



**REQUEST FOR PROPOSALS (RFP)
FOR
2015 GENTILLY DEVELOPMENT INITIATIVE**

The New Orleans Redevelopment Authority (NORA) is seeking proposals, in the form of completed applications, from qualified entities interested in purchasing and redeveloping properties as single-family homes in the Gentilly neighborhood within the boundaries of Mirabeau Avenue, Wisner Boulevard, Interstate 610 and Elysian Fields Avenue. This solicitation is issued in support of the Louisiana Housing Corporation's (LHC) HOME Investment Partnership Community Housing Development Organization's (CHDO) Homeownership Development Notice of Funding Availability (NOFA) (<http://lhc.la.gov/assets/HOME/REVISEDCHDONOFA.pdf>).

Applicants must submit completed applications to NORA, Attn: Lucinda Rachel, 1409 Oretha Castle Haley Blvd., New Orleans, LA 70113 or lvrachel@nola.gov. Only complete applications will be reviewed. NORA will accept proposals beginning April 22, 2015 and will make awards on a rolling basis. Proposals must be submitted to NORA no later than **Friday, May 15, 2015 at 4:00 p.m.** and in accordance with the guidelines contained in the RFP and application.

An informational meeting will be held at NORA's offices, located at 1409 Oretha Castle Haley Boulevard, 4th Floor, on Wednesday, April 29th at 4:00 pm. Respondents are urged, but not required, to attend this meeting, where NORA staff will discuss the RFP response requirements and answer any questions.

This RFP shall be advertised in the Times Picayune; it is posted on NORA's website at <http://redevelop.nola.gov>, and will be available upon request by contacting Lucinda Rachel, Disposition Specialist via telephone at (504) 658-4400 or email at lvrachel@nola.gov.

NORA reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all proposals for any reason, to re-open this solicitation for subsequent phases or to redevelop the project by other means at NORA's sole discretion.



1. Background

The New Orleans Redevelopment Authority (NORA) is the owner of a number of properties throughout the City of New Orleans acquired through the State of Louisiana's Road Home Program, expropriation or other means, including a number of properties, both vacant lots and structures, in the Gentilly neighborhood within the boundaries of Mirabeau Avenue, Wisner Boulevard, Interstate 610, and the Elysian Fields Avenue. NORA's mission and goal is to facilitate the redevelopment of these properties and to create a positive impact on the overall neighborhood stability of this area. NORA seeks to make available these properties for residential development, particularly in connection with the development of attractive, energy efficient, hazard resilient, and affordable residential properties that are consistent with the existing neighborhood fabric. NORA seeks applicants who are qualified to respond to the Louisiana Housing Corporation's (LHC) HOME Investment Partnership Community Housing Development Organizations (CHDO) Homeownership Development Notice of Funding Availability (NOFA) (<http://lhc.la.gov/assets/HOME/REVISEDCHDONOFA.pdf>) issued March 11, 2015 and are ultimately awarded a portion of the \$2,000,000 of HOME Investment Partnership Program funds (HOME Funds). Any award of properties from NORA will be contingent upon an award of HOME funds from the Louisiana Housing Corporation (LHC).

NORA is offering approximately 19 properties in Gentilly, provided herein as set forth on Exhibit A (subject to minor modification based upon other NORA programs). **The purchase price of the properties will be based upon the appraised value of said properties. However, NORA will consider requests by developers for the purchase of properties at discounts as provided herein.** All properties offered in this Request for Proposals will be vacant lots or structures as indicated on Exhibit A, to be developed as single family homes, compliant with current zoning of the properties. The final disposition of these properties to an end user through lease or sale should be included in the response, together with the applicant's plan to market to low to moderate income households and a projected timeline for disposition. Applicants should include in their responses a list of properties selected, in order of preference. The selected applicants will be required to enter into a purchase and development agreement with NORA based on properties awarded, which shall include timelines for acquisition and development. The award of properties will be contingent upon an award of HOME funds from the Louisiana Housing Corporation (LHC).

2. Request for Proposals

NORA is seeking proposals, in the form of completed applications, from qualified entities and individuals interested in purchasing and redeveloping properties as single homes in the Gentilly neighborhood.

NORA desires applicants who have the ability to obtain sufficient financial resources to complete a timely redevelopment project and to assist potential homeowners and tenants in completing the purchase or leasing process, including obtaining necessary homeowner financing or rental assistance as may be needed. Familiarity and experience in accessing federal subsidies such as Low-Income Housing



Tax Credits and State and Local loan or grant programs including soft-second funding, down payment assistance and other financial resources will be beneficial. A description of available affordability strategies and techniques to support and promote a viable mixed-income community will also be evaluated.

