

REQUEST FOR PROPOSALS

FOR

REAL ESTATE DEVELOPMENT PLAN FOR THE CITY OF KINLOCH

Issued by the St. Louis Economic Development Partnership

Proposals Due By:

August 25, 2023, at 3:00 PM CST

St. Louis Economic Development Partnership

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Introduction

The St. Louis Economic Development Partnership (the “Partnership”) is a nonprofit corporation, established under Section 501(c)(4) of the Internal Revenue Code for the purpose of promoting and developing industry, commerce, and economic development in St. Louis County and the City of St. Louis, creating high-quality business and employment opportunities, and enhancing the quality of life by advancing long-term, diversified growth throughout the St. Louis region.

The Partnership, in conjunction with the City of Kinloch, Lambert Airport, and a broader St. Louis County and City team (collectively, the “Local Partners”), is co-facilitating an initiative to identify areas for redevelopment in the City of Kinloch and support other quality-of-life improvements.

Kinloch is next to Lambert International Airport, across Interstate 170. The airport is in the planning phase to make significant improvements, which could lead to opportunities in the surrounding areas. Kinloch is also adjacent to North Park Development which includes companies like Amazon, SKF Manufacturing, and a Schnucks Distribution Center. Creating a comprehensive real estate development plan and cleaning up the area will result in more jobs and investment that will benefit Kinloch, North County, and the St. Louis region.

A cohesive, sustainable real estate development plan is needed to assemble and prepare sites to attract industrial developers, engage more businesses, and create more jobs that will directly impact this distressed area.



Project Description

The Partnership seeks to identify areas for redevelopment in Kinloch to attract more business development opportunities, create more jobs, and increase the quality of life for residents of Kinloch and the adjacent municipalities. In order to move the Kinloch revitalization effort forward in the most effective and impactful manner, the Partnership issues this request for proposals (“RFP”) for a qualified and experienced firm (the “Consultant”) to develop a comprehensive real estate development plan for Kinloch that would identify focused areas to remove building foundations and create development ready sites, industrial business, and job opportunities (the “Services”). The Services shall focus on redeveloping commercial areas, removing derelict properties, and revitalizing neighborhoods. This project is funded by a grant from the St. Louis County Port Authority.

Scope of Services

Pursuant to this RFP, the Consultant shall develop a comprehensive real estate development plan for Kinloch that would identify focused areas to remove building foundations and create development ready sites, industrial business, and job opportunities. To perform this project, the Services shall include, but are not limited to, the following components of work.

- Facilitate a kick-off meeting and perform a due diligence review.
 - Meet with representatives from the Partnership and the Local Partners to identify goals and objectives for the project.
 - Identify the process required to achieve the desired goals and objectives for the project, as determined above.
- Evaluate current site conditions and review relevant associated documentation.
 - Conduct a site visit, if possible, to document current existing conditions within the project area and identify opportunities and concerns.
 - Analyze existing conditions within Kinloch; identify any significant issues, including, but not limited to, environmental concerns, zoning constraints, and existing land structures; and create photo documentation where possible.
 - Review previous land-use studies (as applicable and provided by the Partnership), current approved land uses, any proposed developments, and existing land-use codes and regulations.
 - Identify zoning and parcel restrictions, existing and potentially available infrastructure, and any significant features within or adjacent to Kinloch that may represent opportunities or constraints for property development.
- Engage municipal leaders and stakeholders.
 - Collaborate with Kinloch administrators and other municipal leaders to engage the community and create a vision for the area that respects the history of Kinloch.
 - Confirm Kinloch's vision for the area to include desirable land uses, clean-up efforts, historic preservation, and overall community well-being.
 - Connect with the broader St. Louis community, neighborhood organizations, employers, small business owners, historic preservation groups, environmental groups, and others to create an actionable, interconnected plan for the area.
- Draft a detailed, actionable real estate development plan, focusing on redeveloping commercial areas, removing derelict properties, and revitalizing historic neighborhoods.
 - Include a detailed summary of potential impacts and opportunities for Kinloch and adjacent municipalities as a result of the real estate development plan.
 - Create a strategy to implement the real estate development plan, including suggestions for potential funding sources and a phased approach to acquire the land for redevelopment purposes.
 - Collaborate with the Partnership and Local Partners to ensure all proposed land uses align with the goals and long-term objectives for Kinloch.
 - Propose appropriate safeguards to deter illegal dumping and crime, such as security cameras, fencing, and police monitoring.
 - Identify the next steps to implement the proposed real estate development, including any recommendations for appropriate commercial, residential, and public uses of property, and any incentive strategies and economic development

tools to facilitate such land uses.

