



Request for Offers (RFO)

Parcel G at Cascade Station / Portland International Center

Proposals due: December 16, 2019 by 5:00 PM PST



**PROSPER
PORTLAND**
Building an Equitable Economy

1. RFO Instructions

1. PROPOSALS DUE: DECEMBER 16, 2019 BY 5:00 PM (PACIFIC TIME)

2. RESTRICTION ON COMMUNICATIONS

After this RFO has been issued and before a developer has been selected, direct all questions and comments regarding this RFO to Joana Filgueiras (filgueirasj@prosperportland.us). Interested parties must not solicit information on this RFO 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 RFO, 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 RFO process outside of formal interviews.

3. QUESTIONS AND ADDENDA:

Questions about any matter contained in this RFO should be emailed to Joana Filgueiras (email to: filgueirasj@prosperportland.us).

The deadline for questions regarding the RFO is December 9, 2019.

All material changes or clarification of any matter contained in this RFO will be published in the form of a written addendum to this RFO 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 RFO should refer frequently to the website for this RFO. Prosper Portland may also load supplemental information about this project to that location.

4. SUBMITTAL INSTRUCTIONS:

The focus of this solicitation is on offers for acquisition and development. Those interested in submitting an offer to the RFO should address the Submittal Requirements outlined in [Section 4](#). Submittals will be evaluated against the evaluation criteria listed in [Section 7](#).

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 RFO, proposals that do not exceed five megabytes (5 MB) may be delivered via email in Microsoft Word (.doc) or Adobe Acrobat (.pdf) format to Joana Filgueiras at filgueirasj@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 Joana Filgueiras. 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:

Joana Filgueiras
Prosper Portland
222 NW Fifth Avenue
Portland, Oregon 97209-3859
Phone: 503-823-4852
E-mail: filgueirasj@prosperportland.us



Building an Equitable Economy

2. Executive Summary

Through this Request for Offers (RFO), Prosper Portland, the economic development and urban renewal agency for the City of Portland, Oregon (“City”), is seeking offers from qualified developers to acquire and develop a parcel, or a portion of a parcel, in Cascade Station, known as “Parcel G” or the “Property.” The vacant Property totals 9.27 acres and is located at 9298 NE Cascades Parkway, Portland. The property is in the Airport Way Tax Increment Finance District and the Cascade Station/ Portland International Center (PIC) subdivision, within walking distance of the Mt. Hood Avenue MAX station, across from Target and the Holiday Inn Express & Suites.

Located adjacent to Portland International Airport along I-205 and Airport Way, PIC is a large, mixed-use, master-planned business park. Cascade Station is served by MAX light rail to the airport and downtown Portland, and features major large-format retailers, hotels and professional services offices.

Prosper Portland is seeking experienced development teams that can successfully develop the site in accordance with the existing planning and zoning requirements, utilizing it to its best and highest use.

All developments within the Property must comply with the subdivision Requirements and Standards as well as zoning and City requirements (see [appendix](#)).

Prosper Portland expects the developer selected through this RFO (“Developer”) to negotiate a Letter of Intent (“LOI”) with Prosper Portland for the Property. The LOI will generally define terms of a potential ground lease, roles, responsibilities, contingencies and commitments of the Developer and Prosper Portland. Upon successful negotiation, Prosper Portland and the Developer may enter into a Sub-Lease or Lease Assignment or other agreement outlining in detail the terms and conditions of the redevelopment of the Property.



3. Property Summary

Land Description: The property is conveniently located at Cascades Parkway across from Target and the Mt. Hood Avenue Max Station, adjacent to the Portland International Airport.

The Property is clear and ready to develop, easily accessible by paved streets that connect to major roads and I-205, just a few minutes to downtown Portland or Vancouver, WA.

The subdivision allows for commercial and hotel uses and currently houses a retail center with businesses including Ikea, Marshalls, Target and others, plenty of food options, hotels, and office buildings housing the Federal Bureau of Investigation and Cook Security.

