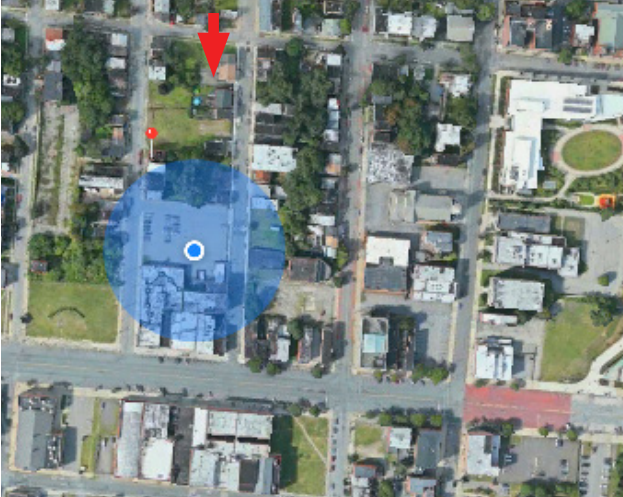




NEWBURGH COMMUNITY LAND BANK

REQUEST FOR PROPOSALS - 33 LANDER



OVERVIEW

Newburgh Community Land Bank took ownership of 33 Lander Street in December 2014. Since that time, we have had numerous engineers and contractors review the property but have not been able to identify a feasible plan to restore it. Our formal engineering report recommends the removal of the building. The building is completely collapsed on the interior, the roof is collapsed, and the brick is deteriorated from the weather. That report is attached to this RFP.

Prior to proceeding with any plan to salvage materials and make redevelopment plans, NCLB is soliciting proposals for any person or entity with an implementable, fundable proposal to preserve the existing shell and bring the property back to productive use. Any proposal to restore the property will need to be accompanied by evidence of available funds. It is NCLB's estimate, based upon experience working with similar buildings (deteriorated shells etc), that the costs to remove the material and restore the building will exceed \$700,000. Any successful proposal would have a timeline shorter than 24 months or proposed timeline and justification for additional time.

Proposals will be evaluated by a professional team consisting of an architect, engineer, and contractor who have previously worked on extreme restoration projects.

If you have a feasible proposal for 33 Lander Street, please complete the attached form and submit it with ALL requested attachments before November 3, 2017 at 4 PM.



NEWBURGH COMMUNITY LAND BANK

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33 LANDER STREET
NEWBURGH NY 12550

PROPERTY REDEVELOPMENT PROPOSAL

Please complete all sections of this application and submit all required documentation.

Applicants must include their physical address.

Applicants who are residents of the City of Newburgh will receive preference where all applications are of high quality.

Applicants that owe back taxes or have outstanding code violations or unresolved foreclosures will not be considered.

Lank Bank properties are sold in "as is" condition and no warranties are made regarding property condition.

ALL APPLICANTS AND CO-APPLICANTS MUST SIGN THIS APPLICATION BEFORE SUBMITTING



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1. APPLICANT INFORMATION

Name: _____

Address:* _____

Phone: _____

Email: _____

* P.O. boxes will not accepted

2. TYPE OF ENTITY

Please select one of the options below:

☐ Individual Person

☐ Corporation Incorporated in what state: _____ Date incorporated: _____

Authorized to do business in New York State? ____ Yes ____ No

☐ Partnership

Indicate type of partnership: _____

Number of general partners: _____ Number of limited partners: _____

☐ Not-for-Profit Incorporated in what state? _____ Date incorporated: _____

☐ Limited Liability Company

Formed in what state: _____ Date formed: _____

Authorized to do business in New York State? ____ Yes ____ No

☐ Sole Proprietorship

Name of Sole Proprietor: _____



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3. PROPERTY OWNERSHIP HISTORY

The Newburgh Community Land Bank will not consider incomplete applications. Please check YES or NO for each of the statements listed below. If you answer YES to any of these questions, attach an explanation. Please provide complete, accurate and current information. Please be advised information provided will be independently verified.

THIS INFORMATION APPLIES TO ALL MEMBERS, PARTNERS AND SHAREHOLDERS

Are you tax delinquent or mortgage delinquent? ☐ YES ☐ NO

Do you have any outstanding code violations? ☐ YES ☐ NO

Do you own any other properties in Newburgh? ☐ YES ☐ NO

(attach a list with address, property type and year acquired)

Do you have a personal or professional relationship with the Newburgh Community Land Bank, any of its directors, or employees? ☐ YES ☐ NO

Do you currently owe anyone or any government agency money as a result of a court case? ☐ YES ☐ NO

Have you filed for bankruptcy within the past 7 years? ☐ YES ☐ NO

Do you have any outstanding loans in your name resulting in foreclosure, legal judgement, or transfer of title to avoid foreclosure? ☐ YES ☐ NO

Have you owned property foreclosed on for tax-delinquency? ☐ YES ☐ NO

Have you or a family member previously owned the property for which you are applying? ☐ YES ☐ NO



NEWBURGH COMMUNITY LAND BANK

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4. REDEVELOPMENT/ MANAGEMENT PLAN

Tell us about your vision for the property. The more detail you can provide, the better.

