

**City of Oberlin, Ohio
Request for Proposals**

Green Acres Housing Project



**Proposals to be Submitted to:
CARRIE PORTER
PLANNING AND DEVELOPMENT DIRECTOR
CITY OF OBERLIN, OHIO
69 SOUTH MAIN STREET
OBERLIN, OH 44074
CPORTER@CITYOFOBERLIN.COM**

**ISSUE DATE: MAY 6, 2025
CLOSING DATE & TIME: JUNE 13, 2025 @ 2:00 p.m.**

PROJECT DESCRIPTION

The City of Oberlin is pleased to invite qualified developers to submit proposals for the construction of 17 new single-family homes on a portion of the approximately 15-acre City-owned Green Acres site. This project represents the first step of a three-stage development process, the latter phases of which involve the creation of a public park and the construction of multifamily apartment, condo, or townhouse-style housing. Together these components are intended to establish a mixed-income neighborhood that addresses Oberlin's high demand for additional housing.

While this RFP pertains solely to the single-family home phase, respondents are encouraged to conceptualize and articulate how they envision this initial phase will integrate with and support the eventual full build-out of the Green Acres site.

Green Acres has long been identified as a priority site for new residential development, and this initial phase is a key step toward alleviating the growing demand for quality, affordable, and diverse housing options in our community. The City is seeking a partner that shares our commitment to smart growth and long-term community benefit.



MISSION

What does the City want to accomplish with this project?

- Address the high demand for housing in Oberlin.
- Improve the range of housing options available for residents and those who want to move to Oberlin.
- Meet the needs of a diverse range of future residents by accommodating as broad a spectrum of socioeconomic backgrounds as possible.
- Address some of the housing issues contained within the City's new Comprehensive Plan (www.oberlincomprehensiveplan.com) and the City's new Social Equity Plan (www.oberlinsocialequityplan.com).

VISION

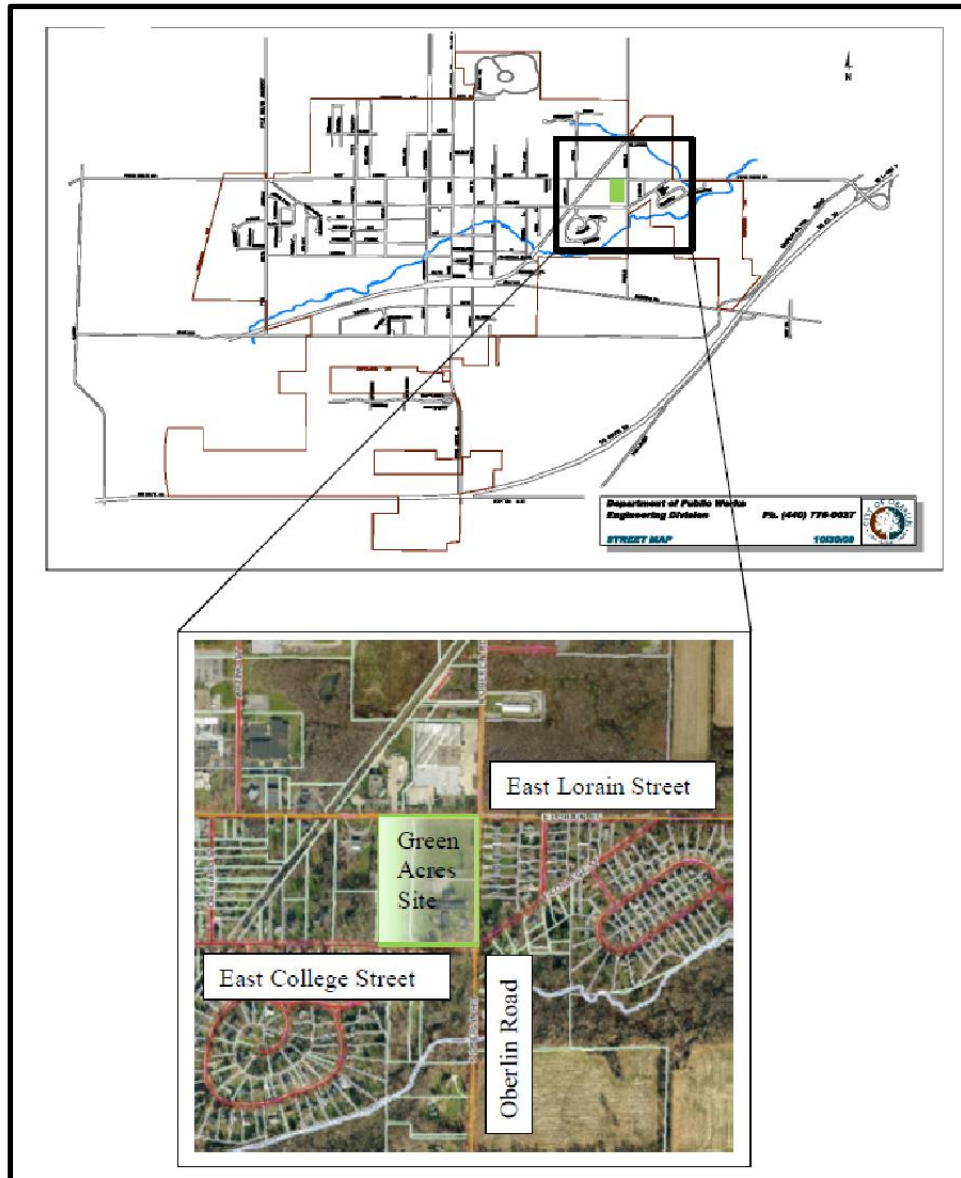
How does the City envision this project addressing and accomplishing the goals laid out in its mission?