Property Identification:

R593637

Parcel Size:

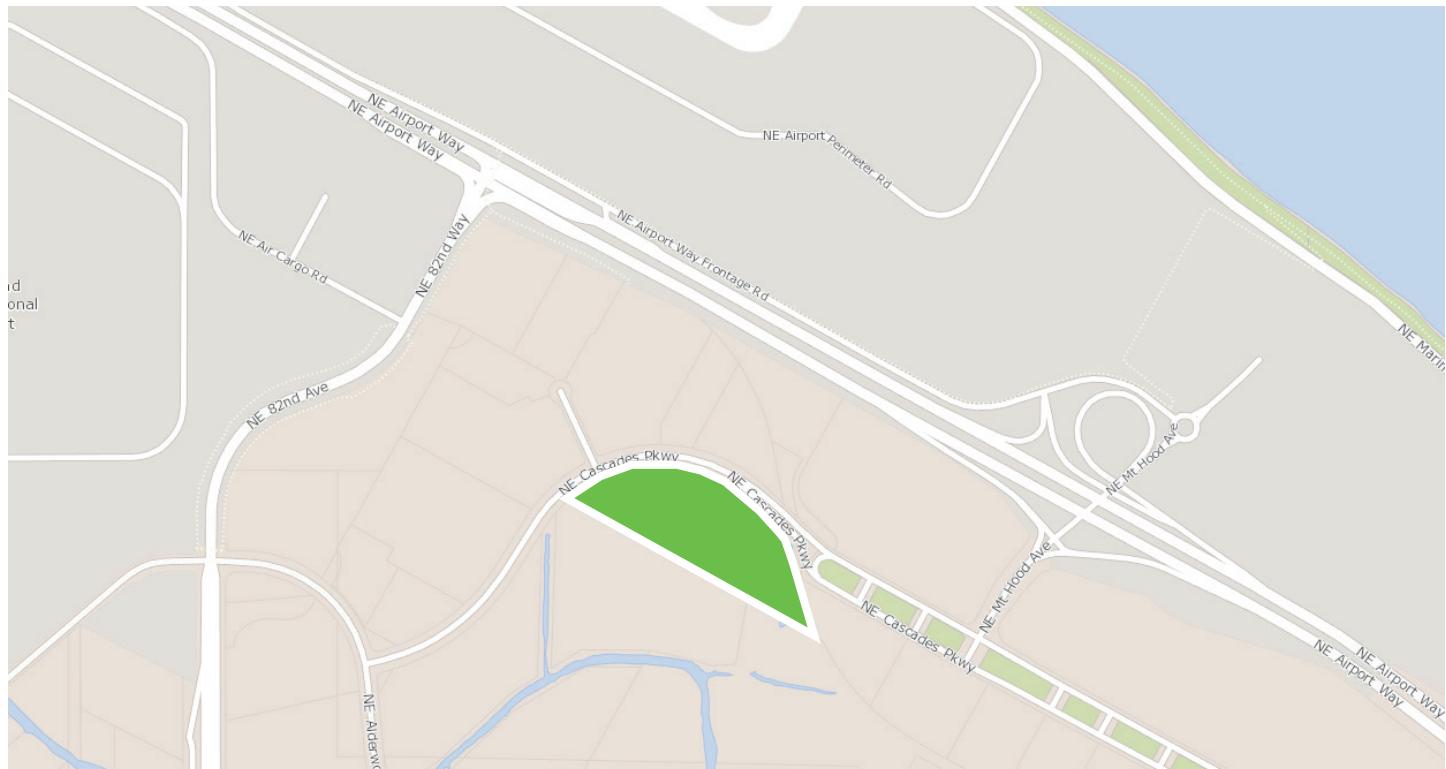
9.27 acres or 403,801.20 sf

Zoning and Districts:

Comprehensive Plan and Zoning: Mixed Employment, EG2 – General Employment with Environmental Conservation, Aircraft Landing and PDX Airport Noise Impact overlays.

Plan District: [Cascade Station/ Portland International Center Plan District – CP](#) (see [appendix](#))

Floor Area Ratio (FAR): 3:1



Land Rights:

Prosper Portland holds a Master Lease for the parcel and this transaction can be structured as a Sub-Lease or Lease Assignment. The current Master Lease expires in 2084 with an option to extend until 2098.

