



SAN JUAN COUNTY DEPARTMENT OF HEALTH & COMMUNITY SERVICES
APRIL 24, 2018

REQUEST FOR PROPOSALS (RFP)
TO PURCHASE .8083 ACRES OF LAND SITUATED IN LOPEZ VILLAGE FOR THE DEVELOPMENT OF
AFFORDABLE HOUSING RENTAL UNITS.



Parcel Number: 251552051000
Land Use code: 91
Neighborhood: Lopez Village- Area 01
Lot Size: 35,210 Sq Ft (.8083 Acres)

Timing:
Release Date: **April 24, 2018**
Responses Due: **June 30, 2018**

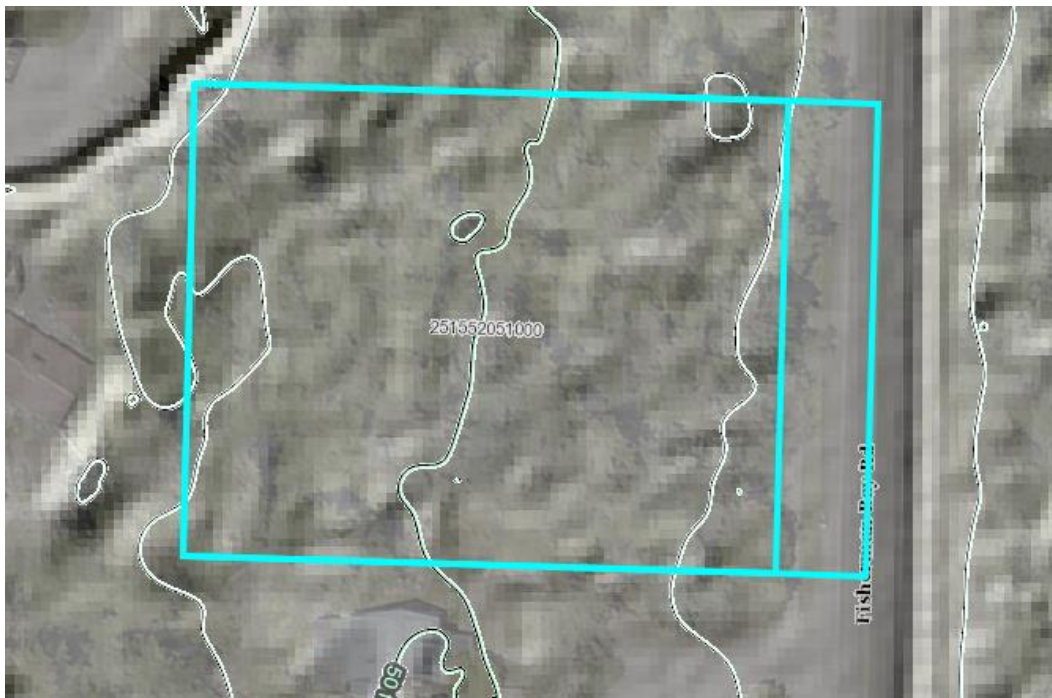
Contact:
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1. Project Description

San Juan County seeks an experienced developer(s) to purchase a .8083 acre parcel located on Fisherman Bay RD. in Lopez Village. The County wishes to offer this site for a direct-sale at fair market price to be developed to maximum allowable density for long-term affordable housing rental units, with restrictions to ensure affordability requirements are maintained for 99 years.

2. Site Characteristics

The parcel, currently owned by San Juan County Public Works, is wooded and mostly flat. Land use for the parcel is governed by San Juan County Code 18.30.210. This parcel has an allowable Density Bonus for Affordable Housing as shown in County Code 18.30.210(D). The base density for this parcel is three units, with an allowable density increase up to six units if a minimum of three affordable housing units (low & moderate income households as defined by HUD & San Juan County Code 2.27.020) are provided.



3. Proposal Requirements

Responses to this RFP must include the following elements at a sufficient level of detail to allow the County to evaluate proposals. Your proposal will not be legally binding on either you or the County; however, it must be signed by an authorized officer or principle of your team.

A. Capability of Development Team

1. Provide background information on your company/firm/non-profit (history, management team, expertise, etc.).
2. List and provide a biography of the people in your organization that will be involved with this project. Include any relevant background information
3. Provide a description of past and current development projects that demonstrate your firm's ability to manage projects of similar size and complexity from concept initiation to a successful outcome.
4. Provide information about anticipated funding for the development including the level of co-investment, third party equity, and debt.
5. References: include at least (3) project partner references that can speak to your firm's track record, expertise, and capabilities.

