



December 1, 2023

**REQUEST FOR PROPOSALS TO PROVIDE AFFORDABLE HOUSING FOR LOW- AND MIDDLE-INCOME INDIVIDUALS AND FAMILIES WHO LIVE AND WORK IN THE FRASER RIVER VALLEY**

The Fraser River Valley Housing Partnership (the “Partnership”) is accepting proposals to provide affordable housing for low- and middle-income individuals and families who live and work in the Fraser River Valley.

Delivery and review of proposals

Please submit your proposal to Rob Clemens, Executive Director, at [rob.clemens@frvhp.com](mailto:rob.clemens@frvhp.com). Proposals will be accepted on a rolling basis. If you have questions regarding this request for proposals or the Partnership, please email Rob Clemens at the same email address.

Proposals received prior to the end of one month will be reviewed in the following month. The Partnership reserves the right to reject proposals that the Partnership determines, in its sole discretion, do not justify further attention. Proposals that the Partnership determines, in its sole discretion, justify further attention will be the starting point for discussions between the Partnership and the proposer, including, but not limited to, requests for additional information and due diligence by the Partnership. There is no assurance that the Partnership will accept any proposal or begin to work with any proposer to complete any project described in a proposal.

The Partnership

The Partnership is a multi-jurisdictional housing authority formed by intergovernmental agreement among the Towns of Winter Park, Fraser and Granby and Grand County Colorado pursuant to section 29-1-204.5, Colorado Revised Statutes, as amended. The Partnership has the power to support housing projects serving low- and middle-income individuals and families with:

- Tax exempt bonds
- Exemptions from property, sales, and use taxes
- Access to tax credit programs
- Access to low interest financing

In November 2022, voters approved a ballot issue authorizing the Partnership to levy a two-mill property tax. The Partnership expects to receive approximately \$1,200,000 from property taxes in 2023, approximately \$1,700,000 in 2024 and the same or greater amounts in subsequent years.

The Partnership has flexibility to set income limits for low- and middle-income individuals and families who live and work in the Fraser River Valley but is primarily interested in receiving proposals to provide housing for individuals and families whose incomes are between 60% and 180% of the area

median income of Grand County for which the rent or mortgage payment plus utilities does not exceed 30% of the tenant's income.

For additional information regarding the Partnership, see <https://frvhp.com/>

Information to be included in proposals

**Partial and incomplete proposals will be accepted for consideration. Proposals are required to submit a full pro forma (D3) prior to any funding decision from the FRVHP Board.**

- A. Description, qualifications and experience of the proposer. Please include all team members.
- B. Description of the housing project:
  - 1. Land
    - 1. Address
    - 2. Map
    - 3. Site plan
    - 4. Current owner and any relevant information regarding acquisition
    - 5. Zoning and other entitlements – current, any planned changes and timing
    - 6. Access to water, sewer, electricity, gas (if relevant) and other utilities
    - 7. Access to streets/highways
    - 8. Access to transit
  - 2. Description of housing
    - 1. Architectural drawing, plans or sketches
    - 2. Number of housing units, unit mix and square footage
    - 3. Proposed rents or, if for sale, cost for each unit
    - 4. Targeted income levels for tenants/owners of each unit
    - 5. Amenities provided
    - 6. Parking
    - 7. Other relevant information
- C. Plans for operating the housing
- D. Proposed plan of finance, including
  - 1. Estimated total cost and estimated cost per unit
  - 2. Sources and uses of funds
  - 3. Pro forma for a period that is at least as long as the final maturity of any proposed debt
- E. Assessment of the need for the housing, including a market study, if available
- F. Outreach and communications with local governments
- G. Project timeline
- H. Challenges to completing the project
- I. A detail of the support from FRVHP necessary to make the project feasible

Final proposals will become part of the public record. During the review process, proprietary information or specific work product can be requested to remain confidential. Such requests must be submitted via email to [rob.clemens@frvhp.com](mailto:rob.clemens@frvhp.com) or identified in the initial proposal packet.