

**REQUEST FOR PROPOSALS (RFP)**  
**FOR THE DEVELOPMENT**  
**OF**  
**Property in Silver Cliff, CO**

**INTRODUCTION**

The Custer County Attainable Housing Board (“Board”) is seeking development proposals for a certain property owned by Custer County. The site is described as Lots 1-12 Block 97, Silver Cliff, Colorado and is located in the southeast part of Silver Cliff, (east of DeWalt Street, west of French Street, south of First Street, and north of Second Street), south of Highway 96, an hour drive from Canon City and 55 miles from Pueblo and 75 miles from Colorado Springs.

Silver Cliff has a population of approximately 657 people and, once a silver boom town, is in the Wet Mountain Valley. The Town of Silver Cliff encourages economic development that will improve property values and expand job growth.

**SITE FACTS**

The site is currently vacant land owned by Custer County. The site is one mile from the elementary/high school and two miles from the library. The site sits on 1.377 acres, currently divided into 12 - 50’ x 100’ lots.

This site is subject to policies in the Town of Silver Cliff building code. It is currently zoned R-3, including multi-family housing. Zoning includes a height restriction of 35 feet. Utilities are currently at the site. Custer County does not have natural gas utility service. Other resources could be available. A list is included in Exhibit C. The site is within the Wet Mountain Fire Protection District.

The Board and Town of Silver Cliff is willing to assist with the subdividing, line vacating and/or re-zoning of the parcel.

If you have specific questions about the subdividing, line vacating or rezoning requirements or restrictions, please call Roger Camper, Building/Zoning Official 719-783-3034.

**DISCLOSURES**

The parcel is not located in a flood plain.

## **ESTIMATED FAIR VALUE OR ASKING PRICE**

An estimated fair value of the site has been determined, estimating the value at \$96,000 or \$8,000 per lot. Bids as low as \$3,500 per lot will be considered if the proposal supports the development goals. The Town reserves the right to re-value the site based on responses to the RFP and the specific proposals submitted.

## **DEVELOPMENT GOALS**

The development objectives for the area are attached as Exhibit A to this document. The Board is interested in pursuing a creative project at this location (preferably a “community” spanning all 12 lots) that will help diversify the Town of Silver Cliff and by extension, Custer County’s housing market, providing additional attainable housing for low income residents.

The Board is seeking a housing project with desirable amenities that will help build and diversify the housing market, create employment opportunities, compliment the other development activities in the area and meet both the Town goals and the interests of the community. A map of the immediate area is attached as Exhibit B.

## **PROPOSAL DEADLINE**

### **Proposal submission**

Proposers must submit copies of their proposals as follows: one unbound copy, seven bound copies and one electronic version in Microsoft compatible or PDF format emailed to [CC-AHB@CusterCountygov.com](mailto:CC-AHB@CusterCountygov.com) Proposals must be on standard 8 ½” by 11” paper. All supporting documentation must be on paper no larger than 8 ½” by 14”. Proposals and supporting documentation must be submitted in a sealed envelope labeled “Silver Cliff Attainable Housing”. **Telefaxed proposals will not be accepted.** Proposers may choose to provide additional sets when invited to do so for presentation purposes. **Submissions will not be returned.**

Proposals shall be delivered to the Board on or before:  
**4:00 p.m. on Friday, December 4<sup>th</sup>, 2020**

To:  
**Chairman  
Custer County Attainable Housing Board  
PO Box 150  
205 South Sixth Street  
Westcliffe, CO 81252**

**Proposals received after the deadline will not be accepted.** It is neither the Board’s responsibility nor practice to acknowledge receipt of any proposal. It is the responder’s responsibility to assure that a proposal is received in a timely manner.

## RFP INQUIRIES

Prospective responders may only direct questions in writing to the Board contact person:

Chairman  
Custer County Attainable Housing Board  
Westcliffe, CO 81252  
Email: [CC-AHB@CusterCountygov.com](mailto:CC-AHB@CusterCountygov.com)

All questions are due no later than **Friday, November 20<sup>th</sup>, 2020**. The department contact person is the only individual who can be contacted about the project by proposers before the proposal deadline. The department contact cannot vary the terms of the RFP. If you would like to tour the property, contact the department contact person in writing to schedule a tour.

