

REQUEST FOR QUALIFICATIONS
TOWN OF GRANBY, COLORADO
HIGHWAY 40 WORKFORCE HOUSING PROJECT

June 15, 2022

Information & Instructions to Proposers

A copy of the Request for Qualifications (RFQ) and associated documentation may be obtained on the Town of Granby's website at <https://www.townofgranby.com/index.asp?SEC=CDBCAE0C-4671-4DC9-B0B2-D6A84B8F1B1B>. This project and any subsequent addenda will be posted to the Town's website.

Background

Founded in 1905, the Town of Granby is the central "hub" for Grand County. It is home to an elementary school and the only middle school and high school for the East Grand School District. It also serves as a service center with the local grocery store, multiple automotive supply stores, a variety of automotive repair businesses, a lumber supply store, and hardware store. There are also several retail businesses stores, hair salons, and restaurants that line Granby's main street.

Aside from hosting vital businesses for local life, Granby and the surrounding area offer a vast array of outdoor recreational avocations. Within Town limits are two golf courses, Granby Ranch Ski Resort, mountain biking trails, and an upscale RV resort. The surrounding area is full of outdoor recreational activities that draw tourists and locals alike: Winter Park Ski Resort, the YMCA, various five-star guest ranches, four lakes that are great for fishing and boating, Rocky Mountain National Park, natural hot springs, and access to thousands of acres of public land.

The Town of Granby is growing rapidly (up 11.5% compared to the county growth of 5.9% according to the 2020 census). Multiple developers have taken interest in the area and Granby Ranch has a new ownership and development group having taken ownership in Summer 2021. Given the recent growth, the Town expects both housing and commercial development to continue along the Agate/Hwy 40 corridor in the near future by a variety of developers.

According to the 2020 Census data, the Town of Granby has a population of 2,079 people with 78% being over the age of 18. The population of Grand County is 15,707 with an individual median yearly income of \$35,000 (average household income of \$71,198). The average number of people per household within the Town of Granby is 2.40. 61% of housing units in the county are vacant, with 51% being vacant within town limits.

Considerations to keep in mind: All submissions must take into account current building, sign, water, sewer, and fire codes. The Town is open to suggested updates to codes; these should be included in the proposal. Developers should be aware there are design standards in place regulated by Granby Ranch. It should be noted that the Town of Granby is currently working on a new Comprehensive Plan and traffic calming plan. Collaboration with these plans is in the best interest of the Town.

Project Goals

The Town of Granby is seeking professional developers to complete the Highway 40 Workforce Housing Project. The developer awarded the project, among other development items, should have experience

*Information from the 2020 Census Bureau via the Colorado State Demographer's August 2021 reports and from the 2019 American Census Data Estimate.

in building within mountain communities, working within deed restriction criteria, be able to provide a variety of building types, and have experience working on public/private partnerships.

Items for Consideration and General Information

The Town of Granby was deeded the subject property in the early 2000's as a condition of the annexation of the Sol Vista property, now known as Granby Ranch. The Town has recently undergone the process to change the Area Median Income (AMI) restrictions on the property to 60% to 180%. The developer should be prepared to provide housing options to every level of the AMI.

The Town has also has engaged WSW Consulting regarding implementing additional deed restrictions and it will be imperative the developer chosen for the project to be engaged in the process. Deed restrictions will focus on resale of property, rental restrictions, residency and work requirements, and other requirements to help the property to be maintained as a workforce housing development.

There are two parcels of land involved with this project. The original deeded property with current AMI restrictions is 30 acres and listed as parcel number 145108200011. The Town purchased a parcel for access that is outside of the current AMI restrictions and is listed as parcel number 145107140001.

All residents of the built neighborhood will need to meet the AMI restrictions at initial sale of for sale properties. Residents living in the apartments, or in other rental properties within the neighborhood, will need to provide the Town with yearly documentation of compliance with the AMI restrictions. The developer will need to work with the Town to create processes for obtaining this information.

The Town has engaged with Pel-Ona Architects and Urbanists and Wolff Lyon Architects to create a design layout for the property. That completed layout is available to developers. The Town expects the developer chosen for this project to generally follow this plan. Deviations from the plan will need to be approved of by the Town. The layout is available for the developers to study as well as recordings of the public planning process. The goal is to complete the 258 units with a similar distribution as proposed in the layout design. The goals of the creation of this layout was to have a neighborhood that is transitional in nature. It is intended to be a walkable area which is a safe place for residents as well as for families to be raised.

The developer will be responsible for a number of items on the property designed for completion of the project.

An entry from Highway 40 must be installed. The Town's Engineer (SGM) has been working on design plans and access permits with CDOT. It is expected the Town will be able to provide the developer with a significant amount of information regarding the entrance. The proposed entrance is outside of CDOT's access control plan and the Town is currently working through the process obtaining approval for this access point.

