

**Request for Qualifications
(RFQ):**

Redevelopment of
3341-3351
Montgomery Road
Mixed-Use Properties



**Any Requests for Information (RFI)
regarding this RFP must be submitted
in writing by email to:**

Brian Ogawa
bogawa@cincinnatiport.org

Proposal Issue Date:
March 12th, 2021

Letters of Intent Due:
April 9th, 2021

Final Proposal Due Date:
May 14th, 2021



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Section 1 – Introduction and Overview

The Hamilton County Land Reutilization Corporation (Landbank) is seeking developers of multi-family, mixed-use, and commercial projects to provide proposals for the redevelopment of one or more mixed-use properties in Cincinnati’s Evanston neighborhood. Evanston’s 5-Points Business District, located just south of Xavier University and north of the East Walnut Hills Business District, is poised for catalytic growth to complement its vibrant housing stock, schools, and amenities.

The subject properties consist of two existing, stabilized structures and one vacant lot along Montgomery Road near the 5-Points Business District. Below are the approximate property dimensions not confirmed by survey.

Property Address	Parcel	Existing Land Use	Parcel Width	Parcel Depth	Acreage	Square Ft.
3341 Montgomery Road	054-0005-0051-00	3-story mixed use structure	81.4’	43.2’	.060	5,892
3349 Montgomery Road	054-0005-0175-00	Retail Structure /Warehouse	33.5’	66.5’	.052	2,145
3351 Montgomery Road	054-0005-0057-00	Vacant Land	36.1	198.8’	.146	6,303

Full property details can be found in *Section 2, Site Information*.

Successful bidders should be able to commence work by the spring of 2022 and complete their proposed project no later than December 31st, 2022. However, these timelines are negotiable. Specifications, budget, and timeline for design, construction, and lease-up are due to the Landbank no later than **May 14, 2021**.

Section 2 – Site Information

Over the past several years, The Port has worked to acquire several key properties along Montgomery Road and surrounding the 5-Points business district. 3341-3351 Montgomery Road, also referred to as the assemblage, was designated as a strategic development opportunity in the 2019-2029 Evanston Work Plan. The assemblage consists of three properties, detailed below and in Exhibit A, present short-term opportunities for mixed-use redevelopment projects:

- **3341 Montgomery Road** is a three-story mixed-use structure with 5,892 square feet in total. Built in the early 1900s, the ground floor contains 1,964 square feet of retail space and the upper two stories comprise 3,928 square feet of multi-unit residential space. Although first floor retail use and above residential is preferred, Offerors are welcome to propose any combination of uses including, but not limited to, office, retail, other commercial, and/or residential. This significant building was acquired by the HCLRC in 2016 to protect the building from further decay after decades of disinvestment. Initial stabilization work, which included General Conditions, Lead Pain Abatement, , Roof repairs, Gutter repairs, Chimney repair, interior repairs, interior structure repair, and stairwell reinforcement, was completed in 2015 – the scope of stabilization work completed can be found in *Appendix D – Stabilization Scopes*.
- **3349 Montgomery Road** is a single-story structure with approximately 2,145 square feet. The property has traditionally been used as a warehouse and garage. The building was acquired by the HCLRC in 2016 to protect the building from further decay after decades of disinvestment.
- **3351 Montgomery Road** is a vacant lot directly adjacent to 3349 Montgomery Road.

Please note: Site is offered “as-is”. The HCLRC make no representations or warranties as to any soil or environmental conditions.

Site Advantages: Subject properties are located in an Opportunity Zone within Cincinnati’s centrally located Evanston neighborhood, with access to Downtown and the Greater Cincinnati region via Interstate 71. The neighborhood is bordered on the south by East Walnut Hills, on the west by Avondale, on the East by Hyde Park, and on the north by the City of Norwood. Evanston considers itself to be Cincinnati’s Educating Community, and boasts within its borders Xavier University, Walnut Hills High School, Evanston Academy, the Academy of World Languages, and Alliance Academy. The Port designated Evanston as a neighborhood of focus in 2013, and has since invested over \$10 million dollars into the neighborhood’s housing stock and business districts, in accordance with City of Cincinnati and Evanston neighborhood planning efforts, spurring additional private investment.

