



# REQUEST FOR PROPOSALS for Sale and Development of 1004-1028 JOHN DIMREY DRIVE

**Digital proposals are due**

**Friday, June 28, 2024 by 4:00 p.m.**

Housing & Neighborhood Development  
City of Greensboro  
Post Office Box 3136  
Greensboro, N.C. 27402

# Request for Proposals for the Sale and Development Apartments at 1004-1028 John Dimrey Drive

## The Opportunity

The City of Greensboro through the Housing and Neighborhood Development Department requests proposals from pre-qualified for-profit and non-profit developers for the acquisition and development of multifamily units located at 1004-1028 John Dimrey Drive in Greensboro, North Carolina. The City of Greensboro seeks a developer to purchase and improve the property as a transformative and catalytic project for the site and neighborhood. Although rehabilitation of the property is seen as the more cost effective option, the City will consider other housing development options, if feasible for the site and neighborhood. All development must comply with the state building code and the City of Greensboro Land Development Ordinances.

The City proposes to sell the property “as is” and will not be responsible for any costs incurred in responding to this request. The City has performed inspections and testing in 2023 including a Phase 1 ESA Report, Lead Inspection and Risk Assessment, Asbestos Report, and Physical Needs Assessment, which will be made available to interested applicants. The City has also posted a current appraisal to the project website at: [www.greensboro-nc.gov/HNDRFPs](http://www.greensboro-nc.gov/HNDRFPs)

Developers are encouraged to become familiar with the supporting materials referenced herein to successfully respond to this request. Developers are also encouraged to inspect the property before submitting a response.

Selection of a recommended development team will occur in two phases. In the first phase, the Request for Qualifications (RFQ), interested parties were required to present information on their qualifications, past project experience, and capacity for securing financing to support this development. Written statements of qualifications are intended to demonstrate to the City the respondent’s current capabilities, as well as past successes in delivering similar projects.

In this second phase, Request for Proposals (RFP), the City invites selected respondents from the RFQ phase to respond to this RFP, which will ask for an overview of the development team structure, including clear identification of the lead developer, a proposed site program, more detailed documentation of the development team’s financial position, and a financial offer to the City for acquisition of the site. The City will evaluate all complete responses to the RFP and intends to select a recommended development team to enter into negotiations with the City to reach a development agreement.

## Contacts for Information and Site Access

For more information, contact Grant Duffield at (336) 373-2530 or [Grant.Duffield@greensboro-nc.gov](mailto:Grant.Duffield@greensboro-nc.gov) . For property access, contact Guy Land at (336) 373-2144 or [Guy.Land@greensboro-nc.gov](mailto:Guy.Land@greensboro-nc.gov) .

Para hacer negocios con la ciudad de Greensboro, existen disponibles servicios gratuitos de idiomas e interpretacion.

## Property Information



Photo Credit: Guilford County

Built circa 1959, 1004 John Dimrey Drive apartments served as a multifamily income-producing property. The property consists of four buildings with 24 garden-style apartments with two-bedrooms and one bath. The property also includes paved parking surfaces. The property is currently boarded and vacant.

**Location:** 1004-1028 John Dimrey Drive, Parcel #0005060

**Owner:** City of Greensboro

**Deed:** Deed Book 007912, Deed Page 00001

**Size:** 2.39 acres (Sources: Guilford County Tax Records and Appraisal)

**Zoning:** RM-18 (Residential).

**Opportunity Zone:** Property is located in Census Tract 0112.00, within an Opportunity Zone.

**Available Utilities:** Electricity, Telephone, Public Water and Sewer, Natural Gas

**Access:** The site has existing curb cuts along John Dimrey Drive.

**Assessed Value:** According to the Guilford County Tax Department, the current total assessed tax value of the property is \$1,108,600 (comprised of building value, \$692,200, and land value, \$416,400). Appraised value: \$395,000 as is, with discounted value for a proposal involving demolition. Appraisal date: April 15, 2024

**Taxes:** The property is currently tax exempt. Outstanding tax liens remain on the property. Balance owed on the liens shall be paid at or prior to closing.

## Preferred Development Characteristics

The City seeks a developer to purchase and improve the property as a transformative and catalytic project for the site and neighborhood. Although rehabilitation of the property is seen as the more cost effective option, the City will consider other housing development options, if feasible for the site and neighborhood. All development must comply with the state building code and the City of Greensboro Land Development Ordinances.

