

State of California

Request for Proposals

By Respondents Pre-Qualified via RFQ

Affordable Housing Development

Under Executive Order N-06-19

Location:

Covina CDCR Parole Office

233 North 2nd Avenue, Covina, CA 91723

Released: September 8, 2023

Due: 5:00 pm PT on December 14, 2023

EO N-06-19 RFP No. 3-23

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INTRODUCTION

Executive Order N-06-19 (the “EO”) (see Exhibit 1) was signed by Governor Gavin Newsom on January 15, 2019, to address the housing affordability crisis in the State of California (State). Governor Newsom ordered the Department of General Services (DGS) and the Department of Housing and Community Development (HCD) to identify and prioritize excess State-owned property, enter into low-cost long-term Ground Lease Agreement(s) (the “GLA”) with housing developers, and accelerate affordable housing development on State-owned land for public benefit.

The State, acting by and through DGS, with the consent of and in consultation with HCD, is pleased to issue this Request for Proposals (“RFP”) to Respondents and Respondent Teams capable of the design, entitlement, development, and operation of excess State-owned property that supports the Principles and Objectives listed below and will be consistent with and help fulfill state, regional, and local goals and long-term GLA (or GLAs if applicable) with the State of California and under the auspices of the EO.

This RFP is a multi-agency effort to address housing affordability throughout California. The State is coordinating with the locality as it deems needed in its selection of a development team and creation of a development program.

STATE CONTACT

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PROJECT WEBSITE

Page: [Executive Order N-06-19 Affordable Housing](#)

URL: <https://www.dgs.ca.gov/RES/Projects/Page-Content/Projects-List-Folder/Executive-Order-N-06-19-Affordable-Housing-Development>

SITE LOCATION AND DESCRIPTION

The location and description of the excess State-owned property included in this RFP can be found in Exhibit 3.

DISCLAIMER

The State obtained the information contained in this RFP from sources deemed reliable; however, the State makes no guarantees, warranties, or representations, nor expresses or implies any opinion concerning the accuracy or completeness of the information provided. It is furnished solely as an aid to interested parties. Interested parties are responsible for undertaking all necessary investigation on and off the State property to determine the suitability of the State property for their intended use.

Regarding the information submitted to the State by the Respondent Team, please note: The California Public Records Act mandates public access to government records. The State presumes documents prepared, owned, used, or retained by a state agency are public records and therefore accessible by the public. Any attempt to withhold or exempt Proposals, including subsequently submitted documentation, from disclosure shall be the sole responsibility of the Respondent Team.

RFP SCHEDULE, SUBMISSION INSTRUCTIONS AND RELATED INFORMATION

RFP Schedule

The following timeline is provided for scheduling information but is subject to change at the discretion of the State. All times are Pacific Daylight Time or Pacific Standard Time as is applicable on that day.

Activity	Date
RFP Released	September 8, 2023
Questions and Requests for Clarifications Due	October 10, 2023, at 5:00PM Pacific Time
State Response to RFP Questions/Clarifications	October 30, 2023
Optional 1:1 Pre-Submittal Meetings	Week of September 25, 2023 through October 6, 2023; to be scheduled with each Respondent Team
RFP Submittal Deadline	December 14, 2023, at 5:00PM Pacific Time
Respondent Interviews (approximate)	January 2024
Award Site (approximate)	February 2024

Submission Instructions

The Respondent Team shall be under the direction of a developer entity with experience developing affordable housing in California (hereafter, the “Lead Respondent”). Other members of the Respondent Team may include other entities, such as architect(s), transportation and land use planner(s), community engagement consultant(s), environmental consultant(s), Supportive Services provider(s), and legal counsel. Respondent Teams are advised to carefully review the scoring criteria in this RFP to determine the necessary team members/disciplines.

- **Disclaimer:** the State recognizes that changes to the Respondent Team may be necessary post-award. However, the substitution or elimination of Respondent Team members that are subject to scoring will be subject to State review. **In the event of a proposed substitution or elimination of a scored entity**, the State may require written justification from the Lead Respondent justifying the change. Failure to comply could result in revoking the award of the excess State-owned property.

The Lead Respondent shall be responsible for submitting the response on behalf of the Respondent Team in the form of a proposal (“Proposal”) specifically as follows:

Upload Proposal into [Covina Responses to RFP](#) file folder; all files within the folder must be submitted as .pdf files, except for the financial model which must be submitted as an Excel file. **Uploading instructions, when prompted:**

- **Select files:** select your PDF files from your computer.
 - Enter the **name of your company** in the “**First Name**” and **Covina RFP** in the “**Last Name**” fields.
 - Add **additional files** as needed. Submit when all files have been uploaded.
 - You will receive a notice from DGS SharePoint confirming your document was successfully uploaded.
- 1) Send an email to affordablehousing@dgs.ca.gov with the following subject line: Excess Sites – RFP 3-23 – Covina Proposal – and the name of the Lead Respondent in the subject line, and state that your Proposal has been uploaded to DGS SharePoint. Proposals must be responsive to the Evaluation Criteria and Submission Requirements section of this RFP. The page limit for the Proposal without exhibits is 20 pages; there is no page limit for exhibits.

Optional 1:1 Pre-Submittal Meetings

Each pre-qualified Lead Respondent will have the opportunity to schedule a 1:1 one-hour consultation with the State (DGS and HCD staff) to ask clarifying questions on the content in this RFP.

RFP Questions and Requests for Clarifications – Q&A Document

All questions and/or requests for clarification must be sent with the subject line “RFP 3-23 – Question” to the email above. The State will respond to questions and/or requests for clarification by posting the Q&A Document to the project website listed above by the date and time listed in the RFP Schedule.

- **Note:** Any inquiries or questions posed or answered outside of this Q&A process shall not be considered reliable for the purposes of this RFP.

Please see the Frequently Asked Questions in Exhibit 5 prior to submitting a question.

RFP Submittal Deadline

The State must receive responses to the RFP on or before the deadline listed in the RFP Schedule.

It is the Lead Respondent’s sole responsibility to ensure that the Proposal is received by the State before the deadline and that the information provided in the Proposal is complete. The omission of information may be deemed non-responsive and may subject the Respondent Team to disqualification.

Adherence to the RFP submission deadline will be based on the time the State receives each submission email from the respective Lead Respondent.

Respondent Team Interviews

The State expects to evaluate the responding Proposals and then, provided that a) one or more Proposals are sufficient, and b) the State wishes to move forward with the excess State-owned property, the State will invite Respondent Team(s) to an interview. The State reserves the option of interviewing zero, one, all or any number of Respondent Teams prior to making a selection. The State will notify the Lead Respondent(s) to request an interview, if applicable, subsequent to receiving and reviewing the Proposals.

Due Diligence

The State reserves the option to request additional documentation and/or written responses to confirm statements/commitments made during the interview, follow-up questions and/or discussions, supplemental interviews, or to make other fact-finding

efforts as the State determines is necessary to assess the most qualified Respondent Team.

Impacts to Funding Opportunities for Projects in Local Jurisdictions without a Substantially Compliant Housing Element

Certain State funding opportunities may be curtailed when HCD determines that a local jurisdiction's Housing Element in its General Plan is out of compliance with State Housing Element Law. Please refer to the "Background" section at the below link for a list of State funding programs for which noncompliance reduces funding opportunities:

<https://www.hcd.ca.gov/planning-and-community-development/housing-elements>.

EXPECTED NEXT STEPS

At the conclusion of the RFP process, the State contemplates selecting zero, one, all, or any number of Respondent Teams whose qualifications the State deems best suited to achieve the Principles and Objectives described in this RFP to enter into an Exclusive Negotiating Agreement (ENA) or Lease Option Agreement (LOA) with the applicable Lead Respondent ("Selected Respondent"). ENA, LOA, and GLA templates are included in Exhibit 6.

Subsequently and ultimately, the State expects the execution of one or more GLAs as is further described in the next section.

- **Note:** The State further expects that the Selected Respondent(s) will at all times be responsive to the State's requests and to the obligations as prescribed in this document, ENA or LOA and GLA. The State reserves the option at all times of rescinding a selection in its sole and absolute discretion.

DISCLAIMERS ON QUALIFIED RESPONDENTS AND PROPERTY ASSIGNMENTS OR SUBDIVISIONS

This RFP is open to Respondents who successfully qualified for this opportunity via the EO N-06-19 Request for Qualifications (RFQ) 1-22 that closed on November 7, 2022. Respondents that successfully qualified for this opportunity via that RFQ have been notified of their eligibility to submit a Proposal. Additionally, the State reserves the right to invite qualified Lead Respondent(s) to form a Respondent Team to respond to the RFP.

GROUND LEASE, REGULATORY AGREEMENT, AND RELATED INFORMATION

The excess State-owned property is owned by the State and will remain under State ownership. Provided the Selected Respondent satisfies all requirements and obligations

of this RFP, ENA, LOA, or any other agreement with the State concerning development of the State-owned property, it is expected that the Selected Respondent (or Respondent Team) will enter into a Ground Lease. **Only the leasehold interest can be used as security for financing. All references to the excess State-owned property must clearly define the leasehold interest, including the legal description.**

Please see Exhibit 6, which includes template versions of various agreements.

Applicable Government Code

DGS's leasing authority for affordable housing developments can be found in California Government Code ("GC" or the "Code") Section 14671.2. Absent alternative leasing authority, any GLA for housing development under the EO must conform to the parameters found within this section of statute (see also Exhibit 2). All GLA(s) must conform with Section 14671.2 as written at the time of the lease(s). To adhere to GC Section 14671.2, as presently written at the time of this RFP, the Selected Respondent must (amongst other requirements) design, finance, construct, and operate a project where at least 20 percent of the housing units developed on state property leased pursuant to this section shall be available for the term of the lease to, and occupied by, lower income households, at least 10 percent shall be available to, and occupied by, very low income households; standards must conform to the parameters found within this section of the statute at time of GLA execution (see weblink to code section in Exhibit 2).