As shown in Exhibit B, Evanston’s Five-Points Business district includes the area along Montgomery Road between I-71 and the intersection of Woodburn Avenue, Gilbert Avenue, and Hewitt Avenue. The subject properties serve as a connection between the 5-Points Business District and the North Business District. The redevelopment would be benefited by both the significant investments along Woodburn Avenue in East Walnut Hills and the development efforts of University Station at Xavier and the improvements along Northern Business District along Montgomery Road and Brewster Avenue. This RFP seeks to build on existing momentum and recent private market development investment in East Walnut Hills and Woodburn Avenue and efforts to revitalize Evanston’s Northern Business District.

Section 3 – Proposal Requirements

The Offeror is invited to submit Proposals and concept plans for one or more of the subject properties. A detailed list of the requirements for submission and evaluation criteria is identified below. To achieve a uniform review process and a fair degree of comparability, the proposal should be organized in the following order and contain all of the following information:

1. Contact Information

Name, address, phone number, and email of the individual or firm. If a firm, the name and title of the individual authorized to negotiate contract terms and make binding commitments shall be included and identified.

2. Capacity & Experience

Provide a concise narrative describing the Offeror’s background, history, and construction experience, including comparable projects successfully completed by the Offeror. Provide the names and titles of key members of the development team, including as applicable: general contractor, design team, investors, and other team members or subcontractors required for the completion of the project.

It is acceptable for two or more firms to propose a joint venture for this development opportunity. In such case, both developers should provide all information requested in this RFP along with clear indication of the multiple firms participating in the venture, designated roles and responsibilities, and the primary project lead or point of contact.

3. Project Description and Concept

- **Overall Project Narrative:** Provide a concise narrative describing the proposed development and end product, including as applicable:
 - i. Conceptual Site Plan
 - ii. Renderings, floor plans, or preliminary building elevations useful in demonstrating your development concept.
 - iii. Any additional site specifications or site features
- **Timeline:** Provide a projected schedule for completion with key milestones identified, including but not limited to pre-construction work and meetings related to final design and plans, submission for permit, site preparation, construction, final inspections, receipt of Certificate of Occupancy, and lease-up.

4. Community Vision Offerors should attempt to align their proposals with the objectives of the 2019 Evanston Work Plan(https://www.xavier.edu/communitybuilding/evanston_work_plan_approved.pdf) if/when feasible.

Specifically, the Plan recommends the following objectives for the Mid-Montgomery corridor.

- Contribute to creating a mixed-use, mixed-income district with a variety of neighborhood serving businesses and an appropriate mix of housing options
- Future commercial tenants create a productive use for neighborhood residents and/or enhances the walkability of the Mid-Montgomery corridor. A larger list of desired uses can be found on page 43 of the 2019 Evanston Work Plan.

5. Budget and Financing Plan

- **Offer Price:** Offeror’s asking price for the acquisition of the subject property. Note that to date, approximately \$101,000 has been invested acquiring and stabilizing these properties, which should be taken into account in asking price. The purchase price will not be the primary consideration in the selection process. However, applicants’ financials should be able to justify the asking price.

- Preliminary Sources and Uses: Statement showing Total Project Cost and all sources of capital and expected uses in the proposed development project.
- Pro Forma: Provide a 10-year post-development cash flow statement
- Proof of Funds: This can be demonstrated through a statement of Offeror's financial ability and resources at the Offeror's disposal and/or a Soft Financial Commitment Letter.
- Subsidy: Expected sources of public subsidy, grants, or other contingent sources required for the project, including Historic Tax Credits, New Markets Tax Credits, or Low Income Housing Tax Credits, if applicable.

6. Economic Inclusion Plan

The Port is committed to empowering MBEs, WBEs, and SBEs; and to that end the Port will be vigilant in monitoring encouraging and facilitating the satisfaction of its goals in relation to the participation by MBEs, WBEs, and SBEs in all Port-related work, including for suppliers, providers, developers, investors, or other members of a proposed development team. The goals of the Port are described in *Appendix D – Economic Inclusion Policy*. Offerors should be prepared to comply with the Port's Economic Inclusion Policy and maximum extent practicable for SBEs, WBEs, and/or MBEs in alignment with the Port's economic inclusion policy. Offerors are encouraged to indicate any past successes in achieving economic inclusion goals. Offerors whose firms are certified through the Office of Economic Inclusion in the MBE, WBE or SBE Programs should submit proof of certification.

