

## **Build It Back Single-Family Acquisition, Buyout and Resettlement Incentives Program Fair Market Sales - Request for Offers**

*Program Information*

Project Rebuild, Inc. (“PRI”), a not-for-profit entity affiliated with Neighborhood Restore Housing Development Fund Corporation, is seeking qualified developers to purchase properties acquired by PRI as part of its responsibilities in administering the Build It Back Single-Family Acquisition, Buyout, and Resettlement Incentives Program (“Program”) and redevelop them as flood resilient housing. The Program is being administered by PRI with oversight from the Mayor’s Office of Housing Recovery Operations (“HRO”) and the NYC Department of Housing Preservation and Development (“HPD”). The properties previously contained 1 to-4-family homes that were substantially damaged by Hurricane Sandy in Staten Island.

Through planning analyses and community engagement, these properties were determined eligible for fair market sales through a Request for Offer (“RFO”) issued by PRI. The RFO will be a competitive purchasing process that is open to the public to submit offers to purchase and redevelop the properties listed on Page 4. All properties in this RFO will be sold to the highest qualified bidder(s). PRI may at any time withdraw the properties or portions of the properties from or add new properties to this RFO.

The structures included in this RFO package are semi-attached structures, defined by the NYC Department of City Planning as a building that abuts or shares a wall, on a side lot line, with another building on an adjoining zoning lot and where the remaining sides of the building are surrounded by open areas or street lines. These sites can support redevelopment and/or demolition and construction of new flood resilient structures where feasible. All redevelopment must be in accordance with NYC Building Code Appendix G: Flood-Resistant Construction, which requires locating all habitable space above Design Flood Elevation (DFE), which for a semi-attached structure may result in the loss of the ground floor area.

Properties sold through the RFO are subject to the following restrictions, which will be memorialized, finalized, and recorded against the deed in sum and substance against the properties at time of transfer to the highest qualified bidder(s):

- Purchasers must redevelop the property and obtain a Certificate of Occupancy and Elevation Certificate within 18 months of date of closing. Properties requiring BSA waivers/variances will be allowed 24 months to obtain Certificate of Occupancy. Reasonable requests for extensions will be considered, and new deadlines may be issued in the event that the property is resold.
- If the site is considered to be an interior lot (as indicated with an asterisk in the table on Page 4), redevelopment will be restricted for so long as the lot access to a mapped street. Development options for the interior lot include:
  - Renovate existing structure to be flood resilient in accordance with all applicable regulations including NYC Building Code Appendix G: Flood-Resistant Construction.
  - Demolish and redevelop as part of an assemblage in conjunction with a privately-owned, adjacent lot that has access to a mapped street. It shall be the Developer’s sole obligation to assemble the privately-owned adjacent lot(s) with the understanding that the required private lots are not part of the RFO.
  - Demolish and redevelop as an improvement or accessory use to an existing structure on a privately-owned, adjacent lot regardless of street access, provided the existing

structure is also flood resilient in accordance with NYC Building Code Appendix G: Flood-Resistant Construction. It shall be the Developer’s sole obligation to obtain a new Certificate of Occupancy and Elevation Certificate for the existing structure within the timeframe indicated in the deed restriction on the interior lot.

- Develop in an alternative manner not listed above, subject to the City’s written preapproval, that complies with NYC Building Code Appendix G: Flood-Resistant Construction. It shall be the Developer’s sole obligation to obtain such preapproval and any other necessary administrative requirements under law.
- In the event of default on this redevelopment restriction by the buyer, the City may seek to take title to the lots if the default is not promptly cured after notice of the default is given.
- Flood insurance must be maintained on the property in perpetuity. A covenant to that effect will be recorded and will run with the premises in perpetuity. Purchasers must notify subsequent transferees of the requirement to maintain flood insurance by including a copy of the covenant in all subsequent written conveyance instruments. Failure to do so does not void the covenant. If flood insurance is not maintained, the property becomes ineligible for future federal disaster recovery benefits and may be subject to acquisition by the City.

The acquisition of properties by PRI was funded by U.S. Department of Housing and Urban Development through the Community Development Block Grant-Disaster Recovery program. As such, the City must conduct environmental reviews mandated by the federal government. Therefore, purchasers must allow the City and/or its agents to enter onto the property to complete any remaining necessary environmental reviews and/or to conduct any other necessary activities for federal government compliance purposes. The City will coordinate with purchasers to ensure site visits are conducted with minimal disruption to construction activities and will take any site visits into consideration if purchasers request an extension of the deadline to redevelop the property. However, assessments conducted by the City do not absolve the property owner from conducting any and all necessary environmental assessments required by government regulations to redevelop the property. Developing more than four housing units would require the Developer to conduct an independent Environmental Assessment pursuant to the National Environmental Policy Act (NEPA) before construction may proceed.