3. Publication and Promotion

This RFP shall be advertised in the Times Picayune, posted on the NORA website at <http://redevelop.nola.gov>, and will be available upon request by contacting Lucinda Rachel, Disposition Specialist via telephone at (504) 658-4400 or email at lvrachel@nola.gov.

The selected applicants agree to participate in any reasonable promotional activity and to prominently display NORA signage on the site of redevelopment. Such signage must be at least as large as standard real estate "For Sale" signs as determined by NORA. The selected applicant also agrees to participate in community meetings scheduled by NORA and to make information about their plans available to the community.

4. Instructions to Respondents

All respondents should submit written responses and the required documentation as set forth on the attached Developer Application. Only complete applications will be considered. All applications must be submitted to NORA no later than **Friday, May, 15, 2015 at 4:00 p.m. (CST)** directed to the attention of: Lucinda Rachel, Disposition Specialist, 1409 Oretha Castle Haley Boulevard, New Orleans, LA 70113, 504-658-4400, lvrachel@nola.gov as follows

- a) One signed submission as a .pdf file on CD, USB or other electronic delivery method, marked with the applicant's name
- and**
- b) Five (5) hard copies of all materials, bound in 8-1/2" x 11" format enclosed in a sealed envelope, marked with "Request for Proposals for 2015 Gentilly Development Initiative".

Format of Submissions: Boilerplate, glossy and unnecessarily elaborate proposals are neither expected nor desired. The emphasis of the proposal should be on responding to the requirements set forth in this RFP. **Please read and complete the entire application, including Exhibits and Attachments. All applications must be complete upon submission in order to be considered. Missing items may disqualify you from consideration.** All proposals shall be typewritten.

All inquiries concerning this RFP should be directed in writing to: Lucinda Rachel, Disposition Specialist, 1409 Oretha C Haley Blvd. New Orleans, LA 70113 or at lvrachel@nola.gov. NORA will not be responsible for any oral instructions.



5. Modifications and Amendments to RFP

NORA reserves the right to add or modify any and all requirements that are needed to effectuate the goals of this program or comply with legal requirements. NORA reserves the right to amend the instructions, requirements, general and special conditions, scope of work, and specifications of this RFP up to the time set for the sale of properties. Copies of such amendments shall be posted to NORA's website at <http://redevelop.nola.gov>. Where such amendments require significant changes in the scope of the program, the deadline set for receipt of proposals may be postponed by such number of days as in the opinion of NORA shall enable prospective respondents to revise their proposals.

6. Qualifications for Proposals

The ideal respondent(s) must have the financial and organizational capacity to successfully implement the project in a timely manner. Extensive experience in residential development and redevelopment in the City of New Orleans and/or Louisiana is preferred. Applicants must be in good standing with the New Orleans Redevelopment Authority, State of Louisiana, City of New Orleans, and the U. S. Department of Housing and Urban Development (HUD) to be eligible for consideration.

Respondents to this RFP will be evaluated based on their demonstrated ability to satisfy the criteria enumerated below. "Applicant" refers to both developers and individuals. **PLEASE NOTE** that this application is only available to entities qualified to respond to the Louisiana Housing Corporation's (LHC) HOME Investment Partnership Community Housing Development Organization's (CHDO) Homeownership Development Notice of Funding Availability (NOFA) issued March 11, 2015 and which intend to build single family homes for sale to low income [up to 80% Area Median Income (AMI)] families. Only those applicants who have demonstrated the financial and organizational capacity to successfully implement the project in a timely manner will be selected. Extensive experience in residential development and redevelopment experience in the City of New Orleans and/or Louisiana are preferred. The award and transfer of properties will be contingent upon an award of HOME funds from the Louisiana Housing Corporation (LHC).

7. Evaluation and Selection

Upon closing of the RFP response period, NORA staff will begin evaluating responses, scoring responses and contacting applicants.

All proposals submitted in response to this RFP will be reviewed for their relative strengths and weaknesses. Selections will be based on the completeness and quality of responses to this solicitation. Applicants must provide accurate contact information and attest to the veracity of the information supplied. At its discretion, NORA staff may contact references and industry sources, investigate previous projects and current commitments, interview some or all of the proposed development team members and take any other information into account in its evaluation of the responses.



NORA reserves the right to request clarification or additional information and to request that proposed developers make presentations to the NORA Board of Commissioners, community groups or others.

All evaluations shall be made according to the criteria set forth below and will be made according to NORA's business judgment.

