

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 a property 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 it 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 property contains a single-family home that was substantially damaged by Hurricane Sandy. The purchaser will be required to rehabilitate the structure in order to bring it into compliance with the NYC Building Code Appendix G: Flood-Resistant Construction, or demolish the structure in order to redevelop the property.

Through planning analyses and community engagement, the property was determined to be eligible for fair market sales through a Request for Offer (“RFO”) issued by PRI, subject to PRI’s acquisition of the property. The RFO will be a competitive purchasing process that is open to the public to submit offers to purchase and redevelop the property. The property will be sold to the highest qualified bidder, subject to PRI’s successful prior acquisition thereof. PRI may at any time withdraw the property or a portion of the property from or add new properties to this RFO. All new development should be flood resilient in accordance with NYC Building Code Appendix G: Flood-Resistant Construction.

The property sold through the RFO is subject to the following deed restrictions, which will be detailed, finalized, and recorded against the deed at or before time of transfer to the highest qualified bidder:

- Purchaser of the property with a storm-damaged structure on site must rehabilitate, or demolish and 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.
- In the event of default on the redevelopment restrictions by the buyer, the City may seek to take title to the lot 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:

- | | YES | NO |
|---|--------------------------|--------------------------|
| 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.



Incorporated

150 Broadway, Suite 2101
New York, NY 10038
P: 212.584.8981
F: 212.584.8980
www.neighborhoodrestore.org

About the Project Partners

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 ¹
1098 Olympia Blvd	10306	Staten Island	3814	12	2000	750	R3-1/R3-2	AE	10'

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 September 20, 2021 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
- 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 the property.

2. Questions:

Submit all questions via email at info@neighborhoodrestore.org by September 10, 2021 at 5:00 pm. PRI will respond to all questions by September 17, 2021.

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 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.
 - o 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.

¹ **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.

- 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.



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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 3814 LOT 12
Street Address: 1098 Olympia Blvd, Staten Island 10306

I/We _____ am/are offering

\$ _____ (in numbers)/ _____ (in words) as our best and final bid for the lot located at **Block No. 3814 Lot No. 12**. 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:

	YES	NO
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.		

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.

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) _____