***If you can answer “Yes” to all of the following questions, you may be eligible for the Program:***

- |   | <b>YES</b>               | <b>NO</b>                |
|---|--------------------------|--------------------------|
| 1. Do you have the necessary funds at this time to purchase the property in which you are interested? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you have access to the funds needed to resiliently rehabilitate the property?                   | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Do you have prior experience in flood compliant construction?                                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Do you have prior experience redeveloping properties in New York City?                             | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Can you affirm that you do not have a negative history of property ownership and management?       | <input type="checkbox"/> | <input type="checkbox"/> |

For additional questions contact a Project Rebuild, Inc. at 212-584-8981 or [info@neighborhoodrestore.org](mailto:info@neighborhoodrestore.org).



*Incorporated*

150 Broadway, Suite 2101  
New York, NY 10038  
P: 212.584.8981  
F: 212.584.8980  
[www.neighborhoodrestore.org](http://www.neighborhoodrestore.org)

## About the Project Partners

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*The **NYC Mayor's Office of Housing Recovery Operations** and the **Build It Back Program** are dedicated to helping New Yorkers living in communities affected by Hurricane Sandy rebuild their homes and improve the resiliency of homes and communities.*

*Established in 1978, the **New York City Department of Housing Preservation and Development (HPD)** is the largest municipal housing preservation and development agency in the nation. The agency's mission is to promote the construction and preservation of affordable, high-quality housing for low- and moderate-income New Yorkers in thriving and diverse neighborhoods across the city. HPD strives to achieve this mission by enforcing housing quality standards, financing affordable housing development and preservation, and ensuring sound management of the City's affordable housing stock.*

***Project Rebuild, Inc. (PRI)** was incorporated in 2013 as a not-for-profit organization for the purpose of administering the City of New York's Single-Family Acquisition, Buyout and Resettlement Incentives Program. In collaboration with the HPD and the Mayor's Office of Housing Recovery Operations, PRI purchases homes substantially damaged by Hurricane Sandy with the goal of assembling parcels for resilient redevelopment or to remain as vacant land into the future.*

Program: Build It Back Single-Family Acquisition, Buyout, and Resettlement Incentives Program  
 Fair Market Sales-Request for Offers

Project Location:

Address	Zip	Boro	Block	Lot	Lot Area (Sq Ft)	Built Floor Area (Sq Ft)	Zoning	FEMA Floodzone	BFE <sup>1</sup>	Appraised Value
227A Freeborn Street*	10306	Staten Island	3799	179	2260	450	R3-1	AE	12'	\$185,000.00
320 Seaver Avenue	10305	Staten Island	3658	39	2500	1224	R3-1	AE	12'	\$430,000.00
350 Seaver Avenue	10305	Staten Island	3661	13	2300	924	R3-1	AE	12'	\$430,000.00
375 Milton Avenue	10306	Staten Island	4130	409	2625	1050	R3-1	AE	12'	\$435,000.00
612 Hunter Avenue	10306	Staten Island	3806	125	1875	1575	R3-1	AE	12'	\$480,000.00
679 Yetman Avenue	10307	Staten Island	7859	46	2500	1515	R3A/SRD	AE	14'	\$475,000.00

\*Interior lot -- restrictions apply

**If you are interested in purchasing one or more of the properties listed above, please complete all forms in the RFO Application Package and attach all required supporting documentation and return postmarked by March 13, 2020 to:**

**Project Rebuild, Inc.  
 150 Broadway, Suite 2101  
 New York, NY 10038  
 ATTN: Project Rebuild, Inc. RFO**

Your purchase of a property above can be completed by following these steps:

**1. Submission:**

Complete and return this RFO Application Package. All of the forms must be completed and postmarked by the application deadline date.

- A. **Form A** - Applicant information
- B. **Form B** - Special Experience Requirements
- C. Bid Form (Required to submit a bid form for each property for which you are entering a bid)
- D. Supporting Documentation to be Included (see below for instructions):
  - o Proof of funds necessary to purchase the property AND proof of funds or ability to obtain funds necessary to complete the redevelopment requirement at all properties applied for.

**2. Questions:**

Submit all questions via email at [info@neighborhoodrestore.org](mailto:info@neighborhoodrestore.org) by February 21, 2020 at 5:00 pm. PRI will respond to all questions by February 28, 2020.

