

**GREENSBORO HOUSING DEVELOPMENT PARTNERSHIP, INC.
(GHDP)**

**Request For Qualifications/Proposals
for Single Family Homebuilders
OLE ASHEBORO NEIGHBORHOOD**

September 2005

SECTION ONE - Introduction

Greensboro Housing Development Partnership, Inc. (GHDP) seeks statements of qualifications and proposals from individuals and firms interested in developing new, for-sale, single family homes in the Ole Asheboro neighborhood.

This is a two step submittal process. First, submitters are required to submit information on their qualifications to become an approved builder. The information required to be submitted is found in Section Three of this package. Following submittal of this information, you will receive notification indicating acceptance or rejection of your application as an approved builder. Following your notification that you have been accepted as an approved builder, you may then submit a proposal for purchase and development of one lot package from the list of offerings described in Section Five. A description of the submittal requirements for a purchase proposal is described in Section Four. Following satisfactory completion of your first construction project, you will be eligible to submit proposals for additional lot packages.

GHDP believes this is a unique opportunity for developers/builders to participate in the rebuilding of one of Greensboro's premier urban neighborhoods. We look forward to working together with you to meet your needs to develop marketable and profitable homes while meeting the neighborhoods vision of high quality and compatible new homeownership opportunities.

SECTION TWO - Background

The Ole Asheboro neighborhood was developed during the late nineteenth and early twentieth century along both sides of Martin Luther King, Jr. Drive (formerly Asheboro Street). Trolley service was extended down the street in 1902 and spurred substantial development. Larger homes lined the primary street with smaller bungalows and cottages the primary pattern on adjoining blocks. Because of the historical development pattern, a portion of the neighborhood is included within the South Greensboro National Register Historic District.

Since the early 1980's, the City of Greensboro has been working with the Ole Asheboro Street Neighborhood Association to correct issues of deteriorated housing, absentee ownership, and inferior public infrastructure. Much has been accomplished, including the acquisition and demolition of over 200 deteriorated structures, construction of over 100 new homes, and rehabilitation of close to 200 older homes. Other improvements to the neighborhood include new sidewalks, streetlights, parks and entrance signs.

In March of 2004, the City Council adopted a new vision and redevelopment plan for Ole Asheboro. This plan has been crafted by community residents to take advantage of the historical legacy of fine traditional architecture which is still quite evident throughout the neighborhood. At the same time, the plan recognizes that changes in development patterns and marketplaces must be recognized and the very best development techniques must be utilized in reconstructing these portions of the Ole Asheboro neighborhood.

One of the goals of the updated Ole Asheboro plan is to broaden the mix of housing and commercial opportunities to assure that the benefits of economic development are felt throughout the neighborhood. The plan recommends restoring commercial services to the neighborhood as part of the Martin Luther King, Jr. Drive North Initiative, covering the northern area closest to downtown. This initiative will provide opportunities for a variety of local and regional developers through a request for proposals process to be available starting in late-2005. Another Initiative is the Dorothy Brown Park Initiative, which calls for the development of a limited number of new homes and two pocket parks within the current boundaries of the existing Dorothy Brown Park.

The third Initiative, described within this package, is the development of twenty-six (26)¹ new homes on publicly owned lots throughout the neighborhood.

Architectural guidelines and design standards are an important part of this offering, to assure all builders of the high quality of product that will be constructed throughout the neighborhood, and to ensure that the ultimate purchasers are receiving homes with a high level of sustainability and value.

SECTION THREE – Applications to become an Approved Builder (Request for Qualifications)

GHDP is looking for statements of qualifications from experienced and qualified homebuilders interested in developing homes on the lots being offered for sale. Primary expectations of approved homebuilders include:

- Prepare and submit design and construction plans that meet the Ole Asheboro architectural and community pattern guidelines
- Purchase (fee simple) lots in as-is condition from GHDP
- Obtain all necessary construction financing
- Obtain all permits and approvals
- Utilize high quality building materials and construction methods
- Timely completion of construction
- Full responsibility for marketing and sale of homes
- Construct all homes to System Vision™ requirements
- Assume all risks of development
- Submit all required information concerning first occupants to GHDP
- Timely attention to warranty issues

¹ Subject to change.