Sub-Leases and Lease Assignments

Sub-leasing the GLA(s) will not be permitted. For the purposes of a phased development or multiple projects at the excess State-owned property, the State assumes that the Selected Respondent(s) may create wholly independent entities for each phase/project and will structure site control agreements accordingly via assignments.

ROLES AND RESPONSIBILITIES OF THE SELECTED RESPONDENT

The Selected Respondent will be responsible to apply for financing, conduct all due diligence and obtain necessary permits, utility connection approvals, etc. Upon approval and execution of the GLA(s) with the State, the Selected Respondent(s) shall be responsible for all on-site and off-site costs and expenses associated with the development including but not limited to: site security and maintenance; construction, ownership, management, and operation of the proposed project(s); as well as any additional planning, design, environmental clearance, permit fees, and utility charges as more specifically set forth in the applicable agreements with the State.

The Selected Respondent(s) shall:

- A. Accept the excess State-owned property in its present state and condition, as-is, without any expressed or implied warranties;
- B. Enter into a low-cost, long-term GLA(s) and regulatory agreement(s) (the “RA” or “Regulatory Agreement”) with the State (see templates in Exhibit 6);
- C. Apply for and obtain any and all approvals and all necessary permits, including building, grading, and construction permits required for the proposed project from DGS, as well as any local jurisdiction or other agencies as may be applicable;
- D. Ensure payment of state prevailing wage to the extent applicable;
- E. Be responsible for assisting DGS with compliance with the California Environmental Quality Act (CEQA), including exploring the applicability of streamlining and exemption provisions, and the preparation of any necessary environmental documents. DGS shall serve as the lead agency under CEQA. The cost of all required environmental review and compliance shall be the responsibility of the Selected Respondent(s). Please note further that a) the State has determined that Senate Bill 35 does not apply to projects on State-owned land, and b) if Selected Respondent(s) seeks any federal subsidy or funding, they shall also be responsible for facilitating compliance with the National Environmental Policy Act (NEPA);
- F. Be responsible for payment of any applicable local agency development mitigation fees; the Selected Respondent(s) should pursue fee waivers, deferments and other streamlining opportunities where appropriate;
- G. Be responsible for meeting all milestones identified in the ENA(s) and/or LOA(s) and GLA(s); and,
- H. Be responsible for employing the proposed community outreach plan and all other approaches provided in response to the Community Outreach, Partnership, and Collaboration requirement 5(b)(vii) within the Submission Requirement and Evaluation Criteria section of this document.

DEVELOPMENT INTENTIONS

As stated elsewhere in this RFP, this site is being developed under EO N-06-19, which is concerned with the promulgation of housing, specifically affordable housing. As also stated, this excess State-owned property will be leased under GC 14671.2, which is the primary vehicle for DGS to develop such housing. Any such development must comport with these two statutes. However, the excess State-owned property – like any real property – is also located within a context. That context includes a) the surrounding properties, b) the aspirations and needs of stakeholders and the community, and c) the long-term planning of the local jurisdiction. Taken together, these five components (the EO, GC 14671.2, the surrounding properties, community and stakeholder engagement, and the local jurisdiction’s planning goals) provide the benchmarks that the ideal development will achieve.

EO N-06-19 Goals

The EO leverages State Sovereignty to spur innovative, equitable, sustainable, and cost-effective housing. The EO intentionally does not specify populations, affordability levels, minimum numbers of units, etc., which can produce a tension. This is to ensure that each project is appropriate for its site context, regional housing needs, and financial viability. However, it should be noted that the EO concept supports demonstration projects to serve both as an example and a catalyst for future developments (public and private) in California.

In some cases, there is an opportunity to either adaptively reuse existing improvements on the excess State-owned property, or to demolish them, if applicable, in favor of 100% new construction. The State is interested in the adaptive reuse concept; **however, this interest is not determinative for this site**. If materially more housing could be more feasibly developed under one scenario over the other, that would be preferable.

Surrounding Area Context & City Planning Framework

As noted elsewhere in this solicitation, the State is not subject to local regulations, zoning, or other local requirements, such as density and parking requirements or design review. However, site context is generally helpful as a consideration in any development project, and as such, this information - while not binding, nor determinative - is being provided as part of this solicitation. The following *Surrounding Area Context* and *City Planning Framework* information has been provided by the respective local jurisdiction.

Surrounding Area Context

The subject property is located in downtown Covina within the Covina Town Center Specific Plan (CTCSP) – Cultural Core Zone, which prioritizes social, cultural and institutional land uses in addition to commercial, professional, and administrative uses. The design approach within the Cultural Core Zone encourages walkability in the downtown. The property is in extremely close proximity to a majority of City civic offices and services, such as Los Angeles County Fire Department Station 154, the Covina Police Department, Covina City Hall and Council Chambers, and the Covina Public Library. Approximately two blocks north of the property is the Covina Metrolink Station. On the easterly border of the Metrolink station is the future proposed Covina Recreation Village, which will house a wide array of recreation uses and a new library facility.

The most recent use of the subject property, a State office, is consistent with the current zoning and land use designation. As the general location within the Cultural Core Zone already contains a majority of City offices and services, the City sees the opportunity to organically unify City services in the future for increased user accessibility and

convenience. As a new library center is proposed within the above referenced Recreation Village, the existing public library located east of the subject site would ideally become the new location for the deteriorating Covina City Hall. Other local cultural establishments include a number of religious institutions and the H.H Dorje Chang Buddha III Cultural and Art Museum located along Second Avenue between San Bernardino Road and Badillo Street. Transit oriented developments are located along San Bernardino Road and Citrus Avenue, and opportunity site are further identified on north Citrus Avenue with a number of approved projects for mixed use and/or transit-oriented housing located north of San Bernardino Road and west of Citrus Avenue and North of San Bernardino Road West of Barranca Avenue, all sites within walking distance from the Covina Metrolink Station (5-10 Minutes). The F.A.I.R District, located two blocks north of the state property, is a prime candidate neighborhood for a mixture of uses, including residential, maker space, live/work as well as commercial, and light industrial.

City Planning Framework

As mentioned in Surrounding Area Context, the property is located within the Covina Town Center Specific Plan (CTCSP). The North Second Avenue and Italia Street intersection is considered a Key Intersection within the CTCSP. Some special requirements for developments located at Key Intersections include: an 18-foot maximum setback and 5-foot stepback from adjoining property line, with exceptions, and intersection treatments. There are also special requirements for private and common open spaces for multi-family development projects within the CTCSP.

The property is also adjacent to a Class II Bike Lane per the [Covina Bicycle Master Plan](#) (2011) (available upon request to the City of Covina).

Community and Stakeholder Engagement

To ensure the proposed development addresses local and regional housing needs, the State encourages meaningful public and stakeholder engagement within the area surrounding the excess State-owned property. Understanding the needs of the community and stakeholders requires community engagement strategies that minimize the barriers to participation. These include considering the activity's location, date and time, proximity to public transit, language access, accessibility, childcare options, and any other accommodations critical to ensuring that interested parties are informed and able to participate in the engagement activity. Active and meaningful engagement ensures that all community members are afforded the opportunity to participate, especially those who have traditionally been excluded from the housing development and urban planning process.

PROGRAM PRINCIPLES AND OBJECTIVES

The lack of affordable housing across California is a matter of vital statewide importance and the State is working to expand housing opportunities through a new level of innovation and cooperation between the public and private sectors. While housing affordability is paramount, the State recognizes that this program presents an opportunity to leverage development for multi-benefit outcomes.

To help solve the affordable housing crisis in alignment with other priorities, the State is seeking Proposals from Respondent Teams who can demonstrate the capacity, creativity and commitment needed to support the Principles and Objectives listed below.

- 1) **Affordability:** Maximize depth and breadth of affordability while maintaining financial feasibility.
- 2) **Financing Innovation:** Implement innovative financing models which reduce the necessity of scarce public resources. Examples of scarce public resources include Low Income Housing Tax Credits, tax-exempt bonds, and state/local housing loan or grant programs.
- 3) **Timing Efficiency and Financial Feasibility:** Strategically deliver on the timing goals of the EO by maximizing financial feasibility and accelerating delivery.
- 4) **Accessibility:** Provide accessible housing for all Californians by meeting or exceeding the requirements of the California Building Code and local requirements by maximizing universal design principles.
- 5) **Sustainability and Resiliency:** Incorporate State and/or local emphasis on sustainable construction, energy consumption and ecological resilience.
- 6) **Construction Innovation and Cost Efficiency:** Explore the extent to which innovative construction technology and/or other cost-saving measures can be incorporated at the excess State-owned property resulting in reduced total project costs, reduced construction duration, and/or improved building performance while maintaining quality of construction.
- 7) **Outreach, Partnership, and Collaboration:** Integrate local stakeholder, government, and community input through a meaningful public participation process and conversation so that the proposed development addresses local housing needs.
- 8) **Utilize framework of State Sovereignty to achieve better outcomes:**

Leverage the framework of State Sovereignty as further described in Exhibit 4 to maximize both the Principles and Objectives of this RFP as well as state planning priorities regarding land use and density.

- 9) **Racial Equity:** Incorporate meaningful measures into the project that will achieve measurable racial equity outcomes. Examples include but are not limited to construction-related programs, commercial tenant programming, affirmative marketing or lease-up plans, and/or general partners, which are or include Emerging Developers.
- 10) **Respondent Capacity:** Demonstrate the Selected Respondent Team's capacity and experience necessary to successfully implement the proposed plans, and to overcome possible setbacks in the development process.
- 11) **Quality Architecture and Contextual Design:** Deliver a project that meets generally accepted principles of quality architectural design, and that takes nearby services, transportation, amenities, and planned improvements into consideration.

