



Request for Proposals (RFP)

DEVELOPMENT OF

NW 4th & Burnside

Reissued with Addenda: May 21, 2019



**PROSPER
PORTLAND**
Building an Equitable Economy

RFP Instructions

1. PROPOSALS DUE: JUNE 28, 2019 BY 5:00 PM (PACIFIC TIME)

2. INFORMATIONAL PRE-PROPOSAL MEETING:

An optional informational pre-proposal meeting and site tour will be held:

May 14, 2019, 3:30 - 5:00 pm

Prosper Portland
222 NW Fifth Ave., Portland, OR 97209

Please RSVP at otct-rfp.eventbrite.com if you are interested in attending.

3. RESTRICTION ON COMMUNICATIONS

After this RFP has been issued and before a developer has been selected, direct all questions and comments regarding this RFP to Bernie Kerosky (keroskyb@prosperportland.us).

Interested parties must not solicit information on this RFP from members of the Portland City Council, Prosper Portland's Board of Commissioners, or any Prosper Portland or City employee not specifically named in the RFP, except upon invitation by Prosper Portland in a formal interview. Doing so may result in rejection of the proposal. Prosper Portland will not hold "one-on-one" meetings with any interested party during the RFP process outside of formal interviews.

4. QUESTIONS AND ADDENDA:

Questions about any matter contained in this RFP should be emailed to Bernie Kerosky (email to: keroskyb@prosperportland.us).

The deadline for questions regarding the RFP is May 24, 2019.

All material changes or clarification of any matter contained in this RFP will be published in the form of a written addendum to this RFP at this location on Prosper Portland's website: ProsperPortland.us/bids. Prosper Portland may make a courtesy effort to notify interested parties that an addendum has been published but is under no obligation to do so. As such, parties interested in the RFP should refer frequently to the website for this RFP. Prosper Portland may also load supplemental information about this project to that location.

5. SUBMITTAL INSTRUCTIONS:

The focus of this solicitation is on proposals for development. Those interested in submitting a proposal to the RFP (Proposers) should address the Submittal Requirements outlined in [Section 7](#). Submittals will be evaluated against the evaluation criteria listed in [Section 8](#).

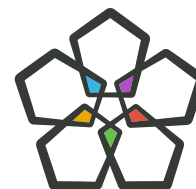
Proposals—by mail or email—are due at Prosper Portland's office no later than the date and time listed above. To reduce the amount of paper used as part of this RFP, proposals that do not exceed five megabytes (5 MB) may be delivered via email in Microsoft Word (.doc) or Adobe Acrobat (.pdf) format to Bernie Kerosky at keroskyb@prosperportland.us.

Proposals that exceed 5 MB should be delivered to Prosper Portland on a thumb drive (in .doc or .pdf format) in a sealed envelope addressed to Bernie Kerosky. Proposers who email their proposal should follow up with a phone call if receipt of their proposal is not confirmed prior to the proposal deadline.

Prosper Portland has not set a specific page limit for proposals. However, we request that proposals are both thorough and concise without unnecessary content.

Submit responses to:

Bernie Kerosky
Prosper Portland
222 NW Fifth Avenue
Portland, Oregon 97209-3859
Phone: 503-823-3459
E-mail: keroskyb@prosperportland.us



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Executive Summary

Through this Request for Proposals (RFP), Prosper Portland, the economic development and urban renewal agency for the City of Portland, Oregon (City), is seeking proposals from qualified developers to redevelop one lot in Old Town / Chinatown, purchased by Prosper Portland in 2017, and known as “NW 4th & W. Burnside” or the “Property.” The vacant Property totals 7,762 square feet and is located on the northeast corner of NW 4th Street and West Burnside Avenue adjacent to the Chinatown Gate. The property is in the River District Urban Renewal Area and the Old Town / Chinatown Action Plan area.

The goals for the property redevelopment include:

- **Culture:** Honor and respect the multicultural history of Old Town/Chinatown through support for small businesses, development function and design, recognition of the location as a gateway to the neighborhood and with an emphasis on Chinese/Chinese American culture.
- **Vibrant Neighborhood:** Include uses that activate the neighborhood on a 24/7 basis.
- **Welcoming Environment and Safety:** Enhance the real and perceived safety of the neighborhood through street-level uses that generate positive economic activity, provision of lighting that brightens the neighborhood, and open and transparent design and storefronts.

- **Community Priorities:**

- » Commercial / retail space on the ground floor to activate the neighborhood
- » Mixed-income housing/market rate housing
- » Cultural and community uses
- » Amenities and design elements such as culturally relevant design and art work that complements the Chinatown Gate as well as active ground floor storefronts.