- Construct 17 new single-family homes; create an intentionally mixed-income community that is compatible and cohesive with the surrounding neighborhood.
- Feature variation in home size, layout, and features - including different bedroom counts, optional carports & basements, and a range of square footages and finishes.
- Employ creative, value-driven approaches that maximize liveable space while keeping total costs attainable for a wide range of residents.
- Utilize sustainable building and design practices, especially those with the potential to reduce initial construction costs and ongoing operational costs
 - Verify buildings are well sealed and insulated to ensure quality thermoregulation.
 - Account and design for seasonal passive heating and cooling where possible.
 - Equip buildings with water-efficient and energy-efficient fixtures.
- Avoid both cookie-cutter sameness and excessively eclectic variation in overall design.
- Incorporate elements drawn from the Craftsman, Prairie, Queen Anne, Folk Victorian, Mid-Century Modern, and/or Carpenter Gothic styles characteristic of the wider area, allowing for design innovation - the goal being resonance rather than replication in relation to the surrounding housing stock.

SITE HISTORY

In 2011, the City of Oberlin acquired the former Green Acres Children's Home site from Lorain County. The property occupies approximately 15 acres with frontage on three major streets - East Lorain Street (S.R. #511), Oberlin Road, and East College Street. The site sits just one mile from Oberlin's historic downtown business district and the

vibrant Oberlin College campus. The site is also comfortably within walking distance of the City's Industrial Park, a major employment hub. All structures on the site have been demolished and removed, save a single picnic pavilion, which will be incorporated into the new public park on the site.



SITE INFORMATION

ZONING

The site is currently zoned as an “R1-B”/Single-Family Residential District. This district permits the proposed 17 single-family homes which are the subject of this proposal. The area, height and setback regulations for this district are found below:

Maximum building height:	Two-and-one-half stories and 35 ft.
Front yard building setback:	30 ft.
Side yard building setback:	12 ft. (on each side of a dwelling)
Percent of lot coverage:	Buildings & Accessory Buildings no more than 30% of total lot area
Minimum ground floor area:	1,000 square feet minimum

The City of Oberlin is in the process of revising its Zoning Code. The site in question is slated to receive a new designation: “Neighborhood Mixed-Use”. It is anticipated that this new district will permit single-family, two-family, and multi-family residential uses as well as some limited commercial uses.

SITE UTILITIES

The City has contracted with a professional surveying/engineering firm to prepare the Subdivision Plat, the Utility Plan, the Grading Plan, the Stormwater Pollution Prevention Plan, and other related drawings. Construction details based on the current Public Works Standards and the standard details of Oberlin Municipal Light & Power System are included.