Evaluation Criteria

1. Project Description (up to 25 points): Applicants will be evaluated on the project proposal, including how the proposed project fits with and meets existing needs of the surrounding neighborhood and how quickly development can take place.
2. Prior Redevelopment Experience and Professional References (up to 20 points): Applicants should demonstrate recent experience completing similar development projects of the same size or larger to identify specific expertise of the team and its members.
3. Financial Model (up to 20 points): Applicants will be evaluated on the reasonableness of their construction budget and the extent to which viable financing for the project has been or will be secured. All applicants must show that they have adequate capital and resources to successfully redevelop their award of properties in a rapid fashion. If an Applicant qualifies for a discount of the purchase price in accordance with NORA's Policies and Procedures and the Applicant is requesting such discount, Applicants will also be required to demonstrate the cost reasonableness of the project, including any fees to be earned by the applicant and/ or its affiliates and a schedule of the income levels to which the units will be restricted.
4. Urban Design & Sustainability (up to 15 points): Applicants will be evaluated on the extent to which their urban design concept compliments the existing neighborhood scale and its consistency with community planning goals. Final designs will be subject to NORA's approval. The project should include sustainable features, including without limitation, the standards set forth in Appendix C. Materials and construction types that impede mold formation, prevent termites, resist projectile impacts, provide high levels of insulation and promote energy efficiency will be preferred. Construction techniques that avoid waste and reduce impacts on neighbors will also be preferred. NORA will also prefer projects that utilize materials that are manufactured or sourced in New Orleans. Landscaping should be designed to mitigate (rather than exacerbate) stormwater and flooding.



5. Diversity and Capacity Building (up to 10 points): It is important that Applicants demonstrate a commitment to incorporate minority and women participation, as well as small and local businesses and if applicable, Section 3 certified individuals and businesses, in these projects, including but not limited to, ownership, financing, design, construction and management. In a coordinated effort, the City of New Orleans and NORA has determined 35% DBE to be an acceptable participation goal. Because NORA endeavors to dispose of approximately 19 properties through this solicitation, all respondents are required to incorporate a “Plan for the Utilization of DBEs”. Failure to incorporate the Plan for the Utilization of DBEs shall render the proposal unresponsive.
6. Marketing Approach (up to 10 points): Applicants will be evaluated based on the efficacy of their marketing plan. Applicants are required to submit a marketing plan demonstrating the viability of their proposed project and a detailed disposition strategy outlining how they intend to secure end users for their homes.

8. Act of Sale and Disposition Agreement

Once an applicant is selected, the parties shall enter into a Purchase and Development Agreement for the awarded properties based on the standard NORA form. These agreements shall ensure that the properties are developed in a suitable and timely manner and provide for NORA’s reversion rights in the event that properties are not developed as required. Among other matters, these agreements shall ensure that the properties comply with the submission requirements contained in the RFP and any other regulating requirement as may be determined. The selected applicants will be responsible for all customary closing costs associated with closing, including without limitation, all recordation and closing costs, financing expenses, survey, notarial fees for passing the Act of Sale, title insurance and/or examination and all fees and costs of services related to any financing. Taxes will be prorated from the date of closing. If any of the foregoing time periods are not met, NORA may elect to cancel the award and accept another application or proceed in any other manner determined by NORA.

Purchase Agreements must be executed within fifteen (15) calendar days after delivery or NORA may elect to cancel the award. The contract will allow NORA to re-acquire the property through a right of reversion if redevelopment is not completed in a timely fashion.



9. Additional Obligations

Applicants must have all financing in place at the time of execution of a Purchase Agreement and will be required in close within thirty (30) days after execution, unless such date is extended by NORA, at its sole discretion, for good cause.

NORA will require that the redevelopment of the first phase of awarded properties must be completed within 12 months of purchase. A phasing plan may be required by NORA if an applicant is selected for more than five (5) properties.

10. NORA Cooperation

NORA will assist the top-scoring respondents in connecting with applicable neighborhood and community organizations, to directly present their design concepts and marketing plans.

To the extent feasible, NORA will reasonably cooperate with the selected applicant in its efforts to secure additional funding, public and private incentives and permits, licenses, approvals or variances.

11. Additional Requirements

Conflict of Interest: All applicants agree to disclose any direct or indirect, current or future conflicts of interest between themselves and NORA and the employees of said entity. If questions arise about potential conflicts of interests, please contact NORA prior to submitting a response. See Appendix D for additional information.

Ownership of Submission: All materials submitted in response to this request shall become the property of NORA. Selection or rejection of a submission does not affect this right.

Proprietary Information: Only information which is in the nature of legitimate trade secrets or non-published financial data may be deemed proprietary or confidential. Any material within a submission identified as such must be clearly marked as **CONFIDENTIAL** and will be handled in accordance with the Louisiana Public Record Act, R.S. 44: 1-44 and applicable rules and regulations. Any submission marked as **CONFIDENTIAL** in its entirety may be rejected without further consideration or recourse.

Cost of Preparing Submission: NORA shall not be liable for any costs incurred by Applicants. Costs associated with developing the proposal, preparing for oral presentations and any other expenses incurred by the Applicant in connection with this Application are entirely the responsibility of the Applicant and shall not be reimbursed in any manner by NORA.