B. Development Concept

1. Proposed Development - Include square footage(s), unit counts/bedroom counts, etc.
2. Affordable Housing – Number of units proposed to be used for affordable housing, and income levels targeted for affordable housing.
3. Bulk, Massing, and Design - Density and scale, building height, lot coverage, parking areas, consistency with design standards, etc.
4. Sustainability and Design Quality – Describe the character and quality of design you foresee for the site, including any sustainable building or low-impact development practices proposed.
5. Site Design – Explain how the building orientation, proposed driveways and parking access, and building location consider topography and site conditions.
6. Tenant profile – A description of proposed tenants and their needs, household size, estimate and source of tenant income.
7. Management Plan – A description of proposed income verification methods to ensure affordable housing is served to appropriate populations.

C. Proposed Transaction Structure

1. Project Timing (note: the County is interested in ensuring development breaks ground within 18 months of closing).
2. Mechanism to ensure affordable units are maintained for a minimum of 99-year period (restrictive use easement, etc).
3. Purchase Price: The County must receive market value per San Juan County Code 2.104.050 for any and all property sold.
4. Transaction Commitment and Timing: indicate your desired closing date, your required conditions of closing the transaction, including any required approvals and the timing anticipated in obtaining such approvals.

5. Other material terms and conditions required by you if you are selected for negotiations, including what, if any, incentives, subsidies, or direct investments you are assuming in addition to those represented in this RFP and supporting materials.

4. Evaluation Criteria

The following criteria will guide the selection of a preferred developer(s):

A. Capability of the Developer

- Materials submitted demonstrate financial strength and ability.
- Developer competence demonstrated through performance track record.
- Capacity to take on this project.
- Overall strength and experience of the development team.

B. Development Concept

- Compatibility with the community goals outlined in the San Juan County Comprehensive Plan.
- Achieves a high level of sustainability and quality design.
- Site layout, taking topography and site conditions into consideration.

C. Preferred Transaction Structure

- Defined plan and timing for investment and project build-out (including commencement of construction within a 12-month period).
- Clearly illustrates how the preferred transaction structure best supports realization of a viable project that meets or exceeds the goals of the San Juan County Comprehensive Plan.
- Offers market value and closing costs.
- Minimized closing contingencies.

D. Affordability Restrictions

- Concept maximises Affordable Housing Density Bonus.
- Clearly illustrates how affordability will be maintained for the 99-year minimum period.

Responses will be evaluated on these four criteria with a maximum score of 100 points.

Capabilities of the Developer	25 Points
Development Concept	30 Points
Preferred Transaction Structure	15 Points
Affordability Restrictions	30 Points

5. Selection Process

Responses to this RFP will be evaluated in the following manner:

1. County Staff will evaluate responses and prepare initial recommendations based on the merits of the proposed projects, whether the project meets the priorities, goals and strategies of the County's Comprehensive Plan, and whether the response meets the criteria of this RFP.
2. Housing Bank Commission (HBC) will review staff reports and present their recommendations to the County Council.
3. County Council will accept or reject the HBC recommendations. The County Council has final decisions-making authority and reserves the right to reject any and all proposals, and/or withdraw or subsequently modify or review the terms contained with this RFP.

Upon approval by the County Council, the preferred developer(s) and the County will enter into an Exclusive Negotiating Agreement (ENA) to negotiate a Purchase and Sale Agreement (PSA). If the parties cannot execute a PSA within the time period specified by the ENA, the County reserves the right to enter into negotiations with one or more alternate development teams.

The selection process for this RFP is outlined in the following tentative schedule. Dates are subject to change.

Issue RFP:	April 24, 2018
RFP Responses Due:	June 30, 2018 5:00pm

6. Submittal Requirements

Respondent must submit:

- One (1) original unbound copy of the RFP response
- One (1) electronic PDF file of the RFP response

Please tab sections for easy reference. Original unbound copies must be mailed or hand delivered to:

San Juan County Health & Community Services
P.O. Box 607
145 Rhone Street
Friday Harbor, WA 98250

Electronic submittal of the PDF file should be emailed to: markt@sanjuanco.com

Responses must be received by 5:00PM on June 30, 2018. The original unbound copy of the responses may be sent by mail or hand delivered; however, if sent by mail, the responsibility of their timely delivery is wholly upon the respondent.

Please note that all proposals are public records and all responses to this RFP become property of San Juan County.