Prosper Portland expects the developer selected through this RFP (Developer) to negotiate a Memorandum of Understanding (MOU) with Prosper Portland for the project. The MOU will generally define roles, responsibilities, contingencies, and commitments of the Developer and Prosper Portland. Upon successful negotiation, Prosper Portland and the Developer may enter into a Purchase and Sale Agreement (PSA), Disposition and Development Agreement (DDA), or other agreement outlining in detail the terms and conditions of the redevelopment of the Property.



The Chinatown Gate, after it was erected in 1987.

1. About Prosper Portland

Created by Portland voters in 1958 as the Portland Development Commission, **Prosper Portland** has been a driving force in Portland's reputation for vibrancy and livability. Prosper Portland's 2015-2020 Strategic Plan focuses our work on building an equitable economy, especially benefitting communities of color and those who have been historically underserved.

With this plan Prosper Portland seeks to empower people, communities, and businesses to thrive in the regional and global economies, thereby increasing the percentage of households living at or above self-sufficiency by 2020. In doing so, we will ensure that Portland—the city we love—becomes one of the most globally competitive, equitable, and healthy cities in the world. Attaining the goal of widely shared prosperity among all residents of Portland requires our deliberate and equal focus on four key areas:

- **Quality jobs.** Our programs provide Portland companies with access to new markets, technical assistance, and loans so they can grow and hire. We also connect Portlanders with better access to job training and job opportunities and support companies in a range of high-growth sectors that create quality jobs.
- **Widely shared prosperity.** We support small and growing businesses led by diverse entrepreneurs to thrive in innovative sectors and on main streets. We prioritize property ownership and real estate projects within communities of color and in low-income neighborhoods to create assets that can be passed on from one generation to the next.
- **Collaboration with our partners for an equitable economy.** Collaboration with community-based organizations, the private sector and other public entities is central to the success of our job-creation, place-making and economic-opportunity work across Portland. These partnerships ensure that the gains from economic growth and development benefit all communities, especially communities of color and those historically underserved.
- **Vibrant neighborhoods and communities.** Our work strengthens Portland's unique communities by building and increasing access to healthy, complete neighborhoods – those with essential goods and services, connected to jobs, with transportation options and access to open space – throughout the city. We also support innovative civic solutions that promote mixed-income neighborhoods with both affordable and workforce housing, and that evolve in ways that honor cultural diversity.

To achieve these goals, we are committed to evolution as an agency of change, and to operating in an equitable, innovative, and financially sustainable way. Redevelopment of 4th and Burnside is intended to advance these goals, the community priorities outlined in the Old Town / Chinatown Action Plan and the project-specific goals described in **Section 4**.

In carrying out our mission over the years, Prosper Portland has played a key role in some of Portland's most important landmarks, including Pioneer Courthouse Square, Pioneer Place, the Lan Su Chinese Garden, Governor Tom McCall Waterfront Park, the Eastbank Esplanade, and Airport, Interstate, and Transit Mall-Clackamas MAX Light Rail. Recent accomplishments involving property conveyance and redevelopment include the following projects:

- **The Burnside Bridgehead** redevelopment partnerships have transformed the four-acre, four-block Burnside Bridgehead site as an essential component in the city's work to energize redevelopment, stimulate job creation, and generate tax increment in the central city. Today, a mix of uses – commercial, employment and residential – activate the site, build on its unique character, and provide opportunities for the community to gather.



- **The 38Davis redevelopment** project highlights Prosper Portland's strategic goals around sustainability, inclusion and partnership. The project houses an architectural firm's headquarters, University of Oregon classrooms, administrative offices, and retail space; and two floors of residential space, with more than half of the 65 housing units designated as affordable. The project complied with Prosper Portland's Equity Policy and Green Building Policy and as home to employees and residents in the Old Town neighborhood fulfilled key goals of the Old Town/Chinatown Five-Year Action Plan to promote business vitality and improve district livability.



- **The Hoxton (Grove Hotel):** In May 2014, Prosper Portland selected a team consisting of Naito Development, Eagle Point Hotel Partners (EHPH), and Filament Hospitality to redevelop the Grove Hotel property on West Burnside Street. The proposed conversion of the former 70-room single room occupant hotel to a 52-guestroom lifestyle hotel marked a milestone in Old Town/Chinatown's continuing momentum as a location of choice for new projects and business expansions. The project was completed and sold to the Hoxton Group, a London-based boutique hotel corporation, in 2018 and now adds to the vibrancy and positive economic activity in Old Town / Chinatown.