THE IDEAL RESPONSE TO THIS RFP

The State seeks responses that:

- 1) Are clear, concise, and to-the-point. Respondent Teams are requested to avoid inclusion of extraneous marketing materials, overly detailed specifications, and other materials that increase the size of the submittal without providing meaningful additional information about the Respondent Team's qualifications for developing the excess State-owned property in a manner that aligns with the EO and the State's Principles and Objectives.
- 2) Articulate a clear understanding of the State's Principles and Objectives as listed above and demonstrate capacity for achieving them.
- 3) Demonstrate the Respondent Team's capabilities and prior experience in analyzing and balancing competing objectives.

EVALUATION CRITERIA AND SUBMISSION REQUIREMENTS

The Proposal must be sufficiently detailed and descriptive in the State's sole discretion to assess the viability of the Proposal. The submitted Proposals must meet all requirements

outlined in this RFP. The State reserves the right to request further documentation related to any or all of the following evaluation criteria and submission requirements. The State reserves the right to make its selection based on its sole and absolute discretion. In addition, the State reserves the right to reject any or all Proposals at any time for any reason. No representation is made hereby that any contract will be awarded pursuant to this RFP or otherwise.

The scoring criteria, which will be applied to the submissions are located in Exhibit 9:

1) Respondent Team Introduction

a) Evaluation Criteria: NA

b) Submission Requirements:

i. Provide an introduction to the Respondent Team.

1. Clearly identify the Lead Respondent's form of organization (for-profit, not-for-profit, LLC, partnership, etc.) and business headquarters, all equity partners or participants, and any involvement in the control over the developer entity by such parties and any non-equity members. Provide the most recent Secretary of State Certificate of Good Standing and Statement of Information for the Lead Respondent(s) as attachments to the Proposal.
2. Identify the names and titles of the members and/or officers of the Lead Respondent(s) authorized to execute legal documents on behalf of and to contractually bind the organization(s).
3. Identify any contractors, consultants and other development partners who are a member of the Respondent Team. For the purposes of evaluation of Proposals, the following roles must be included as part of the Respondent Team (additional roles and entities may be included but are not necessary): architect(s) and, if proposing a project with Special Needs Populations, list the Supportive Services provider, by name, if already selected. If the Supportive Services provider has not yet been selected, then include an outline of your plan to select a Supportive Services provider and obtain and maintain Supportive Services.
4. For proposals that include permanent supportive housing units, the Respondent Team (s) must outline their plan to select a Supportive Services provider and obtain and maintain Supportive Services. To the extent that the Respondent Team has an established relationship with a Supportive Services provider, the Respondent Team should specify the nature and extent of that relationship. For proposals that include permanent supportive housing units, please include a letter of interest from the supportive service provider(s) the Lead Respondent intends to utilize for the project. See Exhibit 8 for a definition of Supportive Services.

ii. Include an organizational chart of the Respondent Team, including all entities included in the Lead Respondent's ownership structure (i.e., ground lessee/limited partnership, limited partner which can be changed at a later date, general partner, co-general partner, and managing general partner).

1. To the extent applicable, clearly identify which entities are under the control of which companies that comprise the Respondent Team.
 2. If the development proposal includes multiple phases, provide an entity organizational chart for each phase. The complete Respondent Team should be established as an integrated group prior to submitting the Proposal, however, a Limited Partnership or other entities do not need to have been formed prior to responding.
 3. If the Lead Respondent is a joint venture between two or more developers, please ensure that the organizational chart reflects this structure. Identify the nature of the affiliation between the proposed developer entities. Provide clarity on the roles and responsibilities between the developers and summary points on any agreements between the parties in pursuing the excess State-owned property.
 4. Provide a statement that identifies any new or changed information not included in the Lead Respondent's Statement of Qualifications submitted to the State in response to RFQ 1-22. Ensure that all material changes to the submission requirements of the RFQ have been included in this Proposal.
- 2) Demonstration of Lead Respondent Experience and Organizational Capacity
- a) Evaluation Criteria: The overall track record and future capacity of the Lead Respondent in planning, financing, developing, managing, and maintaining applicable development projects, including experience developing affordable and/or market-rate housing in California as applicable to the proposed development program.
 - b) Submission Requirements:
 - i. Specify which personnel from the Lead Respondent are anticipated to work on this project, if awarded the excess State-owned property. The State requests that Lead Respondents provide an estimation of the anticipated time their staff will allocate towards the proposed project. In addition, the State requests that Lead Respondents provide rough estimates for both the number of active projects in their overall (i.e. California and non-California) development pipeline, as well as the number of development project management staff employed by their organization.
 - ii. Provide a pipeline of the Lead Respondent's projects in California that will seek funding in the next 12 months or have received at least one funding commitment. Include the project type (new construction, rehab, acquisition/rehab or other), role of Lead Respondent (owner, developer, consultant, etc.), City and County, number of units, project status (predevelopment, under construction, stalled, lease up), projected completion date, types of financing, and if the project is on time/budget.
 - iii. Describe the Lead Respondent's most recent **completed** (within the last four years) relevant development projects **with characteristics similar to the excess State-owned property**; include the project name, location, financing sources and uses and—if competitive—award date(s) (MM/YY format), construction start date (MM/YY format), issuance date of the certificate of

- occupancy (MM/YY format, required to establish that project is completed), unit count by AMI levels, and other relevant information. If the Lead Respondent is a joint venture or consists of more than one developer entity, the history and qualifications of each should be provided. Submissions should highlight developer qualifications that are adherent to the types of uses proposed, state or federal funding programs, construction type and experience in the locality or region in which the property is located. In *addition* to the above, the Lead Respondent may also describe projects with similar characteristics on which they are the lead developer or joint developer and which will be completed within the next 18 months from the date of issuance of this RFP.
- iv. Regarding Submission Requirement 2(b)(iii) above, if the Lead Respondent identifies as an Emerging Developer (“Emerging Developer”) as defined in Exhibit 8, the Lead Respondent may either
 - 1. describe their most recent (completed within the last four years) relevant development projects with characteristics similar to the excess State-owned property and at least one (but no more than three) projects completed by the Lead Respondent’s principal while employed by another entity; or,
 - 2. describe their most recent (completed within the last four years) relevant development projects with characteristics similar to the proposed development program for the excess State-owned property; or
 - 3. submit a Proposal as a joint venture with an experienced developer with more examples of recent, relevant and completed projects.
 - vi. Provide at least four project references for the Lead Respondent that the State can contact. The project references should be for completed projects that are similar to the proposed project. Project references should be able to confirm the Lead Respondent’s claims of past success in the entitlement and environmental approval process, participation in public-private joint development partnerships, financing of affordable housing projects, community engagement, use of innovative design or modular construction, master planning, urban design, mobility, sustainability and/or continued management of developments. **NOTE:** At least one reference should be from a community leader who is not employed in the public sector. At least one reference should be from a City Manager, County Administrator or similar whose jurisdiction covered a referenced project.
- 3) Demonstration of Additional Respondent Experience and Organizational Capacity
- a) Evaluation Criteria: The overall track record and future capacity of the additional required members of the Respondent Team in their specific fields as it relates to the planning, financing, development, management, and maintenance of applicable development projects, including experience supporting the development and operation of affordable and/or market-rate housing in California as applicable to the proposed development program.
 - b) Submission Requirements:
 - i. Describe the most recent projects (completed within the last four years) of the remaining members of the Respondent Team that were required to be

- identified in response to item (1)(b)(i)(3) above that demonstrate their experience in completing projects with characteristics similar to the proposed development of the excess State-owned property identified.
- ii. Provide at least four project references for the additional mandatory members of the Respondent Team that the State can contact. The project references should be for completed projects that are similar to the proposed project. Project references should be able to confirm the relevant Respondent Team members' claims of past success in their respective field.
- 4) Lead Respondent Financial Ability and Technical Capacity
- a) Evaluation Criteria: The financial ability and technical capacity of the Lead Respondent to complete and manage the property including demonstrated abilities in financial innovation, adaptability, and command of emerging opportunities.
 - b) Submission Requirements:
 - i. Provide a statement describing the Lead Respondent's experience and track record in securing funding for affordable housing developments with characteristics similar to the proposed development of the excess State-owned property.
 1. If the development proposal includes pursuing or implementing an innovative, nontraditional, or otherwise less common financial execution, discuss the Lead Respondent's experience and qualifications for executing this path. Responses that will be scored more favorably are those that successfully discuss the outcomes of this execution, the impacts to the community and residents, why the Lead Respondent is advocating for the proposed path, any lessons learned from the innovative financing method, and references the State can contact to learn more. **NOTE:** If the Lead Respondent does not have experience with the proposed innovative, nontraditional, or less common financial methods, but would like to present such an approach, the Lead Respondent may present a case study. The case study should include examples of one or more projects where the innovative method was successfully executed, a detailed description of why the financial method was successful in the case presented, an explanation of how the method functions and key decision points, a detailed description of the Lead Respondent and Respondent Team's capacity to execute the financial method successfully, why the Respondent Team is advocating for this approach (despite the lack of experience), and references the State can contact to learn more. Examples of financial innovation include, but are not limited to, those listed in section 5(b)(ii), and any and all financing structures which reduce reliance on scarce public funding while providing a depth and breadth of affordability.
 - ii. Provide a narrative summary of the financing plan for the proposed project. Identify the possible risks associated with the proposed execution and the Lead Respondent's capacity and ability to mitigate them.

