

Statement of Purpose

Southeast Neighborhood Development, Inc. (SEND) makes strategic investments in the community of neighborhoods on the southeast side of Indianapolis to improve the quality-of-life for neighborhood residents. A key element of SEND's investment strategy is to return blighted properties to productive use in ways that support neighborhood-level objectives and address housing market imbalances experienced in the southeast community. SEND intends to leverage its capacity by facilitating partnerships and third-party investment opportunities to foster redevelopment in ways that preserve and contribute to the character of the southeast community.

Among other sources, SEND has direct access to several portfolios of property including:

- SEND-owned property,
- Indy Land Bank,
- Indianapolis Neighborhood Housing Partnership,
- National Community Stabilization Trust (NCST),
- "Surplus Property" from Marion County tax sales, and others.

This Request for Proposals ("RFP") provides the policy and procedures that facilitate transfer of properties from the portfolios to neighborhood residents and mission-driven investors of many kinds. The disposition and use of these properties shall, at all times, be consistent with: (1) the laws of the state of Indiana; (2) the policies of the Indy Land Bank program, Indianapolis Neighborhood Housing Partnership, and the National Community Stabilization Trust; and (3) SEND's principles, policies, and priorities – as articulated below. The Transfer and Transform Program (the "Program") and its associated list of available properties are subject to change.

Investment Principles

During the last 25 years, SEND has invested in the people and the infrastructure of the southeast side of Indianapolis – partnering with neighbors and with organizations to enhance the character and the value of the community. SEND helped to knit together residents' vision for their community with specific, tangible and well-conceived redevelopment objectives. The knitting together of the community's vision and specific, strategic development projects that attend to that vision is critical to meaningful and sustainable change in neighborhoods and a cornerstone of SEND's success. Most importantly, it is the cornerstone of every development initiative for which SEND serves as a catalyst, including the investments leveraged through this RFP.

Through this RFP, SEND will promote the safe, sustainable, high-quality investment in and development of the residential and commercial properties that are currently blighted and are part of the portfolios of property listed above. Specifically, investments proposed in response to this RFP shall attend to the following principles:

- Meet the needs of the southeast community and its constituent neighborhoods.
- Maintain high standard of design and quality.
- Initiate and complete investments according to proposed schedule.



Investment Policies

SEND is committed to improving the safety, quality, and character of the built environment in the southeast community. As such, transferees ultimately chosen by SEND through this process will sign a memorandum of agreement that indicates:

1. Transferees have financial resources and capacity to invest in the proposed project.
2. Transferees were not prior owners of property that was placed in the Marion County Treasurer's Office's tax auction as a result of tax delinquency.
3. All rehabilitation work will be conducted and completed in compliance with all local and state building code requirements.
4. For homes built prior to 1978, all work will be completed in compliance with guidelines and regulations regarding lead-based paint, as defined by the U.S. Department of Housing and Urban Development and the Indiana Department of Environmental Management.
5. A scope of work that provides a timeline for project completion. Any proposed rehabilitation work must begin within nine months of property transfer. Proposed rehabilitation work must be completed according to the timeline outlined in the proposal itself – and this must be within 18 months from the date of the Quitclaim Deed (i.e., property transfer).
6. The exterior appearance and interior finishes of completed rehabilitation projects will meet specifications outlined in a scope of work that will be part of a memorandum of agreement between the transferee and SEND.

If any conditions of this memorandum of agreement are not met or violated, SEND reserves the right of reversion. Specifically, as a condition of a transfer, the transferee agrees to invest in the property consistent with a scope of work that will accompany the memorandum of agreement. If the transferee fails to substantially complete the outlined scope of work within 18 months of the date of the Quitclaim Deed, SEND or another grantor operating in partnership with SEND through this process may enter and

terminate the estate hereby conveyed, and the transferee shall have no rights or claims against SEND or another grantor operating in partnership with SEND through this process. By acceptance of the Quitclaim Deed, the transferee waives all rights, claims, and causes of action against SEND or another grantor.



Example of a quality home rehab that adds value to the house and the community.

Investment Priorities

In determining the disposition of properties, SEND will consider the following characteristics of disposition proposals:

- Applicant demonstrates they have the financial resources and capacity to invest in and complete the proposed project
- Proposal supports homeownership.
- Applicant has recent, successful housing development or rehabilitation experience that can be documented.



- Proposed work demonstrates incorporation of rehabilitation standards identified in Chapter 3 of the *Saint Clair Place Housing Rehabilitation and Construction Pattern Book* (available for download at <http://www.sendcdc.org>).
- Applicant can demonstrate or articulate a commitment to socially responsible development and rehabilitation in the southeast community.
- Proposed disposition has a direct connection with articulated neighborhood plans and objectives.
- Applicant is a current, southeast side resident who resides in property within SEND's boundaries.

Submission of Proposals

***** NOTE: Incomplete submittals may be denied*****
READ CAREFULLY

Proposals ***must*** include the following items ***and*** be organized using the following format:

1. ***Application:***
 (Available for download at <http://www.sendcdc.org/hrrfqrfp.html>).
2. ***Qualifications and Experience:***
 - a. Firm name, contact information and address
 - b. Name and contact information of primary contact
 - c. Bios or resumes of team members or personnel
 - d. Three examples of previous work including photos and address of projects*
3. ***Evidence of Capacity:***
 - a. Letter of commitment or credit from a financial institution or financial statements or other documentation demonstrating financial capacity to complete the proposed work
 - b. Proof of insurance and bonding from development firm or general contractor *
 - c. Organizational structure (General Contractor, Architect, Financier(s), Developer, etc.)*
4. ***Project Approach:***
 - a. Estimated timeline for completion
 - b. Proposed end use (owner-occupied for sale, rental, etc.)
 - c. Proposed scope of work for the project (including design, materials, layout and other pertinent information)
 - d. Project Budget (Sample Budget Worksheet available for download at <http://www.sendcdc.org/hrrfqrfp.html>)

**Explain if not available*

Questions

Please direct all questions to Bryan Conn at bryan@sendcdc.org

Proposals may be emailed, hand-delivered or mailed to Bryan Conn:

bryan@sendcdc.org or Southeast Neighborhood Development, Inc., 1030 Orange St., Indianapolis, IN 46203



Proposal Process

The Program will operate according to the basic process flow outlined in the diagram below. The process is subject to change at any time and without notice.

Request for Proposals: Transfer and Transform