**3. Evaluation:**

- All applicants will be reviewed based on the threshold eligibility requirements. Only applicants that meet the eligibility requirements will have their bids considered.
- The property will be awarded to the highest, qualified bidder. Once the submission is

<sup>1</sup> **Base Flood Elevation (BFE)**

The elevation of the base flood, including wave height, as specified on FEMA FIRMs 360497 or as determined in accordance with Section G103.3 of the NYC Building Code. In areas designated as Zone AO, the base flood elevation shall be the elevation of the highest existing grade of the building's perimeter plus the depth number (in feet) specified on the flood hazard map.

approved, the winning applicant will receive an **Award Letter** notifying that they have been selected to purchase the property.

- The winning applicant will be required to retain an attorney and will receive a **Purchase and Sale Agreement** from Project Rebuild, Inc. A closing will be scheduled within 30 days of executing the agreement. The bid amount is due at the time of sale.
  - Failure to meet any requirement or deadline, or any determination that you provided incorrect information to or were ineligible to participate in this program, may result in the revocation of the Award Letter.
- All other applicants will be notified of the sale following the successful transfer of the property from Project Rebuild, Inc. to the winning applicant.

**Acceptable documents relating to RFO Applicant's financial capability, responsibility and reliability:**

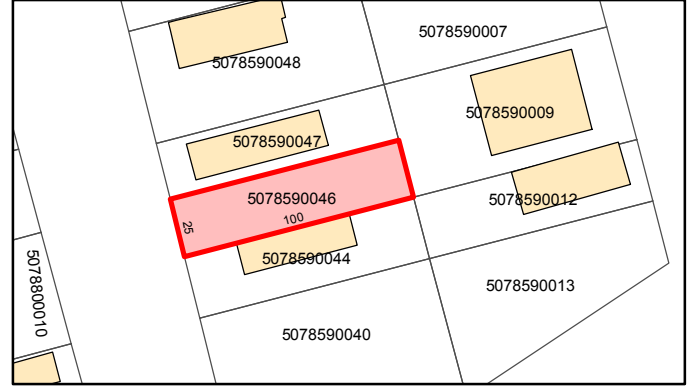
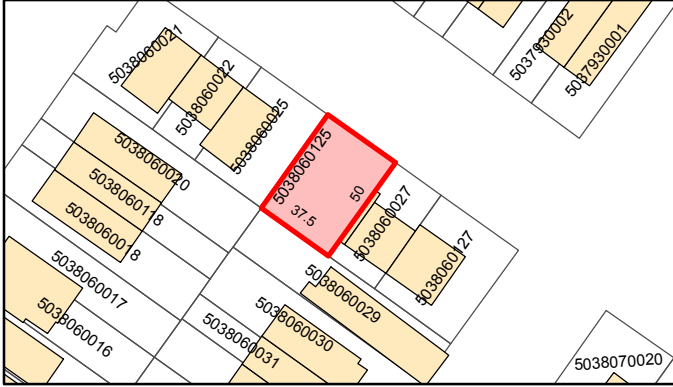
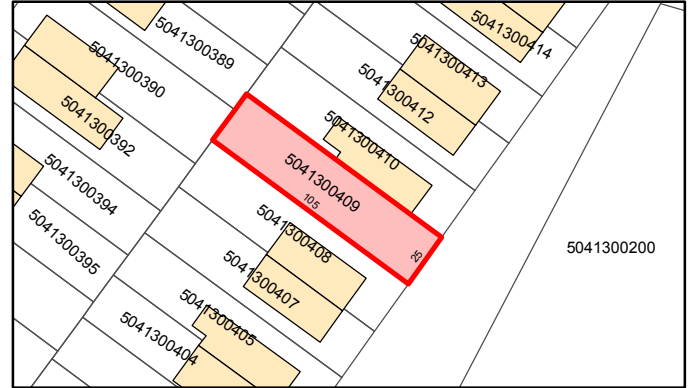
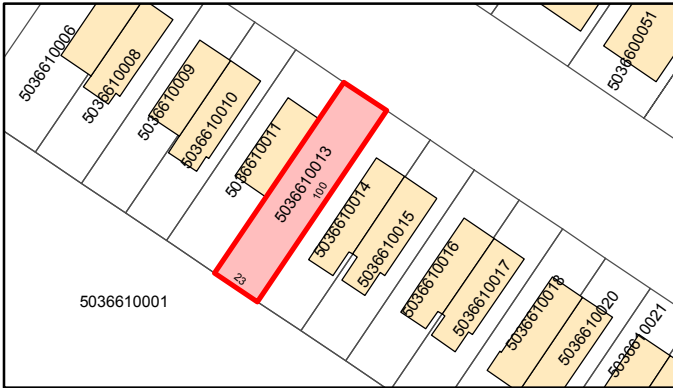
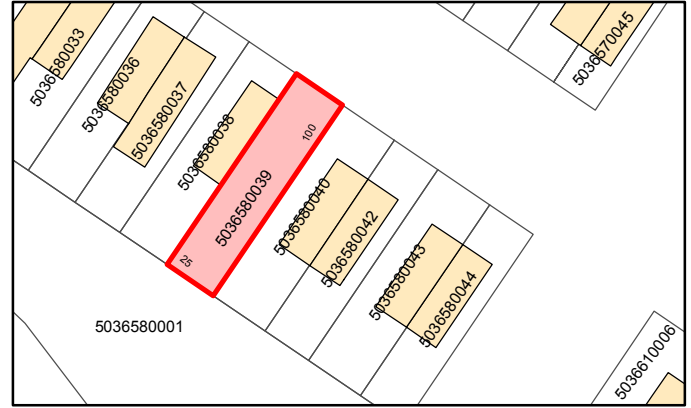
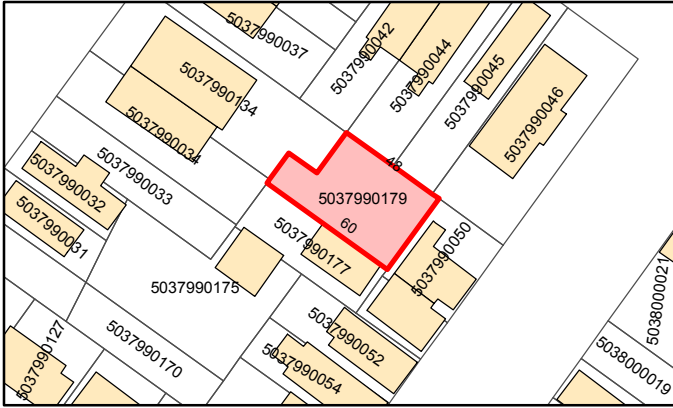
1. **Audited Financial Statements** for the two (2) most recent fiscal years, including the auditor's standard report;