The Consultant shall provide a proposed schedule of the anticipated duration of the project identified above. The Consultant shall work closely with the staff for the Partnership and Local Partners to explore the impacts associated with redevelopment of Kinloch.

Proposal Content

Proposals must include, at a minimum, the following information:

1. Experience of Firm. Provide a detailed description of the firm's experience in providing similar services. Include the type and number of clients served, as well as the size, scope, and nature of the projects involved. Identify any prior experience working with the Partnership or similar organizations. Specifically identify any projects or conflicts that may impact the Services.
2. Experience/Qualifications of Assigned Professional(s). Provide the qualifications for each individual who may be assigned to provide the Services and designate the individual who would have primary responsibility for oversight of the Services. Provide the qualifications of sub-consultants that would provide any portion of the Services.
3. Approach, Availability, and Timeline. Provide a detailed description of the firm's approach to provide the Services. Provide a statement of availability and a proposed timeline to provide the Services.
4. Approach to Diversity, Equity, and Inclusion. Provide a description of the firm's approach to diversity, equity, and inclusion in providing the Services.
5. Proposed Fees/Expenses. Proposals shall clearly state all fees and expenses to be charged for the performance of the Services:
 - a. It is anticipated that a maximum not to exceed amount will be established for the Services.
 - b. If based on an hourly rate, provide the hourly rates (with any applicable nonprofit discounted rate) to be charged for each individual to be assigned to this engagement and a general description of how billable hours will be allocated.
 - c. Provide an explanation if fees will be calculated on any other basis. Itemize the type of expenses (other than fees) for which your firm would seek reimbursement.

Selection Criteria

Proposals submitted will be reviewed by the Partnership's staff for completeness and qualifications. Selection of a firm will be made on the basis of the following criteria:

1. Qualifications, expertise, and experience of the firm;
2. Qualifications, expertise, and experience of the individuals assigned from the firm and of any sub-consultants;
3. Approach, Availability, and Timeline to provide the Services;
4. Approach to diversity, equity, and inclusion;
5. Cost; and
6. Responsiveness of the firm to the RFP categories.

The St. Louis Economic Development Partnership actively encourages submission of proposals from disadvantaged business enterprises and companies owned by minorities, women, immigrants, and veterans. The Partnership does not discriminate on the basis of race, color, religion, creed, sex, sexual orientation, gender identity, age, ancestry, national origin, disability, or veteran status in consideration of this award. Equal Opportunity Employer.

Terms and Conditions

The following terms and conditions apply to all proposals:

1. The Partnership reserves the right to reject any and all proposals submitted; to select one or more responding parties; to void this RFP and the review process and/or terminate negotiations at any time; to select separate responding parties for various components of the scope of services; and to select a final party/parties from among the proposals received in response to this RFP. Additionally, any and all RFP project elements, requirements and schedules are subject to change and modification. The Partnership also reserves the unqualified right to modify, suspend, or terminate at its sole discretion any and all aspects of this RFP process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFP or any responses by any party.
2. This RFP does not commit the Partnership to award a contract, defray any costs incurred in the preparation of a response to this RFP, or contract for any services. All submitted responses to this RFP become the property of the Partnership as public records. All proposals may be subject to public review, on request, unless exempted as discussed elsewhere in this RFP.
3. By accepting this RFP and/or submitting a proposal in response thereto, each responding party agrees for itself, its successors and assigns, to hold the Partnership and its affiliated entities, St. Louis County, the City of St. Louis, and all of their various agents, commissioners, directors, consultants, attorneys, officers and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may

have against any of them as a result of issuing this RFP, revising this RFP, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a responding party/parties or negotiating or executing an agreement incorporating the commitments of the selected responding party.

4. By submitting responses, each responding party acknowledges having read this RFP in its entirety and agrees to all terms and conditions set out in this RFP.
5. Responses shall be open and valid for a period of ninety (90) days from the RFP due date.

Submission of Proposals

To be considered, proposals must be received no later than **Friday, August 25, 2023, at 3:00 PM CST. Proposals received after the deadline identified above will not be considered.**

Schedule

RFP Newspaper Advertisement	Thursday, August 3, 2023
Questions Submitted by	Friday, August 11, 2023
Questions Answered	Wednesday, August 16, 2023
Submission of Proposals by	Friday, August 25, 2023

Questions about this RFP should be sent by email to ecastillo@stlpartnership.com. Any answers to questions will be provided to all interested parties and released as an addendum to this RFP on the Partnership's website, <https://stlpartnership.com/rfp-rfq/>, after the date indicated above.

Electronic proposals should be sent by email to ecastillo@stlpartnership.com.

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