Submission Requirements:

The following information must be submitted, in the order and identified by number according to the following enumerated list of submission requirements. Packages will not be accepted that do not include adequate responses to all requested information.

1. Letter of Interest (include the following)

- a. General description of the builders understanding of the project.
- b. Identification, address, telephone and fax number, email address of builder and primary contact person.
- c. Summary of builder's qualifications and experience, and general contractor license number.
- d. Signature of the builder, or an agent who is legally authorized to enter into a contractual relationship on behalf of the builder.
- e. Letter must be notarized or have a corporate seal.

2. References and Examples

Location (street address), description, and photographs of single-family home projects under construction or completed in the last three years. Provide names, addresses, and telephone numbers of contact persons for at least three of these projects.

3. Experience in Financing

Describe the builder's experience in securing construction financing commitments and managing project financing. Disclose and explain the following as applicable:

- a. Current financial default of more than sixty (60) days duration.
- b. Mortgage assignment or workout arrangement.
- c. Foreclosure.
- d. Bankruptcy.
- e. Litigation relating to financing or construction of a project, which is pending or which was adjusted with a finding of liability against the builder, including mechanic's and materialmen's lien litigation.
- f. Real estate tax delinquencies (past 2 years).
- g. Explanation for any projects not completed within budget.

4. Capacity

Describe the builder's capacity to complete and market single-family homes in a timely manner and within budget.

5. Marketing and Sales Methods

Describe the firm's methods of marketing and selling homes, including use of advertising, realtors, open house hours, etc.

6. Financial Statement

Provide a signed current financial statement of the firm along with the firm's most recent financial audit. The statement should show the builder's assets, liabilities, and net worth including information on all general partners or principal shareholders.

Inquiries concerning this Request for Qualifications should be submitted to:

Greensboro Housing Development Partnership, Inc.
Attention: Barbara Harris
PO Box 3136
Greensboro, NC 27402-3136
Email: barbara.harris@greensboro-nc.gov
Phone: (336) 373-2509

All respondents are instructed specifically to contact only the issuing office with questions about this request for qualifications.

Review of Builders Qualifications

Builders qualification submittals will be reviewed monthly by the Ole Asheboro Planning Advisory Committee (PAC). Builders will be notified by mail of placement on the approved builder list or of reasons for non-approval.

SECTION FOUR - Submittal of Lot Purchase Proposals

Proposals for the purchase of building lots will only be accepted from homebuilders that have been notified of their placement on the approved builders list. All expenses involved with preparation and submission of proposals shall be borne by the builder. Placement on the approved builders list does not guarantee approval for lot purchase.

Initially, firms may submit a proposal for construction of homes on only one lot package. Lot packages consist of one, two or three buildable lots as described in Section Five of this package. Following acceptable completion of construction and issuance of a Certificate of Completion by GHDP, firms may request up to three additional lot package purchases. Additional lots will be sold based on availability and GHDP makes no assumptions or guarantees on availability.

Firms submitting proposals for the purchase of lots must submit the following information for consideration:

1. Identification of the lot package being proposed for purchase (see **Attachment D**).
2. Floor plans, at ¼" equals 1', showing layout of buildings and sizes of each primary room.

3. Elevation drawings, at ¼” equals 1’, of each side of each building being proposed, accurately showing all exterior building features, including identification of primary building materials.
4. Details and cut-sections as needed to accurately show design and construction details for roof eaves, dormers, porches, posts and columns, brackets, railings, stairs, etc. At least one cut section should be provided for an exterior wall section to identify relationships of roof trusses, ceiling heights, window heights, fascia boards, moldings, skirt boards, etc.
5. Materials description form, included in this packet as **Attachment A**.
6. Site and Landscaping Plan, identifying placement of buildings, walks, driveways, placement of HVAC equipment, placement of trees and shrubs, and a plant materials list.
7. Schedule for construction.
8. Evidence of construction financing, which shall be either a letter on company stationary from a financial institution indicating approval and amount of construction financing for this specific project, or copies of bank statements or other evidence of the availability of funds specifically designated for this project.
9. Anticipated sales price of each house builder proposes to build and sell.