7. Letters of Interest if applicable

Offerors should include any Letters of Interest from businesses committed to tenanting the commercial space should the project come to fruition.

After written proposals have been reviewed, discussions with prospective firms may or may not be required to clarify any portions of the proposal.

Section 4 - Scoring Criteria

The Selection Committee will review and evaluate RFPs that are complete and received on or before the deadline. The Selection Committee will consist of leadership representing the Port, Evanston Community Council, Community Builders Institute, and the City of Cincinnati.

Each submission will be evaluated against the Proposal Requirements outlined in Section 3.

Section 5 – Submission Requirements, Timeline, and Disclaimer

Any Requests for Information (RFI) regarding this RFP must be submitted in writing by email to Brian Ogawa at bogawa@CincinnatiPort.org. All potential offerors should submit an intent to apply letter no later than April 9th, 2021. The letter will represent your interest and you shall continue to receive information regarding the site. Final Proposals shall be accepted no later than May 14, 2021. A final Supplemental Instructions shall be issued no later than May 28, 2021 concerning any RFIs received.

Each bidder should contact Brian Ogawa at Bogawa@CincinnatiPort.org to arrange access to the site to fully acquaint themselves with the existing conditions and the neighborhood.

The RFP will be governed by the following schedule:

Letters of Intent:	April 9 th , 2021
Proposals Due:	May 14 th , 2021
Notification of Award:	May 28 th , 2021 (anticipated)
Execution of Contract:	July 1 st , 2021 (anticipated)
Commencement of Work:	September 30 th , 2021 (anticipated)

All proposals must be received by May 14, 2021 by 4:00 pm at the address shown below. Proposals must be submitted digitally in a singular document titled, “ ‘OfferorName’/3341-3351 Montgomery Redevelopment Proposal.” The proposal must be signed by a person who has the legal authority to contractually bind the Offeror. Unsigned proposals will be deemed non-responsive and will not be reviewed by Port staff.

The Port
Attn: Brian Ogawa
bogawa@cincinnatiport.org
3 East 4th Street Suite 300
Cincinnati, Ohio 45202

Nothing in this RFP shall be construed to create any legal obligation on the part of the Landbank or any respondents. The Landbank reserves the right, in its sole discretion, to amend, suspend, terminate, or reissue the RFP in whole or in part, at any stage. In no event shall the Landbank be liable to respondents for any cost or damages incurred in connection with the RFP process, including but not limited to, any and all costs, expenses, or fees related to this RFP. All supporting documentation submitted in response to this RFP will become the sole property of the Landbank. Respondents may also withdraw their interest in the RFP, in writing, at any point in time as more information becomes known.