Water service laterals, sanitary sewer service laterals, stormwater connections and electric utility service for each of the 17 lots will be stubbed over to the edge of the public right-of-way under separate contract by the City of Oberlin. Lots are intended to be ‘builder-ready’ for future service connections by the developer. Each site must be developed in substantial conformance with the grading plan.

In addition, the developer/builder will be responsible for the following items:

- Payment of utility tap-in fees.
- The construction of a 5’ wide concrete sidewalk in the public right-of-way across the entire frontage of each lot after a dwelling is constructed on each lot.
- As each lot is built out, the planting of a minimum of two (2) curb lawn trees selected from the City’s Street Tree Planting Plan list and approved by the City arborist.

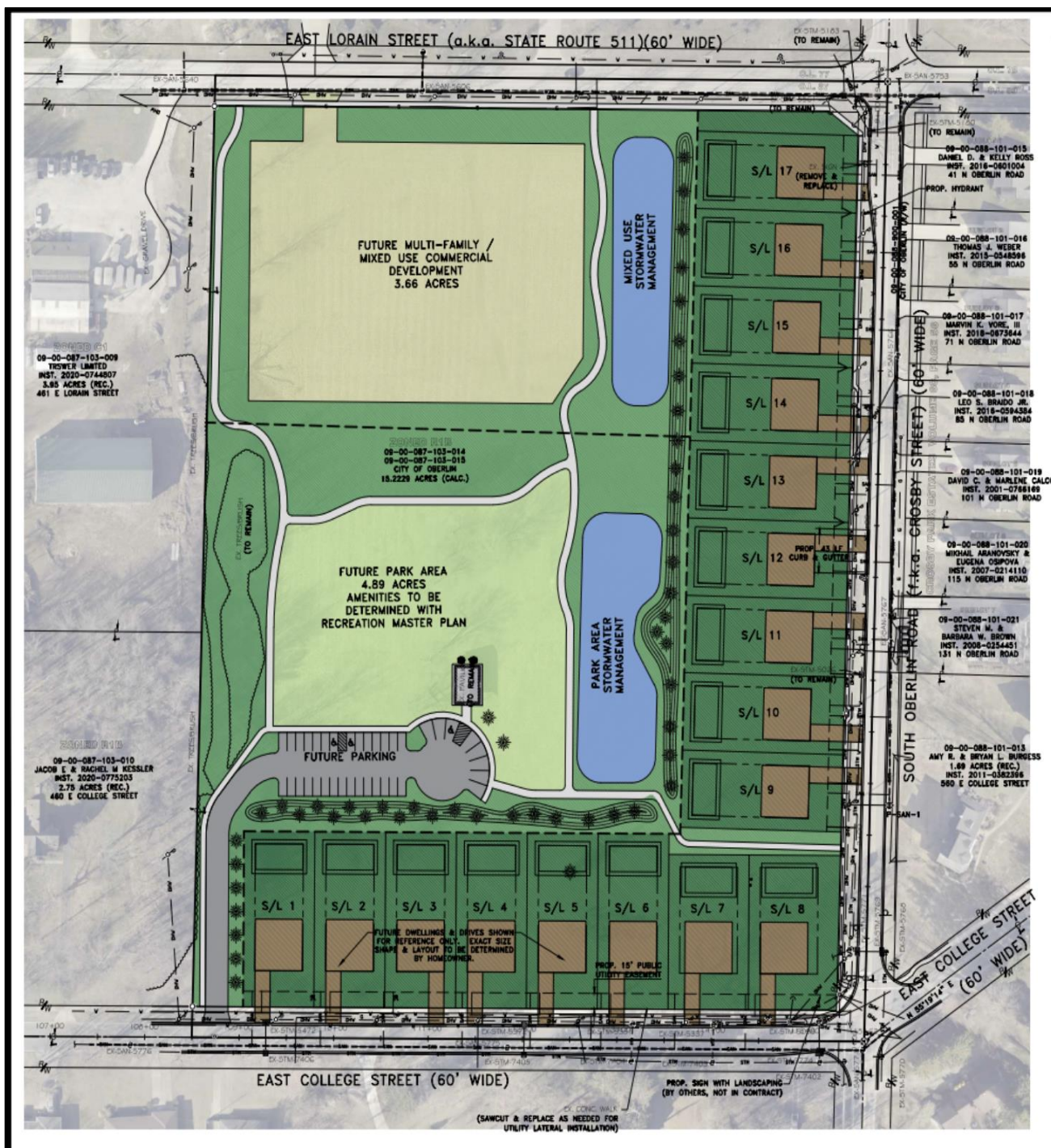
BENEFITS TO DEVELOPER

- **Exceptional Market Demand:** Oberlin is facing a well-documented shortage of available housing. This positions the Green Acres development as a highly attractive investment opportunity, with market conditions suggesting rapid absorption and strong return on investment.
- **City-Owned, Development-Ready Land:** The City's ownership of the Green Acres site allows for clear title, predictable acquisition terms, and efficient pre-development coordination, reducing both risk and timeline for developers.
- **Proactive, Professional City Staff:** Developers will benefit from a highly engaged, experienced municipal team. The City is committed to the success of this project and will offer efficient permitting, coordinated reviews, and on-going technical support to move the development forward expeditiously.
- **Future Development Potential:** This single-family phase is the first of a three-stage plan. Developers who deliver thoughtful, high-quality work may be well-positioned for future contracts completing the build-out of the site.

Together, these factors create a promising environment for developers who are ready to partner with a forward-thinking community and deliver a project that meets real local needs while achieving long-term value.

CONCEPTUAL SITE PLAN

The City has prepared a conceptual site plan for the Green Acres site which is found in the drawing below so that a developer can see the City's vision/future plans for the property.



SUBMISSION REQUIREMENTS

Submissions or questions should be directed to:

Via mail:

Carrie Porter
Director of Planning and Development
City of Oberlin
69 S. Main Street
Oberlin, Ohio 44074

Via email:

Cporter@cityofoberlin.com

Deadline: June 13, 2025 @ 2:00pm

Proposals should be clearly marked "GREEN ACRES HOUSING PROPOSAL".

LETTER OF INTEREST

A letter must be signed by an authorized representative who can make a binding commitment on behalf of the development partner. It shall include a statement that, if selected, the development partner will negotiate in good faith with the City of Oberlin. It shall also indicate that the proposal is valid for a minimum of 120 days from the date of submission.

DESCRIPTION OF DEVELOPMENT ENTITY

This shall include information pertaining to the development partner and/or proposed development team - including the roles and responsibilities of each team member. If a different business entity is to be formed for the project, specific information about this entity should be provided as to ownership, legal structure, financing, and other pertinent factors. The names, addresses, and telephone numbers of each principal or partner shall also be provided.

STRUCTURE OF PROJECT OWNERSHIP & MANAGEMENT

A detailed description shall be provided of how the project's ownership and management would be structured as well as the relationship, roles, and responsibilities between the public and private sectors.

DESCRIPTION OF PROPOSED PROJECT

A detailed narrative outlining the proposed vision for the development. This should include:

- Conceptual layout and architectural approach.
- Explanation of how the proposed development aligns with the City's vision for the site.
- Strategies for affordability and sustainability.
- Description of how this initial phase supports/complements subsequent planned phases of development (park and multifamily housing).

QUALIFICATIONS

A summary of the developer's background including:

- Firm history and structure.
- Resumes and bios of key team members.
- Relevant experience with residential or mixed-income housing projects.
- Examples of completed projects.
- References from past municipal or community-based development partners.

PROJECT COSTS & PRO FORMA

Estimated project costs to be incurred should be provided including, but not limited to, architecture and engineering fees; financial charges and all other relevant expenses or fees. Additionally, please outline in as much detail as possible, the funding strategy and mechanisms that will be utilized to finance the proposed project. Identify any anticipated City financial involvement, direct or indirect, in implementing your proposal.

IMPLEMENTATION SCHEDULE

Include a schedule of the proposed timeline for acquisition, design, construction and occupancy.