- OR, if the Applicant does not have audited financial statements, it must submit (a) an affidavit attesting to the fact that the applicant does not have such statements; (b) signed federal tax returns for the last two (2) years; (c) unaudited financial statements for the last three years; and (d) a "certified review letter" from a certified public account (CPA) verifying the unaudited financial statements;
- OR, two (2) most recent "reviewed" or "compiled" financial statements and two (2) most recent federal tax returns (including supporting schedules), which must be signed and dated by both the preparer and the Applicant's designated officer.
- OR, if Applicant does not have audited, reviewed or compiled financial statements, provide full Federal tax returns for past two (2) years;
- If Applicant is a Sole Proprietor or Single Member LLC treated as a disregarded entity for federal tax purposes, submit two (2) years of Federal Schedule C from the owner's personal tax return; If such Applicant does not have audited, reviewed or compiled financial statements, provide full federal tax returns for the past two (2) years.

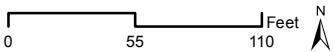
2. **Schedule of Aged Accounts Receivable**, including portion due within ninety (90) days.

\*Please note that for proof of funds necessary to complete the redevelopment requirement PRI will also accept a letter from a reputable lender affirming their interest and ability to lend to the applicant.

# SEMI-ATTACHED, STATEN ISLAND

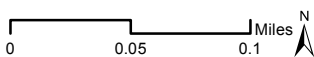
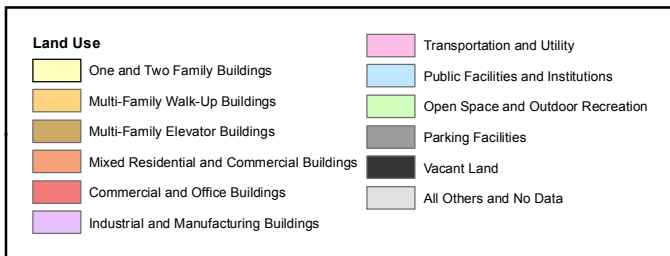
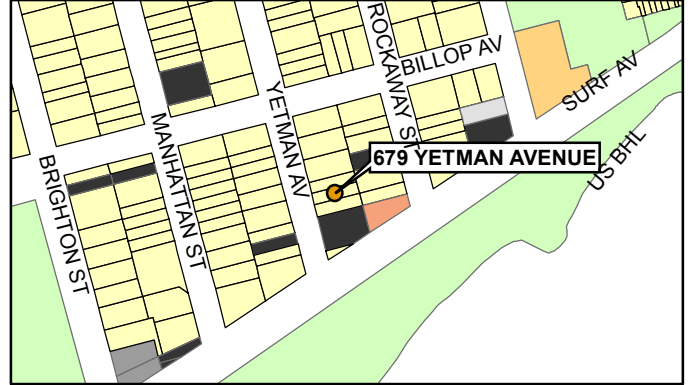
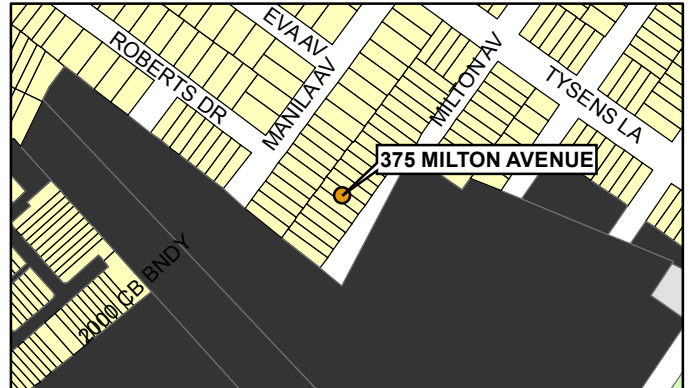
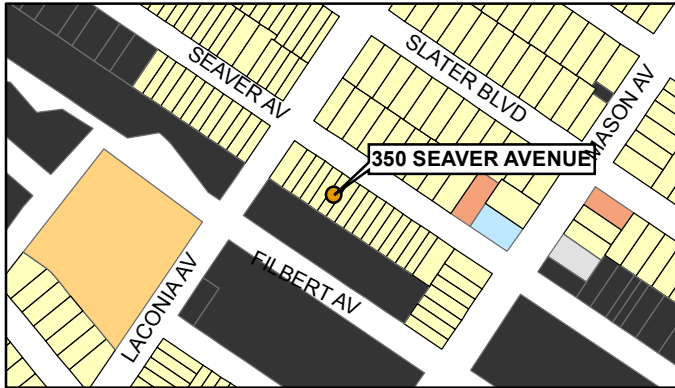
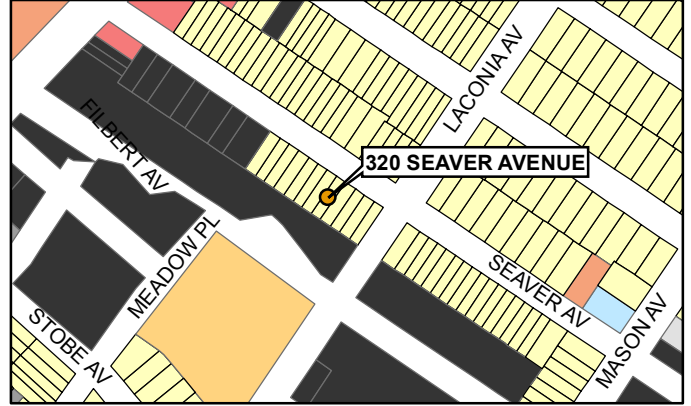
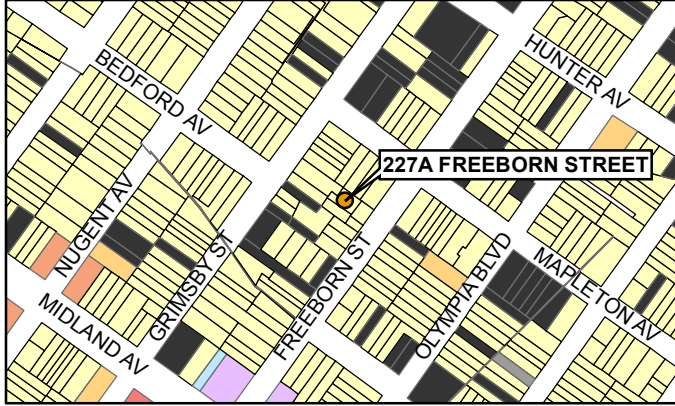


BBL Lots	Address	Zip	Borough
5037990179	227A FREEBORN STREET	10306	Staten Island
5036580039	320 SEAVER AVENUE	10305	Staten Island
5036610013	350 SEAVER AVENUE	10305	Staten Island
5041300409	375 MILTON AVENUE	10306	Staten Island
5038060125	612 HUNTER AVENUE	10306	Staten Island
5078590046	679 YETMAN AVENUE	10307	Staten Island



