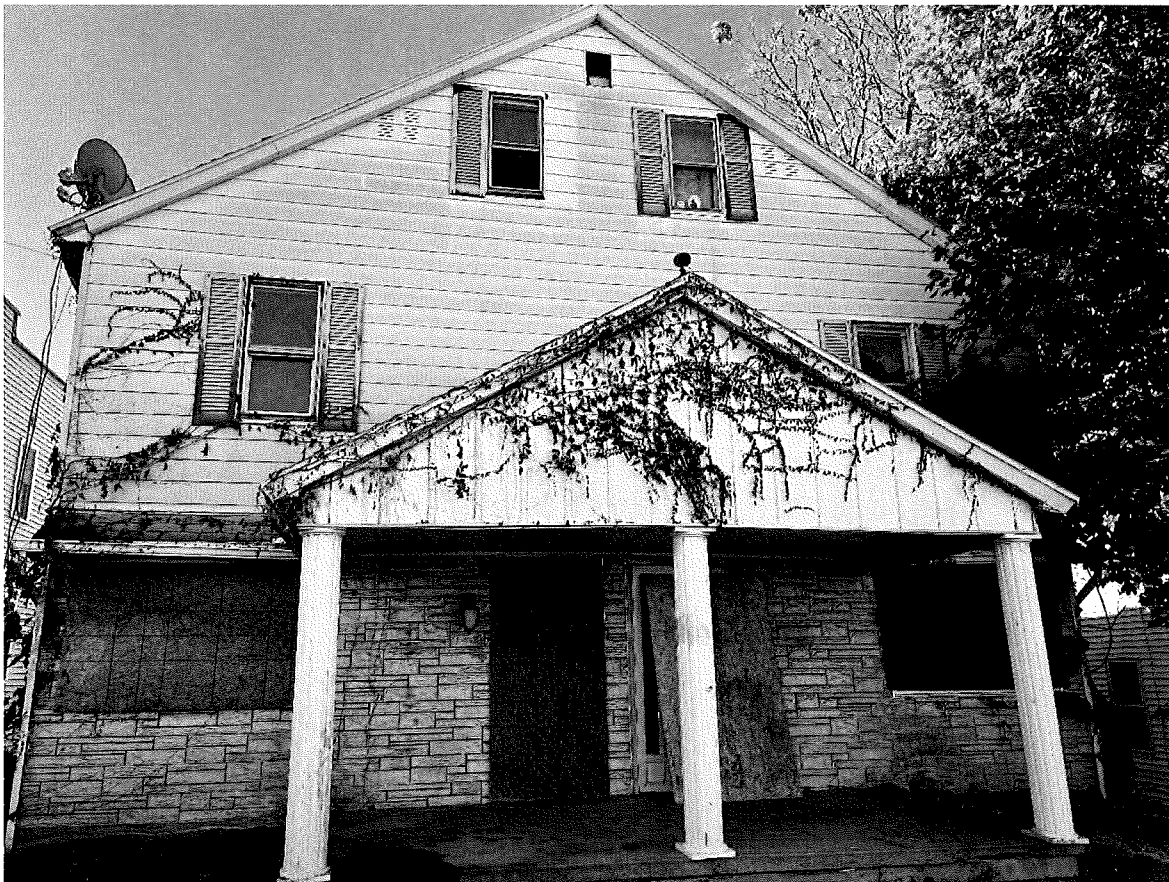




REQUEST FOR PROPOSALS

18 George St, Pittston, PA 18640

Rehabilitation of Single Family Home



**RESPONSES ARE DUE IN SEALED ENVELOPES NO LATER THAN 12/5/2025 AT
THE OFFICE OF THE NEPA LAND BANK
CITY HALL, 35 BROAD STREET, SUITE 202, PITSTON, PA 18640**

TABLE OF CONTENTS

INVITATION, REQUIREMENTS, BACKGROUND 3

PROPERTY DESCRIPTION 3

PROPERTY PHOTOS 4-6

PROPERTY, ACCESS, DESIRED QUALIFICATIONS 7

PROPOSAL SUBMISSION & EVALUATION 8

AWARDING BID/SALE TO DEVELOPER 8,9

INVITATION

The NEPA Land Bank of the City of Pittston is inviting development teams and home renovators, or home builders with experience in single family home rehabilitations to submit proposals for Rehabilitation Toward Homeownership 18 George St (72E11NE3002002000). The neighborhood is made of predominantly single-family homes.