Errors and Omissions in Proposal: NORA shall not be liable for any errors in proposals. NORA, at its option, has the right to request clarification or additional information from the Applicant. The Application and proposal of the selected Applicant may become part of any contract initiated by NORA.

Subcontracting Information: NORA expects to have a single contract for the Development and Purchase Agreement. The Applicant shall be responsible for all deliverables as outlined in the contract. This general requirement notwithstanding, the Applicant may enter into subcontractor arrangements, provided that none of the services covered by the Applicant's proposal shall be subcontracted without the prior written approval of NORA. NORA reserves the right to withhold approval of subcontracting such portions of the work or services (excluding subcontracting of construction work) which NORA may deem is not in its best interest. Notwithstanding any subcontracting relationship, Applicant shall retain, and must acknowledge, total responsibility for the entire project.

Compliance with All Applicable Laws: Any work completed pursuant to this Application shall be governed and/or construed in accordance with the laws and jurisprudence of the State of Louisiana. At the time of Applicant's submission of its proposal, Applicant shall be in compliance with all applicable laws of the State of Louisiana, the United States and local ordinances, including licensure requirements.

SPECIFIC PROPERTY INFORMATION

The anticipated list of properties is provided below. The acquisition price for all properties is based on their appraised values. The average property price varies depending on the location. Where available and consistent with HUD and NORA guidelines, NORA may provide the opportunity to purchase available NORA properties at a discount, provided such properties are sold to low to moderate income families, alleviate slum and blighted conditions and the construction complies with NORA's building standards. To see a map of the properties listed below please visit:

<http://www.batchgeo.com/map/a7112feb0285f191919d1b96583f90a1>

Identifier	Parcel Address	Current Property Condition
ORL031440	1905 CARNOT ST	VACANT LOT
ORL020995	4440 FRENCHMEN ST	VACANT LOT
ORL034284	1349 SERE ST	STRUCTURE
ORL042952	2053 PLEASURE ST	VACANT LOT
ORL056321	4701 -03 NEW ORLEANS ST	VACANT LOT
ORL072257	4329 PERLITA ST	STRUCTURE
ORL072451	4705 NEW ORLEANS ST	VACANT LOT
ORL074593	4600 NEW ORLEANS ST	VACANT LOT
ORL086620	3719 -21 ENCAMPMENT ST	VACANT LOT
ORL090771	2114 PLEASURE ST	VACANT LOT
ORL115183	1462 MANDOLIN ST	STRUCTURE
ORL115890	4327 PERLITA ST	STRUCTURE
ORL117992	4732 FRENCHMEN ST	STRUCTURE
ORL118003	4526 TOURO ST	VACANT LOT
ORL118439	4510 PAUGER ST	VACANT LOT
ORL119203	1537 HARCOURT	VACANT LOT
ORL146108	4519 NEW ORLEANS ST	VACANT LOT
ORL174704	1671 LAFRENIERE ST	VACANT LOT
ORL193560	1484 MANDOLIN ST	STRUCTURE

*Properties may require updated appraisals.

Please note that NORA disclaims any knowledge as to previous uses or the condition of the properties. All due diligence is the responsibility of the applicants and all applicants are urged to satisfy themselves with respect to the physical condition of the properties and the development thereof prior to closing. The properties will be sold **"AS IS"**, **"WHERE IS"**, with all defects and vices, whether latent or apparent, known or unknown.



NORA makes no representation or warranty with respect to the presence or absence of hazardous materials or any other environmental conditions that may impact the value of the properties or any future development thereon. Applicants are encouraged to perform his/her own independent inspections, inquiries and due diligence concerning the properties. The selected applicants agree to accept the awarded properties with its current zoning, easements, restrictions and any and all rights-of-way appertaining thereto.



Developer Application

New Orleans Redevelopment Authority (NORA) is now accepting applications from for profit and non-profit developers and individuals who are interested in acquiring and developing properties owned by NORA.

Summary of Application Process: Interested applicants should review all of the information included in the accompanying Request for Proposals and this Application as well as all Exhibits and Appendices attached hereto to determine if their proposal will be consistent with the requirements set forth herein. **If an Applicant elects to submit a proposal, they must furnish written responses to all items requested in this Application, including the Exhibits and Appendices.** Submissions will be evaluated based on the scoring criteria set forth in the RFP. Upon review of proposals, NORA may request, at its sole discretion, additional documentation.

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as an applicant, any false statements, omissions, or other misrepresentations made by me on this application may result in dismissal of my application.

Name (printed)	
Signature	
Date	

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. Thank you for completing this application form and for your interest in partnering with NORA.

