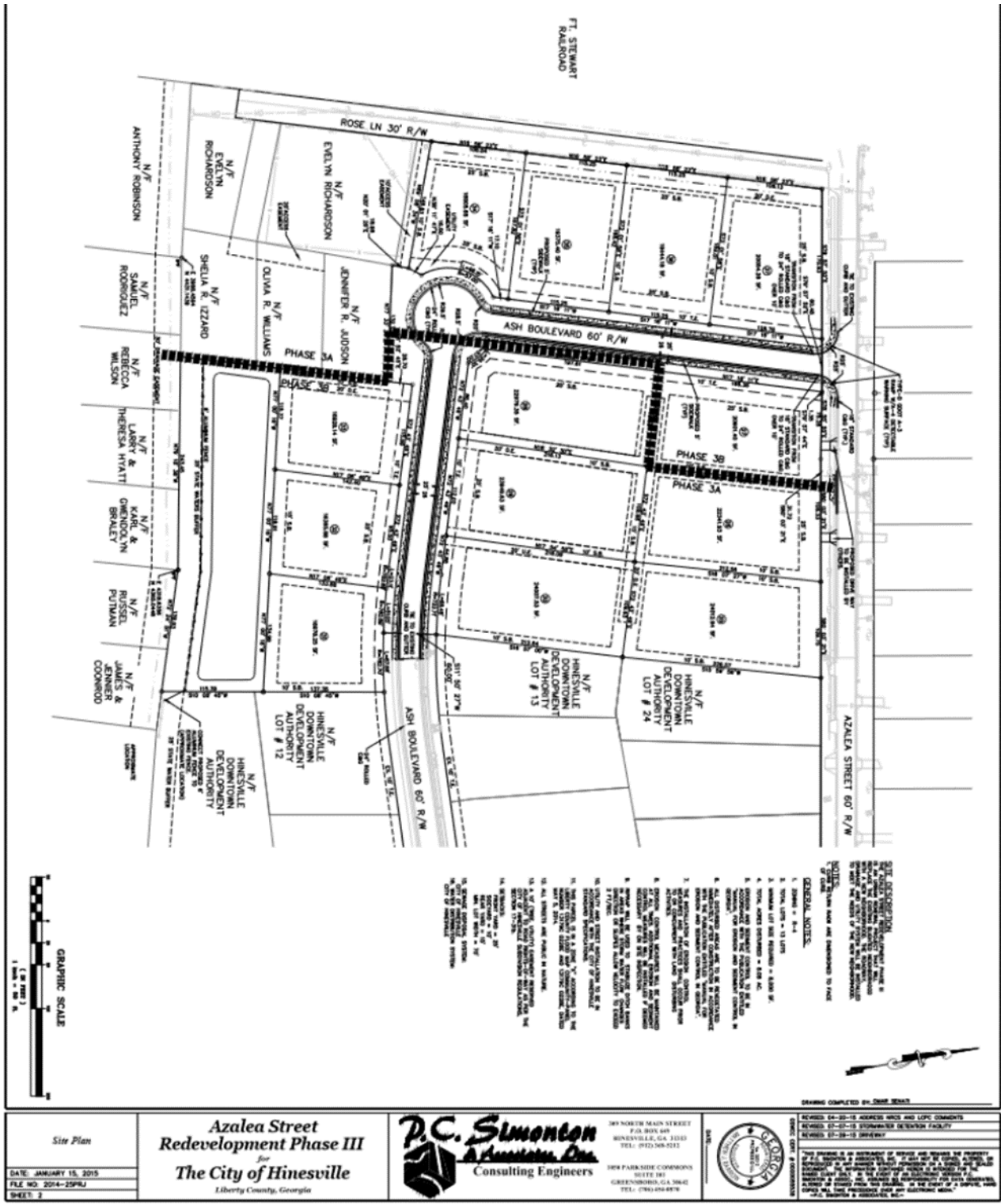
Title

Signature

Date

REFERENCE DOCUMENTS

Site Plan



AFFIDAVITS & CERTIFICATIONS

- Please see following pages.

Reference Copy Only

CITY OF HINESVILLE-LAWFUL PRESENCE AFFIDAVIT

Pursuant to O.C.G.A. § 50-36-1, all persons who - either on behalf of themselves or on behalf of an individual, business, corporation, partnership, or other private entity - apply for certain public benefits must (1) be eighteen years of age or older and (2) submit an affidavit that they are lawfully present in the United States. Public benefits, as defined by O.C.G.A. § 50-36-1(a)(3)(A), include any grant, contract, loan, professional license, or commercial license provided by an agency of State or local government or by appropriated funds of a State or local government.

I, _____, swear or affirm under penalty of perjury under the laws of the State of Georgia that I am 18 years of age or older and (check one):

I am a United States citizen, or

I am a legal Permanent Resident of the United States, or

I am a qualified alien (other than as a permanent resident) or nonimmigrant in the United States pursuant to Federal law.

The secure and verifiable document provided with this affidavit can best be classified as:

I understand that this sworn statement is required by law because I have applied for a public benefit and/or a business license on my behalf as an individual or on behalf of a business, corporation, partnership, or other private entity. I understand that state law required me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit as listed above. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this sworn affidavit is punishable under the criminal laws of Georgia under O.C.G.A. § 16-10-20 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature

Date

Title

*Alien Registration # for Non-citizens

Business Name

TIN or SSN

**CERTIFICATION FOR BUSINESS CONCERNS SEEKING SECTION 3
PREFERENCE IN CONTRACTING AND DEMONSTRATION OF CAPABILITY**

Name of Business _____
Address of Business _____

Type of Business: Corporation Partnership
 Sole Proprietorship Joint Venture

Attached is the following documentation as evidence of status:

For Business claiming status as a Section 3 resident-owned enterprise:

- | | |
|--|---|
| <input type="checkbox"/> Copy of resident lease | <input type="checkbox"/> Copy of receipt of public assistance |
| <input type="checkbox"/> Copy of evidence of participation
in a public assistance program | <input type="checkbox"/> Other evidence |

For business entity as applicable:

- | | |
|---|---|
| <input type="checkbox"/> Copy of Articles of Incorporation | <input type="checkbox"/> Certificate of Good Standing |
| <input type="checkbox"/> Assumed Business Name Certificate | <input type="checkbox"/> Partnership Agreement |
| <input type="checkbox"/> List of owners/stockholders and
% ownership of each | <input type="checkbox"/> Corporation Annual Report |
| <input type="checkbox"/> Organization chart with names and titles
and brief function statement | <input type="checkbox"/> Latest Board minutes appointing officers |
| | <input type="checkbox"/> Additional documentation |

For business claiming Section 3 status by subcontracting 25 percent of the dollar awarded to qualified Section 3 business:

- List of subcontracted Section 3 business(es) and subcontract amount

For business claiming Section 3 status, claiming at least 30 percent of their workforce are currently Section 3 residents or were Section 3 eligible residents within 3 years of date of first employment with the business:

- | | |
|--|--|
| <input type="checkbox"/> List of all current full-time employees | <input type="checkbox"/> List of employees claiming Section 3 status |
| <input type="checkbox"/> PHA/IHA Residential lease less than 3
years from day of employment | <input type="checkbox"/> Other evidence of Section 3 status less than 3
years from date of employment |

Evidence of ability to perform successfully under the terms and conditions of the proposed contract:

- Current financial statement
 Statement of ability to comply with public policy
 List of owned equipment
 List of all contracts for the past two years

Authorizing Name and Title

(Corporate Seal)

Authorizing Signature

Attested by: _____