



**Town of Frisco, Colorado
Request for Proposals
406 S. 8th Avenue Housing Project**

Town of Frisco
Community Development Department
1 East Main Street
PO Box 4100
Frisco, CO 80443
www.FriscoGov.com

Release Date: July 12th, 2024
Submittal Deadline: August 12th, 2024

Introduction

The Town of Frisco, Colorado, is seeking competitive proposals from well qualified development teams with the capacity and the necessary expertise to design and develop an affordable workforce housing project, to include all planning, engineering, architectural and construction services necessary, for a site owned by the Town of Frisco, located in Frisco at 406 S. 8th Avenue.

406 S. 8th Avenue and its adjacent accompanied parcel (both highlighted below) is 0.54 acres located at the southeast corner of S. 8th Avenue and Frisco Street. The site is mostly level and has readily available access to utilities. The 406 S. Avenue lot currently has a single-family residential structure, accessory structure, and fencing on the property that will need to be demolished and removed.



The selected team will have responsibility to complete the following:

- Develop a vision for the project.
- Create a development plan and business strategy for implementation of the project in partnership with the Town.
- Prepare a site-specific master plan, exterior and interior architectural designs, suitable parking plans, and all necessary civil engineering and landscape plans.
- Facilitate public outreach, and all required regulatory approvals including entitlements which may include rezoning, a sketch plan submittal and final site plan approval, with the goal to commence final design in 2025.
- Financing, construction, and marketing of the project.

The Town of Frisco encourages teams with experience and a built record with successful delivery of workforce housing in mountain communities. Prior experience of similar or related projects will be an important consideration in the selection process. Please be specific in your proposals on such experience that your team may have, as well as references of successfully completed work in resort communities.

Background

In November 2006, Frisco, Summit Combined Housing Authority, Summit County, and the other incorporated municipalities received funding from voters in the form of Measure 5A, a sales/use tax and impact fee. The sales tax and impact fee are to be used for “affordable housing purposes to help local workers and their families continue to live in our community, including but not limited to constructing affordable workforce rental and owner-occupied housing units.” In 2016, the voters of Summit County approved a sales tax and impact fee for affordable housing purposes, including the construction of workforce housing. The highest priority for the use of these funds (5A Funds) is to design and to deliver both rental and for sale workforce housing that is located within the fabric of the community and that will respond to the challenges that we face in resort communities when it comes to the availability of housing.

Project Goals

The Town anticipates that a variety of housing options may be envisioned through this project, with selection being dependent upon the type, the creativity of the developer, a creative “Town friendly” financing structure, and the design for the project. The units should be rental dwelling units targeted at various low to moderate income levels. Based on preliminary considerations by Town Staff, it is anticipated that between 10 and 20 one-bedroom and/or two-bedroom units can be accommodated on this site. It is initially contemplated that the Town will maintain approximately 50% of the developed units for Town employee housing.

The following plans and reports will help to inform and define the project’s program goals and give prospective developers a more in-depth understanding of the Town’s demographics and housing challenges:

- [2019 Frisco Community Plan](#)
- [2023 Town Council Strategic Plan](#)
- [2019 Climate Action Plan](#)

***Plans are available at www.frisco.gov. Relevant Town and surrounding area GIS data will be made available to the selected firm.*

The Town of Frisco has also adopted Sustainable Building Code requirements. It is expected this project will meet or exceed the Town of Frisco’s building energy goals as well as meet or exceed the Town’s other environmental sustainability goals.

General Zoning Information



Zoning: 406 S. 8th Avenue and its adjacent accompanied parcel (both highlighted below) is 0.54 acres (23,602 sq. ft.) and located within a [Residential Low Density \(RL\) District](#). All residential development within the RL District is subject to the Town's Residential Development Standards which are intended to promote high quality development that enhances neighborhood character and contributes to a walkable area. Minimum standards are stated related to scale, mass, architecture, materials, and overall design character of development and provide incentives to help achieve desired attributes.

Density: The maximum density in the RL District is 8 dwelling units per developable acre. Based on the size of the development site, a maximum density of 4 units is permitted. However, the Town Code allows a [Planned Unit Development \(PUD\) Overlay District](#) to be established over the maximum allowable density within the RL District, if approved by the Town Council.

Additional Development Standards: The minimum lot area in the RL District is 10,500sqft with required setbacks of twenty (20) feet along the front, fifteen (15) feet along the sides, and ten (10) feet along the rear property lines. The maximum building height in the RL District is 30 feet. Other development standards, including but not limited to refuse management, storm water management, landscaping and snow storage requirements will also apply to development on the property. The Town Code allows a [Planned Unit Development \(PUD\) Overlay District](#) to be established which could request flexibility of dimensional requirements within the RL District, if approved by the Town Council.

Parking Requirements: The RL District requires a parking ratio of one space per bedroom for residential uses, with a minimum of two spaces per unit. Deed restricted affordable units are capped at one space per bedroom up to a maximum of two parking spaces per deed restricted unit. Visitor parking spaces, EV Ready parking spaces, and accessible parking space requirements will also apply to this project.

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 lead developer, architect, engineer, landscape architect, builder, and marketing consultant. The Town encourages, when possible, the use of local (Summit County) service providers.
2. **Development Concept(s)** –Provide up to two (2) alternative concepts of a workforce housing development that meets the following minimum parameters:
 - a. The development concept should propose units no taller than two stories or 30 feet in height.
 - b. Innovation regarding density arrangement in relation to neighboring single family residential zoning.
 - c. The Town will consider a combination of rental and ownership products, though there is a preference for rental units consisting of one- and two-bedroom designs. Based on preliminary staff discussions, it is anticipated that between 10 and 20 one and/or two-bedroom units can be accommodated on this site. Units should also contain a living room, kitchen with appliances, washer/dryer, and resident storage.
 - d. The concept should attempt to meet all requirements of the Unified Development Code Chapter 180. Any required deviations from the Code regulations should be clearly identified in the concept proposal.
 - e. Provide a creative and cost-effective program for site development, long term management, and maintenance of the project.