Criteria for applications are as follows:

- a. Applicants must be qualified to respond to the Louisiana Housing Corporation's (LHC) HOME Investment Partnership Community Housing Development Organizations (CHDO) Homeownership Development Notice of Funding Availability (NOFA) (<http://lhc.la.gov/assets/HOME/REVISEDCHDONOFA.pdf>).
- b. Applications must be tailored to specific lots listed in order of preference.



- c. Applicants must demonstrate the financial and organizational capacity to successfully implement the project in a timely manner. In addition, Applicants must demonstrate extensive experience in development similar to that proposed, preferably in the City of New Orleans and/or Louisiana and must evidence a demonstrated ability to meet equal opportunity/Section 3 Provisions (if applicable). Applicants must be in good standing with NORA, the State of Louisiana, City of New Orleans and the US Department of Housing and Urban Development (HUD) to be eligible for consideration.
- d. Applicants must demonstrate that:
 - i. Proposed project costs are reasonable.
 - ii. Applicant is committing equity to the project.
 - iii. All other sources of project financing are identified and likely to be committed.
 - iv. The Project is financially feasible.
 - v. For those properties sold at a discount or deferred purchase price, the return on the Applicant's equity investment will not be unreasonably high (no undue enrichment).
- e. The proposed reuse of the property must be consistent with existing or proposed zoning, the New Orleans Comprehensive Master Plan and Historic District Landmark Commission (HDLC) guidelines, if applicable and in some cases, approved small area plans including the Unified New Orleans Plan (UNOP).
- f. For those properties sold at a discount or deferred purchase price, the type, quality and method of construction, including the ability to meet the energy efficiency and sustainability criteria set forth on Appendix C.
- g. The estimated time to commence and complete the proposed project must be included.



Exhibit I. Development Team Information & Applicant Questionnaire

All Applicants shall complete this form in its entirety. Applicants that include a non-profit entity as Principal of the Developer or a member of the development team need also to complete Exhibits II & III. By submitting this form, all Applicants understand that the information contained herein will be used, in whole or in part, in the evaluation of the Applicant.

Any property sold at a discounted or deferred purchase price must be sold to households earning 80% Area Median Income (AMI) or below, as defined by the Department of Housing and Urban Development annually. All homes must also be built to minimum NORA design standards (See Appendix C).

Part 1 – Identification of Team & Team Member Qualifications

***Purpose:** To understand the relationship of team members and evaluate their ability to work together to bring the Project to fruition, to identify all stakeholders in the Project, and to evaluate an Applicant’s experience in planning, financing, constructing, marketing and managing an urban development project similar to the project proposed in your submission.*

Name of Entity: _____

Executive Director: _____

Name of Contact Person: _____ **Email Address:** _____

Address: _____

Telephone Number: _____ **Fax Number:** _____

Description of Organization:

1. General Information:
 - a. Type of organization (i.e. partnership, corporation, LLC, joint venture):
_____.
 - b. Identify the state in which the entity was created _____ and date established _____, and if the state of formation is not Louisiana, the date qualified to do business in Louisiana.



2. Provide the following information about all of the Applicant’s principals. For corporations, provide the names of the officers and any direct or indirect shareholders or members owning 10% or more; for partnerships, provide the names of all General Partners and all Limited Partners owning 10% or more. For joint ventures, provide the information separately for each entity that comprises the joint venture. Also, state the role that each principal would play in the development of the site, using the categories specified below. Please use additional sheets as necessary.

Name of Entity: _____ **% Interest in Proposed Project:** _____

Principals:			
Name/Position/Title	Address	Role*	% Interest in Entity

***Role Categories:** GP = General/Managing Partner; GC = General Contractor; F = Provides Financing; A = Architect; 1L = Legal Services; MA = Managing Agent; O = Other (specify)

3. Provide the names, addresses, email addresses, telephone numbers and fax numbers of each development team member(s) to the extent that they have been determined.

Development Team	
Architect	Leasing/Marketing Agent
Firm Name (or N/A):	Firm Name (or N/A):
Address:	Address:
Email:	Email:
Phone:	Phone:
Fax:	Fax:

General Contractor	Property Management
Firm Name (or N/A): Address: Email: Phone: Fax:	Firm Name (or N/A): Address: Email: Phone: Fax:
Legal Counsel	Other:
Firm Name: Address: Email: Phone: Fax:	Firm Name (or N/A): Address: Email: Phone: Fax:
Other:	Other:
Firm Name (or N/A): Address: Email: Phone: Fax:	Firm Name (or N/A): Address: Email: Phone: Fax:

Provide a description of all relevant experience, qualifications and resumes of each development team member identified above.