Preferred development characteristics include:

1. Transformative design which creates a quality sense of place and fits the neighborhood context
2. If ownership, development of a Home Owners Association for common area management and upkeep
3. Inclusion of units affordable to low-income households (below 60% of AMI).
4. Supportive services development partners appropriate to the targeted population and tenure type
5. Rehabilitation or new construction of units to include energy efficiency measures meeting the Advanced Energy System Vision program standards
6. All systems, fixtures and finishes improved to new or like-new standards. Low maintenance interior and exterior finishes.
7. Maximization of accessibility and accessible units (dependent on terrain conditions)
8. Outdoor landing and/or patio space for each unit

Development team capacity should include:

The development team should be able to demonstrate the capacity to handle a broad scope of development activities. Responsibilities will include, but are not limited to:

- Market analysis to support the proposed development
- Site plans and building plans
- Preparation of development and operating pro-formas and financing plans
- Securing financial commitments for all necessary construction and permanent financing
- Coordination of construction activities
- Negotiation of sales/development agreements
- Completion of working drawings and building permit approvals
- Development of an HOA for ownership, and transference of management responsibilities
- Provide opportunities to build capacity of local sub-developers, contractors and vendors
- Community engagement
- Supportive services for homebuyers

## Timeline and Schedule of Events

The following are key dates for this Request for Proposals (RFP). The City is committed to adhering to this schedule, but reserves the right to make modifications as it deems necessary. The City also reserves the right to discontinue the solicitation process. Please note that the City Council reserves the right to reject any and all proposals and to

make minor modifications. The City reserves the right to clarify requests for information contained herein or accept any minor irregularities or informalities in determining whether a proposal is responsive.

Event	Date
Invite Selected Respondents to Phase 2 RFP Process	May 6, 2024
Release RFP	May 24, 2024
Written Question and Answer Period Begins	May 24, 2024
Written Question and Answer Period Ends	June 14, 2024
Receive Digital Responses to RFP	June 28, 2024 at 4:00 PM

Answers to written questions will be posted to the RFP site at: [www.greensboro-nc.gov/HNDRFPs](http://www.greensboro-nc.gov/HNDRFPs)

### Potential Federal Funding Requirements if Purchase Offer is less than market value

Due to the previous use of Community Development Block Grant funding at this site, any projects **offering less than Fair Market Value** as determined by the property appraisal dated April 15, 2024 must be carried out in full conformance with all applicable City and Federal regulations. For further information on the Federal CDBG Program regulations and eligibility requirements, consult the U.S. Department of Housing and Urban Development’s CDBG Program for Entitlements website at [https://www.hud.gov/program\\_offices/comm\\_planning/cdbg/entitlement-program](https://www.hud.gov/program_offices/comm_planning/cdbg/entitlement-program). Project developers should familiarize themselves with the CDBG Program requirements prior to proposal submission.

**City Audit Requirements:** After funding, the City will require annual audited financials and the Developer will be subject to the City Audit Policy, which includes periodic physical, financial, and programmatic review for the length of any City development agreement.

**Homeownership Affordability:** Income levels and purchase prices are key to determining affordability. To receive a write down on the cost of acquisition, the project must provide at least 51% of the units for households at or below 80% of the area median income. See <https://www.huduser.gov/portal/datasets/il.html> for income limits. Note that this is a minimum requirement under CDBG. Note the preference under City requirements for additional affordability.

**Environmental Review:** The City will conduct an environmental review. The project must receive environmental clearance from the U. S. Department of Housing and Urban Development prior to issuing a development agreement.

**City Minority and Women’s Business Enterprise (M/WBE) Policy:** Projects must meet the City’s Minority and Women Business Enterprise (M/WBE) requirements for procurement and contracting and will be subject to the M/WBE guidelines. Per the guidelines, the developer must:

- (1) Apply M/WBE subcontract participation goals to the construction portion of the project prior to the start of construction,
- (2) Use the same policies and procedures as City-funded construction projects,
- (3) Apply liquidated damages to be paid by the developer in the amount equal to the monetary value of M/WBE subcontracting goals established by the City in the event of noncompliance with the requirements.

Developers and contractors should take pro-active steps to solicit M/WBE participation and documenting good faith efforts in compliance with the policy. Applicants who have questions regarding the M/WBE Program are encouraged to contact the M/WBE Office at [mwbe@greensboro-nc.gov](mailto:mwbe@greensboro-nc.gov).

**Equal Opportunity and Fair Housing:** Borrower shall insure that no person shall be excluded from participation in, be denied benefits of or be subject to discrimination under City, State or Federal requirements for services, employment or fair housing, as may be required. Borrower shall not discriminate against any worker, employee or applicant for employment or any other member of the public on the basis of sex, race, gender, color ethnicity, national origin, age, familial status, marital status, military status, political affiliation, religion, physical or mental disability, genetic information, sexual orientation, gender expression, or gender identity nor otherwise commit any other unfair employment practice. Borrower shall not discriminate in housing or real estate financial practices on the basis of race, color, religion, sex, handicap, familial status, or national origin.