Please provide unit counts, types, and approximate unit size as part of the Development Concept. Town monetary or other contributions proposed in the Development Concept should also be specified.

If a proposer believes that there are other housing types, ownership scenarios, or additional amenities that would better serve the Town's objectives, alternatives may be proposed. The Town recognizes that density and amenities will directly impact each proposal and may affect the type of contribution that may be required from the Town. A Town priority is to ensure a high-quality development that meets the goals of the Town.

3. **Conceptual Site Plan** – As part of the project proposal, please provide a conceptual site plan showing building and unit footprints, resident and visitor parking, and access drives. Please ensure that the conceptual site plan takes into consideration open space, pedestrian connectivity, utilities, and existing adjacent development.

The Town is not requesting that prospective developers fully design the project as part of this submittal. The Town anticipates that the proposed site layout and development concept will evolve through collaboration with the Town. 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, parking, and storage facilities. Although architectural quality is important, the Town is willing to consider alternative construction methods that will lower the cost of construction, lower the maintenance costs, and preserve the affordability of the buildings over time. Both the conceptual site plan and the architectural theme should reflect the character of the area, and the desires of the community.

5. **Pro Forma/Business Plan** – Please provide a financially feasible plan and proposed schedule for the development. The Plan should include the following information:

- Pro Forma Business Plan – Financing tools proposed for the development, including required Town equity that may be contributed, grants, and government assistance programs that are available for construction of affordable housing products. Describe specific subsidies, incentives, and/or resources that may be requested of the Town.
- Land Management - Preferred arrangement for management of the property, such as land purchase, ground lease, or alternative ownership arrangement.
- Grant Management – Detailed previous administrative experience with State and Federal grant application and management.
- Development Schedule – Schedule for development from design to construction and sale or client ownership of the residential units. Describe how the phasing of the project would occur. The Town's goal is to complete design for the project in 2025.

Review and Selection

Proposals will be evaluated by a criterion which will include but not be limited to: developer experience, financial capability, project aesthetics, innovative delivery methods, typology of housing proposed,

construction costs, long term affordability, efficiency of long-term maintenance, quality of construction, energy efficiency, etc.

Members of the Town’s Selection 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 development completion. Because the development team will be partnering with the Town on the development, the Town will require the developer to fully disclose all costs and budgets associated with the project.

A review of the proposals will be undertaken by a Selection Committee that may include members of the Town Council and Town staff. 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 with an emphasis on creative financing solutions, as well as housing development completion.
- Architecture – Residential designs that are aesthetically pleasing, appropriate to small mountain town settings, incorporate principles of resource efficiency, and maximize value.
- Long-term Affordability – The Town will consider alternative construction methods such as modular or prefabricated buildings that may lower the cost of construction. The long-term affordability of the project, including maintenance costs and HOA fees, is a high priority.
- Planning – 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.
- Engineering – Innovative civil, environmental, water resources, and transportation engineering and designs that incorporate neighborhood walkability.
- Sustainability – Ability to advance the Town’s sustainability goals and implement both cutting-edge and cost-effective technologies to conserve energy and water. Applicant shall demonstrate knowledge of the Town’s sustainability goals.

Deadline

Prior to the submittal deadline, the Town will answer written questions from potential respondents. The deadline for inquiries regarding all aspects of the RFP is **4:00pm MST on Tuesday, July 23rd, 2024**. Please direct all inquiries concerning the Request for Proposals to James Gorham, Housing Programs Specialist, at the Town of Frisco, jamesg@townoffrisco.com. Addenda, reports, and responses to questions will be distributed by **4:00pm MST on Friday, July 26th, 2024**.

Proposals shall be received electronically by the Town of Frisco by no later than **11:00am MST on Monday, August 12th, 2024**. Please note: files over 10 MG cannot be accepted via email and must be delivered via flash drive or through a file share service such as Dropbox.

Email: jamesg@townoffrisco.com
Delivery: Town of Frisco
Attn: James Gorham
1 Main Street
PO Box 4100
Frisco, Colorado 80443

The Town will not accept late proposals. The Town reserves the right to reject any or all proposals or accept what is, in its judgment, the proposal which is in the Town's best interest. The Town further reserves the right, in the best interests of the Town, to waive any technical defects or irregularities in any and all proposals submitted.

During the RFP selection process, all proposals shall remain confidential. The entire selection process (procurement) file shall be opened to the public (which includes all proposers) after an agreement is approved by the Town, except those items for which confidentiality has been requested in writing by the Proposer, and providing that the Town Attorney has reviewed and determined this to be properly confidential under the State Open Records Act and other relevant statutes and regulations.

Schedule

Publication and Distribution of RFP	Friday, July 12 th , 2024
Deadline for Questions	Tuesday, July 23 rd , 2024 at 4:00pm (MST)
Answers to Questions	Friday, July 26 th , 2024 at 4:00pm (MST)
Proposals Due	Monday, August 12 th , 2024 at 11:00am (MST)
Proposals Opening	Monday, August 12 th , 2024 at Noon (MST) Location: Town Council Chambers
Virtual Interviews (via Zoom)	Week of August 19 th , 2024

Proposer Interviews

The Town plans to conduct interviews with selected firms during the week of **August 19-24, 2024**. The Town requires that proposers be available during this time.

Additional Information

Attachments

1. Town of Frisco Goods and Services Contract Template
2. 2022 ALTA Survey

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 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 Frisco, 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 Frisco, unless specifically identified otherwise.