PROJECT/PROGRAM REQUIREMENTS

The house must be either demolished with new construction or rehabilitated with quality materials and to current building codes within twelve (12) months of closing. Once the property is rehabilitated/or build new, it should be placed on the market for sale. Extra consideration will be given to development teams or individuals who can rehabilitate the property expediently. All plan approvals and permits required by law must be obtained by the developer. The property shall be inspected by Land Bank staff upon completing of work to ensure satisfaction of the program requirements. Upon certification, the developer must market and sell the home to an individual(s) that will reside in the home.

BACKGROUND

The NEPA Land Bank was established in 2016 to improve conditions in the Greater Pittston Region. The NEPA Land Bank is established to acquire properties that are underdeveloped, blighted, or in need of redevelopment to get properties back into productive use and back on the tax rolls. Each year, the NEPA Land Bank acquires properties and sells them to private individuals, firms, or non-profits with an eye towards homeownership or redevelopment. In cases where there is a lot of interest on properties, the NEPA Land Bank will issue a Request for Proposals open to all interested bidders to submit a proposal on.

PROPERTY DESCRIPTION

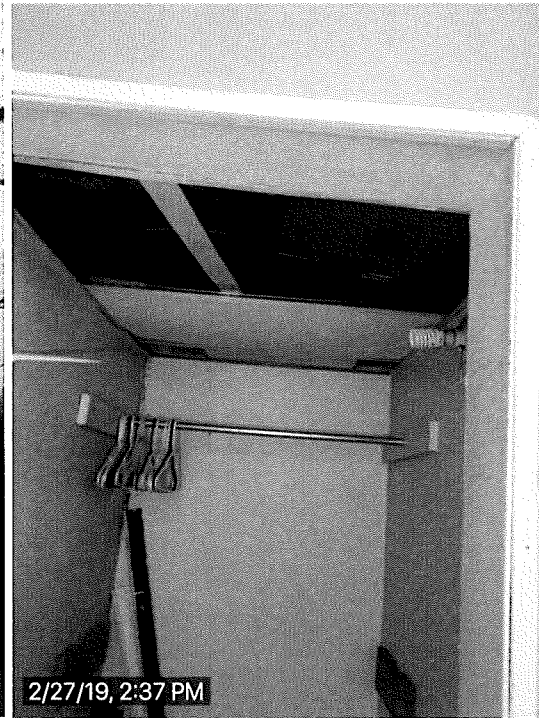
The property is located on George Street in Pittston City.



The parcel size is approximately 6,400 square feet and contains a single-family house. The home is listed as a two-story style. The home is approximately 2,688 square feet. The developer will be responsible for removal of existing garbage/debris/ and all aspects of converting the home into a code-compliant single-family home. Please see attached photos:







PROPERTY

The North East Pa Land Bank acquired this property at the Luzerne County Tax Sale in August of 2024. The home has been vacant for several years and an inventory of all major systems should be carried out to determine what rehab needs exist. This will be the responsibility of the developer. The prospective buyer will be agreeing to purchase the property “as is.” It is the responsibility of the buyer to do a title search of the property and all due diligence associated with purchasing.