- **The Broadway Corridor Project** is a once-in-a-generation opportunity to add to Portland's economy and vitality and to deliver community benefits. The Broadway Corridor area is approximately 32 acres and encompasses several Prosper Portland-owned properties, including the 14-acre United States Postal Service site, located on the western half of the study area. Additionally, Prosper Portland owns Blocks Y and R and Union Station. Built in 1896, Union Station is an active hub for Amtrak passenger rail; Prosper Portland aims to further position and activate the station as a gateway to the city and surrounding neighborhood.

The Broadway Corridor, and more particularly the USPS site, is identified in the City of Portland's West Quadrant Plan as a key opportunity site for high-density employment and signature city attractions, connecting the Old Town/Chinatown and Pearl District neighborhoods.

Prosper Portland is engaged in a multi-phase process to determine the development strategy for the area. Prosper Portland is pursuing planning and redevelopment of the Broadway Corridor with an intentional focus on ensuring all communities have an opportunity to engage in and benefit from its redevelopment. Robust community engagement has accompanied efforts to solicit development partner(s), prepare a Master Plan for future development, and define required public benefits.

- **Lents Town Center** is a four-site redevelopment promoting the growth of a mixed-use, mixed-income community that stimulates improved business and resident satisfaction. Projects include Lents Commons and Oliver Station, both of which offer a mix of market-rate and affordable housing and ground-floor retail, the Asian Health & Service Center, and the Woody Guthrie, which combines workforce housing with affordable units.



2. Old Town/Chinatown Neighborhood

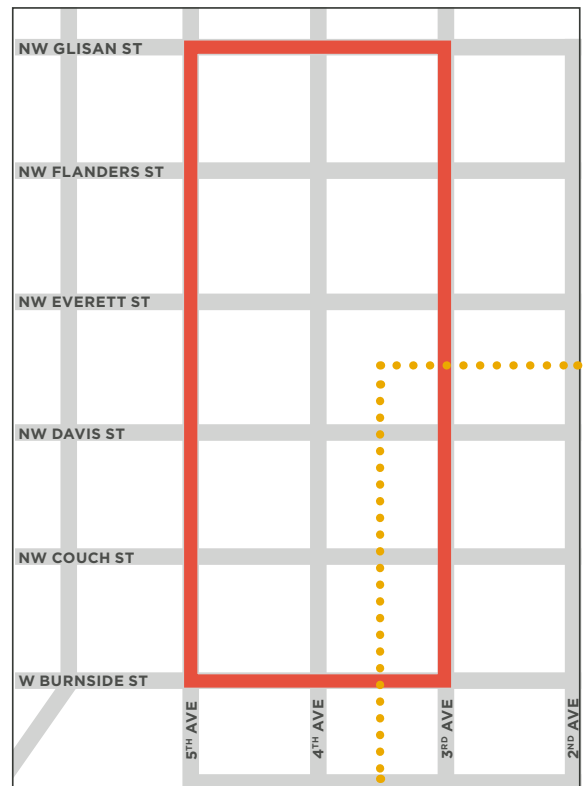
History

Old Town / Chinatown is one of Portland's oldest neighborhoods and is home to many Portland institutions, including the Lan Su Classical Chinese Gardens, the Portland Chinatown Museum, Oregon Nikkei Legacy Center, The Japanese-American Historical Plaza, University of Oregon, the Oregon College of Oriental Medicine, Mercy Corps and Portland Saturday Market. The neighborhood includes two National Landmark Historic Districts: the **Skidmore / Old Town Historic District** and the **New Chinatown / Japantown Historic District**, which encompasses the subject of this Request for Proposal.

The neighborhood has a rich history as a gateway for Chinese immigrants, who came to Oregon to avoid anti-Chinese violence elsewhere in the U.S. The multi-cultural ethnic groups that eventually settled in the district included Chinese, Japanese, Irish, German, Scandinavians, African Americans, Greeks, Sephardic and Russian Jews, Filipinos and Roma. Today, seven Chinese associations (some known as "Tongs") with century-long legacies continue to keep cultural traditions alive. These include: Bing Kong Tong, Hop Sing Tong, Suey Sing Tong, So Yuen Tong, Gee How Oak Tin Association, Hip Sing Tong and the Chinese Consolidated Benevolent Association. Bing Kong Tong and Gee How Oak Tin associations are immediate neighbors to the iconic Chinatown Gate at 4th Avenue.

The city of Portland first developed around the Skidmore / Old Town District with Front and 1st Avenue serving as a hub for steamship companies, merchants, trade houses, saloons and hotels beginning in the 1850s. The neighborhood survived numerous floods when the Willamette River rose and was once burned down by a huge fire. The Skidmore district contains an extensive collection of cast iron façade buildings and exquisite 19th century architecture. The other Historic District, New Chinatown / Japantown, is situated between NW 3rd and NW 5th east / west and W. Burnside and NW Glisan north/south.