**Section 504 and Accessibility Improvements:** Section 504 of the Rehabilitation Act of 1973 is a federal law, codified at 29 U.S.C. § 794, that prohibits discrimination based on disability in federally assisted programs or activities. For more information, see, [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/disabilities/sect504faq](https://www.hud.gov/program_offices/fair_housing_equal_opp/disabilities/sect504faq).

The City of Greensboro is requiring that at least 10% of the units in the development be accessible to and usable by individuals with mobility disabilities. Additionally, necessary site alternations are required in common areas including ensuring accessible rental offices, providing accessible postal boxes, adding handicapped parking areas, and installing sidewalks along accessible routes.

**Davis Bacon and Related Acts:** The Davis-Bacon Act provides that construction project contracts using CDBG funds in excess of \$2,000 for the construction or rehabilitation of properties with eight (8) or more total residential units (construction includes but is not limited to rehabilitation, alteration and/or repair, painting and decorating), which involve the employment of laborers and/or mechanics shall contain provisions with respect to minimum wages, fringe benefits, payments without deductions or rebates, withholding funds from contractors to ensure compliance with the wage provisions, and termination of the contract or debarment for failure to adhere to the required provisions. See <https://www.dol.gov/whd/govcontracts/dbra.htm> for more information.

**The Fair Labor Standards Act:** The Fair Labor Standards Act (FLSA) (29 U.S.C. 201-219) is applicable to HUD-assisted construction and implements minimum wages for construction workers, overtime pay (forty-hour work week), record keeping, and child labor standards.

**Section 3:** Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u) provides that, to the greatest extent feasible, opportunities for training, new employment, and contracting opportunities shall be given to qualified Residents or Business Concerns. For more information, see [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/section3/section3](https://www.hud.gov/program_offices/fair_housing_equal_opp/section3/section3).

**Build America, Buy America [BABA]:** BABA requires any “infrastructure project” funded by any “Federal Financial Assistance” (FFA) apply a domestic content procurement preference, meaning that all iron, steel, manufactured products, and construction materials used in the infrastructure project have been produced in the United States, unless the awarding agency has issued a waiver of this requirement.

## Process

The City invites developers with a proven track record of delivering transformative homeownership developments that include an affordable component, to submit proposals in response to this RFP. Respondents must submit an electronic copy of their response in PDF format, no later than **4 p.m. EST, Friday, June 28, 2024** to **Grant Duffield** at [Grant.Duffield@greensboro-nc.gov](mailto:Grant.Duffield@greensboro-nc.gov)

Complete RFP responses will be evaluated according to the objective criteria described below.

## Evaluation Criteria

To be considered for participation in Phase II – Request for Proposals, respondents must clearly, completely, and concisely address each of the requested submittals in their responses to this RFP. A checklist for required submittals and a transmittal cover sheet is attached to this document and should be included in your response package.

## Evaluation Scoring

The City will review all RFP submissions for completeness and compliance with the submission requirements. Only complete submissions will be evaluated, and the City retains the right to disqualify any Respondent that does not submit all the required components. All Respondents with complete proposals will be evaluated based on the criteria and scoring in the attached scoring matrix. Project recommendations will be made to the Greensboro City Council which reserves the right to make the final selection decision.

## Submission Requirements

**Submittal Instructions:** Submit proposals in digital form by 4:00 pm on Friday, June 28, 2024. The City will not consider responses received after this time. Direct responses to [Grant.Duffield@greensboro-nc.gov](mailto:Grant.Duffield@greensboro-nc.gov) . Hard-copy submittals are discouraged.

### Pre-Submittal Conference

The City will host a virtual pre-submittal conference on Thursday June 6, 2024 open to all approved respondents. The pre-submittal conference will be held from 3:00 pm – 4:00 pm EST on Zoom. Zoom information to join the pre-submittal conference will be sent to the approved respondents. During the session, the City will answer any questions regarding stated priorities and the overall disposition process. Attendance at the pre-submittal conference is optional but highly encouraged.

Following the conference, a record of questions asked and answered will also be made available on the project website. Written questions and answers will be posted to the project website during the applicable period.

## Post-RFP Selection Process

Once the RFQ and RFP process is complete and the proposed buyer is determined, the sale process will be determined by the for-profit or non-profit status of the respondent in accordance with state law. This may include a 10 day upset bid process for a for-profit developer.