PROPERTY ACCESS

Interested parties may access the property with 24 hours’ notice. To schedule access, please contact or coordinate with Brian Swartwood at (570) 654-4601 or bswartwood@pittstoncity.gov

DEVELOPER’S DESIRED QUALIFICATIONS

- Single-family home rehabilitation experience
- Previous experience in successfully “flipping” houses, demolishing houses, or rebuilding
- Financial capacity to undertake the project
- Ideals and goals that match the NEPA Land Bank goal to bring the properties back up to code standards
- Unique take, vision, or ideas on modern single-family homes

TIMELINE

October 31- Release of RFP
December 5- Responses Due
December 8- Interviews, if necessary
December 20 or later -- Notification of Decision

SUBMISSION REQUIREMENTS

- Complete the attached Real Estate Property Development Application

When applying for one of these homes, the buyers’ reputation, past history, and ability to complete the major rehabilitation of the home will be examined, as well as the buyer’s funding for the purchase and reconstruction of the property, along with the plans the buyer has for the property. Purchase price of the property is a major factor, but the NEPA Land Bank is very interested in those who will be promoting homeownership for the property when it has been rehabilitated. In addition, the Land Bank examines the ability of the prospective buyer to complete the rehabilitation, the reputation of the prospective buyer regarding the maintenance of property he/she may already own in the City and the adequacy of the proposed rehabilitation work to remove blight. The NEPA Land Bank also verifies that prospective buyer has sufficient

funds to pay for the work needed on the property and meets all qualifications such as no delinquent taxes and compliance with property maintenance for other properties owned.

PROPOSAL SUBMISSION

Sealed responses are due no later than 1:00 PM, December 5. Turn in responses at 35 Broad St. Suite 202, Pittston, PA 18640.

PROGRAM OR PROJECT INQUIRIES

All questions on this program or project must be submitted in writing. No telephone inquiries will be accepted (except to schedule access). All questions and answers may be supplied to all other interested and potential respondents if deemed practical or necessary to ensure fairness. All written inquiries shall be submitted to: sbonacci@pittstoncity.gov

PROPOSAL EVALUATION

The developer's/buyer's reputation, history, and ability to complete the major rehabilitation of the home will be examined. The buyer's funding, along with the plans the buyer has for the property will also be examined. Purchase price for the property is a factor, but the NE PA Land Bank is very interested in those who will promote homeownership.

In no particular order or weighted measure, selection criteria shall include but not be limited to:

- a. Team knowledge/skills and abilities
- b. Project development and implementation methodology acknowledging that the property must be sold upon renovation and remain a single-family home in perpetuity
- c. Economic Impact to the surrounding neighborhood
- d. Purchase price
- e. Timeline for renovation and selling the home
- f. Project ability to increase tax base for City of Pittston
- g. Previous maintenance of owned property
- h. Proof of financial capacity and at least preliminary commitments/ interest from financing resources
- i. References
- j. Marketing plan to sell the home upon completion of rehabilitation

AWARDING BID/SALE TO DEVELOPER

The NEPA Land Bank may interview prospective buyers in an information gathering session. If there are multiple offers for one of the properties or if the purchase price is less than the just compensation price, a discussion will be held to come to a decision about which proposal best meet the goal of removing blight and returning the property back to productive use..

If a decision is reached, motions are made and seconded to convey the property to the prospective buyer. The buyer has the right to choose a title company and final settlement date not

longer than 30 days from the meeting date. At the end of the rehabilitation period, the property is inspected and a staff member of the NEPA Land Bank approves a Certification of Completion. If the property has been rehabilitated according to plans presented, the deed is returned to the property owner.

RESPONSE TERMS

All proposals and material submitted become the property of the North East Pa Land Bank, and as such, concepts contained therein are not protected/the proposer may assert no protection thereof. Materials will not be returned to proposers.

The North East Pa Land Bank has the right to use any and all ideas, or adaptations of any or all ideas, contained in all responses received, subject to the proprietary limitations stated herein. Disqualification, selection, or rejection of a response(s) does not restrict or eliminate this right of use of any or all ideas.

All submittals in response to this invitation become public record and become subject to public inspection. Do not ask that the entire proposal be deemed confidential; in accordance with applicable law it cannot be. The North East Pa Land Bank will decide all questions of confidentiality and proprietary information.