Prior to 1900, these city blocks were home to many Chinese immigrants due to proximity to the waterfront and train station, with a strong Chinatown community principally developing south of West Burnside Street. With the passage of the federal Chinese Exclusion Act of 1882, Chinese immigration significantly declined and Japanese immigration increased with immigrants seeking opportunities in the railroad, mining, and agricultural industries. The area bounded by the Willamette River, SW Ankeny Street, NW 6th Avenue, and NW Glisan Street became the largest Japantown, or Nihonmachi, in Oregon. Japanese immigration was restricted by the federal Immigration Act of 1924, and the 1942



- New Chinatown / Japantown Historic District
- ● Skidmore / Old Town Historic District

internment of Japanese Americans dealt a severe blow to the community and neighborhood. The Chinese American community moved north of Burnside into what became referred to as the New Chinatown, and Japanese Americans did not resettle the neighborhood following World War II. The Oregon Nikkei Legacy Center and the Japanese American Historical Plaza are prominent reminders of Japanese American presence in and contributions to Portland.

Today Old Town / Chinatown is a growing, diverse community with residents, businesses, and multiple cultural and educational institutions contributing to Portland's vibrant central city. The thriving residential neighborhood includes units ranging from subsidized housing to market rate.

Everett St. Lofts feature a block of ground floor artist studios, all open to the public on First Thursday. Many young artists, photographers, and designers have found affordable studio spaces here and planted seeds of a tourist-magnet, arts district. Old Town is also home to hip retail pockets like Compound and Index, where college kids line up around the block for the latest sneaker release. POC-owned and -operated Deadstock Coffee is on every cool-tourist guide to Portland.

The neighborhood is also home to a satellite office of Airbnb, Reach Now transit software, Pensole Design Academy, the Society Hotel, and newly opened 119-room hotel, The Hoxton.

Recent developments have brought increased activity and richness into Old Town, with more in the planning stages. Old Town is rapidly becoming a more exciting neighborhood for residents, visitors, shoppers, and workers.



Chinese New Year Parade, c. 1940s. Photo courtesy of Oregon Historical Society.



Tuck Lung, NW 4th Ave. & Davis St.



Red Robe



The Society Hotel



Pensole Design Academy

Recent Development

- **38 Davis** –Mixed use building with ground floor university space with 80K sf creative office, and 65 residential units above.
- **Hoxton Hotel** – Historic rehabilitation and a 9-story high rise addition.
- **Society Hotel** – Historic rehabilitation into boutique hotel.
- **Portland Chinatown Museum** – History of Chinese immigrant community in Portland.
- **Overland Warehouse** – Rehabilitation into creative office space.
- **Erickson-Fritz** – Innovative mixed income housing project.
- **Pine Street Market** – Historic rehabilitation into food hall and office space.
- **Pacific Northwest College of Art**—Rehabilitation of the federal Post Office Building.
- **WeWork**—Rehabilitation of the US Custom House.
- **Multnomah County Gladys McCoy Health Department** headquarters.

Old Town has significant projects that have been recently completed or are under construction or soon to be underway, including:

- **Oregon Nikkei Endowment** is negotiating the purchase of the Old Town Lofts condo at NW 4th and Flanders.
- **Lan Su Garden's** impressive expansion plans for a cultural center and hotel are making extraordinary progress.
- Announced investment and expansion at **Pensole**, the world's only sneaker and apparel design academy that has already graduated hundreds into high paying jobs.
- Pending development on **Block 25** at Flanders, **Block 33**, (both subject to LUBA review of entitlements) and 4th and Burnside at the Chinatown Gate (also undergoing improvements thanks to grants from Oregon Cultural Trust and Prosper Portland).
- **Ankeny Blocks** projects at three known sites thus far including Wyndham Worldmark on SW Naito, 230 SW Ash and proposed PAE Engineers Living Building at 1st & Pine.