There is a sag in a main sanitary sewer line that would serve the property. The developer would be responsible for the upgrade of this line to properly convey sanitary sewer away from the property. SGM is currently designing this sewer line upgrade for the Town at this time. A rough estimate of the costs on this project is \$515,000. An EOPC will be provided. Construction plans will be delivered upon completion.

All fencing surrounding the property will need to be removed and disposed of by the developer. The developer will be responsible for the installation of a new fence along the South side of the property that abuts Grand County property, commonly known as the Flying Heels Rodeo Grounds. This fence will either need to be a split rail or jack rail fencing. The new fence will need to be built accommodate

wildlife and livestock. Fence to be built with input from Colorado Park and Wildlife (CPW) and Grand County.

The developer will be responsible for the construction of trails through the property as well as a trail connecting to the Fraser-Granby Trail to the South. This trail connection is designated on the design layout. The trail will need to be built with input from Headwaters Trails Alliance and Grand County in a similar manner to the existing Fraser to Granby Trail (FTG). At the property line between the Town's property and County property there will need to be a cattle guard and/or gate installed to ensure proper separation of the livestock kept on County property during the summer months.

The Town is currently involved in litigation with a previous developer concerning a portion of the subject property. The timeline for completing the project as well as the ability to develop the entire project may be affected depending on the outcome of the litigation. The phased approach to the development may need to change based on the litigation process.

There may be significant opportunity to work with other local businesses and partners on this project. There has been a significant amount of interest from the community as this is a project which is seen as part of the solution to the housing crisis within the community. To that end it will be important for the potential developer to work with the local business community to involve them in the project. The Town will assist with this process. There may be potential funding opportunities from some local businesses.

The Town is open to allowing for the developer chosen to allow others to build portions of this project if it is a sensible option, i.e., apartments being done by a separate entity. The Town would ask that if there will be different developers involved in different aspects of the project to inform the Town of how this relationship may work.

The Town is open to allowing for market rate properties on parcel 145107140001. The Town is also open to allowing for a LIHTC project to be built for some or all of the apartment buildings.

There are a number of homeownership assistance programs available to residents of Grand County. It would be encouraging to the Town for the developer to work with local lenders through the home purchasing process with future residents to ensure those residents are receiving all of the information they need to make proper decisions on home ownership.

The Town would like to see this project be as environmentally friendly as possible from the initial construction to the finished units. With that being said the Town is not opposed to this being an entirely electric neighborhood with no gas lines needed if the developer chooses, this would help to clear up potential right of way issues as well. A fully electric neighborhood approach would be the responsibility of the developer to design and research. The developer should consider housing options with tankless water heaters, heat pumps, EV charging capabilities, high efficiency appliances and insulation, and following the 2021 IECC as closely as possible.

Developers should be aware of the Town's Public Works Manual ([https://www.townofgranby.com/vertical/sites/%7B89161B06-4754-446C-B6BF-16585CE8AB42%7D/uploads/PWM-6-16-2020_FINAL\(2\).pdf](https://www.townofgranby.com/vertical/sites/%7B89161B06-4754-446C-B6BF-16585CE8AB42%7D/uploads/PWM-6-16-2020_FINAL(2).pdf)) and the Design Layout, both are available on the Town's website. Additional information available on the Town's website is the initial cost estimates on the sewer upgrades and the topo survey of the property.

Timeline

The Town is approaching this project with a very aggressive timeline. The timeline is below and will be incumbent upon the developer to include information to the Town, at the time of submission, about their belief on if the timeline is appropriate.

Hwy 40 Workforce Housing RFQ Released	June 15, 2022
Pre-Submittal Conference*	Mid July 2022
RFQ Response Deadline	August 31, 2022
Developer Interviews	September and October 2022
Contract Negotiations and Award	Fall 2022
Platting, Construction Approval, Etc.	Winter 2023
Begin Construction**	Spring 2023

*While questions from developers are welcome the Town will have an informational session with developers in July to go over the project and answer questions they may have. This will be held in person and on Zoom.

**The Town would like to see infrastructure being put in the ground in Spring 2023, but understands there may be extenuating circumstances on this. If infrastructure development is able to happen the Town would also like residential units to be constructed immediately thereafter. The Town is will to entertain allowing for construction of property while infrastructure is being completed.