4. Has any Principal identified above, or any organization in which the Principal is or was a general partner, corporate officer, or owns or is expected to own more than 10% ownership interest, been the subject of any of the following:

#	Question	Yes	No
1.	Felony conviction or pending criminal case?		
2.	Had an ownership or management interest in a property that has received a code enforcement judgment or received repeated/multiple citations?		
3.	In the past 5 years, failed to qualify as a responsible bidder, or refused to enter into a contract after an award has been made, privately or with any government agency?		
4.	In the last 5 years, failed to file any required tax returns, or failed to pay any applicable Federal, State of Louisiana, or City taxes or other charges?		
5.	In the last 7 years, filed a bankruptcy petition or been the subject of involuntary bankruptcy proceedings?		
6.	Been convicted of fraud, bribery, or grand larceny?		
7.	Had negative findings from the local, state, or federal Inspector General's offices?		
8.	Have any governmental lien pending against real estate owned by Applicant or Principals in Orleans Parish or elsewhere?		
9.	Has Applicant received any negative findings connected with work on developments financed by state or federal tax credit programs ¹ and/or failed to meet an IRS Form 8609 tax credit certification?		

If the answer to any question is yes, provide the following information about each instance: name of Principal(s); name(s) of organization(s) or corporation(s); Principal's status in the organization or corporation (e.g. officer), the date of the action, the jurisdiction and docket number of the action, and current status and disposition (use a separate sheet of paper if necessary).

5. Provide information on Applicant's plan to encourage minority and women participation in the proposed project including but not limited to ownership, financing, design, construction and management positions, as well as small and local businesses, including, if applicable, Section 3 certified individuals and businesses. The applicant must demonstrate good faith efforts to train and employ low income and underemployed persons and to otherwise meet Disadvantaged Business Enterprise (DBE) goals as required by NORA.

¹ Including but not limited to Historic Tax Credits, Low Income Housing Tax Credits, New Market Tax Credits, Film Tax Credits, etc.



Non-Profit Organization: Major Sources of Funding

Provide the following information regarding your major sources of funding during the two years preceding the date of submission of this Application. (Use additional sheets as necessary)

Name of Organization: _____

Funding Source (Agency, Department, Etc.)	Name of Program	Purposes of Funding	Dates of Funding	Funding Amount

Part 2 – Preliminary Development Program

Purpose: *To evaluate an Applicant’s initial concept for providing first-class, residential development.*

1. A description of the proposed development concept for the Project and why it is appropriate based on Applicant’s analysis of the current and future market environment, including without limitation, such design features as sustainable and storm resistant features, selected building materials and finishes and consistency with the historical character of the surrounding neighborhood. Also, provide a summary of the landscaping plans, public spaces and any special features to be included.
2. An approximate timeline for the entire development process to project stabilization.

Please provide a narrative description of the project you propose. Identify the target population(s) and income level, bedroom mix, your anticipated financing, operating subsidies, marketing plan to dispose of final properties and other relevant information, including without limitation, geographic target area for marketing purposes, plans for assisting potential homebuyers in obtaining financing if necessary, marketing outlets and advertising and marketing materials.



Part 3 – Financing Plan

Purpose: To evaluate an Applicant’s financial strength and ability to obtain debt and equity financing for the Project; and to provide a reasonable assurance regarding the ability of the Applicant to deliver the Project within the relevant timeframes. *NOTE: All non-public financial information will be kept confidential as permitted by applicable law.*

<u>Required Items</u>	<u>Attached</u>
1. Evidence of prior ability to complete and finance similar projects including partners, sources of financing, and outcomes (Exhibit III);	<input type="checkbox"/>
2. An entity organizational chart reflecting proposed structure of Applicant;	<input type="checkbox"/>
3. A description of the intended sources of equity for the proposed Project (including the identity of each intended source of equity and a contact person, address, and phone number);	<input type="checkbox"/>
4. A description of the intended sources of debt financing. If available, bank references, letters of credit, or other financing commitments from all persons or entities providing any debt for the proposed Project.	<input type="checkbox"/>
5. Applicants should submit the most recent quarterly financial statements and three years of annual financial statements, supporting financial reports and other material financial information as applicable to each participating entity, and if Applicant or any proposed member is a non-profit organization, a copy of its A-133 Audit Report for the last three years. Statements of equity commitments and lending commitments are strongly encouraged. Applicant should identify the sources for funding the purchase price for the land and the development.	<input type="checkbox"/>
6. If a purchase price discount is being requested, Applicants will also be required to demonstrate the cost reasonableness of the project, including any fees to be earned by the Applicant and/ or its affiliates, the targeted purchasers and marketing strategy.	<input type="checkbox"/>



Part 4 – Disclosures, Representations and Warranties Letter

***Purpose: To identify any potential conflicts of interest, and/or legal risks and concerns.
(Please include this letter with your submission)***

_____, 20____

New Orleans Redevelopment Authority
1409 Oretha C Haley Blvd
New Orleans, LA 70113

Attn: Mr. Jeffrey P. Hebert
Executive Director

Re: 2015 Gentilly Development Application

Mr. Hebert:

This letter is being submitted in connection with our application (“Application”) with respect to the development of properties owned by the New Orleans Redevelopment Authority (“NORA”).