Plans that help guide development in Old Town / Chinatown

- [Old Town / Chinatown Five-Year Action Plan 2014-2019](#)
- [Prosper Portland Strategic Plan](#)
- [River District Urban Renewal Plan](#)
- [Downtown Waterfront Urban Renewal Plan](#)
- [Skidmore / Old Town Historic District Design Guidelines](#)
- [New Chinatown / Japan Town Historic District Design Guidelines](#)

- Completion of the year-long **Old Town / Pearl District Task Force** created social service, public hygiene and safety recommendations to public and private sectors for improved engagement and coordination with and for our most vulnerable community, as well as the Navigation Center Good Neighbor Agreement.
- Initiation of a task force to strongly encourage **seismic upgrades** for smaller buildings that is targeting long term property owners, many of whom are of color.
- Progress to locate and invest in more **Portland Loos** to serve Old Town residents and visitors.
- Additional permanent **supportive housing** at the Westwind at 6th & Flanders.
- New businesses, including people of color-owned businesses soon to open at **Tuck Lung** at 4th and Davis.
- Potential redevelopment of **Fire Station #2** and the adjacent land; renewed interest in the Steel Bridge Skatepark includes resident interest in a dog park.
- **Central City in Motion** projects along Flanders ending at the Steel Bridge.

3. Property Summary

Land Description: The property is located at the northeast corner of NW 4th and West Burnside adjacent to the Chinatown gate. The property consists of two tax lots both owned by Prosper Portland totaling 7,762 square feet. The east to west length is 100' on the south side, 95' on the north side. The north to south length is 80' on the west side and 77' on the east side.

Property Identification:

North: R140413
(COUCHS ADD, BLOCK 29, S 28' OF LOT 3, W 95' OF N 22' OF LOT 3)

South: R140412
(COUCHS ADD, BLOCK 29, LOT 2 EXC PT IN ST)

Parcel Size:

North: 4,890 SF
South: 2,872 SF
Combined: 7,762 SF

Zoning and Districts:

Comprehensive Plan and Zoning:
CXd - Central Commercial with design overlay.
(See appendix)

Plan District: Central City Plan District (see appendix)
FAR: 6:1
Maximum Height: 100'

Historic District: New Chinatown/Japan Town
Historic District (See appendix)

Property Access:

No access or parking on W. Burnside Ave. Limited on-street parking along NW 4th Ave.

Topography: The lot is generally level.

Utilities: The following utilities are available to the property: electric, natural gas, water service, sewage.

Environmental Conditions:

A Phase One Environmental Site Assessment (ESA) completed in December 2014 for the NW 4th and Burnside property identified concerns regarding heating oil underground storage tanks (USTs) and potential soil gas impacts due to the historical uses of adjacent properties (e.g. gas station, dry cleaners, auto repair).



A Phase Two ESA completed in January 2019 to investigate the potential environmental concerns did not identify any Recognized Environmental Conditions (RECs) or other environmental concerns other than the presence of a 675-gallon heating oil UST located beneath the sidewalk adjacent to W. Burnside Street on the south perimeter of the site. Prosper Portland is currently coordinating with PBOT to decommission the tank by removal in spring 2019.

In addition to the above environmental reports a preliminary Geotechnical Evaluation letter can be found in the appendix.

Archaeological Determination:

Archaeological site 35MU197 was identified and recorded in this location in 2008. The boundary of the archaeological site encompasses both parcels. Limited archaeological testing conducted in 2008 indicates that the site is potentially eligible for listing in the National Register of Historic Places (NRHP). Archaeological Investigation NW (AINW) is currently assisting Prosper Portland with agency coordination to comply with State of Oregon laws pertaining to archaeological sites and objects (ORS 358.905-358.961) and permit requirements (ORS 358.235) for site 35MU197.

Geotechnical:

See appendix for geotechnical report.

Easements and Encumbrances:

Non-shown on Title Report (see appendix for Title report)

4. Community Development Goals

Prosper Portland is offering the property for purchase and redevelopment to achieve the following community development goals:

Community Goals & Values

- **Culture:** Honor and respect the multicultural history of Old Town/Chinatown through support for small businesses, development function and design, recognition of the location as a gateway to the neighborhood and with an emphasis on Chinese/Chinese American culture.
- **Vibrant Neighborhood:** Include uses that activate the neighborhood on a 24/7 basis including
 1. Ground floor retail and/or community space that provides services and amenities for neighborhood residents and provides a reason for tourists to extend their visit in the neighborhood;
 2. Mixed-income housing consisting of market-rate housing that complies with inclusionary housing requirements with a preference that any inclusionary housing be built in the project and not at another location;
 3. Office use above the ground floor in lieu of or in addition to housing on a non-speculative basis and where the office occupants can demonstrate specific community benefits to locating in the neighborhood.
 4. Exterior design of the new structure shall complement the iconic Chinatown Gate
- **Welcoming Environment and Safety:** Enhance the real and perceived safety of the neighborhood through street-level uses that generate positive economic activity, provision of lighting that brightens the neighborhood, and open and transparent design and storefronts.