The respondent agrees that the North East Pa Land Bank shall not be liable for any action or inaction of a respondent that constitutes claimed or actual patent, trademark, or copyright infringement or any other claim, demand, cause of action or liability for an asserted or actual taking of or interference with an intellectual property right howsoever the claim may be stated.

No North East Pa Land Bank official, or employee, may have personal, business, or financial interest in any proposal. North East Pa Land Bank officials and employees, and associated persons, are subject to Federal, State, and City laws regarding disclosure and conflicts of interest.

This request does not commit the NEPA Land Bank to contract for any supply or service whatsoever.

Respondents are advised that the NEPA Land Bank will not pay for any information or administrative costs incurred in response to this RFP; all costs associated with responding to this RFP will be solely at the interested party's expense.

EXHIBITS

EXHIBIT A – DEED

TAX CLAIM BUREAU DEED – JUDICIAL SALE

This Deed Made this 8th day of August, 2024, between the TAX CLAIM BUREAU, of the County of Luzerne, Pennsylvania, as Trustee, Grantor, and

North East Pennsylvania Land Bank
35 Broad St., Ste. 202
Pittston, PA 18640

Witnesseth, that in consideration of \$ 4,219.33 and paid, receipt whereof is hereby acknowledged, the said Grantor does hereby grant and convey unto the said Grantee, the following lot of land with appurtenances:

Plate No: 72-6-390-8

Loc: 18-20 George St.

Pin No. E11NE3 002 008

City of Pittston

County of Luzerne

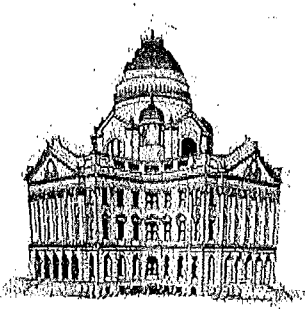
State of Pennsylvania

Being the property formerly owned or reputed to be owned by RVFM 4 Series, LLC. The same having been sold under proceedings filed in the Tax Claim Bureau of the County of Luzerne to No. 2024-00990 under the authority of the provisions of the Act of July 7, 1947, P.L. 1368, known as the Real Estate Tax Sale Law.

CERTIFIED PROPERTY IDENTIFICATION NUMBER
MUNICIPALITY Pittston City
PIN MAP E11NE3 BLOCK 2 LOT 8
TRANSFER ✓ DIVISION _____
DATE 10-24-24 RLP
MAPPING CLERK _____

3

**PAULA L. RADICK
LUZERNE COUNTY CLERK OF RECORDS
DIVISION OF JUDICIAL SERVICES AND RECORDS**



Recorder of Deeds Division
Luzerne County Courthouse
200 N. River Street
Wilkes-Barre, PA 18711
(570) 825-1641

***RETURN DOCUMENT TO:**
LUZERNE COUNTY TAX CLAIM BUREAU

Instrument Number - 202459129

Recorded On 11/5/2024 At 8:28:10 AM

* Instrument Type - DEED EXEMPT

Invoice Number - 1246815 User ID: CW

***Total Pages - 5**

* Grantor - RVFM 4 SERIES, LLC LUZERNE COUNTY TAX CLAIM BUREAU

* Grantee - NORTH EAST PENNSYLVANIA LAND BANK

* Customer - LUZERNE COUNTY TAX CLAIM BUREAU

*** FEES**

PA WRIT TAX	\$0.50
JCS/ACCESS TO JUSTICE	\$40.25
COUNTY RECORDING FEE	\$13.00
COUNTY ARCHIVES FEE	\$2.00
RECORDER'S ARCHIVES FEE	\$3.00
HOUSING TRUST FUND	\$13.00
TOTAL PAID	\$71.75

I hereby CERTIFY that this document is
Recorded in the Recorder of Deeds Office
of Luzerne County, Pennsylvania



Paula L. Radick
Clerk of Records
Recorder of Deeds Division

PARCEL IDENTIFICATION NUMBER

E11NE3-2-8-T

Total Property Identification Numbers: 1

THIS IS A CERTIFICATION PAGE

Do Not Detach

THIS PAGE IS NOW PART OF THIS LEGAL DOCUMENT

* - Information denoted by an asterisk may change during the verification process and may not be reflected on this page.