Review and Approval of Lot Purchase Proposals

Proposals will first be reviewed by the Ole Asheboro Planning Advisory Committee. The PAC will review proposals every other month (2nd Tuesday) and proposals must be received two weeks in advance of the 2nd Tuesday committee meeting. Proposals requiring additional modifications will be returned to the submitter for modification. Acceptable proposals will be forwarded to the Greensboro Housing Development Partnership Board of Directors or designated officers for final approval. GHDP meets every other month and will review proposals as submitted by the Ole Asheboro PAC.

Lot Sales Transactions

Properties will be sold by GHDP by general warranty deed. Deed restrictions running with the land will be recorded on each property prior to transfer. A sample of these deed restrictions is included as **Attachment B**.

Funds shall be deposited at closing of lot sale to Builder. In lieu of providing funds at lot closing, Builders may elect to execute a purchase money note in favor of GHDP. In that event, twenty percent of the purchase price shall be deposited at closing with GHDP and the balance shall be paid when the Builder sells the property to the homebuyer. A sample of the Purchase Money Note is included as **Attachment C**.

SECTION FIVE – Available Properties Information

Attachment D identifies the seventeen (17)² lot packages that are being offered for sale. Lot surveys are available from GHDP upon request. Properties are being sold “as is” with no representations by GHDP as to soil and subsurface conditions. GHDP will ensure that each lot

² Subject to change.

has suitable access to water and sewer services stubbed to the property line. Purchasers are responsible for extending water and sewer lines from property line to house and for installation of meters if needed. Purchasers are also responsible for installation of curb cuts, driveway aprons, retaining walls, repair of sidewalks cut or damaged during home construction, and any other installations required by the City of Greensboro for permitting and Certificate of Occupancy.

SECTION SIX - Development Requirements

The development requirements attached to these lots are intended to ensure a high quality homebuilding program for the benefit of each purchaser and the Ole Asheboro neighborhood. Firms interested in building in Ole Asheboro are requested to carefully study these requirements to ensure that their proposals meet the intent and specific standards set out below.

1. Use of Property

All lots that are a part of this offering are to be used only for the construction of single family owner-occupied homes. Owner occupancy requirements run with the land and are enforced through deed restrictions.

2. Minimum Development Requirements

All homes built shall be a minimum of 1,200 square feet with at least 3 bedrooms and 1 and ½ baths.

3. Design Requirements

All construction shall follow the intent of the architectural and community pattern guidelines contained in the Ole Asheboro Redevelopment Plan, which are excerpted included as **Attachment E**. In addition, plans must meet the architectural standards included as **Attachment F**.

4. System Vision™ Requirements

All construction projects shall meet the requirements of the System Vision™ Program, including certification by Advanced Energy Corporation to meet guidelines for energy efficiency. Firms are advised to review these requirements at the following web site: www.advancedenergy.org.

5. Licensing and Permitting Requirements

Firms are responsible for ensuring that all contractors working on the project hold required licenses and permits. Failure to utilize proper licensing and permits is grounds for removal of a firm from the approved builders list.

6. Assignments

No purchasing firm may assign development rights to another firm or builder without prior approval by GHDP. No such approval will be granted unless GHDP receives and approves all information as described in Section Three for builder approvals.

7. Reporting Requirements

GHDP is required to report to the City of Greensboro certain information about the homebuyer of each property. **Attachment G** is the form which must be submitted to GHDP within ten days of the sale of the property to the homebuyer.

8. Warranty Requirements

Firms shall warranty all materials and workmanship for a minimum of one year from sale of the property to the homebuyer. Extended manufacturer warranties shall be provided to each homebuyer for all roofing, HVAC systems, water heaters, and any other warrantied product. Warranty repair requests shall be immediately followed up on by the builder. Failure to properly address warranty requests will be grounds for removal of a firm from the approved builders list.

For terms of agreement between homebuilders and GHDP see **Attachment H**, Builder's Agreement.