Please complete all sections that apply.

Redevelopment Plan

- ☐ Rehabilitate
- ☐ Occupy/Operate As-Is
- ☐ Demolish/Deconstruct
- ☐ New Construction

Management Plan

- ☐ Occupy this property as my primary residence
- ☐ Occupy this property with my own business
- ☐ Operate this property as a rental
- ☐ Redevelop and re-sell to an owner occupant
- ☐ Redevelop and re-sell ("flip")*

*Please note that all subsequent buyers of resale properties must be approved by the Land Bank

Does the proposal comply with the current zoning? _____ YES _____ NO

Note: If the redevelopment plan does not comply with current zoning or land use laws additional approvals may be required. Contact the appropriate municipality to find out more information.



NEWBURGH COMMUNITY LAND BANK

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A. Redevelopment Plan: For us to process your application, staff must be able to understand and communicate your proposal to a variety of boards, municipal departments and community organizations for review and approval. To assist with this, and in support of your application, please provide the following information in appropriate detail (or any additional information that will be useful) in the space below or in an attached sheet.

- ☐ Describe the project
- ☐ Qualifications/training that you or those that may be helping have to complete the project
- ☐ Plan to engage qualified individuals to complete the project
- ☐ Estimated timeline for completion of the project _____
- ☐ Project Budget Form (see attached for your use)
- ☐ Schematics/sketches
- ☐ Reason for interest in the property, if any.
(i.e. type of structure, neighborhood/location, price, personal connection)
- ☐ Other: _____

if other, please tell us more about your proposal and interest in the property in an attachment



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B. Management Plan: If you plan to manage the property as a rental the Land Bank must be able to understand your capacity to manage and maintain the property either as an established landlord or as a new one. Please help us to do this by including the following information (or any additional information that you believe will help us.) Please check those items that you are including:

- ☐ Monthly income and expense budget for the property (please complete project Budget Form)
- ☐ A narrative description of your marketing plan
- ☐ A narrative description of management procedures
- ☐ Standard lease agreement
- ☐ Anticipated market served
- ☐ Letters of Support (community leaders, neighboring residents, neighborhood associations, etc.)

Use the space below and or attach additional sheets if necessary to provide more detail.

Please tell us more about your management plan (if applicable)...

(Attach additional supporting materials as needed)



NEWBURGH COMMUNITY LAND BANK

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C. Financial Ability to Rehabilitate and Maintain Property: All purchasers of Land Bank properties must demonstrate an adequate understanding of the amount of rehabilitation and ongoing maintenance needed as well as the associated costs. All applicants are required to provide sufficient documentation demonstrating financial capacity to realize their proposal.

Please attach proof of financial capacity to support your application:

- ☐ Bank statement
- ☐ Letter of Credit
- ☐ Loan Pre-Qualification Letter
- ☐ Grant Award/Funding Commitment Letter

APPLICATIONS THAT DO NOT INCLUDE THIS INFORMATION WILL NOT BE CONSIDERED

D. Property Maintenance Plan: If you plan to manage as a landlord you must be located in Newburgh or an adjacent county or you must have a local property manager secured. If you are working with a local property manager, please provide their name and phone number below. If you are working with a real estate agent, please provide their name and phone number below.

Property Manager Name _____ Phone Number _____

Real Estate Agent Name _____ Phone Number _____



NEWBURGH COMMUNITY LAND BANK

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5. REQUIRED SUPPLEMENTAL CHECKLIST

The following documents must be submitted to the Newburgh Community Land Bank with your application before it will be considered:

- ☐ Copy of Applicant's Photo ID
- ☐ List of all properties owned in Newburgh, if applicable
- ☐ Project Budget Form
- ☐ Redevelopment Plan
- ☐ Management Plan (rentals) or Financial Ability to maintain the property (homeowner)
- ☐ Explanation of Purchase Ownership History, if applicable
- ☐ Background Check Authorization
- ☐ List of all members, partners and shareholders, if applicable
- ☐ Articles of Incorporation or Articles of Organization, if applicable
- ☐ Application Fee payable to: Newburgh Community Land Bank (check or money order)



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6. PURCHASER CERTIFICATION: PLEASE READ THIS SECTION CAREFULLY AND COMPLETE I HEREBY CERTIFY THAT:

1. I understand that back taxes, outstanding code violations or unresolved foreclosures would mean that my application or purchase cannot proceed until such time as those issues are resolved.
2. All information provided in the application are complete, accurate and current.
3. I will maintain the property in accordance with all land use, zoning and property maintenance laws and ordinances.
4. I will pay all costs and fees associated with the property, the closing of this transaction and any future related transactional costs, including any and all delinquent taxes and outstanding water assessments, if applicable.
5. I understand the aforementioned fees, taxes, and other costs of closing are good faith estimates and are subject to change at closing.
6. I agree that the Newburgh Community Land Bank may decline my offer to acquire this property for any reason. All sales are subject to approval by the Newburgh Community Land Bank's Board of Directors.
7. I agree that if my offer is accepted and I have been provided with a Contract For Sale, I will have three business days to execute the contract. If I do not execute the contract within three business days, the Land Bank reserves the right to cancel the transaction and sell the property to the second buyer. Buyer will have an additional three days from the signing of the sales contract to review it with an attorney and to seek attorney approval. If I do not notify the Land Bank that I do not have an attorney, or that my attorney does not approve the contract within that three business days, I waive that contract contingency and the contract will be deemed approved.
8. I understand that all Land Bank properties are sold in "as is" condition and no warranties are made regarding property condition. The applicant assumes all responsibility to investigate, and if necessary repair the physical condition of the properties or of any structures or improvements located on any of the properties.



NEWBURGH COMMUNITY LAND BANK

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7. ADDITIONAL TERMS AND CONDITIONS

I understand that the Newburgh Community Land Bank as required by law and/or contract may transfer the property with certain deed restrictions or requirements if applicable. This may include, but is not limited to:

- ☐ Restriction requiring the buyer to get written consent from the Land Bank for a sale or transfer during a term of 5 years from the date of closing.

Example: A developer that intends to purchase, rehabilitate and resell a property would be required to have the prospective buyer submit an application to the Land Bank for approval so that the Land Bank can ensure that they meet the application criteria for being a responsible property owner.

- ☐ Enforcement mortgage requiring the buyer to comply with certain project timelines, generally as presented by the applicant in their application or as defined by the Board of Directors.

Example: An applicant states that they plan to have at least a portion of the building up and running within 12 months. The plan and timeline will be included in the closing documents. This ensures that properties are not purchased for speculative purposes and that properties will be returned to active use in a timely manner.

- ☐ Requirement that certain properties be merged with property already owned by the applicant or multiple Land Bank properties are required to be merged.

Example: An approved applicant who purchases a side lot under the Land Bank's Side-Lot Policy would be required to merge that lot with the property that they already own. Merging lots helps retain the lot as a side lot in the future, can bring non-conforming lots into conformance and consolidates tax and water bills for the owner.

- ☐ Requirement for reporting if the application included some activity or program that was part of the rationale for approval.

Example: An applicant that is proposing to provide job training for local residents as part of their project. The board may request a report or series of reports regarding the outcomes of that training program.



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BY ENTERING YOUR NAME(S) BELOW, YOU CERTIFY THAT YOU HAVE READ, UNDERSTAND AND AGREE TO BE BOUND BY ALL TERMS OF THIS ENTIRE APPLICATION, INCLUDING THE ADDITIONAL TERMS DISCLOSED IN THE ABOVE SECTION. YOU FURTHER CERTIFY THAT ALL OF THE STATEMENTS SET FORTH IN THIS APPLICATION ARE COMPLETE AND TRUE.

Applicant Name (Print) _____

Signature: _____ Date: _____

Co-applicant Name (Print) _____

Signature: _____ Date: _____



NEWBURGH COMMUNITY LAND BANK

REQUEST FOR PROPOSALS - 33 LANDER

REQUIRED ATTACHEMENT: PROJECT BUDGET FORM

| Proposed Project Costs | | Source of Funds | | | | |
|---|----|--|---------------|---------|-------|----|
| Purchase Offer | \$ | Bank Name | Account # | Balance | | |
| Construction/Renovation Costs | | | | \$ | | |
| (detail materials and labor costs of work needed) | | | | \$ | | |
| Plumbing | \$ | | | \$ | | |
| Electrical | \$ | | | \$ | | |
| Heating/Cooling | \$ | | | \$ | | |
| Roofing | \$ | | | \$ | | |
| Windows | \$ | Financing (if applicable) | | | | |
| Exterior | \$ | Financial Institution | | | | |
| Interior | \$ | Amount of loan | \$ | | | |
| Landscaping | \$ | Terms of loan | Interest Rate | | Years | |
| Other | \$ | Loan type (FHA Rehabilitation 203k, FNMA HomeStyle Renovation, SONYMA, etc.) | | | | |
| Total Costs | \$ | | | | | |
| Closing Costs: | | Are you Prequalified? | | | Yes | No |
| | | Other sources of funds to be used in this transaction (please be specific): | | | | |
| Attorney fees | \$ | | | | | |
| Deed & document preparation | \$ | | | | | |
| Recording fees | \$ | | | | | |
| Property water bill balance | \$ | | | | | |
| Total Closing Costs | \$ | Please sign: | | | | |
| Total Project Costs | \$ | | | | | |
| Expected Timeline for Project Completion (mos) | | Name | | | Date | |