5) Development Concept

- a) Evaluation Criteria: The site development program for the excess State-Owned Property and the ability of that site development program to meet the applicable Program Principles and Objectives as described in this RFP.
- b) Submission Requirements:
 - i. Affordability
 1. Complete the Development Data Reporting Template (Exhibit 10) and include it within your SharePoint link Proposal submission. The Development Data Reporting Template establishes a standard format to collect pertinent information for anticipated projects and projects under development pursuant to Executive Order N-06-19. Information for this Template is requested within the following four categories: Project Overview, Unit Mix, Financing Sources, and Financing Uses. **NOTE:** Unit mix data provided through the Development Data Reporting Template will be utilized to determine the breadth and depth of affordability in the proposed development.
 - ii. Financing Innovation
 1. If applicable, provide a narrative discussing any innovative financing techniques, resources, or models contemplated for the proposed project, such as.
 - a. Private activity bond volume cap “recycling”
 - b. Private industry investment (e.g. Apple Affordable Housing Assistance Fund)
 - c. Significant internal cross-subsidy of market-rate and affordable components
 - d. Historic tax credits
 - e. In-house debt underwriting and brokerage
 2. This narrative should focus not only on the technical and mechanical aspects of the innovative financing itself, but additionally the motivations of the relevant members of the Respondent Team for utilizing that innovative financing as it relates to lowering project costs, reducing development risk, or accelerating project delivery.
 - iii. Timing Efficiency
 1. Provide a graphical (i.e. non-tabular) development schedule in an exhibit to your Proposal which shows your expectations under the financing plan you previously described. This schedule may be in any format (Gantt, Word, Excel, Project, etc.), including all milestones commencing with execution of the LOA and including entitlement, design benchmarks, community engagement, financing applications and awards, construction start dates, certificate of occupancy and conversion. Assume **[DATE]**, for the execution of LOA. This schedule is additional to and should be consistent with the proposed project schedule provided through completion of the Development Data Reporting Template (Exhibit 10).
 2. Provide a narrative discussion of methods and strategies the relevant members of the Respondent Team intend to utilize to accelerate development of affordable housing on the Excess State-owned property.

Methods and strategies that might accelerate development include innovative construction methods, non-traditional financing strategies, proprietary financial opportunities (e.g., sources of capital to which only the Respondent Team may have access), entitlement streamlining, etc. This narrative should focus on the timing impacts of these methods and strategies, and not on other benefits of their utilization.

iv. Accessibility

1. Provide a narrative description of the past success and experience of the relevant members of the Respondent Team in delivering projects that are accessible to the populations that they house.
2. Provide a narrative description of how the Respondent Team intends to provide design features specific to the target population(s), and any other specific *and* unique accessibility-related elements.

v. Sustainability and Resiliency

1. Provide a narrative discussion of the past success and experience of the relevant members of the Respondent Team in cost-effectively completing projects similar to the proposed development while still incorporating sustainability and resiliency elements.
2. Provide a narrative description of how the relevant members of the Respondent Team intend to cost-effectively incorporate sustainability and resiliency in the proposed development of the excess State-owned property.

vi. Construction Innovation and Cost Efficiency.

1. Provide a narrative description of the construction type and method currently contemplated for the proposed project.
2. If applicable, provide a narrative description of any innovative construction types or methods contemplated for the proposed project. This narrative should clearly and explicitly identify the motivation for use of the innovative construction method(s), and should speak to how use of those methods will reduce development costs, accelerate project delivery, and/or reduce development risk. The narrative should identify the risks associated with use of the innovative construction typology/method and the ability and experience of the relevant members of the Respondent Team at addressing and mitigating these risks. Innovative construction types and methods may include, but are not limited to:
 - a. Cross-laminated/mass timber
 - b. Modular construction
 - c. Re-use of existing building designs (i.e. use of stock plans/preapproved plans, etc.)
 - d. Adaptive reuse
 - e. Factory-Built construction
 - f. 3D-printed construction

vii. Community Outreach, Partnership, and Collaboration

1. Provide a high-level community outreach plan addressing community outreach, partnership, and collaboration. The plan should address:

- a. The means and methods by which the public will participate in the development process, while still balancing the need for efficiency in the development process, and the need for cost-effectiveness in design/construction.
 - b. The process by which the Lead Respondent or community engagement consultant will evaluate (and to the extent appropriate incorporate) feedback with respect to the design and execution of the project,
 - c. The approach to resolving and/or overcoming issues of community interest, concern, and/or opposition related to the proposed project, particularly within the context of state sovereignty, and
 - d. Describe how/the extent to which the general public will be informed of development progress.
- viii. Utilization of State Sovereignty
 1. Provide a narrative discussing the Lead Respondent's intent and approach as it relates to the subject of state sovereignty. Discuss how state sovereignty will be leveraged to further State planning priorities related to land use and density, as well as the approach to mediating and resolving the challenges presented by state sovereignty, if any.
- ix. Racial Equity
 1. Provide a plan addressing how racial equity will be furthered in the development of the excess State-owned property. Strong responses will successfully detail the near- and long-term strategies the Respondent Team would implement to achieve measurable outcomes fostering inclusive communities and achieving racial equity, providing fair housing choice, and creating opportunities for all Californians.
 2. Provide a narrative discussing proposed methods and strategies to increase racial equity in the composition of Respondent Team members and among suppliers of and contractors to the proposed project. If available, provide a copy of a recent supplier and contractor diversity plan completed by the Lead Respondent for a contextually similar development project.
- x. Quality Architecture and Contextual Design
 1. Please provide a narrative description addressing the following:
 - a. Describe your approach to the architectural, urban and landscape design of the excess State-owned property, including architectural character, building densities, massing, amenities, (for context purposes) relationship to the immediate neighborhood, character of parks and other public spaces, and other design elements.
 - b. Describe how the proposed improvements and amenities relate to adjacent or nearby uses and/or neighborhoods.
 - c. Briefly describe how the development concept, while not required to conform, compares to current and proposed City and Regional planning efforts, such as general and specific plans.
 2. Include the following in an exhibit to the Proposal:
 - a. Site plan, floor plans, building elevations, and rendering of the proposed development.

- i. The site plan should illustrate the proposed development concept for the site, including proposed building footprint(s), proposed open space and landscape design concept(s), parking, and vehicular and pedestrian access.
- ii. A ground floor plan should show proposed ground floor usage (e.g., common areas, management office space, residential units, etc.). Additionally, a roof plan should illustrate any rooftop amenities, or illustrate pertinent features or anticipated screening of equipment. Plans for additional floors should show how the residential units and other spaces, if applicable, are configured; greater detail is not required.
- iii. Respondents must at least submit the front elevation (e.g., street view) of the proposed development. Other views are welcome but not required.

6) Financial Feasibility:

- a) Evaluation Criteria: The financial underwriting of the component parts of the development plan, the coordination of those components, and the extent to which the underwriting achieves the applicable Principles and Objectives.
- b) Submission Requirements:
 - i. In an exhibit(s) to the Proposal, include a working electronic copy(ies) of the financial model(s) for the project in Microsoft Excel format. The State reserves the right to request additional calculations and/or tables should the submitted model be deemed incomplete.
 1. If the Proposal includes both income-restricted and unrestricted market-rate units, submit one financial model for each housing type.
 2. If proposing “income averaging” including income-restricted units at 80% AMI and/or unrestricted market-rate units, be certain to include market-rate rent comparables and include a comparison between proposed rents and market rents across each unit type (studio, one-bedroom, etc.). Comparables need not be in the form of a market study, data from sources such as a licensed realtor and/or online rental listing services are acceptable to the State. However, if a formal market study has been prepared for the proposed project, please provide that study as an attachment to the Proposal.
 - ii. **NOTE:** *The State reserves the right to request financial statements at a later date to determine general financial capacity of the Lead Respondent. These statements may include but are not limited to certified 3rd party-audited financial statements (which include a balance sheet and operating or income & expenses statement), balance sheets, income statements, statements of cash flows, and/or tax returns. Failure to provide the requested statements may subject the Respondent Team to disqualification.*

7) Additional Requirements and Representations

- a) Evaluation Criteria: NA

b) Submission Requirements:

- i. Proposals **must** include an exhibit which identifies all of the following, as applicable, for the Lead Respondent(s): any defaults, judgments, court orders, pending litigation, contractual disputes, violation notices, or other matters reflecting a violation of applicable regulations related to the operations or projects undertaken by the Developer entity or any of its individual members or affiliates exercising direct or indirect control over the development entity, including all key persons for the Lead Respondent. **NOTE:** please only include any of the foregoing that have occurred within five years of the issuance of this RFP.
- ii. Provide detail for any assessed and/or outstanding HCD, CDLAC and/or CTCAC Negative Points and/or outstanding HCD compliance issues.
- iii. **NOTE:** Please refer to the [Negative Points Memo](#) (Memo) for a list of curable vs. non-curable negative points. Requests for Negative Points pre-checks may be submitted to HCD staff by emailing ComplianceVerification@hcd.ca.gov and cc'ing ExcessSites@hcd.ca.gov. When submitting a pre-check request, Respondents must provide the name of the Responsible Entity (as defined in the Memo) and any associated contract numbers they request to be reviewed. HCD staff will review the listed contracts and assess them for any curable negative points. Additionally, please note that a pre-check is not a full Negative Points review but rather an assessment of deficiencies that could be resolved before the potential Respondents submit their proposal. It is the sole responsibility of the Lead Respondent to timely submit a pre-check request in advance of responding to this RFP. HCD does not guarantee completion of pre-check requests prior to the RFP submission deadline.
- iv. Provide a signed copy of the Attestation found in Exhibit 7.

