



**Rhode Island Housing**  
working together to bring you home

**Request for Proposals  
Acquisition and Rehabilitation of  
Advent Apartments  
(aka Gemini Hotel)**

**INTRODUCTION**

Through this Request for Proposals (“RFP”), Rhode Island Housing seeks proposals from qualified firms to purchase, renovate and operate as affordable rental housing Advent Apartments. Advent Apartments is a multifamily housing development located at 336 Washington Street, Assessor’s Plat 25 Lot 453, in Providence. The development is described in further detail below.

**INSTRUCTIONS**

One (1) original(s) and two (2) copies of the proposal should be submitted to Rhode Island Housing, 44 Washington Street, Providence, RI 02903-1721, Attn: Carol Ventura, Director of Development, [cventura@rhodeislandhousing.org](mailto:cventura@rhodeislandhousing.org). Proposals should be concise and include all attachments and work samples. Proposals should be presented on business letterhead.

Proposals must be received no later than 5:00 p.m. on **Friday, January 31, 2014**.

Respondents are advised that all submissions (including those not selected for engagement) may be made available to the public on request upon completion of the process and award of a contract(s). Accordingly, any information included in the proposal that the respondent believes to be proprietary or confidential should be clearly identified as such.

**SCOPE OF WORK**

Please see Attachment A.

**ITEMS TO BE INCLUDED WITH YOUR PROPOSAL**

**1. General Developer Information**

Provide a brief description of your firm, including but not limited to the following:

- Name of the principal(s) of the firm;
- Name, telephone number and email address of a representative of the firm authorized to discuss your proposal; and

- Mailing address of the firm.

## **2. Experience and Resources**

- Describe your firm and its capabilities. In particular, support your capacity to perform the Scope of Work.
- Identify and provide relevant background information about current and expected development team members.
- Include two years of audited financial information for the sponsor/developer.
- Include a list of developments completed by your firm.
- Provide a detailed list of professional references.
- Identify any conflict of interest that may arise as a result of business activities or ventures by your firm and associates of your firm, employees, or subcontractors as a result of any individual's status as a member of the board of directors of any organization likely to interact with Rhode Island Housing.
- Discuss sponsor/developer experience in the development and management of supportive housing if applicable.

## **3. Workplans and Financing Structure**

Please provide the following:

- Detailed narrative description of your project proposal for the property, including a description of proposed rehabilitation to be completed. This narrative is your primary opportunity to address each of the Evaluation and Selection criteria listed below, and differentiate your firm from other respondents;
- Proforma detailing proposed financial structure;
- Proposed purchase offer;
- Description of services to be provided by each development team member;;
- Description of relationships with equity providers if proposal includes Housing Tax Credits - please note any actual equity offers;
- Key milestones for proposal and timeline for reaching key milestones;
- Building and site security plan for the property;
- Management Plan and Affirmative Fair Housing Marketing Plan; and
- If the respondent proposes to provide permanent supportive housing, a service plan detailing the intended resident population and type and scope of ancillary services to be provided.

## **4. Certifications**

Please include a letter from your president, chairman or CEO certifying that (i) no member of your firm has made inquiries or contacts with respect to this Request for Proposals other than in an email or written communication to Carol Ventura, Director of Development,

[cventura@rhodeislandhousing.org](mailto:cventura@rhodeislandhousing.org) seeking clarification on the Scope of Work set forth in this proposal, from the date of this RFP through the date of your proposal, (ii) no member of your firm will make any such inquiry or contact until after February 28,, 2014, (iii) all information in your proposal is true and correct to the best of her/his knowledge, (iv) no member of your firm gave anything of monetary value or promise of future employment to a Rhode Island Housing employee or Commissioner, or a relative of the same, based on any understanding that such person's action or judgment will be influenced and (v) your firm is in full compliance with Chapter 27 of Title 17 of the Rhode Island General Laws, Reporting of Political Contributions by State Vendors.

## **EVALUATION AND SELECTION**

A selection committee composed of Rhode Island Housing staff (the "Committee") will review all proposals, select a developer, and make a recommendation to the Rhode Island Housing Board of Commissioners for approval. Rhode Island Housing may elect to interview a small number of respondents to this RFP prior to the selection of a developer.

The proposals will be evaluated under the following criteria:

- Creativity and feasibility of the proposed project, as set forth in the narrative description; suitability of the proposed use(s) to meet the needs of the community and complement other ongoing revitalization efforts;
- Evidence of the availability of debt and equity sources to fund acquisition and proposed rehabilitation of the property and the ability to obtain subsidies and resources other than those offered by Rhode Island Housing;
- Proposals that use the least amount of Rhode Island Housing resources and leverages other funding sources;
- The extent to which the proposal addresses Rhode Island Housing development objectives set forth in Attachment A to this RFP;
- The applicant's experience (including roles and outcomes) in transactions that included the redevelopment of under-performing properties;
- The applicant's demonstrated commitment to neighborhood revitalization efforts;
- Past experience owning and/or developing Housing Tax Credit deals on-time and within budget;
- The development experience and financial capacity of the applicant, equity investor and development team members;
- The applicant's prior effective working relationship with Rhode Island Housing and other community lenders;
- The quality of the Management Plan and draft Affirmative Fair Housing Marketing Plan to reach out to a diverse community, attract qualified and eligible residents and maintain a high percentage of occupancy;
- The quality of the building and site security plans for the property;

- The applicant's ability and commitment to establish and maintain strong community relations and to create a high quality housing environment for the residents of the property, surrounding property owners, and community partners; and
- If the applicant proposes to provide permanent supportive housing, the quality of the service plan.

