



Request for Proposals: Developer Child Care Partnership Project

Reinvestment Fund

Request for Proposals (RFP)

Developer Child Care Partnership Project (DCCPP) – Philadelphia

About Reinvestment Fund

Reinvestment Fund is a national, mission-driven financial institution that creates opportunities for underserved people and places through partnerships. We marshal capital, data, and expertise to build strong, healthy, and more equitable communities. Our values reflect our history, our responsibility to the communities we serve, and our commitment to creating lasting impact.

This project is a partnership between Reinvestment Fund, Public Health Management Corporation (PHMC), and our project consultants, the “Program Team”.

Opportunity Overview

Reinvestment Fund is seeking Request for Proposals from experienced and qualified real estate developers (for-profit or nonprofit) to develop a high quality child care facility in Philadelphia that is able to be licensed for 60+ seats for children ages 0-5. The site must be rented to a licensed child care provider as tenant “Child Care Tenant”. The Program Team will vet qualified and interested Child Care Tenant(s). Both the developer and Child Care Tenant will have the opportunity to confirm their interest in entering into a lease together.

During an initial Planning Phase, the developer will be eligible for a \$20K predevelopment grant and matched with a Child Care Tenant to enter into an LOI to lease. The developer will confirm site schematic designs with the Program Team and the Child Care Tenant during this phase. Upon confirmation of project feasibility, the developer will be eligible to apply for a forgivable loan of up to \$325K for construction through Reinvestment Fund. If project financing is needed in addition to the \$325K forgivable loan, RF may consider providing an additional construction and/or term loan, subject to underwriting and repayment. The developer will be expected to deliver a Certificate of Occupancy (I4 or E Use) for child care to the tenant alongside supporting all other necessary permits, including Department of Health.

Eligibility Requirements

Developers responding to the DCCPP RFP must meet the following minimum qualifications:

- For-profit or nonprofits may apply
- Valid city of Philadelphia General Contractor license from the GC (if the developer is not a GC, please share the license for the GC who will be performing construction)
- Strong interest in partnering with and renting space to an early childhood education provider in Philadelphia

- Site ownership (preferred) or Agreement of Sale of existing building located in Philadelphia
- Project Site: Existing building, or unit within it, meeting the following requirements:
 - Interior building size: Minimum 3,500 sf (ideally 4,000+ sf), and maximum 10,000 sf. Ability to be licensed for 60+ ECE seats
 - Outdoor space: 1,300+ square feet available for outdoor gross motor space
 - Ability for Child Care Tenant to be licensed for child care and meet [FFQ Key Design Standards](#)
 - Timeline: Ability to receive Certificate of Occupancy and Food Prep and Serve License by January 2028. A shorter timeline is preferred.
- *Preferred criteria include:*
 - First floor space with direct egress
 - Zoned for child care (child care center permitted by right)
 - In high-need zip code: 19103, 19114, 19115, 19118, 19119, 19120, 191123, 19124, 19127, 19128, 19129, 19130, 19131, 19132, 19133, 19134, 19136, 19137, 19139, 19140, 19141, 19142, 19145, 19150, 19151, 19153
- This opportunity is specifically for developers, not for a licensed child care provider seeking to occupy the space for themselves or any related entities.

Required Lease Terms:

- 10-year term minimum (plus two 5-year renewals preferred)
- Rent commencement after Child Care Tenant is licensed, or 6-months after receipt of CO (whichever is sooner)
- Rent ramp-up over initial 6-months of operations
- Landlord must negotiate and offer fair and favorable rent, reflective of DCCPP's economic benefits to the project and subject to Reinvestment Fund's review and approval.