EXHIBIT LIST

EXHIBIT 1. EO N-06-19

EXHIBIT 2. Government Code

EXHIBIT 3. Site Information and Maps

EXHIBIT 4. State Sovereignty and Entitlements Under EO N-06-19

EXHIBIT 5. Frequently Asked Questions

EXHIBIT 6. Additional Relevant Documents and Resources

EXHIBIT 7. Attestation

EXHIBIT 8. Definitions

EXHIBIT 9. RFP Scoring Criteria

EXHIBIT 10. Development Data Collection Template

EXHIBIT 1 - EO N-06-19

Linked here:

<https://www.dgs.ca.gov/-/media/Divisions/RESO/Images/Projects/Executive-Order-N-06-19/Executive-Order-N-06-19-v2C.pdf?la=en&hash=700D7E6C8EB702CE5BE6586B90E54EDA913A0E4F>

For further information please visit:

<https://www.dgs.ca.gov/RESO/Projects/Page-Content/Projects-List-Folder/Executive-Order-N-06-19-Affordable-Housing-Development>

EXHIBIT 2 – GOVERNMENT CODE

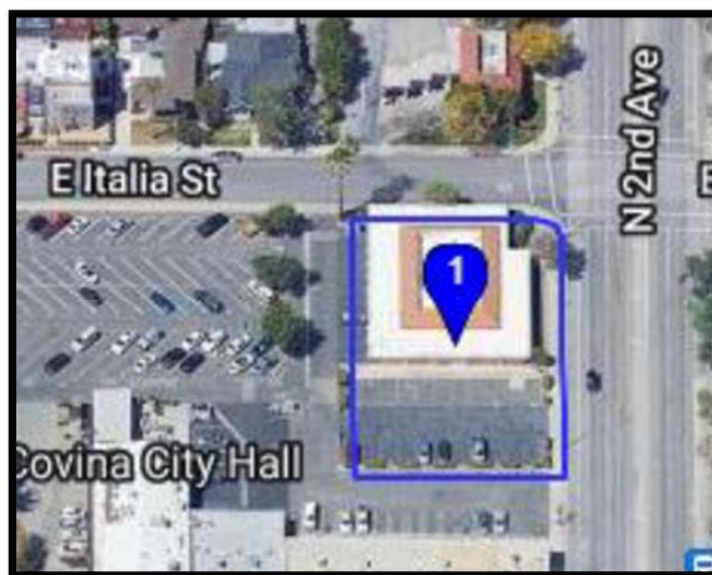
SECTION 14671.2

https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV§ionNum=14671.2

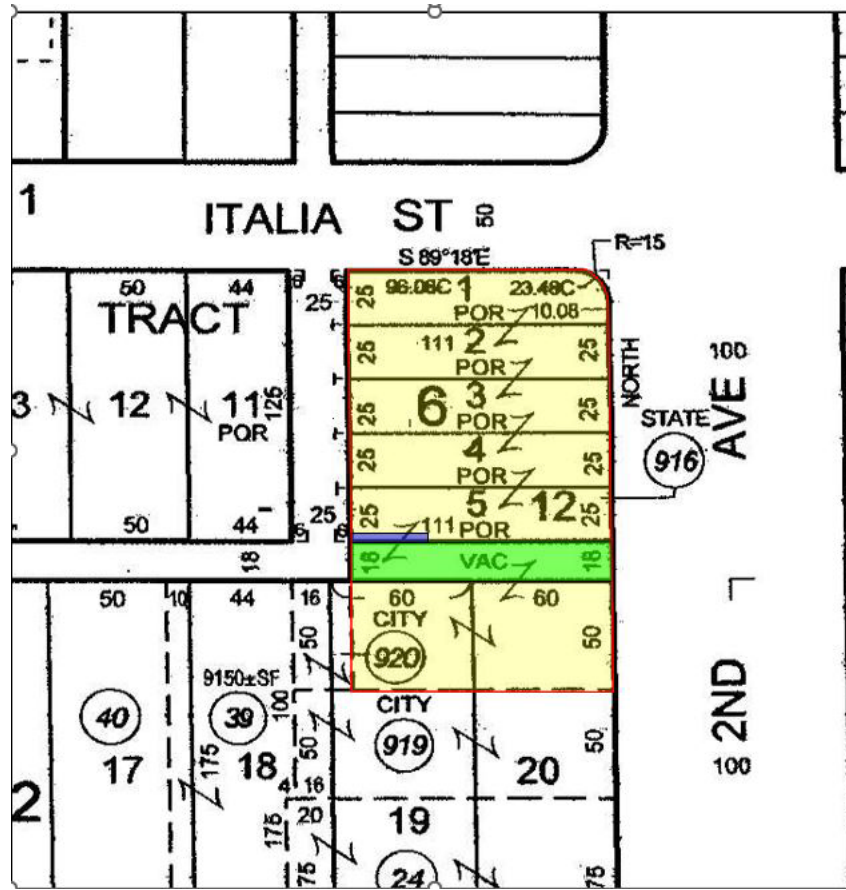
EXHIBIT 3 – SITE INFORMATION AND MAP(S)

The property consists of approximately 0.49 acres. The property is in the northeastern corner of Italia Street and N Second Ave and is accessed either from N Second Avenue or Italia Street. The property contains a one-story building approximately 8,000 square feet located in the northcentral portion of the property. The southern and western portions of the property are paved. The southern edge of the parking lot is surrounded by a small brick wall. The eastern and northern portion of the property is landscape.

Please see the Phase I Environmental Site Assessment Report below for more details about the building. The building may be demolished or repurposed. **The building is not eligible for either the National Register of Historic Places (NRHP) criteria or for the California Historical Landmarks program.**



The property boundaries are highlighted below. The assessor's map, which notes CITY ownership of parcel 920, is outdated. The excess State-owned property is inclusive of parcel 920.



Site Information

The documents listed below may be downloadable via the following link:

<https://dgscloud.box.com/s/as8263xyisn1kfr8hdg6o4vqw771x2x9>

- State Historic Preservation Officer (SHPO) concurrence letter
- Preliminary Title Report
- Plotted Easements
- Phase I Environmental Site Assessment Report

EXHIBIT 4 – STATE SOVEREIGNTY AND ENTITLEMENTS UNDER EO N-06-19

Introduction of Exhibit Topics

- State Sovereignty
- Comparison Table
- Additional Information

State Sovereignty

This discussion is offered as a practitioner’s understanding of preemption of local land use authority under State Sovereignty and how exercising State Sovereignty can be beneficial for delivering affordable housing and other uses by developers on land provided by the State subject to a long-term ground lease or ground leases.

The intention of this guidance is to give potential Respondents an initial understanding of this framework; however, the precise roles and responsibilities among the State and the local jurisdiction for this project will be arrived at via an iterative process and tri-party conversations with the Selected Respondent.

The concept of sovereignty suggests a hierarchy of governmental authority that has the federal government at its apex, then moves downward to State government, and follows to local governments, such as cities and counties. While land use regulation in California historically has been a function of local government under the grant of police power contained in Article XI, Section 7 of the California Constitution, a State agency is immune from local regulation unless the Legislature expressly waives immunity in a statute or the California Constitution.

Identifying and adapting a State Sovereignty framework early in the project delivery process under the authority of EO N-06-19 is helpful to the overall success of the project because it affects many aspects of entitlement. As an overview:

- Land Use: For purposes under EO N-06-19, the project is not subject to local zoning, local regulations, design ordinances or any other local ordinance or regulation (except those that implement state regulations. The Subdivision Map Act does not apply to state property.
- Per Executive Order N-06-19: “local zoning ordinances do not govern the use of State property, and the State possesses legal authority to enter into low-cost, long-term leasing agreements with housing developers and accelerate housing development on State-owned land as a public use.” Furthermore, the State has statutory authority to enter into leasing agreements per Government Code Section 14671.2.
- Project design: use of State Sovereignty can facilitate greater density.

- Streamline Processing: SB35 is not currently available for State use; DGS is always the lead agency for CEQA.
- Construction: The State itself provides certain approvals (see Permitting under Comparison Table below) yet leverages local resources.

Respondents are encouraged to:

- Think creatively regarding how the framework of State Sovereignty can be adapted to further the Program Principles and Objectives.
- Be mindful that:
 - Local jurisdiction cooperation will be needed for utility access, site ingress/egress, and other matters.
 - Integrating local input remains a priority as noted in the Program Principles & Objectives.

Comparison Table¹

Category	Item	No State Sovereignty (typical path)	Use of State Sovereignty
Land-Use	Zoning	City/County determines	State determines
	City/County Planning Dept Approvals	Required in most cases	State's discretion
	SB35	Can be used in some cases	Not currently available or applicable
	Project-level CEQA Approval	Local jurisdiction is lead agency	DGS is lead agency; see below
	Regional Housing Needs Assessment	Units produced apply to local jurisdiction RHNA goals	Units produced apply to local jurisdiction RHNA goals; see below
Permitting	Plan Review	Local jurisdiction	DGS or Local, at DGS discretion
	Building Permit	Local jurisdiction	DGS
	Temp. Cert. of	Local jurisdiction	DGS

¹ The Comparison Table is intended to provide general guidelines. Specific projects may vary from the guidance provided in this table.

Category	Item	No State Sovereignty (typical path)	Use of State Sovereignty
	Occupancy		
	Certificate of Occupancy	Local jurisdiction	DGS
Plan Review, Inspections and Approvals	Fire and Life Safety	Local Authority	Depends upon project specifics. Local Authority for emergency response, access, and site requirements regardless of delegation.
	Structural	Local Authority	DGS primary.
	Accessibility	Local Authority	DGS primary.
	Access Encroachment Permit	For local roads: Local Authority; (For state roads: CalTrans)	DGS to coordinate for CalTrans encroachment permits.
Inspection Fees		Determined by local jurisdiction.	For pro forma purposes, assume the same cost as local jurisdiction. DGS fees are dependent upon project duration, staffing requirements and special conditions.
Utility Connections	Water	Coordinate with local agencies	Same
	Sewer/Stormwater	Coordinate with local agencies	Same
	Electric	Coordinate with local agencies	Same
Environmental Approvals	Air Quality	Local Air Quality Management District	Same
Emergency Services	Fire	Coordinate with local agencies.	Local Agencies to approve Emergency Services
Property Tax		Welfare exemption often sought and obtained for affordable	To be determined

Category	Item	No State Sovereignty (typical path)	Use of State Sovereignty
		housing, which eliminates or reduces property taxes. All other commercial and residential uses are taxable.	

EXHIBIT 5 – FREQUENTLY ASKED QUESTIONS REGARDING SITES UNDER THE EO N-06-19 PROGRAM

Note: these are questions written and submitted by Respondents to earlier solicitations, with answers provided by the State. These are included here for reference. Some questions and answers may not apply in the case of this solicitation.