INSTRUMENT NUMBER - 202459129

BOOK: 3024 PAGE: 219378

In Witness Whereof, said Grantor has hereunto caused this Deed to be executed by its Director the day and year first above written.

Tax Claim Bureau of Luzerne County, Trustee

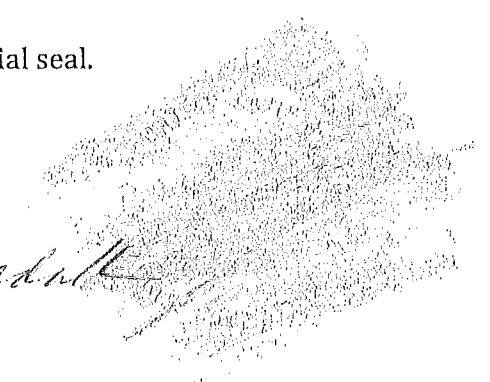
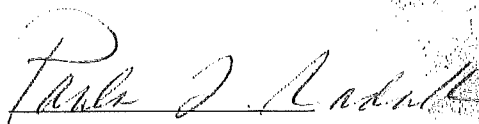


Director

COMMONWEALTH OF PENNSYLVANIA }ss:
COUNTY OF LUZERNE

On this, the 17th day of October, 2024, before me, the Clerk of Records of the County of Luzerne, the undersigned officer, personally appeared Sean Shamany, Director of the Tax Claim Bureau of the County of Luzerne, Commonwealth of Pennsylvania, known to me to be the person described in the foregoing instrument and acknowledged that he executed the same in the capacity therein stated and for the purpose therein contained

In Witness Whereof, I have hereunto set my hand and official seal.



Deed

TAX CLAIM BUREAU

OF

Luzerne County, Trustee

TO

I hereby certify that the precise residence of the Grantee herein is:

North East Pennsylvania Land Bank
35 Broad St., Ste. 202
Pittston, PA 18640

Nadine Emel

For the Grantee



Application for Individual Purchasers

DIRECTIONS:

1. Please fill in all applicable fields and sign page 2. Applications that are incomplete will not be accepted.
2. Review the North East Pennsylvania Land Bank Acquisition and Disposition Policy and Priorities.
3. \$100 Non-Refundable Application Fee must be included with this application.

IMPORTANT INFORMATION TO NOTE:

1. According to the North East Pennsylvania Land Bank's Acquisition and Disposition Policy (may be found at www.nepalandbank.com) purchasers agree to own the property for 5 years. It cannot be used as a rental property without approval.
2. Purchasers agree to not appeal or seek an appeal of the taxable appraised value for 5 years.
3. Individuals and/or entities that were prior owners of property that were in tax foreclosure within 3 previous years are NOT eligible to acquire Land Bank properties.
4. Individuals and/or entities are NOT eligible to acquire Land Bank property if they own any property that has existing property violations or tax/fee delinquencies within the Land Bank jurisdiction.

Application for Interested Parties seeking property or a partnership with the North East Pennsylvania
Land Bank Authority

The North East Pennsylvania Land Bank Authority (LAND BANK) is accepting applications from individuals and organizations who are interested in acquiring property from the LAND BANK. All final dispositions of property are governed by the LAND BANK Policies and Procedures, found at www.nepalandbank.com

, and are intended to achieve general and specific priorities. Consideration will generally be given to organizations whose intended property use, experience, and capacity to execute align most closely with LAND BANK goals and provide LAND BANK the greatest level of confidence that property conveyed by the LAND BANK will be put to productive use. The purpose of the LAND BANK is to use available resources to facilitate the return of vacant, abandoned and tax delinquent properties to productive use thereby combating community deterioration, creating economic growth and stabilizing the housing and job market.

