



REQUEST FOR PROPOSALS



April 7, 2014

Smith Ranch Workforce Housing Development

The Town of Silverthorne requests proposals from selected development teams for the planning and construction of a workforce housing neighborhood on the Town-owned parcel known as

'Smith Ranch'.

April 7, 2014

Deadline to Submit is May 9, 2014

INTRODUCTION:

If you are receiving this request, you have been selected to submit a Proposal for the development of a deed restricted and market rate workforce housing neighborhood in Silverthorne. After reviewing the information you provided in response to the Request for Qualifications (RFQ), dated March 21, 2014, for the same, your firm and/or team were considered to have the type of experience that could be valuable in participating in this development proposal. As expressed in the original request, the Town is seeking a well-qualified development team with the capacity and expertise to develop deed-restricted and market rate housing in Silverthorne. The selected team will be responsible for the following:

- Creating a development program in partnership with the Town, and a mutually acceptable business plan to implement such development program.
- Preparing a site master plan, interior and exterior architectural designs, a transportation and circulation plan, and civil, drainage, and water resource protection plans.
- Soliciting public input, processing Rezoning/PUD, Site Plan, and Subdivision applications.
- Constructing and Marketing the project.

We invite your continued participation in the process, and look forward to receiving your completed proposal. Proposals will be accepted until 4:00 p.m. on Friday, May 9, 2014. The deadline for inquiries regarding all aspects of the RFP will be Friday, April 25, 2014. The submittals will be reviewed by a Town evaluation team, and respondents will be invited to interview with the team on May 28, 2014. The Town's goal is to begin construction of the project in the Summer of 2015.

BACKGROUND:

The June 2013 Summit County Workforce Housing Needs Assessment estimates that there is a need for 185-310 owner and renter occupied housing units in the Silverthorne area to accommodate the growth in the local workforce over the next five years. The Town owns a 51.5 acre parcel (though portions may be subdivided for other use considerations), referred to as the Smith Ranch, and has determined that this property is desirable and suitable to create a workforce housing neighborhood with a blend of deed restricted and market rate housing. It is the intent of the Town to partner with a private developer to design and build a high-quality housing neighborhood on the Smith Ranch parcel that has memorable character and sense of place, and that provides quality and environmentally sensitive affordable housing.

The following documents are available on the Town's website (www.silverthorne.org) under 'Smith Ranch Workforce Housing', providing prospective developers with more in depth understanding of the Town's demographics and housing challenges:

- 2013 Summit County Workforce Housing Needs Assessment

- 2012 Town of Silverthorne Community Profile
- 2008 Town of Silverthorne Strategic Housing Plan
- 2008 Town of Silverthorne Comprehensive Plan

Background information on previous development proposals for the Smith Ranch property, including 'Silver Mountain Village' and 'Red Peak Village', can also be found on the Town's website at <http://www.silverthorne.org/index.aspx?page=683>. The website also provides details on wetlands, transportation, and the results of the 2011 Housing Colorado Now Design Charette.

The Town estimates that between 160 and 180 residential units can be accommodated on the site depending on the unit type and design. The Town would prefer owner occupied single family, duplex, and townhome units targeted at a variety of income levels with an average of 100% of the area median income (AMI). Market rate units are also envisioned as being part of the development program for Smith Ranch.

SUBMITTAL REQUIREMENTS:

All submittals must contain the following items:

- 1. Team Composition** – In order to assess the capability of the development team, please identify the team developer, architect, engineer, landscape architect, builder, and marketing consultant. Provide an organizational chart of the team. The Town encourages the use of local (Summit County) team members.
- 2. Development Program Concept(s)** – Please provide up to three alternative concepts with 150-190 residential units, meeting the following parameters:
 - a. The development program should propose units targeted to a variety of income levels, with an average of 100% of the area median income (AMI).
 - b. The Town will consider combinations of deed restricted and market-rate units.
 - c. All deed restricted units should be 'ownership' workforce housing that utilizes deed restrictions to establish requirements for selling price, residency, use of the units, ownership of other properties in Summit County, and minimum hours worked per week in Summit County.
 - d. Unit types are restricted to Single Family, Duplex, and Townhome buildings.
 - e. A 'Senior' workforce housing (or 'Active Adult Community') component should also be considered in the development program. This component is for workforce housing targeted at seniors, and not intended to mean assisted living or elderly care facilities.
 - f. The site layout should provide space for a future daycare facility, though this component need not be included in the financing plan.
 - g. The development program should not consider commercial or mixed use buildings.

Please provide unit counts, types, approximate unit size, and AMI target (price) as part of the Development Program Concept(s). The types of subsidies requested of the Town, and the subsidy

per unit proposed in the development program should also be included. Subsidies or Town contributions can include land management scenarios, additional subsidies per unit, and basic infrastructure.

If you believe that there are other housing types, ownership scenarios, or additional amenities that would better serve the Town's objectives, or if you have the capability to develop a program other than that identified, please propose it as one alternative. The Town recognizes that density, AML targets, and amenities will directly impact the proposal(s), and may affect the type of assistance that may be requested from the Town. The Town Council has indicated a willingness to consider various financial incentives and/or subsidies to ensure a high quality development that meets the goals of the Town.

3. **Conceptual Site Plan** – The Smith Ranch property is currently zoned R-6 (Residential, 6 units per acre), and is governed by the Zoning standards set forth in Town Code Section 4-4-7. As part of the project proposal, please provide a conceptual site plan showing the location of the residential units, resident and visitor parking, the daycare facility, wetland areas to be preserved, pocket parks and recreational amenities, and the road network. Please ensure that the conceptual site plan takes into consideration optimal solar orientation, pedestrian connectivity, and existing adjacent development. The Town acknowledges that the optimal site layout may necessitate a rezoning to PUD to maximize the use of the land and minimize environmental impacts.