EVALUATION PROCESS

REVIEW OF PROPOSALS

City staff will review all submissions to determine their responsiveness to the requirements of this solicitation. Proposals deemed non-responsive will be rejected and returned to the submitting developer with an explanation.

All responsive and qualified proposals will be evaluated by the Green Acres Subcommittee of City Council. A recommendation on the developer to be selected will then be forwarded to the Oberlin City Council for final approval. Finalist teams may be invited to present their proposals to the Green Acres Subcommittee and/or City Council.

The City may request additional information or clarification from any development team during the review process. The City of Oberlin reserves the right to reject any or all proposals at its sole discretion.

EVALUATION CRITERIA

The City of Oberlin will consider the following factors when evaluating proposals:

- **Alignment with Vision and Policy:** How well the proposal aligns with the stated mission and vision for the Green Acres development and its consistency with local plans and policies.
- **Architectural Compatibility:** The extent to which the proposed development is compatible with adjacent properties and the overall character of the surrounding area.
- **Fiscal Impact:** The projected costs of the project.
- **Risk and Financial Exposure:** The level of financial or operational risk posed to the City, including any potential liabilities.
- **Developer Experience and Capacity:** The track record of the development team in successfully completing similar projects on time and within budget.
- **Project Timeline:** The proposed schedule for implementation and completion of the project.

DEVELOPER SELECTION

It is the intent of the City to select a preferred development partner from among the qualified proposals submitted. A selection decision is expected to be made by the City by September 15, 2025.

The selected development partner may be required to provide additional detailed information as part of the negotiation and execution of a formal development agreement with the City.

CONTRACT NEGOTIATION AND AWARD

The selected development partner will enter into negotiations with the City to finalize a development agreement outlining the specific performance milestones and requirements for the project. This agreement will be subject to review and formal approval by the Oberlin City Council at a regular public meeting.

TERMS AND CONDITIONS

Late Proposals

To ensure full consideration, please submit proposals by the stated deadline in this request for proposals. The City of Oberlin is not responsible for delays due to mail, delivery services, or any other reason. The official time of receipt shall be the date/time stamp recorded by the City of Oberlin's Department of Planning and Development.

Conflict of Interest

No public official of the City of Oberlin shall have any interest in a contract resulting from this RFP.

Ethics

The selected development partner shall not offer or accept gifts of value, nor enter into any business arrangement with any employee, official, or agent of the City of Oberlin.

Addenda

Any interpretations, corrections, or changes to this RFP will be issued in the form of written addenda. Addenda will be sent via U.S. mail or email to all parties known to have received the RFP. Developers must acknowledge receipt of all addenda by email to cporter@cityofoberlin.com.

Law Compliance

Proposals must comply with all applicable federal, state, county, and local laws, regulations, and codes, including but not limited to building, zoning, and fire codes.

Required Documentation

All documentation requested in this RFP must be submitted in full. The City of Oberlin reserves the right to request additional or supplemental information as necessary to fully evaluate proposals. Failure to provide such information may result in disqualification.

Indemnification

The selected development partner shall indemnify, defend, and hold harmless the City of Oberlin, its officers, employees, agents, and volunteers from any claims, damages, or liability arising from the developer's negligence, misconduct, or breach of contract in connection with the project. The developer shall be responsible for all associated legal costs and judgments.

Patents and Copyrights

The selected developer agrees to protect, indemnify, and hold harmless the City of Oberlin from any claims of patent or copyright infringement related to the execution of the project.

Contract Administrator

The contract administrator for this project will be the City of Oberlin's City Manager. This individual will serve as the primary liaison between the City and the selected development partner to ensure compliance with contract requirements.

Public Records

All materials submitted in response to this RFP shall become part of the public record. Developers may identify proprietary information within their proposal, but final determination regarding the applicability of the Ohio Public Records Act will be made by the City's legal counsel.

Incurring Costs

All costs incurred by developers in preparing and submitting proposals, including participation in interviews or negotiations, shall be the sole responsibility of the developer. The City of Oberlin shall not be liable for any such costs.