Please complete this form in its entirety. Incomplete applications may be returned without action taken by LAND BANK. For entries intentionally left blank, enter N/A or draw a line through the question.

Acknowledgement:

By signing below, I acknowledge the following:

- This application does not assign any obligation upon the LAND BANK to convey property to the applicant or to any applicant.
- LAND BANK may verify any information provided, at its own discretion, including contacting third parties.
- LAND BANK reserves the exclusive right to decide whether to engage in transactions with any applicant.
- The applicant understands that a \$100 application fee is required and is non-refundable.
- The applicant understands that an approved application is valid for three years and a new application must be submitted upon the expiration.

Please acknowledge that you have read and will abide by the terms described in this Application by signing below.

Signed

Date

Printed Name

CONTACT INFORMATION

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email: _____

PROPERTY OF INTEREST

PIN: _____

Address: _____

Municipality: _____

PURCHASE OFFER

Amount: \$ _____

If approved for sale by the North East Pennsylvania Land Bank, would you be able to close on the property within 30 days of notification? ☐ Yes ☐ No

PROPERTY USE

Check the use you plan for the property:

- ☐ Owner-Occupied Residential Housing
- ☐ Mixed Owner-Occupied and Market Rate Rental Housing
- ☐ Senior Housing
- ☐ Mixed Use (Residential/Commercial)
- ☐ Market Rate Rental Housing
- ☐ Side and/or Rear Yard
- ☐ Public Green Space
- ☐ Commercial Office and/or Retail
- ☐ Parking

PLANS, RESOURCES AND CONSTRUCTION

Please briefly describe how you will secure the property upon receiving title from the LAND BANK.

Please describe how you will complete any repairs required on the property and the date by which you reasonably anticipate completing repairs. If you have a vendor identified who will be providing service to improve the property, please provide the name and contact information for the vendor.

Please describe the staff and other resources that you have available to effectively manage and maintain this property. Please include names and titles, if appropriate.

EXPERIENCE

Please describe your past experience developing and managing real property. Specifically:

- a. How many properties, including total housing units, are you currently responsible for managing?
- b. What is your property maintenance routine?

Please provide the address(es) of up to 3 properties that you currently own including those you may have developed/redeveloped within the past 24 months:

REQUIRED DISCLOSURES

	YES	NO
Does the applicant and/or any of applicant's owners/directors currently own any properties in North East Pennsylvania Land Bank Authority jurisdiction with delinquent taxes, not including the properties being offered for donation?	☐	☐
Has the applicant and/or any of the applicant's owners/directors been barred from doing business with any other local government entity?	☐	☐
Does applicant and/or any of the applicant's owners/directors currently own property in North East Pennsylvania Land Bank Authority jurisdiction with un-remediated federal, state, or local codes, ordinances, or regulations?	☐	☐
Is the applicant seeking to acquire property which has been used as a primary residence by a relative or family member of the applicant and/or any of the applicant's owners/directors during any portion of the 12 months preceding the application?	☐	☐
Is the applicant legally able to hold title to real property?	☐	☐
Is the applicant willing and able to complete any necessary rehab on the property and to have it ready for residential use in not less than 9 months from the date it is transferred to applicant?	☐	☐
Is the applicant willing to accept responsibility for maintaining the property in accordance with applicable property maintenance codes?	☐	☐
Is the applicant willing to accept responsibility for paying all Property taxes due on the property from the date it is conveyed to the applicant and not appeal the appraised value for a minimum of five years?	☐	☐
Is the applicant willing to provide to the LAND BANK information on the status of the property in the future, which would allow the LAND BANK to track ongoing compliance with the stated intentions of the applicant, including, but not limited to, occupancy status?	☐	☐
Is the applicant willing to own the property and pay all taxes and fees for a minimum of five years?	☐	☐

Applicants will be required to provide additional information and/or documents before receiving any properties.

Please return this application with attachments and a non-refundable application fee of \$100 to:

NORTH EAST LAND BANK AUTHORITY

35 Broad Street, Suite 202

Pittston, PA 18640