**PROPOSAL CONTENTS** Proposals must include the following:

1. **A cover page that includes the following information:**
  - a. Developer's name and mailing address
  - b. Developer's current legal status: corporation, partnership, sole proprietor, etc. and supporting evidence/documentation
  - c. Federal ID number or Social Security number
  - d. DUNS Number if applicable
  - d. State ID number
  - e. Contact person's name, title, phone number, fax number and e-mail address
  - f. Signature of authorized corporate officer for each entity proposing as a partnership or team
  - g. At least four professional references that can provide support that developer can complete project on time and under or on budget.
  
2. **Development Proposal Package with All Required Attachments, including:**
  - a. A **market study** or other information documenting the demand for the proposed development.
  
  - b. A **description of the public benefits** that will result from the development, e.g., the number and types of housing units, the creation and/or retention of jobs (including the estimated number, type and wage levels), tax base enhancement, the provision of retail goods and services, the incorporation of public art and/or cultural elements, etc. This should include an estimate of the taxable value upon completion and annual real estate taxes.
  
  - c. A **proposed timeframe** for the development, including identification of any conditions that must be met before the proposal can become a reality. The schedule should include the time needed to obtain financing, complete design and secure permits and approvals, prepare the site, start, and complete construction, and start and complete lease-up and/or sellout.

- e. A completed 20-Year **Operating Pro-Forma** Form
- f. Plans, Elevations and Site Plan(s)
- h. Any **other information** that would help Board members and Town of Silver Cliff staff understand and evaluate the development proposal.
- i. Proposed planning and/or zoning approvals (i.e. alley or street vacations, conditional use permits, variances, etc.)

The contents of the proposal and any clarification to the contents submitted by the successful proposer may become part of the contractual obligation and be incorporated by reference into the redevelopment contract between the selected developer and the City.

Developers responding to this RFP are not required to provide a deposit on the land with their proposals. However, the developer whose proposal is ultimately selected by the Board must make a good faith deposit equal to 10% of the proposed bid for the property at the time of development contract execution.

## **EVALUATION CRITERIA**

In reviewing potential development concepts, the following criteria are among those that will be considered:

1. The extent to which the proposal adheres to and/or compliments the neighborhood development objectives and guidelines in this RFP (*Exhibit A*).
2. The extent to which the proposed development follows the Town of Silver Cliff Zoning Code, Custer County Economic Strategic Plan, 2019 Custer County Housing Needs Assessment and other relevant planning documents for the area.
3. The extent to which the project can move forward on a timetable that will coordinate with the other development in the area.
4. The market and financial feasibility of the project.
5. The anticipated ability of the project to secure necessary public and private funds.
6. The public benefits that would be provided by the project. Including the number of attainable housing units produced by the proposed project.
7. Overall quality of the submission.
8. The experience and the financial and organizational capacity of the developer in successfully planning and completing development projects of similar type and scale, on time and within budget.
9. The extent to which the proposal complements other development in the area.
10. The extent to which the proposed development uses the available site.
11. Energy efficiency beyond code requirements.

The Board may, in its sole discretion, expand or reduce the criteria upon which it bases its final decisions regarding selection of the developer for this parcel.

### **REVIEW/SELECTION PROCESS**

Board members will review proposals received by the due date. Input will also be sought from the Custer County Commissioners and Town of Silver Cliff. Some or all the proposers may be requested to present their proposals to the Board.

The review Board will then make a recommendation as to the developer that best meets the evaluation criteria. This recommendation will be forwarded to the Custer County Commissioners for action.

If the Board selects a development proposal that does not entail any additional public investment, the Board will proceed to negotiate with the selected developer the terms of the proposed land sale. If the selected proposal requests additional public investment, the Board will determine what types of further analysis, underwriting and/or other processes are required. Unless further analysis indicates that the selected proposal is infeasible, the Board will negotiate the terms of the proposed transaction during this period.

Once redevelopment contract terms have been negotiated and any further analysis completed, the Board will return to the County Commissioners for a land sale public hearing and consideration of approval of the land sale and related terms.

**The Board reserves the right to reject any or all proposals or parts of proposals, to negotiate modifications of proposals submitted, and to negotiate specific work elements with a proposer into a project of lesser or greater magnitude than described in this RFP or the proposer's reply.**

### **TIMING**

It is the Board's desire that a development contract be executed with the selected proposer within twenty-four (24) months of selection and that construction of the project would begin within 30 days thereafter.

Following is the anticipated timeline:

Proposal Questions Due:	November 20, 2020
Submission deadline for proposals:	December 4, 2020
Completion of review/evaluation of proposals:	December 18, 2020
Recommendation to County Commissioners on the selected developer/Final action by County Commissioners:	December 31, 2020

## COUNTY CONTRACTING REQUIREMENTS

The selected developer will be required to enter into a development contract with the County that will contain standard County requirements such as insurance and indemnification and provisions to ensure development of the Property, e.g., construction and financing plan approval prior to commencement of construction, transfer and encumbrance limitations prior to completion, and reversionary rights. Other requirements vary depending upon the type of development and the source and amount of public investment, if any.

