

NORTH STAR NEIGHBORS

a community land trust

Request for Information (RFI) from Qualified General Contractors

Introduction

North Star Neighbors is a non-profit organization dedicated to creating and maintaining affordable housing through the Community Land Trust model. Our mission is to create and preserve sustainable and affordable single-family homes for the community, fostering stability and growth. We are seeking qualified general contractors to partner with us in preserving these homes. This is an opportunity to collaborate with an organization committed to long-term community benefit.

While the ownership structure is different, contractors will be compensated similarly to a traditional fee simple project. We aim to establish a strong, ongoing relationship with our contractors, built on mutual trust and shared values of community development.

Project Overview

Our upcoming project involves the rehabilitation of eight (8) single-family homes on properties owned by our Community Land Trust. North Star Neighbors is planning to request funding from Minnesota Housing to begin construction on these homes in May of 2027. These homes will be built in counties of Northwestern Minnesota. We are anticipating working in one or more of the following counties, Pennington, Red Lake, Polk, Mahnomon, Roseau and Marshall counties, with potential to expand further depending on funding sources and housing market availability.

We are looking to rehabilitate homes for longevity preservation, and quality of living. Although we have not decided on any certain design, style, or size, as we would work with the General Contractor on this. In general terms we are seeking to acquire vacant homes that are in the range of two (2) - four (4) bedrooms, 1,500 – 2,000 square feet, with garage. Anticipated scope will be weatherization features such as roof, siding, windows, doors, as well as utility upgrades for energy efficiencies such as mechanical, HVAC, heating, cooling, plumbing, electrical to meet safety standards.

To meet our development partners' qualifications, a qualified General Contractor must be able to meet the following qualifications:

- Licensed Contractor in the State of Minnesota
- Experience as a General Contractor
- Experience developing, rehabilitating, and selling homes in the northwest region of MN.

You must show that you meet the following expectations, or at a minimum, indicate your willingness to learn and meet the qualification:

- Energy Star Partner Certified (You will hire a third-party HERS rater to have testing done throughout the project and provide this certification at the end of the project, we expect this additional cost to be added into your budget, and we can provide contacts willing to provide this service.)
- Experience as a General Contractor with projects that received government financing or have special requirements above and beyond building code.

If you are interested in joining our project team as a General Contractor, please respond to the information requested below. If you have questions please reach out to Trish Ritchie at 218-556-0448, or TrishR@nwmf.org.

Submission Instructions: Please email your completed RFI response by June 29th 2026, to Trish Ritchie at TrishR@nwmf.org. We appreciate your interest in partnering with North Star Neighbors. Our selection process emphasizes the importance of building a collaborative relationship with contractors who share our commitment to community development and sustainability. We look forward to reviewing your submission.

Thank you for your time and effort in responding to this RFI.

Sincerely,

Trish Ritchie
Program Manager
North Star Neighbors
trishr@nwmf.org
Office: 218-759-2057

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RFI Questions

General Information

1. **Company Name:**

2. **Contact Person:**
 - Name:
 - Title:
 - Phone:
 - Email:

3. **Company Address:**

4. **Website:**

Company Profile

5. **Years in Business:**
6. **Insurance Coverage: (Yes/No)**
7. **Licenses and Certifications:**

Experience and Qualifications: Attach additional pages if more space is needed. Pictures of similar projects can be included as separate attachments as well.

8. **Experience with Single-Family Rehabilitation Projects:**
 - Number of projects completed in the last 5 years:
 - Average project size (budget and scope):

9. **Do you have experience working on projects with Non-Profit Organizations or Community Projects? If, yes, please briefly share your experience:**

10. Past Projects Similar to Our Needs:

- Provide brief descriptions with cost estimates and references for 3-5 similar projects.

11. Cost Management:

- Describe your approach to budget management and cost control.
- Acquisition Cost Estimates: Provide examples of typical vacant unit on the market in your communities and in what city they might be found in (E.G. \$555,555.55 unit in Abc City)
- Rehabilitation Cost Estimates for work please provide a range and expected expenses in scope of work (E.G. \$5,555.55 for roof, \$5,555.55 for windows, etc, etc,)

Project Approach

12. Project Management:

- Describe your approach to project management and coordination.
- Outline your process for ensuring quality control and timely completion.

13. Sustainability and Energy Efficient Practices:

- Describe any sustainable building practices or certifications (e.g., LEED) you adhere to.

Relationship Building

14. Collaboration Philosophy:

- Explain your approach to developing and maintaining strong relationships with clients.
- Provide examples of past successful long-term client relationships.

15. Communication Strategy:

- Describe your methods for regular communication and updates with clients.

References

Please provide contact information for at least two references from recent projects, including:

1. **Client Name:**
 - **Project Description:**
 - **Contact Information:**
 - **Project Outcome:**

2. **Client Name:**
 - **Project Description:**
 - **Contact Information:**
 - **Project Outcome:**