Request for Qualifications Requirements

RFQ response shall contain the following information:

- A cover letter explaining the developer's interest in the project
- A narrative statement explaining developer's understanding of the project (descriptions, scope, etc.) and specific skills the consultant team would provide
- Breakdown of team personnel to be assigned to the project (organizational chart)
- Resumes of key personnel and consultants in appendix, as well as an organizational chart associated with these personnel
- Previous project experience or summaries from working within mountain communities
- Previous project experience or summaries from working on workforce, market rate, attainable, or low-income housing projects
 - Identify number of units, mix of unit types, square footage of units, total development costs, and any other information relevant
 - Identify any community uses or amenities incorporated into the project
- Previous project experience or summaries on other public/private partnerships the developer has worked on
- An estimate of rent amounts for the apartment complexes and what AMI levels those will meet
- An estimate on the how many for sale units will be available for different AMI levels
- Contact information for up to 5 previous projects Town can use as references (workforce or market)
- Proposed schedule or timeline of buildout on entire property
- Housing pricing estimates on each building type
- Preliminary cost estimates on infrastructure buildout assuming FY2023 pricing
- List of questions the developer may have for the Town to assist with project development

- Information on how the project will be financed
- Expectations of other incentives which may be needed

The Town understands that workforce and community housing projects come in a wide range of shapes and sizes. We believe the opportunity for this type of development project are few and far between. For that reason, the Town understand requesting experience very similar to the property as described may not allow for respondents to fully describe their expertise. The Town is open to seeing different projects respondents' have worked on.

The Town believes that a successful project of this nature requires a thorough understanding of financial considerations. Respondents should provide examples of how past projects have been funded.

Respondents should feel free to provide any other information they deem relevant to this project.

Legal, Proposal Delivery Instructions, and Contact Information

All materials submitted in response to this RFQ shall ultimately become public record and shall be subject to inspection. "Proprietary or Confidential" information is defined as any information that is not generally known to competitors and which provides a competitive advantage. Unrestricted disclosure of proprietary information places it in the public domain. Only submittal information clearly identified with the words "Confidential Disclosure" and placed in a separate envelope shall establish a confidential, proprietary relationship. Any material to be treated as confidential or proprietary in nature must include a justification for the request. The cost, pricing information, and the total proposal shall not be considered confidential or proprietary under any circumstances.

All RFQs shall be submitted electronically either through email or by flash drive sent to the below address.

Town of Granby
Attn: Ted Cherry, Town Manager
PO BOX 440
Granby, CO 80446

Direct questions to Ted Cherry at housing@townofgranby.com or via phone at 970-887-2501.

Submission deadline is August 31, 2022 at 5:00 PM. Proposals received after the deadline will be placed in the file unopened and will not be considered.

Evaluation Criteria

Town Staff and selected representatives will evaluate each proposal based on the documentation requested herein, utilizing criteria which includes, but is not limited to, the following. Further criteria and scoring framework will be given to developers on or before the Pre-Submittal Conference:

- Qualifications and previous related work of firm's key personnel and/or sub-contractors
- Depth of relevant technical expertise of the consultant team
- Level of understanding of Granby's project goals, issues, local needs
- Level of experience with municipalities or counties of similar size and/or government structure
- Demonstrated ability to organize and lead effective, productive public meetings and in-house project meetings, while using appropriate participation tools and techniques
- Quality of the sample materials and qualifications package submittal
- Meeting the needs of environmental sustainability

- Responsiveness to housing affordability needs in the community
- Willingness to commit to long term deed restrictions
- The proposal's responsiveness to the RFP

Other Information

The Town of Granby reserves the right to determine the Respondent whose submission provides the best solution for the Town. The Respondent will need to enter into a contract for this project based upon the RFQ. No proposal shall constitute business terms of any eventual agreement except as expressly agreed by the Town.

The Town of Granby reserves the right to negotiate with selected developer for future work on this project and reserves the right to alter any of the information contained in this Request.

The Town of Granby reserves the right to reject any and all proposals with or without cause and waive any irregularity, information or technicality in the proposals in the Town's best interest. All decisions related to this solicitation by the Town will be final. This solicitation in no way obligates the Town to award a contract.

The Town of Granby reserves the right to request clarification of information submitted and to request additional information of one or more Respondents. If terms cannot be mutually agreed upon, the Town reserves the right to enter into negotiations with one of the other qualified Respondents or individuals.

Expenses incurred in the preparation of submittals, presentations, and other incidental activities related to this solicitation, are solely the responsibility of the Respondent. The Town of Granby assumes no responsibility or liability for costs incurred by those responding to this RFP or in responding to any further requests for interviews, additional data, etc.

All data, documents, and other information provided to the Town of Granby by the Respondent in response to this RFP shall become the Town's property. The Town will own all deliverables and work product prepared in connection with this project, and to the extent permitted by law will become public record of the Town.

The selection of developer shall be made without regard to race, color, sex, age, religion, national origin, sexual orientation, or political affiliation. The Town of Granby is an Equal Opportunity Employer and encourages proposals from qualified minority and woman-owned businesses.

By submitting a proposal, each Respondent agrees to release and hold harmless the Town from any claims arising from the release of proprietary information not clearly designated as such by the Respondent, where the Town has notified the Respondent of a request, and from the release of the document not protected from disclosure.