As an authorized agent of the Applicant, I agree to include as an attachment a statement:

1. Disclosing any, direct or indirect, current or future, conflict of interest with NORA, and/or its employees;
2. Describing any litigation the Applicant, its officers, agents, partner, or members may have been subject to resulting from a previous project whether resolved or still pending.

I have received, read, and understand the provisions of the Developer Application. I understand that selection of an Applicant (“Applicant”) under the Developer Application will mean only that NORA will commence negotiations with such Applicant regarding the development of the proposed project.

I recognize that any negotiations with NORA will be subject to the following terms and conditions:

1. The selection of an Applicant will not represent any obligation or agreement on the part of NORA, which may only be incurred or entered into by a written agreement which has been (i) approved as required pursuant to NORA’s Policies and Procedures; and (ii) duly executed by Applicant and NORA. An award letter will only indicate NORA’s intention to commence negotiations, which may ultimately lead to the execution of such an agreement.



2. The following requirements will have to be satisfied prior to entering into a Development Agreement for the proposed project, which include, but are not limited to, the following:
 - a. The Applicant must receive a financial award from the Louisiana Housing Corporation (LHC) connected to the LHC's 2015 HOME Investment Partnership Community Housing Development Organizations (CHDO) Homeownership Development Notice of Funding Availability (NOFA) (<http://lhc.la.gov/assets/HOME/REVISEDCHDONOFA.pdf>).
 - b. The Applicant, any other potential development partner, and their respective members must successfully undergo a background check concerning their suitability to do business with NORA.
 - c. An award will not be granted to any person or entity which, or to any entity with a Principal who: (i) has not fulfilled development responsibilities undertaken in connection with NORA, the City of New Orleans, or other governmental entities, (ii) is in default on any obligations to the City or NORA, (iii) is a former owner of any site within the proposed project, or (iv) has lost real property to the City in tax or lien enforcement proceedings.
 - d. The Applicant must execute legal documents in form and substance acceptable to NORA.
3. During negotiations, the Applicant must diligently, competently, and expeditiously comply with all requirements communicated to the Applicant by NORA.
4. NORA reserves the right to approve all future design, development plans and leases of the Project.
5. Either NORA or the Applicant may terminate negotiations at any time with or without cause. Further, negotiations may be terminated if Applicant does not enter into a binding agreement within fifteen (15) days from the date a draft agreement is provided to Applicant, unless otherwise extended by NORA.
6. If negotiations are terminated by either NORA or the Applicant, whether with or without cause, or if negotiations terminate automatically, then neither NORA nor the Applicant will have any rights against or liabilities to the other except as otherwise agreed.



7. NORA is not obligated to pay, nor will it in fact pay, any costs or losses incurred by the Applicant at any time, including, but not limited to, the cost of: (i) any prior actions by the Applicant in order to respond to any selection process, or (ii) any future actions by the Applicant in connection with the negotiations, including, but not limited to, actions to comply with requirements of NORA, the City, or any applicable laws.

In addition, the party submitting the Application hereby certifies that such proposal is genuine and not collusive or a sham; that said Applicant has not colluded, conspired, connived or agreed, directly or indirectly, with any other Applicant or person, to put in a sham proposal or to refrain from proposing, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person to fix the proposal price or affiant or of any Applicant, or to fix any overhead, profit or cost element of said proposal price, or of that of any other Applicant, or to secure any advantage against the Owner or any person interested in the proposed contract; and that all statements in said Proposal are true.

On behalf of the Applicant, I also represent that the information contained in the Development Team Identification & Application Questionnaire is accurate and correct.

Respectfully,

Signature

Title



Exhibit II Professional References

Each Applicant is required to include at least three professional references which are representative of the Applicant’s ability to complete its proposed project. Applicants are invited to provide letters and other documentation from the contacts/firms listed below to the extent that it will assist in evaluating the Applicant’s ability to provide the services listed herein.

Exhibit III Representative Projects

Applicants must include at least two representative projects similar in size and scope to the proposed project completed in the last 5 years which demonstrate the Applicant’s ability to fulfill the proposed project. Applicants may also provide photos and other collateral materials that will assist in evaluating the Applicant’s ability to provide the services listed herein. ***(Attach additional sheets if necessary).***

PROJECT #1 DETAILS

Project Name:	_____	Location:	_____
Project Type^(a):	_____	Size (SF):	_____
Development Type^(b):	_____	Firm’s Role^(c):	_____
Total Project Costs:	_____	% DBE (if known):	_____
		Date Started:	Date Completed:
		_____	_____
Key Tenants/Clients:	_____		