1. Will there be an opportunity to visit the site(s) prior to the deadline?
Respondents are welcome to independently assess the site(s) from publicly accessible vantage points. No right of entry to subject properties is either given or implied through this solicitation. There will be no guided site visits. Please do not disturb current tenants, where applicable.
2. Are we allowed to submit multiple responses to the RFP?
Please only provide one response to the RFP.
3. Will the site(s) be delivered with utilities stubbed to site permit ready?
Sites will be delivered as is. Conditions will vary from site-to-site. See Exhibit 4 for more details.
4. Will there be a process to streamline permitting with one or just a few points of contact?
There will be an assigned DGS staff person for each site who will be the single point of contact for all matters relating to DGS for all stages of development.
5. Are prevailing wages required?
The project must comply with prevailing wage requirements to the extent applicable under California law.
6. Will parking requirements be eased depending on the population?
Parking requirements will be determined via discussions with DGS and HCD, and the developer.
7. Does every unit have to ADA compliant or just a percentage?
Minimum accessibility requirements are established by the California Building Code. The Excess Sites program seeks to maximize access in balance with other objectives.
8. Is any of this contingent on services being provided?
It is expected that on-site resident services are provided to the levels customary and/or required for low-income housing.
9. Who at the state will be responsible for handling all the entitlement work under the State Sovereignty act?
The Department of General Services will represent the State with regards to project approvals.

10. What is the maximum density allowed by the state?
The state does not have a maximum density limit. However, Respondents are encouraged to review the program Principles and Objectives when determining density and consider local context.
11. What is the estimated closing date for the (sites)? Is the ability to close quickly attractive to the state?
There is no estimated closing date; however, as per Principle and Objective #3, timing efficiency is important and will be a scoring criterium at the RFP stage.
12. Is there a security deposit required to be made for each site?
No.
13. Are there any existing ALTA Surveys that can be provided?
Generally no. However, if ALTA surveys have been completed, they will be made available as part of the solicitation.
14. Do any of the sites have disadvantaged business enterprise requirements?
Not explicitly through this solicitation.
15. Will any of these sites have to be utilized for interim or permanent supportive housing?
Interim supportive housing is not currently contemplated for these sites. Permanent supportive housing is not a requirement; however, Respondents are encouraged to review Principle & Objective #1, Evaluation Criteria and Submission Requirement 5(b)(i), as well as the government code in Exhibit 2 regarding housing affordability.
16. Does a Respondent Team made up of more than one developer need to form a legal entity prior to submitting a response to this solicitation?
No.
17. Is an MOU or other formal documentation of the partnership required?
No.
18. Can the RFP submittal reference a section of a previously submitted SOQ or Proposal rather than restate the answer?
To expedite Proposal review, please copy-and-paste from any applicable prior responses into your Proposal for this solicitation as appropriate or necessary. We will not be referring back to any prior submissions.
19. Does the State have a preferred format or template for the working electronic copy of the financial model? If not, are there specific pro forma sheets that proposers should include (i.e. Unit Mix, Development Budget, ##-Year Cash Flow, etc.)?
Please reference instructions for the financial model in the solicitation. Please include the pro forma sheets you feel would facilitate our understanding of your Proposal; we will request further data if needed.

20. Who is on the evaluation panel?

The evaluation panel is to-be-determined. However, the Respondent Team selection will be made by representatives of the State.

21. Is DGS the AHJ for the project's demolition, shoring, and/or grading permits?

Yes.

22. If a project proposes to use Modular construction (which typically requires permitting by the Department of Housing and Community Development), would DGS still be the AHJ for the building permit or would HCD be permitting the entire structure including the non-modular portions?

DGS will be issuing the building permit in this case as well.

23. Will the project require plan review submittals or approvals from the State Fire Marshal?

No, the submittals will go through the local fire marshal.

24. Will the project require plan review submittals or approvals from the Division of the State Architect, or will DGS's assigned staff person handle any required coordination with DSA?

State Architect will not be involved with the project.

25. Is there a site plan review / entitlements process anticipated for this project?

The exact process will vary from project to project, depending upon the willingness, timeliness, and availability of the local jurisdiction compared to the State. See Exhibit 4 for details.

26. Is there a specific sustainability program or benchmark this project is seeking?

No, however, Principle & Objective #5 includes sustainability; refer to the Evaluation Criteria and Submission Requirements section, as well as the Exhibit 9 – RFP Scoring Criteria.

EXHIBIT 6 – ADDITIONAL RELEVANT DOCUMENTS AND RESOURCES

The documents listed below may be downloaded via the following link:

<https://dgscloud.box.com/s/gto3jbedl0s5jibw0avo31r1hijddun>

- Ground Lease Agreement – Template
- Regulatory Agreement – Template
- Lease Option Agreement – Template
- Assignment of the Lease Option Agreement-Template
- Right of Entry Agreement – Template

Link to CTCSP: [Covina Town Center Specific Plan \(2019\) | City of Covina, California](#)

Note: These documents are subject to change.

EXHIBIT 7 – ATTESTATION

Respondents are required to provide an attestation.

Use the form of attestation included in this exhibit to provide a letter on the Respondent's letterhead. The letter is to be signed by the individual(s) identified in Section 1(b)(iv) of the Evaluation Criteria and Submission Requirements section of this RFP.

[FORM OF]
EO N-06-19 RFP No. []-[]
Attestation

- 1) If selected, our organization(s) shall adopt a written non-discrimination housing policy requiring that no person shall, on the grounds of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, source of income, disability, age, medical condition, genetic information, citizenship, primary language, immigration status (except where explicitly prohibited by federal law), arbitrary characteristics, and all other classes of individuals protected from discrimination under federal or state fair housing laws, individuals perceived to be a member of any of the preceding classes, or any individual or person associated with any of the preceding classes be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with program funds made available to the site. Our organization(s) shall comply with the requirements contained in the Americans with Disabilities Act, the Fair Housing Amendments Act, the California Fair Employment and Housing Act, the Unruh Act, Government Code Section 11135, Section 504 of the Rehabilitation Act, and regulations promulgated pursuant to those statutes, including 24 C.F.R. Part 100, 24 C.F.R. Part 8, and 28 C.F.R. Part 35, in all of the Respondent's activities.
- 2) None of the items listed in response to Section 8 of the Evaluation Criteria and Submission Requirements of this RFP will in any way impede their ability to execute upon the business plan inherent with the Proposal.
- 3) The information provided in this Proposal is complete. I/we acknowledge that the omission of information that the State deems material (determined in its sole discretion) will result in the Proposal being deemed non-responsive. The State will determine, in the State's sole discretion, whether to further review or evaluate Proposals that it deems non-responsive.
- 4) I have read and understand the Exclusive Negotiating Agreement (ENA), Lease Option Agreement (LOA), and Ground Lease Agreement (GLA) templates (in Exhibit 6) and have no substantive objections.
- 5) I have read and understand the requirements and responsibilities of the Selected Respondent explained in this RFP.

[Signature of individual(s)
identified in Section 1(b)(iv)]

EXHIBIT 8 – DEFINITIONS

- (a) “Emerging Developer” is defined as ascribed to the Uniform Multifamily Regulations (Chapter 7, Subchapter 19, Section 8301) as it is currently written: an Emerging Developer means an entity, including a Tribal Entity, that has developed, owned, or operated at least one (1) but not more than four (4) Rental Housing Developments that are equivalent to the proposed Rental Housing Development in size, scale, level of amenities, and occupancy. The State may determine experience by evaluating the experience of the entity itself or the experience of senior staff within the organization. If the experience requirement is satisfied by one or more of the Emerging Developer’s senior staff members, then the Standard Agreement and the loan documents shall include a Sponsor obligation to provide the Department with immediate written notice in the event of such member’s or members’ departure from or termination by the entity.
- (b) “Executive Order N 06-19” or “EO” means the Executive Order N 06-19 signed by Governor Gavin Newsom on January 15, 2019, to address California’s housing affordability crisis.
- (c) “Ground Lease Agreement” or “GLA” means a legal agreement between the State and the Selected Respondent to accelerate affordable housing development on State-owned land for public benefit.
- (d) “Lead Respondent” means the developer entity responsible for the Proposal and other responsibilities associated to the submission of the Proposal.
- (e) “Proposal” refers to a response to a Request for Proposal.
- (f) “Regulatory Agreement” or “RA” means a legal agreement between the State and Selected Respondent that establishes the terms and conditions that will apply to the property during the term of the agreement.
- (g) “Respondent Team” means the entire development team that is included in the response to the RFP. This includes but is not limited to the developer(s), general contractors, civil engineers, legal counsel, consultant(s), lenders, equity investor, supportive service providers, and landscape architect(s) and or/ urban designer(s).
- (h) “Respondent(s)” means a member (or members) of a Respondent Team.
- (i) “RFP” means a Request for Proposals
- (j) “Selected Respondent” means a developer entity, also referred to as the Lead Respondent, selected in accordance with the Principles and Objectives described in this RFP to enter into an ENA or LOA to create affordable housing on excess State-owned property.
- (k) “SOQ” means Statement of Qualifications.
- (l) “Special Needs Population(s)” is defined as ascribed to the Multifamily Housing Program (MHP) guidelines as it is currently written: Special Needs Population(s) means one or more of the following groups who need Supportive Services to maintain and stabilize their housing:
 - (1) people with disabilities;
 - (2) at risk of homelessness, as defined in Appendix A of the MHP guidelines;
 - (3) individuals with substance use disorders;
 - (4) frequent users of public health or mental health services, as identified by a public health or mental health agency;

- (5) individuals who are fleeing domestic violence, sexual assault, and human trafficking;
 - (6) individuals who are experiencing homelessness and individuals experiencing chronic homelessness as defined in Appendix A of the MHP guidelines;
 - (7) homeless youth as defined in Government Code Section 12957, subdivision (e)(2);
 - (8) families in the child welfare system for whom the absence of housing is a barrier to family reunification, as certified by a county;
 - (9) individuals exiting from institutional settings or at risk of placement in an institutional setting;
 - (10) older adults in need of supportive services, as defined in Appendix A of the MHP guidelines; or,
 - (11) other specific groups with unique housing needs as determined by HCD.
- (m) "State" refers to DGS and HCD as a collective partnership or individual entity.
- (n) "Supportive Services" is defined as ascribed to the Uniform Multifamily Regulations (Chapter 7, Subchapter 19, Section 8301(t)) as it is currently written: Supportive Services means social, health, educational, income support and employment services and benefits, coordination of community building and educational activities, individualized needs assessment, and individualized assistance with obtaining services and benefits.