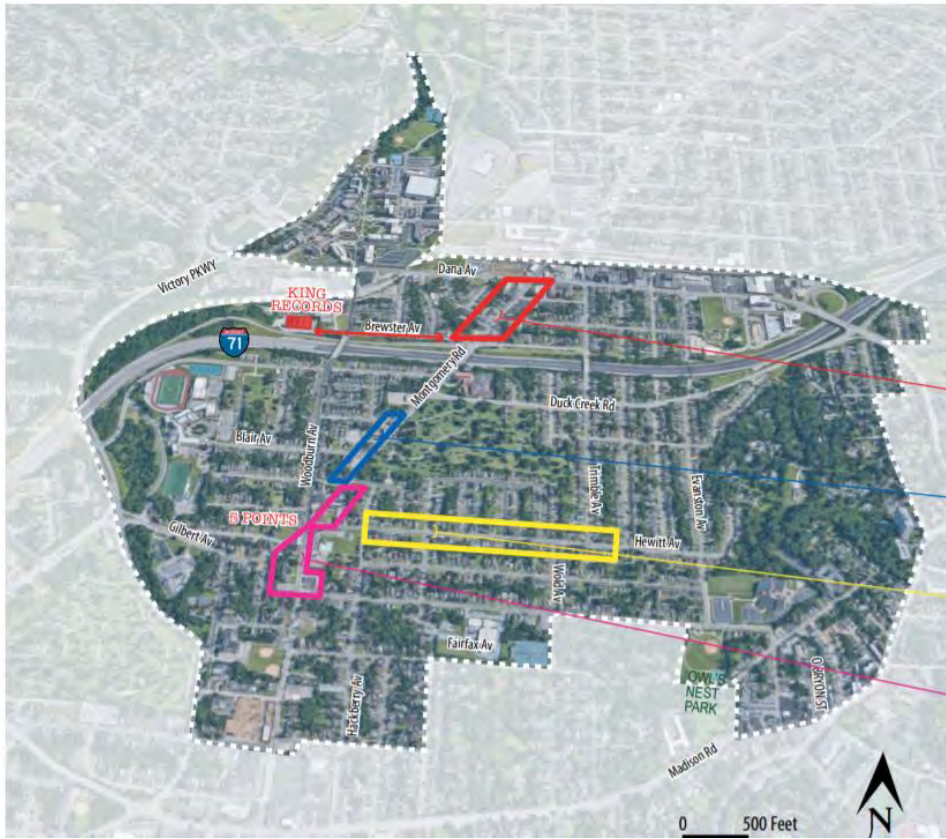
This RFP is being emailed to prospective bidders, will be posted on both The Port’s and Landbanks website (www.CincinnatiPort.org and www.HamiltonCountyLandbank.org). The Landbank encourages all qualified firms to apply.

Section 6 – Attachments (For Informational Use Only)

- Exhibit A: Site Map***
- Exhibit B: Context Map***
- Exhibit C: Port Economic Inclusion Policy***
- Exhibit D: Stabilization Scope***

Exhibit A: Site Map





EVANSTON Target Areas

Legend

- North Business District
- Mid-Montgomery
- 5 Points
- Hewitt Residential
- Community Council
Neighborhood Boundary



Exhibit B: Context Map

- Project Sites
- 1. CMHA senior housing renovation (2016)
- 2. Storefront facade improvements (2015-2016)
- 3. King Records - historical site; building acquired by City of Cincinnati in 2018
- 4. Listermann Brewing
- 5. Market-Rate mixed use renovation - private investment at 3550 Montgomery Road (2016-2018)
- 6. Commercial renovation - private investment at 3548 Montgomery Road (salon opened 2018)
- 7. NBD public parking lot
- 8. Port Authority REACH Program - Evanston focus area, over 20 homes renovated and 6 new homes built since 2012
- 9. St. Ambrose - Model Group, \$3 million multi-family affordable housing project (2014)
- 10. United Dairy Farmers - new construction (2016)
- 11. University Station - Campus housing and retail (2014)
- 12. University Station Phase II, Office (future)

