



REQUEST FOR PROPOSAL

Affordable Housing Development

Proposal Due Date: October 1, 2014
City of Bend

710 NW Wall
Bend, Oregon 97701

**Affordable Housing
710 NW Wall Street
BEND, OREGON 97701**

**ADVERTISEMENT
REQUEST FOR PROPOSAL**

August 21, 2014

NOTICE IS HEREBY GIVEN by the **City of Bend** that PROPOSALS for a **Prospective Developer to develop a site for affordable housing** will be accepted by Jim Long, 710 NW Wall St, Bend, Oregon 97701 until 5:00 PM Pacific Standard Time, October 1, 2014.

Request for a copy of the Request for Proposal (at no cost) should be directed to Jim Long at (541) 312-4915 or Terri Shepherd at (541) 330-4021 or viewed and printed at:

www.bendoregon.gov

Technical questions should be directed to Jim Long at (541) 312-4915.

The City of Bend may reject any proposal not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all proposals upon a finding of the City that it is in its best interests to do so.

Jim Long
Affordable Housing Manager

Request for Proposal August 21, 2014

Introduction

This Request for Proposals (RFP) presents an opportunity to secure a site for development of multi-family rental housing that will be affordable to residents who are at or below 80% of median income.

Prospective developers are invited to submit sufficient information regarding the acquisition price, the planned development, their potential financial packaging and their experience in developing similar properties.

Property Description

Site is located off of Full Moon drive at One Daggett Lane. This is a level, irregular shaped property of approximately 56,990 square feet. Property is adjacent to the north of the Central Oregon Regional Housing Authority Summit Park project at 2017 NE Full Moon Drive. (see attached Deschutes County Dial Map)

Map/Tax Lot: 1712270000908

Zoning: Residential Urban Medium Density

Development Standards: Development is governed by standards contained in the City of Bend Development Code, Development and Design Standards of the RM Zone.

Price: \$125,000
(proceeds of sale will be utilized to improve pedestrian access in the adjacent neighborhood)

PROPOSAL JUDGING CRITERIA

Applicant ability to proceed: (20 points)

- Applicant history of similar projects (successful affordable homeowner projects), portfolio and fiscal stability (10 points)
- Applicant structure and staffing (experienced staff, ability to complete project in timely manner) (10 points)

Number of proposed units: (20 points)

Percentage of Median Income of purchasers: (20 Points)

- Points will be given at a higher rate for projects that develop housing that is affordable to residents at or below 60% of median income.
- All units must be affordable to residents at or below 80% of median.

Design and Layout of Proposed Development: (20 Points)

- Designs, finishes, neighborhood compatibility (10 points)
- On site amenities of project, such as common space, play ground, community garden, etc. (10 points)

Leveraging Funds/Applicant Contributions to Project: (20 Points)

SUBMITTAL REQUIREMENTS

The following information and materials should be included in all proposals submitted. Each parcel should have a separate proposal and price. Applicant may submit for one or both parcels, but parcels will be sold as separate and distinct projects and will be reviewed as such:

- A. Offering Price and Financing
A narrative of the price offered for the property and project financing including projected equity and debt availability and requirements. This section must be clear and detailed with proformas as to how the project will be financed, proving feasibility of the project and evidence of commitment of funding partners. Applicant is to show status of proposed funding commitments for project.
- B. Description of Project
A description of the development concept including square footage of units, number of bedrooms, number of units, on-site amenities, styles and finishes, and income levels of residents.
- C. Provide drawings/site plans which depict the proposed development of the site.
- D. Composition of Development Team
Provide resumes of key individuals and qualifications and mission statements of the entity/company and the planned roles of each in the development of the project.

E. Schedule

A projection of the timeline for the development.

The City expects this site to be developed according to the plans and proposal submitted by applicant. The City reserves the right to approve any substantive modifications to the plans as proposed by the successful applicant. The City will require an agreement between the parties, stating that if the property is not developed and is subsequently sold, or listed for sale, the City shall have the right of re-entry and will take ownership of the property at that time.

SELECTION PROCESS

Following staff evaluation the proposals meeting the minimum criteria will be forwarded to the City of Bend Affordable Housing Advisory Committee for review, evaluation and scoring. The Affordable Housing Advisory Committee will then forward their recommendations to City Council for final approval.

Council reserves the right to sell to one developer or to sell any portion thereof.

The applicant with the proposal deemed to be the best as determined by the Council will be invited to enter into a Purchase and Sale Agreement for the Property. The Council may ask applicant to make a presentation, however, the Council reserves the right not to request a presentation and enter directly into negotiations with the applicant delivering the best proposal.

If a satisfactory agreement cannot be negotiated in a timely manner with the applicant selected, then the Council may terminate negotiations, and the applicant submitting the second best proposal may be invited to enter into a Purchase and Sale Agreement for the property.

The Council reserves the right to accept and consider proposals even if the applicant has not submitted all information requested or suggested and reserves the right to reject any and all submittals in response to this RFP without cause.

CONFLICT OF INTEREST

Oregon State law requires any public official taking any official action, including discussion or deliberation toward a decision that might or would result in financial gain to that individual, a relative or to a business with which either the official or relative is associated, to publicly disclose a relationship that could potentially result in some financial gain and to not participate in any action where a financial gain is known to exist. No contact with any Bend Affordable Housing Advisory Committee members or Bend City Council members should be made other than in the course of the regular selection process.

SCHEDULE FOR PROPOSALS

August 21, 2014	Request for Proposal available to public
October 1, 2014	Proposals due at City Hall by 5:00 P.M.
October 8, 2014	AHAC Reviews Conducted
October 15, 2014	Council Review Conducted
October 22, 2014	Selection of best proposals, invitation extended to applicant(s) to enter into Purchase and Sale Agreement

Submission Instructions

- **Deliver proposals via hand delivery, mail or email to:**
Jim Long
Affordable Housing Manager
City of Bend
P.O. Box 431
710 NW Wall Street
Bend, OR 97709
(541)312-4915
jlong@BendOregon.gov
- **One Signed Hard Copy must be submitted and an electronic must be submitted, excepting oversize plans or renderings which must be submitted as hard copies on or before the due date.**

Questions?

If you have any questions please contact Jim Long at (541)312-4915, jlong@ci.bend.or.us

Daggett Lane Property