EXHIBIT 9 – RFP SCORING CRITERIA

		Scoring
1	Affordability	
	Maximize the depth and breadth of affordability while maintaining financial feasibility	150
	Sub-Total, Affordability	150
2	Financing Innovation	
	Implement innovative financing models which reduce the necessity of scarce public resources. Examples of scarce public resources include Low Income Housing Tax Credits, tax-exempt bonds, and state/local housing loan or grant programs.	75
	Sub-Total, Financing Innovation	75
3a	Timing Efficiency	
	Strategically deliver on the timing goals of the EO.	100
	Sub-Total, Timing Efficiency	100
3b	Financial Feasibility	
	Maximize financial feasibility and accelerate delivery.	100
	Sub-Total, Financial Feasibility	100
4	Accessibility	
	Provide accessible housing for all Californians by meeting or exceeding the requirements of the California Building Code and local requirements by maximizing universal design principles.	50
	Sub-Total, Accessibility	50
5	Sustainability and Resiliency	
	Incorporate State and/or local emphasis on sustainable construction, energy consumption and ecological resilience, as well as other means of reducing the carbon footprint of the building and residents.	75

Sub-Total,		Sustainability and Resiliency	75
6	Construction Innovation and Cost Efficiency		
Explore the extent to which innovative construction technology and/or other cost-saving measures can be incorporated at this location resulting in reduced total project costs, reduced construction duration, and/or improved building performance while maintaining quality of construction.			100
Sub-Total,		Construction Innovation and Cost Efficiency	100
7	Community Outreach, Partnership, and Collaboration		
Integrate diverse groups of local stakeholder, government and community input through a meaningful public participation process and conversation so that the proposed development addresses local housing needs.			50
Sub-Total,		Community Outreach, Partnership, and Collaboration	50
8	Utilize framework of State Sovereignty		
Leverage the framework of State Sovereignty to maximize both the Principles and Objectives of this RFP as well as state planning priorities regarding land use and density.			50
Sub-Total,		Utilize framework of State Sovereignty	50
9	Racial Equity		
Incorporate meaningful measures into the project that will achieve measurable racial equity outcomes. Examples include but are not limited to construction-related programs, commercial tenant programming, and/or ownership partners.			100
Sub-Total,		Racial Equity	100
10	Respondent Capacity		
Demonstrate the Respondent’s financial capacity and experience necessary to successfully implement the envisioned plans, and to overcome possible setbacks in the development process.			100
Sub-Total,		Respondent Capacity	100

11	Quality Architecture and Contextual Design	
	Deliver a project that meets generally accepted principles of quality architectural design, and that takes nearby services, transportation, amenities, and planned improvements into consideration.	50
	Sub-Total,	50
	Quality Architecture and Contextual Design	50
	TOTAL	1,000

1. Affordability (150 Points Max)

Points Table

Lowest Income Points Table (maximum 30 points x 4):														
Section III(B)(1) of the SuperNOFA Program NOFA														
Percent of Restricted Units	Percent of AMI													
		120%	100%	80%	70%	60%	55%	50%	45%	40%	35%	30%	25%	20%
	50%	2.5	3	3.5	4	4.5	5	12.5	16.9	17.5	18.75	30	30	30
	45%	2.5	3	3.5	4	4.5	5	11.25	16.9	17.5	18.75	30	30	30
	40%	2.5	3	3.5	4	4.5	5	10	15	17.5	18.75	27.5	30	30
	35%	2.2	2.64	3.08	3.52	3.96	4.4	8.75	13.15	17.5	18.75	25	27.5	30
	30%	1.875	2.25	2.625	3	3.375	3.75	7.5	11.25	15	18.75	22.5	25	30
	25%	1.575	1.89	2.205	2.52	2.835	3.15	6.25	9.4	12.5	15.65	18.75	21.9	25
	20%	1.25	1.5	1.75	2	2.25	2.5	5	7.5	10	12.5	15	17.5	20
	15%	0.95	1.14	1.33	1.52	1.71	1.9	3.75	5.65	7.5	9.4	11.25	13.1	15
	10%	0.625	0.75	0.875	1	1.125	1.25	2.5	3.75	5	6.25	7.5	8.75	10
*Note cells in gray only for rural areas														

Unit Mix

Proposal 1

Respondent Team Name		
AMI	Unit Count	Total %
20%		-
25%		-
30%		-
35%		-
40%		-
45%		-
50%		-
55%		-
60%		-
70%		-
80%		-
100%		-
120%		-
Market		-
Mgmt.		-
Total	-	
Meets afford. req?		No

Proposal 2

Respondent Team Name		
AMI	Unit Count	Total %
20%		-
25%		-
30%		-
35%		-
40%		-
45%		-
50%		-
55%		-
60%		-
70%		-
80%		-
100%		-
120%		-
Market		-
Mgmt.		-
Total	-	
Meets afford. req?		No

Proposal 3

Respondent Team Name		
AMI	Unit Count	Total %
20%		-
25%		-
30%		-
35%		-
40%		-
45%		-
50%		-
55%		-
60%		-
70%		-
80%		-
100%		-
120%		-
Market		-
Mgmt.		-
Total	-	
Meets afford. req?		No

Proposal 4

Respondent Team Name		
AMI	Unit Count	Total %
20%		-
25%		-
30%		-
35%		-
40%		-
45%		-
50%		-
55%		-
60%		-
70%		-
80%		-
100%		-
120%		-
Market		-
Mgmt.		-
Total	-	
Meets afford. req?		No

Points Awarded

Proposal 1 Respondent Team Name

% AMI	120%		100%		80%		70%		60%		55%		50%		45%		40%		35%		30%		25%		20% or below			
% of Units	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Total Points	
50%	2.5		3		3.5		4		4.5		5		12.5		16.9		17.5		18.75		30		30		30		0	
45%	2.5		3		3.5		4		4.5		5		11.25		16.9		17.5		18.75		30		30		30		0	
40%	2.5		3		3.5		4		4.5		5		10		16.9		17.5		18.75		27.5		30		30		0	
35%	2.2		2.64		3.08		3.52		3.96		4.4		8.75		15		17.5		18.75		27.5		30		30		0	
30%	1.875		2.25		2.625		3		3.375		3.75		7.5		13.15		17.5		18.75		25		27.5		30		0	
25%	1.575		1.89		2.205		2.52		2.835		3.15		6.25		11.25		15		18.75		22.5		25		30		0	
20%	1.25		1.5		1.75		2		2.25		2.5		5		9.4		12.5		15.65		18.75		21.9		25		0	
15%	0.95		1.14		1.33		1.52		1.71		1.9		3.75		7.5		10		12.5		15		17.5		20		0	
1%	0.625		0.75		0.875		1		1.125		1.25		2.5		5.65		7.5		9.4		11.25		13.1		15		0	
Score: SuperNOFA																												0
Score: XS																												0

Proposal 2 Respondent Team Name

% AMI	120%		100%		80%		70%		60%		55%		50%		45%		40%		35%		30%		25%		20% or below		Total Points
% of Units	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Total Points
50%	2.5		3		3.5		4		4.5		5		12.5		16.9		17.5		18.75		30		30		30		0
45%	2.5		3		3.5		4		4.5		5		11.25		16.9		17.5		18.75		30		30		30		0
40%	2.5		3		3.5		4		4.5		5		10		15		17.5		18.75		27.5		30		30		0
35%	2.2		2.64		3.08		3.52		3.96		4.4		8.75		13.15		17.5		18.75		25		27.5		30		0
30%	1.875		2.25		2.625		3		3.375		3.75		7.5		11.25		15		18.75		22.5		25		30		0
25%	1.575		1.89		2.205		2.52		2.835		3.15		6.25		9.4		12.5		15.65		18.75		21.9		25		0

20%	1.25		1.5		1.75		2		2.25		2.5		5		7.5		10		12.5		15		17.5		20		0
15%	0.95		1.14		1.33		1.52		1.71		1.9		3.75		5.65		7.5		9.4		11.25		13.1		15		0
1%	0.625		0.75		0.875		1		1.125		1.25		2.5		3.75		5		6.25		7.5		8.75		10		0
Score: SuperNOFA																											0
Score: XS																											0

Proposal 3

Respondent Team Name

% AMI	120%		100%		80%		70%		60%		55%		50%		45%		40%		35%		30%		25%		20% or below		
% of Units	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Total Points
50%	2.5		3		3.5		4		4.5		5		12.5		16.9		17.5		18.75		30		30		30		0
45%	2.5		3		3.5		4		4.5		5		11.25		16.9		17.5		18.75		30		30		30		0
40%	2.5		3		3.5		4		4.5		5		10		15		17.5		18.75		27.5		30		30		0
35%	2.2		2.64		3.08		3.52		3.96		4.4		8.75		13.15		17.5		18.75		25		27.5		30		0
30%	1.875		2.25		2.625		3		3.375		3.75		7.5		11.25		15		18.75		22.5		25		30		0
25%	1.575		1.89		2.205		2.52		2.835		3.15		6.25		9.4		12.5		15.65		18.75		21.9		25		0
20%	1.25		1.5		1.75		2		2.25		2.5		5		7.5		10		12.5		15		17.5		20		0
15%	0.95		1.14		1.33		1.52		1.71		1.9		3.75		5.65		7.5		9.4		11.25		13.1		15		0
1%	0.625		0.75		0.875		1		1.125		1.25		2.5		3.75		5		6.25		7.5		8.75		10		0
Score: SuperNOFA																											0
Score: XS																											0