Community outreach has identified the following top needs and gaps in the neighborhood that should be considered for inclusion if feasible but are not required in the future redevelopment on the site:

Community Priorities

- **Commercial/Retail**
 - » Services for community residents such as amenities or retail services (for example, affordable grocery store with staples, produce and international foods; pharmacy; gym; restaurants);
 - » Culturally specific retail (for example, destination Asian restaurants and retail; night market; fish market; makers space and pop-up opportunities);

- » Opportunities for minority-owned and small businesses including those with historic or cultural ties to the neighborhood.
- **Mixed-Income Housing**
 - » Market-rate housing that complies with required inclusionary housing policy or takes advantage of the System Development Charge exemption for middle-income units made available through the Old Town/Chinatown Five-Year Action Plan (see appendix for current Five-Year Action Plan. Subject to City Council's approval to extend the Old Town/Chinatown Five-Year Action Plan).
- **Cultural and Community Uses**
 - » Multicultural uses (for example, community center/museum, performance arts, rotating art gallery, event and festival space).
- **Amenities and Design Elements**
 - » Active ground floor storefronts that foster a vibrant neighborhood;
 - » Culturally focused public art or monument;
 - » Culturally relevant design sensibility that complements the iconic Chinatown Gate;
 - » Superior, effective street level lighting for an uplifting environment and enhanced safety;
 - » Green and sustainable building materials;
 - » Resource-efficient building operation systems (e.g. energy efficiency and water recycling systems).

Potential Partnerships

Prosper Portland encourages respondents to consider forming mutually beneficial partnerships to achieve goals of the community; for example:

- Consider and explore public-private partnership with two contiguous property owners to the north of the site including Bing Kong Tong and Gee How Oak Tin Benevolent Association; both have expressed an interest in forming such a partnership.
- Explore partnerships and collaboration with existing local institutions if feasible, such as the Lan Su Chinese Garden; Portland Chinatown History Museum; Oregon Nikkei Endowment; the Chinese Tongs; Pacific Northwest College of Art; Central City Concern; Innovative Housing NW; University of Oregon; Oregon College of Oriental Medicine; Portland Business Alliance, particularly regarding its services and a presence for the Downtown Ambassador program; Portland Saturday Market; the Asian Pacific American Network of Oregon; the Jade District; Regional Arts and Culture Council.

5. Compliance with Prosper Portland Policies

All development projects shall comply with the following Prosper Portland policies:

Equity Policy: Prosper Portland is committed to increasing economic opportunity and income for all Portland residents and historically disadvantaged Portlanders as described in Prosper Portland's Equity Policy. The selected Developers must comply with the following Prosper Portland programs:

- **Business Equity Program.** The goal of the Business Equity Program (BEP) is to ensure that Prosper Portland's work provides professional, supplier, and construction contracting opportunities to Certified Firms (i.e. certified minority-owned businesses, women-owned businesses, disadvantaged businesses, and emerging small businesses). The BEP also encourages the participation of businesses owned by veterans. The utilization goal for Certified Firms is 20 percent of the project's architectural and engineering and hard construction costs ([see appendix](#)).
- **Workforce Equity Program.** The Workforce Equity Program (WEP) aims to maximize apprenticeship opportunities in the construction trades, ensure employment opportunities for people of color and women, and encourage the employment of veterans and people with disabilities. The WEP has mandatory requirements related to achieving apprenticeship and aspirational goals aimed at achieving a workforce that reflects the diversity of the City of Portland ([see appendix](#)).
- **Green Building Policy:** Prosper Portland is committed to promoting sustainable, energy-efficient buildings. The selected Developer will be required to meet or exceed established U.S. Green Building Council LEED Gold or Earth Advantage Small Commercial rating systems standards ([see appendix](#)).
- **Prevailing Wage:** Construction work on the site is subject to Oregon Bureau of Labor and Industry (BOLI) prevailing wage rates. (See State of Oregon Prevailing Wage Statutes; Oregon Revised Statutes Chapter 279C.800 - .870)



6. Financial Objectives & Transaction Structure

Prosper Portland is seeking to enter into an innovative public-private partnership to complete the development vision described in the RFP while also meeting certain financial objectives:

- **Targeted Minimum Return:** In alignment with [Prosper Portland's Strategic Plan](#) and updated [Financial Investment Policy](#), Prosper Portland's real estate portfolio is the basis for creating a long-term revenue stream to meet agency and community objectives. As such, any investment in the site or project by Prosper Portland will require a minimum return of 2.75% on that investment, with the evaluation criteria in [Section 8](#) preferring consideration for proposals that exceed this minimum while adequately addressing the community goals and redevelopment objectives of the project.
- **Prosper Portland Financing:** Prosper Portland will consider employing financial resources to attain the community goals and redevelopment objectives for the 4th & Burnside site and /or produce higher long-term value through sources including:
 - » Land loan
 - » Tax-increment financing that may be subordinate to primary lender for:
 - Pre-development;
 - Construction;
 - Gap permanent financing.
 - » For projects requesting a Prosper Portland investment, Prosper Portland anticipates a financial participation in any capital events that occur within 15 years of the initial investment so as to recapture full public benefit and financial stewardship value to the community.
- **Transaction Structure Flexibility:** Recommendations on how to structure the transaction in a manner that meets the financial objectives articulated above are welcome to be included in Responder's Submittal Requirements. Examples may include financial structures that include:
 - » New Market Tax Credits;
 - » Opportunity Zone investments;
 - » Structuring the land payment to produce a higher long-term value;
 - » Ground lease;
 - » Others.



7. Submission Requirements

Proposals should, at a minimum, include the following information:

Team Overview, Qualifications and Past Performance

- **Cover Letter:** A letter signed by an authorized officer of the development team to make a binding commitment for the Proposer, stating that the Proposal is valid for 180 days and that, if selected, the Developer will negotiate in good faith with Prosper Portland. The Cover Letter should also include contact information for your primary point of contact for this RFP (name, email address, phone number, and mailing address).
- **Development Team:**
 - a. Team capability and experience, including lead developer, project architect, general contractor, lender (s) and equity provider(s).
 - b. Summary qualifications of key project staff, including a description of their roles on this project, a résumé, and relevant experience from past projects.
 - c. Policies, approaches, and demonstrated success in maintaining a diverse and equitable workforce (age, gender, disability) and maximizing diversity in business practices and past projects.
 - d. Description of team approach to including diverse entrepreneurs in key aspects of the project including real estate development, design, construction, equity investing, financing, operations, and long-term ownership. Examples may include assigning diverse personnel to key roles, joint venture partnerships, and mentoring programs intended to diversify the real estate industry and provide opportunities for developers of color.
- **Past Performance:** Proposer's qualifications should demonstrate expertise and proven experience in public-private partnerships. Provide narrative and illustrative materials on no more than five (5) past projects of similar or comparable scope and vision.
- **Experience with and commitment to complying with Prosper Portland's Business and Workforce Equity Policy and Green Building Policy** (or similar corporate responsibility policies).

Development Concept

- a. Preliminary concept of program and site plan.
- b. Description of how this project advances the Development Goals listed in [section 4](#).
- c. Development schedule including key milestones..

Financial Information

- a. Financial Capability: Completed Statement of Developer Qualifications and Financial Capability ([see appendix](#)), including one completed form for each developer if a partnership.
- b. Financial Structure: Description of a recommended transaction structure to achieve Prosper Portland's Financial Objectives listed in [Section 6](#). This should include information regarding a **preliminary budget, proforma** and **financing**.

8. Evaluation Criteria

All complete and responsive Proposals will be evaluated by a Stakeholder Advisory Group (SAG). Responsive proposals are those proposals that substantially comply with all required submittal procedures and requirements described herein. The evaluation will be based on the information submitted as well as any related information that Prosper Portland may discover or request in analyzing or verifying information submitted in the proposal.

Proposers must have demonstrated successful experience meeting or exceeding the following criteria, determined at the sole discretion of Prosper Portland staff, to be further considered by the Stakeholder Advisory Group.

A. Proposed Project

- Proposed project advances the Prosper Portland Community Development Goals and Values described in [Section 4](#);
- Proposed project is consistent with the Goals and Objectives of the Old Town/Chinatown Five-Year Action Plan.
- The proposed project uses, as well as program components, collectively demonstrate a design approach to enhance the financial feasibility of the development;
- A preference that any inclusionary housing built because of the project be built in the project and not off site;
- A tenancing strategy that provides opportunities for ethnic minorities and people of color;
- The design aims to enhance and complement the surrounding structures such as the Chinatown Gate;
- Proposed project represents a thoughtful approach and response to the New Chinatown/Japantown Historic District Design Guidelines.

B. Development Team Capability

1. Implementing projects similar in development scope and type to proposed project, including projects with public/private development partnerships.
2. Financing comparably scaled and complex projects; and the financial capacity of the development team.
3. Maintaining a diverse and equitable workforce (race, gender, disability) including a development team that includes people of color and a history of fair and equitable labor practices.
4. Proposed team structure, roles, and ownership structure provides significant opportunities for entrepreneurs of color, especially those with cultural or historic ties to the neighborhood, to

create wealth through real estate development, investment, and long-term asset ownership.