(a) Project Type: Retail; Community Facility; Office; Rental Housing; Single Family Housing; Mixed-Use; **(b) Development Type:** New Construction; Rehabilitation; **(c) Role Categories:** General/Managing Partner; General Contractor; Provides Financing; Architect; Legal Services; Managing Agent; Other (specify)



OTHER DEVELOPMENT TEAM MEMBERS

Architect: _____ Leasing/Marketing Agent: _____
 General Contractor: _____ Property Management Agent: _____
 Legal Counsel: _____ Other (Specify): _____

PROJECT #2 DETAILS

Project Name: _____ Location: _____
 Project Type^(a): _____ Size (SF): _____
 Development Type^(b): _____ Firm's Role^(c): _____
 Total Project Costs: _____ % DBE (if known): _____ Date Started: _____ Date Completed: _____
 Key Tenants/Clients: _____

(a) Project Type: Retail; Community Facility; Office; Rental Housing; Single Family Housing; Mixed-Use; **(b) Development Type:** New Construction; Rehabilitation; **(c) Role Categories:** General/Managing Partner; General Contractor; Provides Financing; Architect; Legal Services; Managing Agent; Other (specify)

OTHER DEVELOPMENT TEAM MEMBERS

Architect: _____ Leasing/Marketing Agent: _____
 General Contractor: _____ Property Management Agent: _____
 Legal Counsel: _____ Other (Specify): _____



APPENDIX A: Applicant Warranties

- A. Applicant warrants that it is willing and able to comply with State of Louisiana laws with respect to foreign (non-State of Louisiana) corporations.

- B. Applicant warrants that it will not delegate or subcontract its responsibilities under the contract without the prior written approval of New Orleans Redevelopment Authority.

- C. Applicant warrants that all information provided by it in connection with this proposal is true and accurate.

- D. Applicant warrants that neither it nor any of its contractors or subcontractors is or will be at any time during the project a “debarred” entity, as defined at 24 CFR Part 5.

Signature of Official: _____

Name (print or typed): _____

Title: _____

Firm: _____

Date: _____



APPENDIX B: Non-Collusion Statement

_____, states that he/she _____ (a partner of the firm, officer of the corporation, or individual making the foregoing proposal or proposal), that said proposal is genuine and not collusive or sham; that-said Applicant has not colluded, conspired, connived or agreed, directly or indirectly, with any Applicant or person to put in a sham proposal or to refrain from bidding, collusion, or communication or conference, with any person, to fix the proposal price or affiant or any other Applicant information or to fix any overhead, profit or cost element, of any other Applicant, or to secure any advantage against any person interested in the proposed contract, and that all statements contained in the said proposal are true.

Applicant



APPENDIX C: Building Standards

The following standards will be applied to all redevelopment and new construction on properties sold by NORA.

Hazard Resilience Standards (beyond New Orleans Building Codes):

- All glazed openings shall have protection devices that meet either the ASTM E 1886 or ASTM E 1996 requirements.
- Roof shingles should conform to ASTM D 7158G (130 mph) rating and be properly fastened.
- Roof deck fastening should be performed with 8d ring shank nails spaced 6" on the edge and in the field. Within 4' of a gable end, the nail spacing should be 4". Plywood or OSB on roof decking should have a minimum thickness of 7/16".
- Toenail connections are prohibited.
- Each roof truss/rafter connection should use hurricane clips and wraps that conform to the IRC.

Energy Efficiency Standards:

- Developers must provide documentation, at the time of closing to a third-party, that the home has achieved a confirmed HERS (Home Energy Rating System) score of 85 or below. A HERS score of 85 corresponds to a 15% improvement beyond current energy code performance.



APPENDIX D: Conflict Of Interest

NEW ORLEANS REDEVELOPMENT AUTHORITY CONFLICT OF INTEREST DISCLOSURE AFFIDAVIT

STATE OF LOUISIANA
PARISH OF _____

Before me, the undersigned authority, came and appeared _____ who, being first duly sworn, deposed and said that:

1. He/She is the _____ and authorized representative of _____, hereafter called "Respondent."
2. The Respondent submits the attached RFP Response in response to the 2013 Gentilly Redevelopment Initiative Request for Proposals.
3. The Respondent hereby confirms that a conflict(s) of interest exists/does not exist/may exist in connection with this solicitation which might impair Respondent's ability to perform if awarded the contract, including any familial or business relationships that the Respondent, the proposed subcontractors, and their principals have with NORA Commissioners, officers and employees. *(If a conflict(s) of interest exists and/or may exist, describe in a letter the nature of the conflict, the parties involved and why there is a conflict. Attach said letter to this form).*

Respondent Representative (Signature)

(Print or type name)

(Address)

Sworn to and subscribed before me, _____, Notary Public, this _____ day of _____, 20__.

Notary Public (signature)
Notary ID#/Bar Roll #