Optional Lease Terms:

- Rent-to-own options

PLANNING PHASE

Funding - \$20K Planning Grant

- \$10K available upon completion of initial schematic plans
- \$10K available upon approved building permits

Scope of Work

The selected developer will be matched with a potential Child Care Tenant to sign an LOI to lease, and will work with the Program Team and the Child Care Tenant to confirm schematic plans. The developer must complete all of the following key Planning Phase steps as prerequisites to apply for a \$325,000 forgivable loan for construction:

- Site Designs
 - Preparation of schematic designs by an architect incorporating [FFQ Key Design Standards](#) for initial feedback from Program Team
 - Floor plan must include classrooms for infants through preschool-age children (at least one per age group), classrooms sf to exceed minimum licensing requirements. At minimum:
 - Preschool: 850 sf
 - Toddler: 530 sf
 - Infants: 450 sf
 - Up to 2 revisions to designs incorporating coordinated feedback from Program Team
 - Engagement with engineers and sprinkler utility company (as needed)
 - Final permit plans
- Enter into LOI with Child Care Tenant
- Meetings with Child Care Tenant and Program Team as determined
- Draft construction budget and completion of Plan and Cost Review by third party construction monitor
- Project sources (equity and debt)
- Negotiation and signing of final lease terms

Developer will be eligible to apply for a \$325,000 forgivable construction loan upon completion of key Planning Phase steps.

Timeline

The Planning Phase will have an initial term of 6 months to complete, with the option to extend at the sole discretion of Reinvestment Fund.

CONSTRUCTION PHASE

DCCPP Funding

- \$325,000 forgivable loan to be used for construction and other hard costs
 - Advances of the loan will be made for work in place as confirmed by construction inspections and supported by payment applications
- A signed lease will be required for closing on this loan
- Forgiveness will be over a 5-year period. Construction will be completed during a ~12-month interest-only period, followed by loan forgiveness over the remainder of the loan term, based on meeting set conditions, including continuing to rent to the Child Care Tenant, and no breach of lease from the landlord. (If the tenant breaches their lease, a replacement Child Care Tenant can be found in coordination with RF).

Other Funding

- To provide a fully-funded project budget, other sources may be needed including developer equity, other financing, and/or grants. RF may consider providing an additional construction and/or term loan, subject to underwriting and repayment.

Scope of Work

- Completion of construction
- Delivery of Certificate of Occupancy for Child Care Tenant
- Partnership with Child Care Tenant to attain Food Prep and Serve License

Timeline

The Construction Phase will have a ~12-month construction schedule, and then a ~48-month term during which forgiveness will happen upon meeting requirements.

Proposal Submission Requirements

Interested developers must submit a complete DCCPP proposal that includes the following:

1. Company Overview

- Brief history, ownership structure, and relevant experience
- Certificate of formation and operating agreement or by-laws

2. Qualifications

- Experience developing properties in Philadelphia
- Experience working with early childhood education providers (preferred)

3. Key Personnel

- Resumes and qualifications of staff who will oversee the project

4. Project

- Project site address and information, including indoor and outdoor square footage, number of floors, etc.
- Existing architect plans (if available)
- Confirmation of site control (deed or agreement of sale)
- Description of status/needs of key requirements to license site for child care, including:
 - Sprinklers
 - Accessibility
 - Egress
 - Kitchen
 - Other

- Proposed rent range (final rent may be negotiated and determined after confirming site design)
- Describe your interest in partnering with a Child Care Tenant and any relevant experience working with child care providers or other small business owners

5. References

- At least three (3) references for similar projects in Philadelphia, PA

6. Conflicts of Interest

- Please disclose any conflicts of interest with potential Child Care Tenants

Evaluation Criteria

Proposals will be evaluated based on the following criteria, listed in descending order of importance:

- Ability for site to be licensed as a high-quality child care program for 60+ seats for children ages 0-5
- Timeline of project
- Relevant experience (minimum five [5] years) with a preference for experience obtaining a Certificate of Occupancy and Food Prep and Serve License for early childhood education facilities
- Understanding of the scope of work for the project site
- Willingness to provide fair and favorable rent terms
- Qualifications of proposed staff
- References and past performance

Reinvestment Fund reserves the right to reject any or all proposals, and negotiate with one or more respondents. Please submit your proposal to karen.bustard@reinvestment.com. We will accept submissions until **October 31, 2026**.

Please contact Karen Bustard, Director of Early Childhood Education, at karen.bustard@reinvestment.com if you have questions about the DCCPP or the RFP, or would like to discuss.