The Town is not requesting that prospective developers fully design the project as part of this submittal. The Town anticipates that that the site layout and development program will evolve through collaboration with the community. Nonetheless, the Town is interested in your team's initial concepts for the site and the unique character that your team will provide for the development.

4. **Architectural Theme and Typical Floor Plan** – Describe the overarching architectural theme for the project, including elevations and/or renderings that capture the proposed architectural theme. Include a typical floor plan that takes into consideration bedroom mix, attached or detached garages, and storage facilities. Lastly, optional building features such as sustainable building practices, energy efficiency, and other amenities should be described.
5. **Pro Forma/Business Plan** – Please provide a fiscally sound plan and schedule for the development of the Smith Ranch property. The Plan should include the following information:
 - a. Financial Statements for the most recent 12 months.
 - b. Land management - Preferred arrangement for management of the property, such as land purchase, ground lease, or alternative ownership arrangement.
 - c. Development Schedule – Schedule for development of the Smith Ranch neighborhood from design to construction and sale of the residential units. Describe how the phasing of the project would occur spatially on the property. The Town's goal is to begin construction of the project in the Summer of 2015.
 - d. Pro Forma Business Plan – Financing tools proposed for the development of Smith Ranch,

including equity that will be contributed, bank debt, grants, and government assistance programs that are available for construction of 'for ownership' housing products. Describe subsidies, incentives, and/or personnel resources that may be requested of the Town.

REVIEW AND SELECTION:

Proposals will be evaluated under criteria which include, but are not limited to, experience, financial capability, project aesthetics, income targets, unit type and size, level of subsidies, schedule, quality of construction, energy efficiency, etc. Members of the Town's evaluation committee will assess the degree to which each proposal meets the requirements and responds to the preferences stated herein. Primary consideration will be given to quality design, creative and sound financing, and proven housing project completion, marketing, and sales. Because the development team will be partnering with the Town on the development of the Smith Ranch property, the Town will expect the developer to fully disclose all costs and budgets associated with the project.

In reviewing the Proposals, the Town will also look for development teams with demonstrated experience in, but not limited to, the following areas:

- Project Development and Financing – Successful public-private partnerships in development finance, as well as housing project completion, marketing, and sales.
- Architecture – Residential designs that are aesthetically sophisticated, appropriate of small mountain town settings, incorporate principles of resource efficiency, and maximize value.
- Planning – Master Planning of neighborhood area plans that include creative site planning, public nodes and amenities, and parks and trail connections. Ability to manage projects through the development review and entitlement process.
- Public Engagement – Utilization of various formats for public engagement and participation, and incorporation of public opinion in project design and outcome.
- Housing – Knowledge of current housing trends, challenges, and opportunities with an emphasis on deed restricted housing development and programs.
- Engineering – Innovative civil, environmental, water resources, and transportation engineering and designs that incorporate complete street concepts and enhanced neighborhood walkability.

DEADLINE:

Prior to the submittal deadline, the Town will answer written questions from potential respondents. All such questions, and the Town's answers thereto, will be available to all respondents upon written request. The deadline for inquiries regarding all aspects of the RFP is 4:00 p.m. on April 25, 2014. Please direct all inquiries concerning the Request for Proposals to Mark Leidal, Assistant Town Manager at the Town of Silverthorne, mark.leidal@silverthorne.org.

Proposals shall be received by the Town of Silverthorne Community Development Department by 4:00 p.m. Mountain Standard Time, on **May 9, 2014**. The Town requests that eight double-sided printed copies of the proposal be submitted, as well as one electronic version. Proposals received after the

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closing time will not be accepted and will be returned.

Proposals shall be addressed to:

Assistant Town Manager
Town of Silverthorne
601 Center Circle
P.O. Box 1309
Silverthorne, CO 80498

Each proposal shall contain evidence of the respondent's qualifications to do business in the State of Colorado or shall covenant to obtain such qualifications.

TIMETABLE:

The following is a desirable timetable from the publication and distribution of the RFP through completion of phase I of the project (subject to change):

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| • Expected Publication and Distribution of RFP | April 7, 2014 |
| • Proposals due by 4:00 p.m. | May 9, 2014 |
| • Interviews of Selected Teams | May 28, 2014 |
| • Town Council selection of consultant | June 11, 2014 |
| • Preliminary Rezoning/Subdivision/Site Plan Approvals | Fall 2014 |
| • Final Rezoning/Subdivision/Site Plan Approvals | Spring 2015 |
| • Project Construction – Phase I | Summer 2015 |

ADDITIONAL INFORMATION:

The Town assumes no responsibility for payment of any expenses incurred by any respondent to this Request for Proposals. The Town reserves the right to award the contract to any consultant team, to reject any or all proposals, to re-solicit proposals, and to waive any informalities or irregularities within.

By participation in the Request for Proposals process, development teams agree to hold harmless the Town of Silverthorne, its officers, and employees from all claims, liabilities, and costs related to all aspects of the development team selection process. All documents, conversations, correspondence, etc. between the Town and respondents are public information subject to the laws and regulations that govern the Town of Silverthorne, unless specifically identified otherwise.

THE TOWN OF SILVERTHORNE APPRECIATES YOUR INTEREST AND LOOKS FORWARD TO RECEIVING YOUR PROPOSAL.