

# INDY NEIGHBORHOOD INFRASTRUCTURE PARTNERSHIP

## REQUEST FOR PROPOSALS



Beginning December 15, 2017, the City of Indianapolis Department of Public Works, will accept proposals from community-based organizations for 2018 infrastructure projects under a matching fund award pilot program. Funds are available for new projects, including roads, sidewalks, multi-use paths, and bridges.

On October 9, the Indianapolis City-County Council passed Mayor Joe Hogsett's 2018 budget, which included more than \$120 million for infrastructure improvements — part of a planned overall infrastructure investment of \$500 million in the next four years. As part of that budget, the City of Indianapolis, Department of Public Works, will award up to \$4 million in matching funds to community-based organizations for qualifying infrastructure projects in 2018.

## PROGRAM DETAILS

### AMOUNT OF FUNDING

Awards will be made up to a preferred maximum of \$1.5 million per project.

### APPLICATION PERIOD

The application period will be from December 15, 2017, to March 1, 2018. Awards will be announced by mid-March.

### PERIOD OF PERFORMANCE

Upon announcement of the grant awards, the Department of Public Works will execute a project agreement with the community-based organization, and an estimated project timeline will be attached to the project agreement. Depending on the complexity of the project, a project may not be completed in 2018, however, the grant award will be encumbered until the completion of the project. The leveraged funds must be deposited to the City of Indianapolis before the construction contract will be awarded by the Board of Public Works.

## PROGRAM REQUIREMENTS

### ELIGIBLE APPLICANTS

Any nonprofit community-based organization located within Indianapolis/Marion County is eligible to submit a proposal. A community-based organization can be (but is not limited to) a community development corporation, community center, neighborhood association, homeowner's association, or educational organization (including charter schools, private schools and education foundations). Each organization may submit only one proposal.

### ELIGIBLE PROJECTS

To qualify for a potential award, projects must meet the following minimum requirements:

- The project must be located in Indianapolis/Marion County (projects within excluded cities are ineligible);
- The project must be for construction of or improvements to public infrastructure, including roads, sidewalks, multi-use paths, or bridges, located within in the existing public right-of-way at the time of project construction (though donations of additional needed right-of-way from adjacent property owners may be considered for a proposed project).

Ineligible uses of program funds include:

- Projects not within public right-of-way
- Alley resurfacing
- Soft costs/preliminary engineering
- Land acquisition
- Utility relocation
- Railroad crossing upgrades
- Stormwater/sanitary sewer projects
- Streetscape decorative projects (signs, lights, pavers, gateway elements)
- Infrastructure projects required by city ordinance or project agreement

## LEVERAGED FUNDS

A minimum fifty-percent (50%) cost share by the applicant is recommended for this program. Preference will be given to projects that meet the minimum match. Certain in-kind contributions may be eligible to be considered as leveraged funds. Examples include: right-of-way donation (which includes right of way appraisals and engineering from qualified/certified engineers), engineering services and other soft costs. The applicant must provide documentation of the proposed in-kind contributions and their value as attachments to the application. Additional points in the scoring process will be awarded based upon the overall percentage of funds leveraged, so the more funds the applicant can leverage the higher its application will be scored.

## PROPOSAL SUBMISSION

Community-based organizations wishing to submit an infrastructure proposal under this program must submit an application no later than March 1, 2018 at 5:00 p.m. To be considered, a proposal must include, at minimum:

- Completed Application Form, signed by an authorized representative of the applicant
- A map displaying project location, site and size/scope – including photographs demonstrating existing infrastructure condition
- Letters of support (maximum of 3)

Submit applications electronically to **Indy DPW Engineering ([DPWEngineering@indy.gov](mailto:DPWEngineering@indy.gov))**, or mail to:

**Indy Neighborhood Infrastructure Partnership  
Department of Public Works  
1200 S. Madison Ave, Suite 200  
Indianapolis, IN 46225**

## SCORING & AWARD PROCESS

### EVALUATION CRITERIA

Each proposal received will be scored by staff of the Department of Public Works, then submitted to a cross-departmental committee that will review the submitted proposals and make funding awards. Projects will be scored based on the following criteria:

- Present condition of infrastructure
- Construction feasibility
- Financial feasibility - The leveraged funds must be deposited by the City of Indianapolis before the construction contract will be awarded by the Board of Public Works.
- Environmental feasibility
- Project timeline
- Leveraged funds
- Economic development
- Community support
- Connectivity
- Equitable community development

## ADDITIONAL INFORMATION

Questions about the application process and scoring criteria may be directed to Indy DPW Engineering at [DPWEngineering@indy.gov](mailto:DPWEngineering@indy.gov) or by leaving a voicemail at 317-327-2656.

### ESTIMATED COST UNITS

For ease in project estimates, please use the guide below:

TYPE	UNIT COST	UNIT	NOTE
Resurfacing	\$30	Per Foot Per Lane	Cost assumes 11-foot-wide lane
Sidewalk/Multi-use Path - New	\$130	Linear Feet	Cost assumes 5-foot-wide sidewalk
Sidewalk - Rehabilitation	\$60	Linear Feet	Cost assumes 5-foot-wide sidewalk
Bridges	\$150 – \$200	Square Feet	Due to variation of type of bridges, this is only a range. Cost may change once DPW Engineering reviews the application.

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## REQUEST FOR PROPOSALS **APPLICATION**

### **APPLICATION INFORMATION**

COMMUNITY BASED ORGANIZATION (CBO) NAME:	
CBO MAILING ADDRESS:	
Address Line 2	
Address Line 3	
CITY, STATE, ZIP CODE:	
CBO CONTACT NAME:	
CBO CONTACT TITLE:	
CBO CONTACT PHONE NUMBER:	
CBO CONTACT EMAIL ADDRESS:	

### **PROJECT DESCRIPTION**

TYPE OF WORK:	
PROJECT LOCATION:	
PROJECT DESCRIPTION (Background and Rationale for Project):	

COMMUNITY IMPACTS (Whom/What will your project impact?):

CONNECTIVITY (How will your project increase connectivity?):

**DETAILED PROJECT BUDGET**

TOTAL CONSTRUCTION COST ESTIMATE:	
TOTAL LEVERAGED FUNDS:	
DESCRIPTION & SOURCE OF LEVERAGED FUNDS: (If in-kind contributions included, attach appropriate documentation. If any funds are from a CBO partner, attach a commitment letter from the partner organization or individual.)	
USE OF LEVERAGED FUNDS:	
REQUESTED PROGRAM FUNDS:	