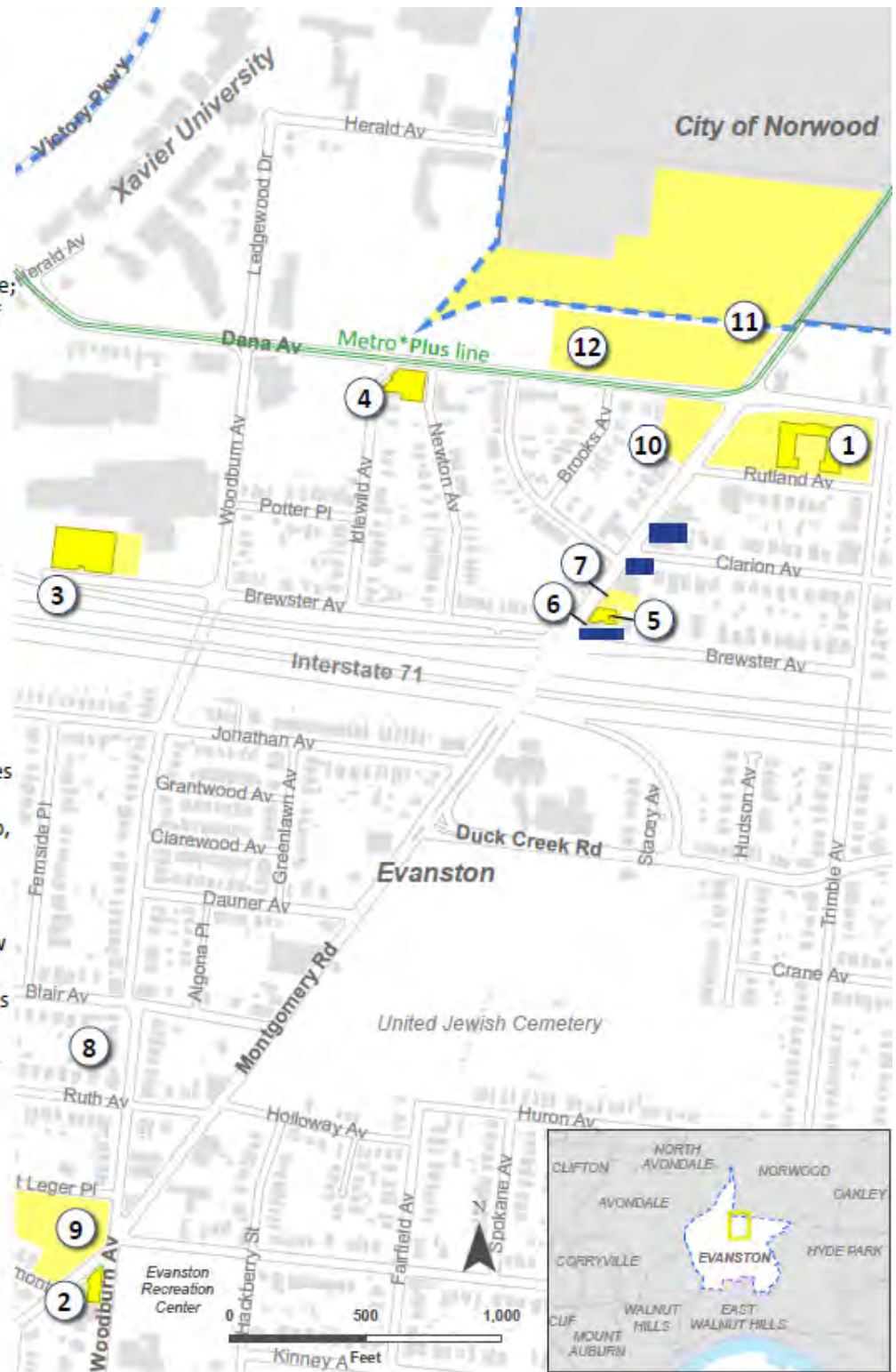


Exhibit C: Port Economic Inclusion Policy

The Port strives to continually have meaningful and substantial levels of participation by Minority Business Enterprises (MBEs), Women Business Enterprises (WBEs), and Small Business Enterprises (SBEs) in the services for which it contracts, and in its various contracts for development projects. Further, the Port strives to increase the equity participation and/or ownership by MBEs and WBEs within those development projects.

The Port is committed to helping build and sustain strong MBEs, WBEs, and SBEs within the Greater Cincinnati community. The Port is further committed to empowering entrepreneurs, generating jobs, building tax base, and providing opportunities for wealth creation in every segment of society.

All contractors, subcontractors, suppliers, and service providers should have an equal opportunity to compete on contracts for services issued by the Port regardless of race, color, sex or national origin. It is also the aspiration that a fair share of contracts be awarded to small, minority, and women business enterprises. This will be promoted through the provision of educational opportunities, training, and a good faith effort by all involved to promote inclusion through locating and engaging qualified MBEs, WBEs, and SBEs. It is the Port's expectation that this aspiration can be achieved.