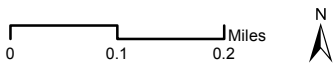
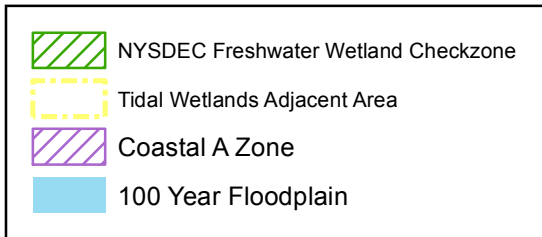
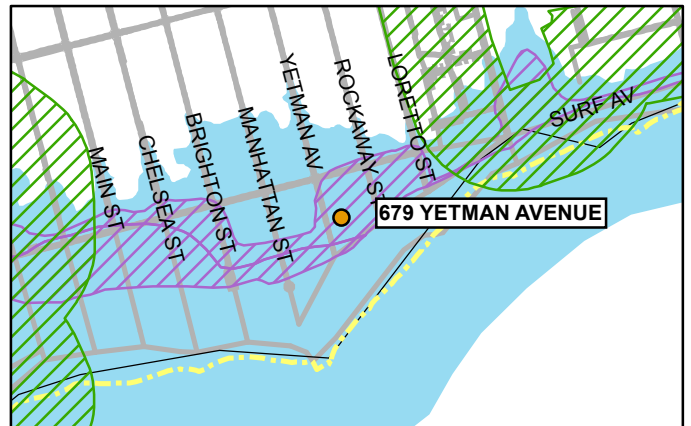
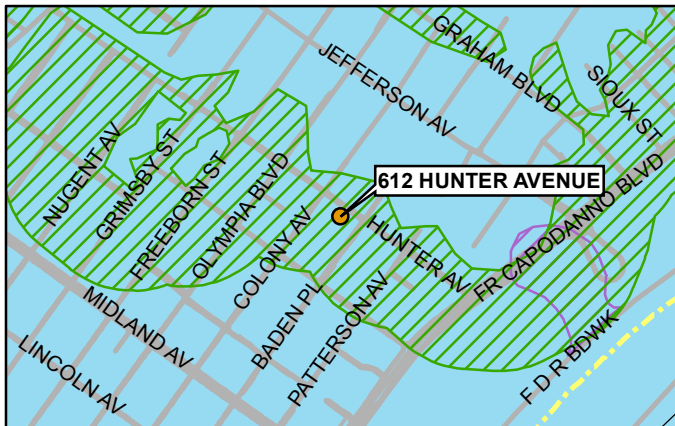
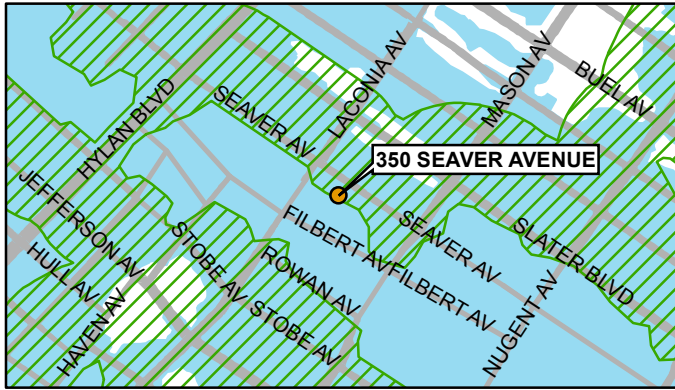
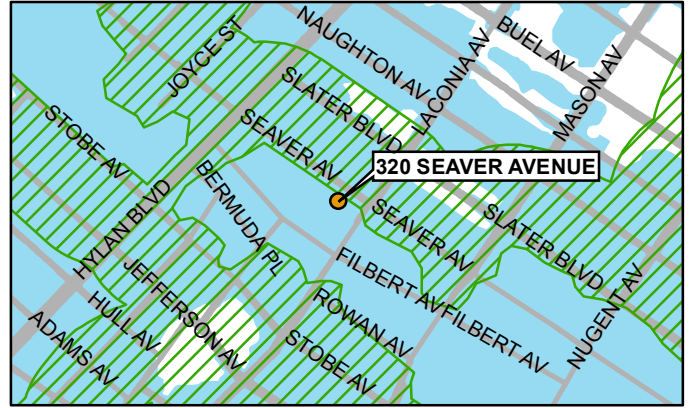
# SEMI-ATTACHED, STATEN ISLAND