The following list is not exhaustive. Proposers unfamiliar with these standard requirements are urged to seek further information from County and Town of Silver Cliff staff.

1. *Uniform Federal Accessibility Standards.* The development must be in conformance with the Uniform Federal Accessibility Standards as published on April 1, 1988. Developers must describe the accessibility design for people with disabilities of each of the code-required handicapped units, any proposed housing development (e.g., roll in showers), the mix of accessible units in the project and where they are located, and any appropriate safety features for vision- and hearing-impaired people.
2. *Soil Conditions.* The Site will be sold “as is” and it will be the developer’s responsibility to correct and pay for all costs associated with environmental or geotechnical soil problems. Any environmental reports in the Town’s possession regarding the property may be reviewed during normal business hours at the Town of Silver Cliff offices by deciding with the department contact person. Any potential proposer may also reasonably conduct its own environmental testing of the property by contacting the Board contact person, entering into a right of entry agreement with the Board and providing the requisite insurance coverage.
3. *Subdividing Responsibility.* It is the selected developer’s responsibility to undertake and finance any subdividing necessary for the proposed development. The Board and/or the Town of Silver Cliff will be willing to assist with the expense, application, and planning for necessary subdividing of the project depending on the scope of the project.
4. *Rezoning Responsibility.* It is the selected developer’s responsibility to undertake and finance any rezoning, variance and use permits necessary for approval of the proposed development. The Board and/or the Town will be willing to assist with the expense, application, and planning for necessary rezoning of the project depending on the scope of the project.
5. *Utilities.* It is the selected developer’s responsibility to identify the locations of and provide for the installation of electricity (Black Hills Energy), bottle gas (multiple

companies available), water and sewer service (Round Mountain Water and Sanitation District) and other utilities servicing the site from the public mains to the individual units. Natural gas service is not available in Custer County.

6. *Construction Standards.* Development must meet all Town of Silver Cliff codes, and projects will be reviewed for energy efficiency.
7. *Hold Harmless.* The selected developer shall agree to defend, indemnify and hold the Board, Custer County and Town of Silver Cliff harmless from any and all claims or lawsuits that may arise from the developer's activities under the provisions of the development contract, that are attributable to the acts or omissions, including breach of specific contractual duties of the developer or the developer's independent contractors, agents, employees or officers.
8. *Performance Bond.* The selected developer shall agree to obtain a performance bond at execution of the development contract.