1. Present proposal to City Council for approval.
2. Conduct the environmental review, as applicable.
3. If approved, City staff will follow up with a development agreement that outlines the terms and conditions of the sale.
4. Issue development agreement and collect balance of purchase price and hold until deed recorded.
5. Hold settlement and record the deed.



# 1004 JOHN DIMREY DRIVE REQUEST FOR PROPOSALS SUBMITTAL CHECKLIST

Check all items contained in the submittal package and submit this checklist with the package. Please clearly indicate your exhibits in your submittal package with separation of exhibits.

- Cover letter dated and signed by owner/applicant containing narrative of the project
- 1004 John Dimrey Drive RFP Transmittal Form filled out and signed
- Draft Purchase Contract

## Exhibit 1:

- Articles of Incorporation
- Bylaws
- IRS 501(c)(3) determination letter (Non-profits Only)
- IRS Form 990 (Non-profits Only)
- Current listing of all members of Board of Directors, including name, address, and beginning and ending dates of term
- Corporate Resolution Authorizing Purchase, if applicable

## Exhibit 2:

- Copy of organization's two most recent years of **financial statements** with management letters (Note: Records may be marked "confidential.")

## Exhibit 3:

- Description of housing development experience
- List of Development Team Members and resume' of each member
- Names, contact info, and qualifications of design/construction professionals
- Description of procurement process for contractors and professional services.
- Describe your local and M/WBE outreach, participation, and capacity-building strategy. Explain how this development will maximize local, diverse participation in all aspects of the project
- Certification of the M/WBE status of the applicant and any development team member.

## Exhibit 4:

- Target household income levels
- Methods for protection of homeownership or rental affordability

## Exhibit 5:

- Evidence/explanation of compliance with local land use regulations if proposing an activity other than acquisition and rehabilitation of housing.
- Approach to community engagement in undertaking the development (e.g. how the public will be engaged and kept informed)

## Exhibit 6:

- Property Management Plan/Homeowner Association Development and Plan
- Services plan for targeted populations, if applicable

## Exhibit 7:

- Preliminary site plans, elevations, floor plans and material specifications
- Development timetable – must clearly indicate expected project start date
- Description of special construction measures/techniques
- Market information to support project feasibility

## Exhibit 8:

- Proposed Development Budget (covering all related construction expenses)
- Sources and Uses clearly showing construction and permanent financing terms and conditions
- Evidence of Construction Financing Commitments
- Anticipated sales prices and costs to homebuyers

# 1004-1028 JOHN DIMREY DRIVE REQUEST FOR PROPOSALS TRANSMITTAL SHEET

## APPLICANT/OWNER INFORMATION

**A. Project Name and Address** Project Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_

**B. Owner/Applicant Information** Organization Name \_\_\_\_\_  
Mail Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Federal Taxpayer ID Number \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Title \_\_\_\_\_  
Telephone \_\_\_\_\_ FAX \_\_\_\_\_  
E-mail \_\_\_\_\_  
What entity will own project? \_\_\_\_\_

(Note: Applicant must be the Owner of the development or Owner's representative)

Person authorized to negotiate and sign legal contracts for the organization  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_ FAX \_\_\_\_\_  
E-mail \_\_\_\_\_

**C. Type of Organization**  
 For Profit organization  
 Nonprofit organization

**D. Administrative Restrictions**  Yes  No Has the Applicant organization or partner/member received an unsatisfactory rating on a publicly funded project or been debarred for any period of time?

Yes  No Has the Applicant organization or partner/member been involved in any lawsuits?

Yes  No Are there any outstanding judgments against the Applicant organization or partner/member?

Yes  No Has the Applicant organization or partner/member been involved in mortgage default within the last 5 years on any federally or state funded project?

Yes  No Has or is the Applicant organization or partner/member been involved in mortgage default within the last 5 years on a City of Greensboro funded project?

If any of the above responses was "Yes," provide a short explanation (attach additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PROPOSED PURCHASE PRICE**

What is the proposed purchase price for the site at 1004-1028 John Dimrey?

\_\_\_\_\_

**INCOME TARGETS AND AFFORDABILITY**

What is the proposed affordability period?

How many units will be available for persons at:

\_\_\_ 30% or below area median income

\_\_\_ 31-60% area median income

\_\_\_ 61-80% area median income

**CERTIFICATION AND SIGNATURE OF AUTHORIZED OFFICIAL**

By signing below, the Applicant certifies that the information provided in this application is true and complete.

By: \_\_\_\_\_

Signature of Authorized Official

Typed or Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_