## LAND USE



# SEMI-ATTACHED, STATEN ISLAND

## FLOOD RISK







150 Broadway, Suite 2101  
New York, NY 10038  
P: 212.584.8981  
F: 212.584.8980

*Inc.* **Project Rebuild Inc.**  
**Single Family Acquisition, Buyout and Resettlement Incentives  
Program**  
**Fair Market Sales - Request for Offers**  
*Closed Bid Form*

**Fair Market Sales – RFO Property Information**  
**BLOCK 3658 LOT 39**  
**Street Address: 320 Seaver Avenue, Staten Island, NY 10305**

I/We \_\_\_\_\_ am/are offering

\$ \_\_\_\_\_ (in numbers)/ \_\_\_\_\_ (in words) as our best and final bid for the lot located at **Block No. 3658 Lot No. 39**. I/we certify that if selected, I/we agree to pay this price and that I/we have the funds to purchase the property and the applicable closing costs readily available.

**I/We understand that the highest eligible bidder will be selected.**

By signing below, I certify that the information provided herein is correct and true to the best of my knowledge. I have read and understand the information provided. If the property is conveyed, I agree to redevelop the property requested in accordance with the redevelopment requirement and all applicable state and local laws, including maintaining necessary improvements for public safety and flood control. This form is a bidding form only. By receiving it, Project Rebuild, Inc. does not commit to transferring the property to the applicant.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

*Please retain a copy of this form for your own records.*

*All transactions will be completed in accordance with the regulations regarding Community Development Block Grant Disaster Recovery per the United States Department of Housing and Urban Development.*

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_,

20\_\_\_\_ by \_\_\_\_\_,  
proved to me on the basis of satisfactory evidence to be the person who appeared before me.

\_\_\_\_\_  
Notary Signature



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**Fair Market Sales – RFO Property Information**  
**BLOCK 7859 LOT 46**  
**Street Address: 679 Yetman Avenue, Staten Island, NY 10307**

I/We \_\_\_\_\_ am/are offering

\$ \_\_\_\_\_ (in numbers)/ \_\_\_\_\_ (in words) as our best and final bid for the lot located at **Block No. 7859 Lot No. 46**. I/we certify that if selected, I/we agree to pay this price and that I/we have the funds to purchase the property and the applicable closing costs readily available.

**I/We understand that the highest eligible bidder will be selected.**

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**Fair Market Sales – RFO Property Information**  
**BLOCK 3806 LOT 125**  
**Street Address: 612 Hunter Avenue, Staten Island, NY 10306**

I/We \_\_\_\_\_ am/are offering

\$ \_\_\_\_\_ (in numbers)/ \_\_\_\_\_ (in words) as our best and final bid for the lot located at **Block No. 3806 Lot No. 125**. I/we certify that if selected, I/we agree to pay this price and that I/we have the funds to purchase the property and the applicable closing costs readily available.

**I/We understand that the highest eligible bidder will be selected.**

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**Fair Market Sales – RFO Property Information**  
**BLOCK 3799 LOT 179**  
**Street Address: 227A Freeborn St, NY 10306**

I/We \_\_\_\_\_ am/are offering

\$ \_\_\_\_\_ (in numbers)/ \_\_\_\_\_ (in words) as our best and final bid for the lot located at **Block No. 3799 Lot No. 179**. I/we certify that if selected, I/we agree to pay this price and that I/we have the funds to purchase the property and the applicable closing costs readily available.

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**Fair Market Sales – RFO Property Information**  
**BLOCK 4130 LOT 409**  
**Street Address: 375 Milton Avenue, Staten Island, NY 10306**

I/We \_\_\_\_\_ am/are offering

\$ \_\_\_\_\_ (in numbers)/ \_\_\_\_\_ (in words) as our best and final bid for the lot located at **Block No. 4130 Lot No. 409**. I/we certify that if selected, I/we agree to pay this price and that I/we have the funds to purchase the property and the applicable closing costs readily available.

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**Fair Market Sales – RFO Property Information**  
**BLOCK 3661 LOT 13**  
**Street Address: 350 Seaver Avenue, Staten Island, NY 10305**

I/We \_\_\_\_\_ am/are offering

\$ \_\_\_\_\_ (in numbers)/ \_\_\_\_\_ (in words) as our best and final bid for the lot located at **Block No. 3661 Lot No. 13.** I/we certify that if selected, I/we agree to pay this price and that I/we have the funds to purchase the property and the applicable closing costs readily available.