Proposal 4

Respondent Team Name

% AMI	120%		100%		80%		70%		60%		55%		50%		45%		40%		35%		30%		25%		20% or below		
% of Units	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Points Available	Points Awarded	Total Points
50%	2.5		3		3.5		4		4.5		5		12.5		16.9		17.5		18.75		30		30		30		0
45%	2.5		3		3.5		4		4.5		5		11.25		16.9		17.5		18.75		30		30		30		0
40%	2.5		3		3.5		4		4.5		5		10		15		17.5		18.75		27.5		30		30		0
35%	2.2		2.64		3.08		3.52		3.96		4.4		8.75		13.15		17.5		18.75		25		27.5		30		0

30%	1.875		2.25		2.625		3		3.375		3.75		7.5		11.25		15		18.75		22.5		25		30		0	
25%	1.575		1.89		2.205		2.52		2.835		3.15		6.25		9.4		12.5		15.65		18.75		21.9		25		0	
20%	1.25		1.5		1.75		2		2.25		2.5		5		7.5		10		12.5		15		17.5		20		0	
15%	0.95		1.14		1.33		1.52		1.71		1.9		3.75		5.65		7.5		9.4		11.25		13.1		15		0	
1%	0.625		0.75		0.875		1		1.125		1.25		2.5		3.75		5		6.25		7.5		8.75		10		0	
Score: SuperNOFA																												0
Score: XS																												0

Guiding Questions

2. Financing Innovation

Consult the following RFP Scoring Criteria section(s):

- 2) Demonstration of Lead Respondent Experience and Organizational Capacity
- 3) Demonstration of Additional Respondent Experience and Organizational Capacity
- 4) Lead Respondent Financial Ability and Technical Capacity
- 5) Development Concept, 5(b)(ii)
- 6) Financial Feasibility
- 7) Additional Requirements and Representations

- | | |
|--|--|
| 1. What types of financing sources are being proposed? | |
| 2. Innovative financing model(s) | |
| 3. Does the proposal minimize use of scarce or competitive resources? | |
| 4. Does the Respondent demonstrate experience utilizing the proposed or similar financing sources? | |
| 5. If applicable, does the Respondent's financial strength demonstrate capacity to execute the proposed project? | |

Financing Innovation: Notes

Financing Innovation: Points Awarded (75 points max)

3a. Timing Efficiency

Consult the following RFP Scoring Criteria section(s):

- 4) Lead Respondent Financial Ability and Technical Capacity
- 5) Development Concept, 5(b)(iii)
- 6) Financial Feasibility

- | | |
|---|--|
| 1. When does the proposed development schedule anticipate starting construction? | |
| 2. When does the proposed development schedule anticipate completing construction? | |
| 3. In the proposal, does the development schedule demonstrate a feasible path to meet EO timing goals? Consider various milestones like design, construction, entitlement, financing, community engagement, permitting, certificates of occupancy and conversion. | |
| 4. If applicable, is the timing of future phases clearly defined? | |

Timing Efficiency: Other Notes

Timing Efficiency: Points Awarded (100 points max)

3b. Financial Feasibility

Consult the following RFP Scoring Criteria section(s):

4) Lead Respondent Financial Ability and Technical Capacity	
6) Financial Feasibility	
1. Does the proforma show affordable rents that comply with TCAC/CDLAC requirements?	
2. Does the proforma show a healthy debt service coverage ratio at 1.15 or greater in Year 15 of the project?	
3. Does the proforma indicate a positive cash flow?	
4. Does the proposal clearly articulate the risks associated with the proposed financing plan and identify solutions/back up financing plan?	
Financial Feasibility: Other Notes	
Financial Feasibility: Points Awarded (100 points max)	
4. Accessibility	
Consult the following RFP Scoring Criteria section(s):	
2) Demonstration of Lead Respondent Experience and Organizational Capacity, 2(b)(iii or iv)	
3) Demonstration of Additional Respondent Experience and Organizational Capacity, 3(b)(i)	
4) Lead Respondent Financial Ability and Technical Capacity	
5) Development Concept, 5(b)(iv)	
6) Financial Feasibility	
1. Does the proposal indicate the percentage of accessible units catered to persons with mobility and/or sensory needs? If so, what are these percentages?	
2. Does the proposal discuss incorporating accessibility features into the design, construction, and operation of the development? If yes, to what extent are those features specific to the target population of the development?	
3. Does the proposal demonstrate the developer or architect's success and experience in completing projects with universal design principles? If so, how?	
Accessibility: Other Notes	
Accessibility: Points Awarded (50 points max)	
5. Sustainability and Resiliency	
Consult the following RFP Scoring Criteria section(s):	
2) Demonstration of Lead Respondent Experience and Organizational Capacity	
3) Demonstration of Additional Respondent Experience and Organizational Capacity	
5) Development Concept, 5(b)(v)	

1. Does the proposal include features that promote sustainability and resiliency? If so, what are these features? Are they cost-effective, or does their inclusion add financial and/or technical risk to the project?	
2. Does the proposal demonstrate the developer's experience with the proposed sustainability and resiliency features? If so, how?	
Sustainability and Resiliency: Other Notes	
Sustainability and Resiliency: Points Awarded (75 points max)	
6. Construction Innovation and Cost Efficiency	
Consult the following RFP Scoring Criteria section(s):	
2) Demonstration of Lead Respondent Experience and Organizational Capacity	
3) Demonstration of Additional Respondent Experience and Organizational Capacity	
4) Lead Respondent Financial Ability and Technical Capacity	
5) Development Concept, 5(b)(vi)	
6) Financial Feasibility	
1. What construction methods, including any innovative construction techniques are contemplated?	
2. Does the Respondent demonstrate experience utilizing the proposed or similar construction technique?	
3. What is the total development cost for the proposed project?	
4. What is the total gross square footage for the proposed project?	
5. What is the total residential square footage for the proposed project?	
<i>Total number of units</i>	
<i>Cost per unit</i>	
<i>Cost per gross square footage</i>	
<i>Cost per residential square footage</i>	
Construction Innovation & Cost Efficiency: Other Notes	
Construction Innovation & Cost Efficiency: Points Awarded (100 points max)	
7. Community Outreach, Partnership and Collaboration	
Consult the following RFP Scoring Criteria section(s):	
5) Development Concept, 5(b)(vii)	
1. Does the proposal outline means/methods of engagement that will be used to engage stakeholder groups in the development process? If so, what are they?	
2. Does the proposal outline how stakeholder groups' feedback will be incorporated into the design and execution of the proposed project? If so, how? Are engagement activities accessible for all diverse stakeholder groups and does the approach address the barriers that limit stakeholder groups from participating by offering incentives like childcare and/or monetary compensation for time?	

Community Outreach, Partnership and Collaboration: Other Notes		
Community Outreach, Partnership and Collaboration: Points Awarded (50 points max)		
8. Utilize Framework of State Sovereignty		
Consult the following RFP Scoring Criteria section(s):		
5) Development Concept, 5(b)(viii)		
1.How will the Respondent leverage state sovereignty and/or state planning priorities regarding land use and density?		
2. Does the proposal identify the opportunities and challenges that state sovereignty will offer and how will the Respondent mediate such challenges?		
State Sovereignty: Other Notes		
State Sovereignty (50 points max)		
9. Racial Equity		
Consult the following RFP Scoring Criteria section(s):		
5) Development Concept, 5(b)(ix)		
1. Does the proposal outline strategies to advance racial equity within the Respondent's organization (i.e. Diversity, Equity and Inclusion trainings/forums, equitable hiring practices)? If so, what are these strategies?		
2. Does the proposal outline strategies to increase racial equity in the construction of the development (i.e. diversity requirements and tracking of subcontractors to general contractor)? If so, what are these strategies?		
3. Does the proposal outline strategies to expand fair housing choice? If so, what are these strategies?		
Racial Equity: Other Notes		
Racial Equity: Points Awarded (100 points max)		
10. Respondent Capacity		
Consult the following RFP Scoring Criteria section(s):		
2) Demonstration of Lead Respondent Experience and Organizational Capacity		
3) Demonstration of Additional Respondent Experience and Organizational Capacity		
5) Development Concept		
1. Is the developer an Emerging Developer?		

2. If applicable, does the Respondent Team discuss their ability to overcome setbacks within the projects that were stalled? If so, how?	
3. How are the examples of past projects submitted relevant to the proposed project (i.e. similar location, financing sources, construction methods, etc.)?	
4. Does the proposal demonstrate the Lead Respondent's staff time allocated towards the proposed project? If so, how much?	
Respondent Capacity: Other Notes	
Respondent Capacity: Points Awarded (100 points max)	
11. Quality Architecture and Contextual Design	
Consult the following RFP Scoring Criteria section(s):	
5) Development Concept, 5(b)(vi and x)	
1. Does the proposal include unique design elements in the proposed project (i.e. architectural character, building densities, massing etc.)? If so, what are these design elements?	
2. Does the proposal demonstrate how the project design will support and/or improve neighborhood amenities and nearby uses? If so, how?	
3. Does the design and architectural features of the proposal demonstrate design efficiency?	
Quality Architecture and Contextual Design: Other Notes	
Quality Architecture and Contextual Design: Points Awarded (50 points max)	

EXHIBIT 10 – DEVELOPMENT DATA COLLECTION TEMPLATE

The documents listed below may be downloaded via the following link:

<https://dgscloud.box.com/s/q88d65mb98fhiqlt0e9wgyoym878d38s>

Notes: This file is subject to change.