Rhode Island Housing has not committed itself to undertake the work set forth in this RFP. Rhode Island Housing reserves the right to reject any and all bids, and to enter into negotiations with one or more bidders. Rhode Island Housing reserves the right to make those decisions after receipt of responses. Rhode Island Housing's decision on these matters is final.

Together with its partners, Rhode Island Housing works to ensure that all people who live and work in Rhode Island can afford a healthy, attractive home that meets their needs. Rhode Island Housing uses all of its resources to provide low-interest loans, grants, education and assistance to help Rhode Islanders find, rent, buy, build and keep a good home. Created by the General Assembly in 1973, Rhode Island Housing is a privately funded public purpose corporation

## **Attachment A**

### **Scope of Work**

#### **SCOPE OF WORK**

##### **A. General Notes**

In accordance with our mission and KeepSpace philosophy, Rhode Island Housing is committed to creating a broad and interactive partnership to build stronger, sustainable neighborhoods in Providence.

This RFP is seeking a developer with the experience, commitment, depth and financial capacity to undertake the redevelopment of Advent Apartments. Paramount among the qualities we are seeking in a developer are (i) the experience and track record of rehabilitating and restoring under-performing and troubled properties in a timely manner; (ii) strong, effective property management; and (iii) a strong practice of community engagement and relationship-building within the neighborhoods in which prior developments have operated. Priority consideration will be given to developers with experience in owning and managing housing for special needs populations and the homeless.

The proposal submitted must be financially feasible and the developer should show a history of financially successful projects that were similar in scope.

Advent Apartments was originally developed with housing tax credits (“Tax Credits”) and federal HOME funds. Rental assistance for the development is provided under a McKinney Vento Moderate Rehabilitation Section 8 Contract administered by the Providence Housing Authority.

##### **B. Development Objectives**

Rhode Island Housing’s objective is to create a development which will provide safe, healthy, and affordable homes that will contribute to the revitalization of the neighborhood.

To achieve this objective, Rhode Island Housing is looking to respondents of the RFP to propose a development plan that they believe is appropriate, achievable and which will continue the revitalization and stabilization of the area for the long-term.

Extensive renovations will be required to bring the building up to the standards typically required by Rhode Island Housing as a condition of financing. These standards are outlined in the Guidelines for Development section of our Developer’s Handbook which also includes underwriting guidelines, affordability terms, applicable fees and program eligibility.

The Developer's Handbook is available on our website at <http://www.rhodeislandhousing.org/sp.cfm?pageid=557>

Section 44-5-13.11 of the Rhode Island General Laws provides that certain residential properties that provide long term affordable housing are entitled to a real estate tax cap equal to eight percent (8%) of their gross scheduled rental income. We encourage the buyer of Advent Apartments to seek this tax treatment from the City of Providence

While not the entire list, Rhode Island Housing's priorities for the property include:

- Complements on-going neighborhood revitalization efforts underway in the community, which can include opportunities to enhance economic development or provide services to the community;
- The project should be financially feasible;
- Long term commitment to revitalization efforts underway in the community;
- Proposals that use the least amount of Rhode Island Housing resources and leverage other funding sources;
- Active and engaged on-going property management;
- Provision of some service enriched permanent housing units for homeless or formerly homeless individuals and/or families;
- The provision of supportive services if the proposal seeks to serve populations that need supportive services to be successful; and
- Site security for the property.

### **C. Advent Apartments Summary**

Advent Apartments consists of one 3 story building located at 336 Washington Street. The property provides 57 affordable efficiency apartments, community space, 3 offices and limited on site parking. The current owner of the property is Mohican Apartments, LP.

The rents, which include utilities, are as follows:

- 57 Efficiencies - \$547.00 McKinney Moderate Rehabilitation Section 8 ("Mod Rehab Contract") administered by Providence Housing Authority. The development also receives funding under a Supportive Housing Program contract which includes \$25,000 annually for services and administration.

Advent Apartments has provided critical housing opportunities for disabled and homeless individuals. The development was originally designed to provide permanent service enriched housing to promote tenant stability and self sufficiency. The current management agent has stabilized the property however there are still on-going operating deficiencies, significant rehabilitation needs and security issues.

Depending upon the development proposal and any potential reconfiguration of units, the developer will need to evaluate the current Section 8 Moderate Rehabilitation Contract and determine its value and relevance to the new proposal, the proposed tenancy, and the proposed use for the property that best meets the needs of the community and the neighborhood.

#### **D. Property Tour**

Rhode Island Housing will conduct a tour of the property on Monday, January 6, 2014 at 10:00am. Members of Rhode Island Housing staff and the current property manager will be available to respond to questions during the tour.

#### **F. Site Information & Plans**

The web address for the RFP and supporting documents is located at:

<http://www.rhodeislandhousing.org/sp.cfm?pageid=442>

The link below the RFP will allow you to also access supporting documents. This function requires that you either log into the Builders and Developers secure area with your existing login or register to create a new login.

**To register, click the Register Now link on the login page and use the Subscriber Code: RIH-BD-001.**

The following documentation related to the site, operating expenses and physical needs is available for download:

- McKinney Moderate Rehabilitation Section 8 Contract
- Audited Financial Statements for 2010, 2011, 2012

Respondents may obtain a copy of the existing architectural plans for Advent Apartments at their own expense by contacting:

Joseph Merritt & Co.  
681 Westminster Street  
Providence, R.I. 02903-4016  
Phone: (401)272-9060