**I/We understand that the highest eligible bidder will be selected.**

By signing below, I certify that the information provided herein is correct and true to the best of my knowledge. I have read and understand the information provided. If the property is conveyed, I agree to redevelop the property requested in accordance with the redevelopment requirement and all applicable state and local laws, including maintaining necessary improvements for public safety and flood control. This form is a bidding form only. By receiving it, Project Rebuild, Inc. does not commit to transferring the property to the applicant.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

*Please retain a copy of this form for your own records.*

*All transactions will be completed in accordance with the regulations regarding Community Development Block Grant Disaster Recovery per the United States Department of Housing and Urban Development.*

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_,

20\_\_\_\_ by \_\_\_\_\_,  
proved to me on the basis of satisfactory evidence to be the person who appeared before me.

\_\_\_\_\_  
Notary Signature

**FORM A**

**RFO APPLICANT INFORMATION**

Name of Applicant: \_\_\_\_\_

Applicant's Employer Identification Number (EIN) or Social Security Number: \_\_\_\_\_

Applicant is (Check one):      Individual      ( )      Partnership      ( )      Limited Liability Co.      ( )  
   Corporation      ( )      Joint Venture      ( )

Applicant's Business Address: \_\_\_\_\_

Applicant's Telephone Number: \_\_\_\_\_

Applicant's Email Address: \_\_\_\_\_

If Applicant is a Partnership or Limited Liability Co., fill in the following blanks:

Names of Partners/Members

Residence of Partners/Members

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If Applicant is a Corporation, fill in the following blanks:

Organized under the laws of the State of \_\_\_\_\_

Name and Home Address of President: \_\_\_\_\_  
\_\_\_\_\_

Name and Home Address of Secretary: \_\_\_\_\_  
\_\_\_\_\_

Name and Home Address of Treasurer: \_\_\_\_\_  
\_\_\_\_\_

Number of Years the Applicant business has been in operation: \_\_\_\_\_

Number of Applicant employees: \_\_\_\_\_

Provide the name, address, telephone, and email addresses of at least three business references whom PRI may contact regarding your construction experience. For each, identify the project about which the individual is informed.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Has any principal identified on page 1, or any organization in which the principal is or was a general partner, or corporate officer, or owned more than 10% of the shares of the corporation been the subject of any of the following:

- A. Felony or misdemeanor conviction in the last 5 years, or any felony and/or misdemeanor conviction currently pending;
- B. Found in violation of any administrative, statutory, or regulatory provisions in the last 5 years, or have any administrative charges pending.;
- C. Any sanctions imposed as a result of judicial or administrative disciplinary proceedings with respect to any professional license in the last 5 years;
- D. Defaulted or had termination for cause on any contract obligation or agreement of any kind or nature whatsoever entered into with PRI, HUD, State or City of New York or of its agencies;
- E. Debarment or suspension from entering into contracts with government agency or other notification or ineligibility for, or prohibition against, bidding or proposing on government contracts;
- F. In the last 7 years, filed a bankruptcy petition or been the subject of involuntary bankruptcy; proceedings
- G. Overall unsatisfactory performance rating from any government agency on any contract;
- H. Judgements, liens, injunctions, including but not limited to, judgements based on taxes owed, fines and penalties assessed by any governmental entity;
- I. Record of substantial environmental code violations or litigation against you;
- J. Record of substantial OSHA/worker safety violation.

YES	NO

If yes, please state the following information:

1. Name of principals: \_\_\_\_\_
2. Name of organization/corporation and if an officer, state title:  
\_\_\_\_\_
3. Date of action: \_\_\_\_\_
4. Current status of action: \_\_\_\_\_
5. Explanation of Circumstances: \_\_\_\_\_



**FORM B**

**SPECIAL EXPERIENCE REQUIREMENTS**

The experience requirements for this RFO are:

- Prior experience in flood compliant construction
- Prior experience redeveloping properties in New York City.

Please list at least seven (7), but no more than twelve (12), projects that meet the experience requirements for this RFO. **A separate Form B should be submitted for each project.** Please photocopy this form for submission of all projects.

Name of Applicant: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Location of Project: \_\_\_\_\_

Owner or Owner's representative (Architect or Engineer) who is familiar with the work performed:

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Brief description of work completed. Please include any details that demonstrate capacity to deal with construction projects in an expedited fashion.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In what capacity did Applicant complete the work (e.g., contractor, subcontractor): \_\_\_\_\_  
\_\_\_\_\_

Dollar Amount of Contract: \_\_\_\_\_

Dates of Work: \_\_\_\_\_

Number of Permits Pulled in Applicant's Name (in last 3 years) \_\_\_\_\_