

Center City Development Corporation Board Meeting

To: Center City Development Corporation (CCDC)
From: DMC Staff
Date: June 8, 2022
RE: Exterior Improvement Grant Request– 374 Vance Ave.

The enclosed Exterior Improvement Grant application has been submitted for consideration at the June 15, 2022, CCDC Board Meeting.

Project: 374 Vance Ave. (RS Lewis Funeral Home Building)

Applicant/Owner: RS Lewis Real Property LLC
Mr. Tyrone Burroughs
374 Vance Ave.
Memphis, TN 38126

Representative: Mr. Scott Bojko
589 Montaigne Blvd.
Memphis, TN 38103

Applicant's Request: Exterior Improvement Grant in an amount up to \$40,000

Project Description: The subject property is a 2-story commercial building located on the north side of Vance Avenue, in the block between Fourth Street and Danny Thomas Blvd. The 4,994 sq. ft. building (ca. 1901) is best known as the historic RS Lewis & Sons Funeral Home, a neighborhood anchor and community landmark. In 1914, the business was founded by Robert Stevenson Lewis Sr. In the intervening years, the prominent Lewis Family channeled business success into quality-of-life for the African-American community. The building was also the location where Dr. Martin Luther King's Jr.'s body lay in state for the first public viewing and memorial service. The building will continue to be used for funeral services for the foreseeable future.

The exterior scope of work will include both deferred maintenance items and cosmetic improvements. Key exterior improvements will include:

- Repair and tuckpoint exterior masonry
- Repair damaged columns, wood trim, soffit, and siding
- Replace windows
- Wash and repaint exterior cladding
- Remove exterior electrical equipment and wiring

EIG Budget:

The Exterior Improvement Grant (EIG) is designed to help Downtown commercial property owners make high-quality improvements to the exteriors of Downtown buildings. These improvements help businesses draw customers by enhancing curb appeal, increase walkability by adding street-level interest, and increase neighborhood property values.

The Exterior Improvement Grant is for exterior work only and requires a 1 to 1 match from the applicant. The maximum grant for this location (general CBID) is \$40,000.

The following describes the estimated project budget:

Sources:

Owner’s Contribution	\$136,425	(77%)
CCDC EIG	\$40,000	(23%)
Total Sources	\$176,425	(100%)

Uses:

Misc. Exterior Demolition	\$5,850	(3%)
Masonry & Concrete Repair	\$78,667	(45%)
Repair Trim, Siding, & Soffit	\$11,820	(7%)
Windows	\$18,930	(11%)
Wash & Paint Exterior	\$12,000	(7%)
Misc. GC & Contingency	\$38,158	(21%)
Architecture & Design	\$11,000	(6%)
Total Uses	\$176,425	(100%)

Design Review:

The applicant will submit design plans to the DRB in the coming months.

EBO Program:

Any project that is awarded financial incentives from the Downtown Memphis Commission (DMC) shall include a best faith effort to reach no less than 25% participation by minority and/or women owned businesses (MWBE) in the project's development cost (design and construction hard costs). Compliance with this Equal Business Opportunity (EBO) Program is a closing requirement. **If the requirements of the EBO Program are not met, the CCDC will cancel the incentive.**

Outreach & Inclusion Plan:

The specific steps required for each applicant to be compliant with the DMC’s EBO Program takes into consideration the size, scope of work, and development costs associated with the project. At the time of incentive application, it is typically too early to identify specific contractors or sub-contractors that will ultimately be involved in the construction. However, the applicant has a clear understanding of the EBO Program and

has worked with DMC staff to identify the following key steps that will be included in their Outreach & Inclusion Plan:

- The applicant will meet and coordinate with minority-owned business assistance organizations such as the Memphis Area Minority Contractors Association (MAMCA) and the Mid-South Minority Business Council Continuum (MMBC) to make their members aware of the project and any contracting and sub-contracting opportunities.
- The applicant will use the City of Memphis Business Diversity & Compliance Registry and the resources at the Shelby County Office of Equal Opportunity Compliance to identify qualified general contractors and tradespeople to perform the needed work.
- The applicant will advertise and host a pre-bid conference to allow MWBE general contractors and subcontractors an opportunity to ask questions and learn more about the job opportunity. DMC staff will be invited to attend the pre-bid conference to observe.
- The applicant will contact a minimum of 3 certified MWBE general contractors and provide each a fair opportunity to submit a bid and be considered for the work.
- Once a general contractor is identified, the applicant will contact a minimum of 3 certified MWBE businesses for each trade or type of subcontractor needed, and provide each a fair opportunity to submit a bid and be considered for the work.
- Once the service providers have been identified, the applicant will submit the form titled “Proposed Utilization Plan” to DMC staff for review and approval. The applicant will also be asked to provide a full record of the outreach steps taken and the results thus far. This documentation can include items such as a phone call log, copies of emails, meeting notes, and pre-bid conference attendance sheet.
- After construction has started, the applicant will provide monthly updates to DMC staff detailing the project status and level of MWBE involvement at each major phase of the project.

Minimum MWBE Goal:

With an estimated budget of \$176,425, a 25% level of MWBE inclusion for that work is approximately **\$44,106.**

Staff Evaluation:

The DMC's Strategic Plan encourages facilitating and accelerating real estate development, incentivizing Downtown development when necessary to increase investment and economic development, and fighting blight to improve the visual appearance of the built environment Downtown.

DMC staff fully supports this grant application. This project involves the adaptive reuse and stabilization of a historic building. The DMC proactively encourages adaptive reuse and historic preservation as effective strategies to develop Downtown Memphis in a way that leverages our authenticity and unique sense of place as competitive advantages.

Moreover, the RS Lewis building is a landmark with local and regional historic significance as part of the Civil Rights story in our community. Moreover, this building is located on Vance Avenue, a strategically importance connector in the heart of South City and near the recently completed Foote Park development. Filling gaps, attracting new investment, and promoting infill development along Vance Avenue has also been a major focus of the DMC given the importance of the street as a linkage between the South City neighborhood and Downtown assets including the riverfront park system.

Recommendation:

Staff recommends approval of an Exterior Improvement Grant in an amount up to \$40,000 based on approved receipts and subject to all standard closing requirements and conditions.