While there are no set-asides or preferences for suppliers, providers or developers, the Port is committed to empowering MBEs, WBEs, and SBEs; and to that end the Port will be vigilant in monitoring encouraging, and facilitating the satisfaction of its goals in relation to the participation by MBEs, WBEs, and SBEs in all Port-related work. The goals of the Port in this regard are:

1. To aspire to achieve a total target goal of 25% Minority Business Enterprise (MBEs), 7% Women Business Enterprise (WBEs), and 30% Small Business Enterprise (SBEs) for:
 - Construction
 - Supplies
 - Services
 - Professional Services
2. To require that all respondents to RFPs, RFQs, and other such solicitations for proposals, qualifications, or services commit and demonstrate, in writing, what best efforts they will make in order to meet these goals.
3. To work with the majority/prime contractors to track and support the sub-contractors they use on Port-related projects. The anticipated outcome is that they establish and maintain an Economic Inclusion Program for themselves, and for their future projects. The Port will assist them in finding sub-contractors to support Port-related project needs.
4. To use the criteria for certification in identifying minority and women owned businesses as defined by the National Minority Supplier Development Council (NMSDC) and the Women's Business Enterprise National Council (WBENC).
5. To accept certifications from the NMSDC, or the local affiliate council; the WBENC; the Small Business Administration (SBA); and local, state, and federal certifying organizations.
6. To encourage partnering relationships between majority owned firms and small, women-owned and minority-owned firms among professional service providers to the Port. The Port also encourages, where economically feasible, establishment of joint ventures and contracting partnerships by businesses of different race ownership, different gender ownership, or both, in all phases of contracting (to include, but not limited to, developer agreements, architectural and engineering design services, construction, retail-hospitality-entertainment tenant/ownership, supplies, and professional services) as a means to achieve greater levels of prime contracting opportunities for all businesses.
7. To require that all proposers or bidders submit an economic inclusion subcontractor utilization plan with their proposals, qualifications or bids. Failure to submit an economic inclusion subcontractor utilization plan with the proposals, qualifications or bids and other documentation that may be requested may deem the proposals, qualifications or bids as non-responsive and may result in rejection of the proposals, qualifications or bids.

Exhibit D: Stabilization Scopes



3341 Montgomery Road
 Stabilization Scope and Cost Estimation - Revised 11/10/14



Cost Estimation Summary	TOTALS
00a General Conditions	\$
00b Access to Work	\$
00C Hazmat Assessment & Lead Paint Abatement	\$
01a South Elevation	\$
02a East Elevation	\$
03a North Elevation	\$
04a West Elevation	\$
04b West Elevation - Additions	\$
04c West Elevation - Back	\$
05a Roof, Gutters, and Chimneys	\$
06a Interior	\$
06b Interior Basement	\$
07a Stair	\$
08a Interior Structure	\$
08b Interior Structure - Roof	\$
SUB TOTAL	\$
Contingency - None	\$
TOTAL	\$

BREAKDOWN

00a General Conditions

Item	Quantity	Unit	Unit Price	Total
Architect and Engineering Fee	1	LS	\$	
General Conditions +/- 10% of Project Amount	1	LS	\$	
General Permit	1	LS	\$	
TOTAL GENERAL CONDITIONS				\$

00b Access to Work

Item	Quantity	Unit	Unit Price	Total
Equipment	1	LS	\$	
Street Closure Permit and Cover Power Lines	1	LS	\$	
TOTAL - ACCESS TO WORK				\$

00C Hazmat Assessment

Item	Quantity	Unit	Unit Price	Total
Phase 1 assessment (Excluded - By Owner)	1	LS	\$	
TOTAL - HAZMAT ASSESSMENT				\$

01a South Elevation

For Details, See Attached Sheet 01a

Scope No.	Item Shown on Attached Sheet 01a	Quantity	Unit	Unit Price	Total
1	Board Up Window Openings	3	EA	\$	
1	Proposed and Existing Barricaded Openings - Prep and Paint	3	EA	\$	
1	Remove AC Units	2	EA	\$	
7	Spot Masonry Repair	1	LS	\$	
8	Box Gutter Cornice - Prep and Paint	22	LF	\$	
Total Work Shown on 01a South Elevation					\$