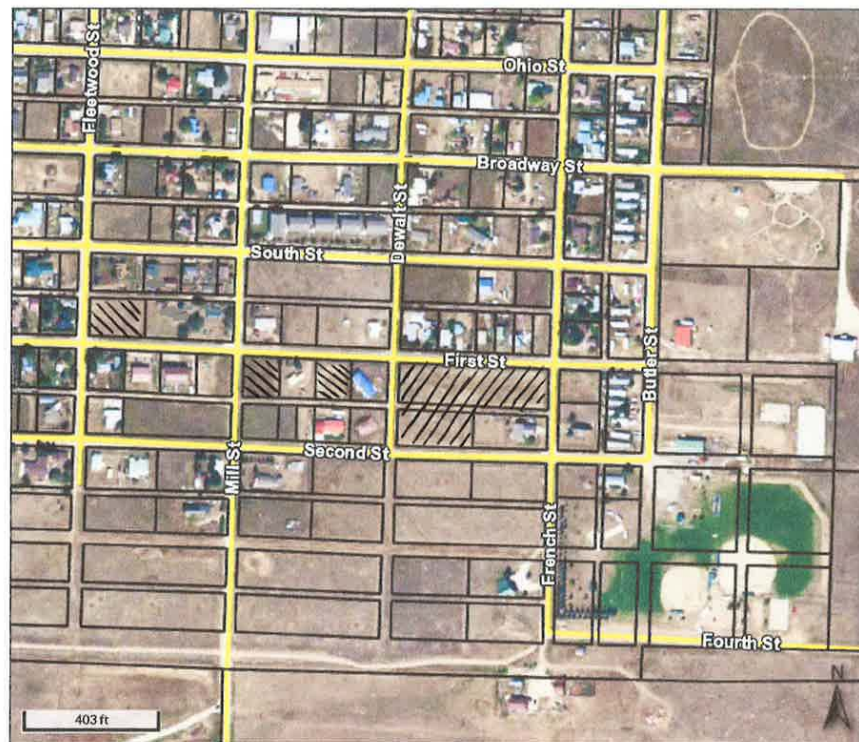
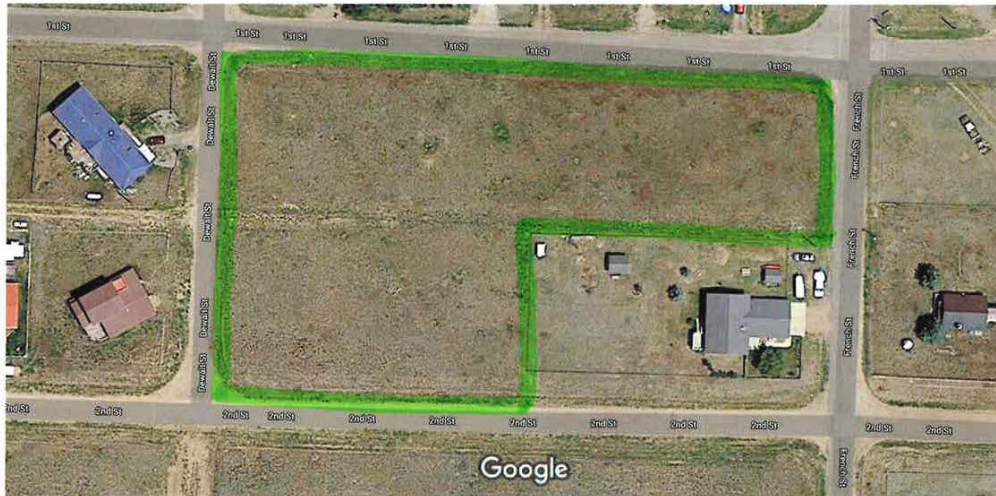
## **Silver Cliff Property Development Objectives**

1. The development should preserve the unique historic character of the Town of Silver Cliff and its role in Custer County's history.
2. The development should build on and complement the character of the surrounding neighborhoods. Please consider inclusion of public art, complementing color, façade design and quality building materials.
3. The project should be mindful of the need to build the housing market, preserve the housing styles and increase the sense of community and connectedness. Projects that use the entire site will be given preference.
4. The development can be ownership or rental housing. A mix of ownership and rental will be considered with an emphasis on attainable rate housing. The development must have at least 51% of the new unit's occupied by and affordable to households at or below 80% of Area Median Income. If the development is rental housing, a Land Use Restriction for at least 30 years must be filed with the County. If the development is for-sale housing, a deed restriction must be tied to the property to keep the unit affordable without a time limit (in perpetuity) and the creation of an HOA must be included to oversee and enforce the deed restriction. Weight will be given to the number of attainable housing units produced.
5. Any proposed development use must be compatible with and not hinder the continued use of the area around the development.
6. Amenities are highly desirable. These include, but are not limited to parking, outdoor bicycle racks and indoor bicycle parking, public art and gardens or gathering spaces to take advantage of the recreational aspect of the region.
7. The development should incorporate Crime Prevention through Environmental Design (CPTED) principles where feasible including large front windows and appropriate Dark Sky compatible exterior lighting.
8. Innovative and sustainable design is encouraged. Consider elements such as geothermal heating and/or cooling, solar electric, storm water management with bio retention, tree box filters, permeable pavers, and native plant landscaping design. LEED Certification is encouraged. While Silver Cliff has not adopted energy codes, preference will be given for design plans that follow the 2006 Energy Conservation Code.
9. Please reference the following for site and building design guidance and regulations:  
<https://www.silvercliffco.com/copy-of-contacts>  
Or Contact: Roger Camper, Silver Cliff Building/Zoning Official, 719-783-3034



**EXHIBIT B**

**Silver Cliff Property  
Area Map**



## **EXHIBIT C**

### **Resources the Custer County Attainable Housing Board and/or the Town of Silver Cliff May Contribute**

- Grant Writing assistance
- Discounts of Building Permit Fees
- Assistance re-subdividing, vacating lot lines and rezoning the property
- Partnerships with Department of Local Affairs for various housing grants and programs
- Assistance working with Upper Arkansas Area Council of Governments – Regional Housing Development Director for additional grants and programs
- A positive, energetic, and creative Mayor, Building Official, Town Council and County Attainable Housing Board, County Commissioners who will work with the development team to create a successful project