



# Request for Proposals

## November 19, 2021



Housing Acquisition and Renovation  
921 Spruce Street  
Columbia Borough  
Parcel Number: 110-53568-0-0000

Lancaster County Land Bank Authority  
28 Penn Square, Suite 200  
Lancaster, PA 17603-4297  
Phone: (717) 394-0793

# LANCASTER COUNTY LAND BANK AUTHORITY

## RFP – 921 Spruce Street, Columbia, PA

### INTRODUCTION

The Lancaster County Land Bank Authority (Authority) seeks a qualified developer or contractor (Applicant) to acquire and rehabilitate a blighted property at 921 Spruce Street in Columbia Borough.

In order for the Authority to consider a proposal to acquire the property, the Applicant must complete the attached application. Incomplete proposals will not be reviewed by the Authority.

### SCOPE OF WORK

The Land Bank Authority will provide you with a Lead Assessment Report and the property must pass a lead clearance inspection prior to issuance of a Certificate of Occupancy.

Radon testing will be completed by the Authority after basement is complete. All required radon remediation must be completed, and a passing test acquired prior to issuance of a Certificate of Occupancy.

All applicable permits must be obtained and posted to include, but not limited to, Building, Electrical, Demolition, Plumbing, Insulation.

Full scope of proposed work must be submitted to and approved by the Authority. Any alterations other than listed below must be reviewed by the Authority prior to start of work.

All work must meet the minimum standard required by the USS and local building codes.

#### **The following issues must be addressed:**

##### **General:**

- Ensure all outlets and switches throughout the house are properly grounded. All outlets within 60" of a flowable water source must be GFCI protected.
- Remove all floor coverings install new subfloor as needed and install new flooring (no carpet in public spaces).
- Remove/replace or repair bad drywall/plaster/paneling from ceiling and all walls.
- Insure proper insulation and framing, on all exterior walls.
- All doors, jambs and stops must be stripped or replaced.
- Paint all walls, ceilings, trim and doors and transom with primer and two coats of latex paint.
- Windowsills and jambs must be stripped, primed and two coats of latex paint.
- Restore all electric, water and gas.
- Provide adequate lighting throughout the house.

### Basement:

- Replace furnace. Ensure that adequate heating is supplied to each living space.
- Ensure that the hot water heater is properly working.
- Ensure that all water piping supply, drain, and vent are up to current code compliance.
- Install a new 200amp electrical system.
- Install a proper exhaust system from basement to roof and enclose.

### Kitchen:

- Install new Sub-floor and flooring.
- Replace all appliances, counters, and countertops.
- Ensure all plumbing is in working order and up to current plumbing codes.

### Second floor front bedroom (1):

- Strip and repair all sills and casements.
- Strip Door Jamb, stop, and transom.
- Install door.
- Repair/replace closet

### Second floor Bonus room:

- Repair or replace closet door and balcony door.
- Scrape and paint balcony area.
- Strip and repair all sills and casements.
- Ensure balcony is safe and in working good condition.

### Bathroom:

- Recommend bathroom relocation
- Remove and install new tub/shower, toilet, and vanity.
- Strip door jamb and transom.
- Install new bathroom door with privacy lock.
- Install new sub-flooring and vinyl/tile floor.

### Third floor attic bedroom (2) If used:

- Replace door to the 3<sup>rd</sup> floor. Strip jamb and stop.
- Repair/re-enforce treads.
- Extend the handrail to the full length of stairway.
- Install new casement windows, single lite open for egress. Opening to be as large as possible.
- Must provide adequate heat and minimum of two working grounded outlets.

- Install new sub-floor as needed and new floor covering.
- Install wall mounted fire ladder.
- Must provide a closet area.
- Must insure there is a proper fire wall between attached property.

Exterior:

- Replace existing Roof on front porch.
- Ensure the main building roof is in good condition replace if needed.
- Ensure all gutters and downspouts are in good working condition to remove water away from house.
- Replace all existing windows with vinyl energy efficient double pane windows.
- Ensure all exterior doors are secure energy efficient and working properly.
- Repair or replace any damaged siding from entire exterior.

## SITE INSPECTION

The building will be open for **inspection Friday December 3<sup>rd</sup> from 8-10am**. Please contact Steve Kaufhold at [skaufhold@lchra.com](mailto:skaufhold@lchra.com) with any questions. **Masks are required to enter the property.**

## MINIMUM PURCHASE PRICE

Provide the amount to be offered in the appropriate section of the Bid Form.

## PURCHASE AND DEVELOPMENT AGREEMENT

Disposition of the property will be documented by a **Purchase and Development Agreement** defining the scope of work and timetable agreed to by the developer. The final plans will be reviewed and confirmed by The Land Bank Authority once the Purchase and Development Agreement is in place and work commences.

## REQUIREMENTS

### **Statement of Qualifications**

The Authority requires all applicants to provide evidence of their experience in the renovation of residential/commercial properties (Exhibit B).

### **Preferred Property Use**

Columbia Borough has a strong preference for homeownership. Priority will be given to Applicants who propose resale of the renovated building to a homeowner, all other qualifications being equal. Proposals will be accepted for both homeownership or rental outcomes.

**This property is intended to be inhabited by an individual or family with low- or moderate- income, 80% of area median income or lower. This property must be sold to an income qualified home-owner**

**occupant or rented to an income qualified tenant. The Authority will assist in collection of documentation and qualifications needed to approve occupant.**

## CONTENTS OF SUBMISSION

- 1) Statement of Qualifications - if a submission has not been completed and approved by the Redevelopment Authority (Exhibit A).
- 2) Application Packet (Exhibit B)

## SUBMISSION PROCESS

Proposals must be submitted to the Redevelopment Authority by **Friday, December 17<sup>th</sup>, 2021 by 4:00pm.**

Applicants must submit one **(1) electronic copy.**

**Attention:** Michaela Allwine  
Lancaster County Land Bank Authority  
28 Penn Square, Suite 200  
Lancaster, PA 17603-4297  
Email: [mallwine@lchra.com](mailto:mallwine@lchra.com)

## EVALUATION OF PROPOSALS

The Authority intends to enter a Purchase and Development Agreement to the applicant who best demonstrates the level of experience, skill and competence required to perform the services called for in the RFP in the most efficient, cost-effective, and professional manor. Purchase Price will be evaluated as part of the applicant selection.

The Authority intends to respond to all proposals and make a selection within 30 days of the RFP Submission Date.

## SUPPLEMENTAL FUNDING

Construction loan assistance through the Pennsylvania Housing Affordability Fund administered through the Lancaster County Land Bank Authority is available. Please contact Michaela Allwine for more information if you are interested in securing this funding as part of your submission.

Subordinate funding is available from Lancaster Housing Opportunity Partnership (LHOP) to support Land Bank renovation projects. Qualified borrowers may borrow up to \$15,000 at 2% (two percent) interest. This loan program is independent of the Authority. An Applicant's decision to use it or not will have no bearing on the ranking of their proposal.