02a East Elevation

For Details, See Attached Sheet 02a

Scope No.	Item Shown on Attached Sheet 02a	Quantity	Unit	Unit Price	Total
1	Board Up Window Openings	19	EA	\$	
1	Proposed and Existing Barricaded Openings - Prep and Paint	19	EA	\$	
1	Remove AC Units	2	EA	\$	
3	Box Gutter - Replace to Match Exist., (includes outrigger repair)	45	LF	\$	
7	Repair Masonry Wall	135	SF	\$	
7	Spot Masonry Repair	1	LS	\$	
8	Box Gutter Cornice - Prep and Paint	65	LF	\$	
9	Metal Fire Escape - Prep and Paint	1	LS	\$	
Total Work Shown on 02a East Elevation					\$

03a North Elevation

For Details, See Attached Sheet 03a

	Item Shown on Attached Sheet 03a	Quantity	Unit	Unit Price	Total
1	Board Up Window Openings	4	EA	\$	
1	Proposed and Existing Barricaded Openings - Prep and Paint	4	EA	\$	
2	Rake Board - Replace, Prep and Paint	47	LF	\$	
7	Spot Masonry Repair	1	LS	\$	
Total Work Shown on 03a North Elevation					\$

04a West Elevation

For Details, See Attached Sheet 04a

Scope No.	Item Shown on Attached Sheet 04a	Quantity	Unit	Unit Price	Total
2	Rake Board - Replace, Prep and Paint	64	LF	\$	
7	Spot Masonry Repair	1	LS	\$	
Total Work Shown on 04a West Elevation					\$

04b West Elevation - Additions

For Details, See Attached Sheet 04b

Scope No.	Item Shown on Attached Sheet 04b	Quantity	Unit	Unit Price	Total
12	Remove Additions	1	LS	\$	
12	Remove Masonry Wall	1	EA	\$	
12	Dumpster	2	EA	\$	
Total Work Shown on 04b West Elevation - Additions					\$

04c West Elevation - Back

For Details, See Attached Sheet 04c

Scope No.	Item Shown on Attached Sheet 04c	Quantity	Unit	Unit Price	Total
1	Board Up Window Openings	6	EA	\$	
1	Proposed and Existing Barricaded Openings - Prep and Paint	6	EA	\$	
7	Replace Broken Lintel	1	EA	\$	
13	Trim Tree (Excluded)	1	EA	\$	
Total Work Shown on 04c West Elevation - Back					\$

05a Roof, Gutters, and Chimneys

For Details, See Attached Sheet 05a

Scope No.	Item Shown on Attached Sheet 05a	Quantity	Unit	Unit Price	Total
2	Roof Work - box gutter lining & mtl cornice ...repair roof as needed	1	LS	\$	
10	Chimney Work - Cap	6	EA	\$	
Total Work Shown On 05a Roof, Gutters, and Chimneys					\$

06a Interior

For Details, See Attached Sheet 06a

Scope No.	Item Shown on Attached Sheet 06a	Quantity	Unit	Unit Price	Total
13	Remove Trash and Debris Throughout Building (Excluded)	1	LS	\$	
13	Dumpster	0	EA	\$	
Total Work Shown On 06a Interior					\$

06b Interior Basement

For Details, See Attached Sheet 06b

Scope No.	Item Shown on Attached Sheet 06b	Quantity	Unit	Unit Price	Total
1	Block up Opening	2	EA	\$	
5	Replace Cellar Access Wood Steps	1	EA	\$	
Total Work Shown On 06b Interior Basement					\$

07a Stair

For Details, See Attached Sheet 07a

Scope No.	Item Shown on Attached Sheet 07a	Quantity	Unit	Unit Price	Total
5	Replace Interior Stair and Landings Complete	1	LS	\$	
Total Work Shown On 07a Interior - General					\$

08a Interior Structure

For Details, See Attached Sheet 08a

Scope No.	Item Shown on Attached Sheet 08a	Quantity	Unit	Unit Price	Total
5	Shore Damaged Floor System	864	SF	\$	
7	Masonry Repair at Exterior Walls	1	LS	\$	
Total Work Shown On 08a Interior Structure					\$

08b Interior Structure - Roof

For Details, See Attached Sheet 08b

Scope No.	Item Shown on Attached Sheet 08b	Quantity	Unit	Unit Price	Total
5	Remove Damaged Ceiling and repair Roof System	432	EA	\$	
Total Work Shown On 08b Interior Structure - Roof					\$