C. Business Terms

1. Proposed purchase price or lease terms.
2. Amount and terms of any requested Prosper Portland financing.
3. Proposed earnest money payment timing and amount.
4. Project schedule: Due diligence period, anticipated date of property conveyance, date or start of project construction, and date of project completion.
5. Projected value of proposed development.

D. Compliance with Prosper Portland Policies

1. Demonstrated ability to maximize diversity in past projects or business practices and commitment to strive to meet and exceed the Prosper Portland Equity Policy (or comparable policy).
2. Demonstrated ability to advance green building, green infrastructure, and sustainable developments in past projects through existing and innovative technology, and commitment to meet and exceed the Prosper Portland Green Building Policy (or comparable policy).

Prosper Portland may request additional information and conduct interviews with responders as part of the evaluation process.

This RFP may lead to one of the following outcomes:

1. Direct negotiations for sale or leases and redevelopment of the Property through a Memorandum of Understanding (MOU), Lease Agreement, or Purchase and Sale Agreement (PSA) with a Developer selected as part of this RFP.
2. The issuance of a Request for Proposals (RFP) to a developer or developers chosen as part of this RFP requesting more detailed information.
3. Cancellation of this RFP without selection of a development team

Prosper Portland expects the evaluation of submittals will be completed by June 2019 and anticipates engaging the selected Developer in an MOU or PSA (or DDA) in fall 2019.

9. Terms of this RFP

- A. This RFP is not a request for competitive proposals that is subject to the Oregon Public Contracting Code (ORS 279). This RFP in no way obligates Prosper Portland to enter a relationship with any entity that responds to this RFP or limits or restricts Prosper Portland's right to enter a relationship with an entity that does not respond to this RFP. In its sole discretion, Prosper Portland may pursue discussions with one or more entities responding to this RFP or none. Prosper Portland further reserves the right, in its sole discretion, to cancel this RFP at any time for any reason. This RFP is not subject to any process except as described herein.
- B. To the extent that Prosper Portland elects to enter a relationship with an entity regarding a development proposal, such entity shall be required to comply with Prosper Portland's policies, including its Business and Workforce Equity Policy and Green Building Policy in connection with any work undertaken on such proposal.
- C. Information provided to Prosper Portland in response to this RFP will become the property of Prosper Portland and will be subject to public inspection in accordance with the Oregon Public Records Law, ORS 192.410, et seq. If an entity responding to this RFP believes that a specific portion of its proposal constitutes a 'trade secret' under Oregon Public Records Law (ORS 192.501.2) and is, therefore, exempt from disclosure, the entity must clearly identify that specific information as a 'trade secret.' Identification of information as a 'trade secret' does not necessarily mean that the information will be exempt from disclosure. Prosper Portland will make that determination based on the nature of the information and the requirements of the Oregon Public Records Law.
- D. Every effort has been made to include all the information necessary to prepare and submit a responsive proposal; however, in the event additional information is desired, please refer to the RFP Instructions at the start of the RFP. During this RFP process, Proposers must refrain from undertaking any activities or actions to promote or advertise their proposals except during Prosper Portland-authorized presentations; or to make any direct or indirect (through others) contact with members of the Prosper Portland Board of Commissioners or other Prosper Portland or city staff not identified as a contact for specific information, except upon prior approval.
- E. Prosper Portland is self-represented for this transaction and will not be paying any third-party brokerage fees.
- F. The Developer and Prosper Portland will enter a Memorandum of Understanding (MOU) by fall 2019 that describes in general terms the conditions, contingencies, and commitments by the parties separately and/or jointly. Upon successful negotiation, Prosper Portland and the Developer may enter into a Disposition Agreement (DDA) and/or other transaction document(s) anticipated by the summer of 2020. The MOU is non-binding and may be terminated by either party in its sole discretion. The Developer will not receive any compensation from Prosper Portland for services provided during the MOU period.

Appendix: SUPPLEMENTAL INFORMATION AVAILABLE

Download all attachments via **Dropbox** or **individually** below:

1. ALTA Survey
2. 33.130 Commercial Mixed Use Code
3. Geotechnical Report
4. Phase I Environmental Site Assessment
5. Phase II Environmental Assessment
6. Prosper Portland Business Equity Program Specifications
7. Developer's Statement of Qualifications and Financial Capability
8. Prosper Portland Green Building Policy
9. New Chinatown Japantown Historic District Design Guidelines
10. Old Town / Chinatown Five-Year Action Plan
11. Prosper Portland Strategic Plan
12. Prosper Portland Financial Sustainability Plan
13. Title Policy
14. Prosper Portland Workforce Equity Program Specifications