Property Access:

Accessible by car or MAX light rail.

Topography: The lot is generally level.

Environmental Conditions:

An Environmental Assessment has been drafted by the Port of Portland, to comply with the federal National Environmental Policy Act (NEPA). As a result of the Assessment, additional stormwater infrastructure will be needed in Basin 8, which includes the Property. The work will not be done within the Property but may be required to be done either concurrent to any development on the Property or prior to development. It is estimated that permits for the infrastructure work will take approximately 12 months from November 2019. The costs for the infrastructure are responsibility of the Property owner.

Easements and Encumbrances:

None shown on Title Report (see [appendix](#) for report)

4. Submission Requirements

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

4.1. Letter of Intent (LOI):

- a. Signed by an authorized officer of the development team to make a binding commitment for the Proposer.
- b. Property square footage/ acreage desired – whether the entire Property or a portion.
- c. The proposed use(s) of site including a general description, square footages devoted to each, arrangements with any partners or brands and any other relevant information.
- d. The financial terms and structure of the offer, lease rate(s), length of lease, renewal options, contingencies and other relevant information.
- e. A proposed schedule to include start and end of due diligence period, the major stages of design and financing, closing on the lease with Prosper Portland, start and end of construction, stabilization period.
- f. Agreement to comply with Prosper Portland Policies ([Section 6](#))
- g. Contact information for the primary point of contact for this RFO (name, email address, phone number, and mailing address).

4.2. Team Overview and Qualifications:

- a. Team capability and experience. General descriptions of the lead developer, project architect, and general contractor, and lender (s) and equity provider(s), if known.
- b. Summary of 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.

4.3. Past Performance: Proposer's qualifications should demonstrate expertise and proven experience in similar projects. Provide narrative and illustrative materials on no more than five (5) past projects of similar or comparable scope and vision.

4.4. Experience with and commitment to complying with Prosper Portland's Policies ([Section 6](#)) (or similar corporate responsibility policies).

4.5 Developer Financial Information and Experience

- a. Financial Capability: Completed Statement of Developer Qualifications and Financial Capability (see [appendix](#)), including one completed form for each developer if a partnership.

Attach an explanation of your anticipated source of funds to finance redevelopment (e.g., financial institution, investment group, Developer Equity cash, personal funds, etc.) and experience in obtaining private equity and debt for public-private developments similar in scale and vision to offer you are submitting.

- b. Provide a listing (separately) of all completed development projects for the past 10 years in which the Developer Entity or principal(s) has (have) been involved, indicating for each:
 1. Transaction summary description (including location, date, size, cost, etc)
 2. Construction lender and amount
 3. Role of the Developer Entity in the transaction

5. 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. The development of Parcel G is intended to advance these goals.

6. Prosper Portland Policies

All development projects will be required to comply with the following Prosper Portland policies:

- **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](#)).



7. Evaluation Criteria

All complete and responsive Proposals will be evaluated by an Evaluation Committee composed of a diverse group of no more than seven people, including Prosper Portland staff and external partners and community members. Responsive proposals are those that substantially comply with all required submittal procedures and requirements. 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. The evaluation will be based on the content, quality and terms (as applicable) of the following:

A. Business Terms as represented in the LOI

B. Development Team Capability

C. Compliance with Prosper Portland Policies including:

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 RFO may lead to one of the following outcomes:

1. Direct negotiations for the lease of the Property through a Sub-Lease or Lease Assignment Agreement.
2. Cancellation of this RFO without selection of a development team

Prosper Portland expects the evaluation of submittals will be completed by December 2019 and anticipates engaging the selected Developer in an LOI or Lease in winter 2019/ 2020.

8. Terms of this RFO

- A. This RFO is not a request for competitive offers that is subject to the Oregon Public Contracting Code (ORS 279). This RFO in no way obligates Prosper Portland to enter a relationship with any entity that responds to this RFO or limits or restricts Prosper Portland's right to enter a relationship with an entity that does not respond to this RFO. In its sole discretion, Prosper Portland may pursue discussions with one or more entities responding to this RFO or none. Prosper Portland further reserves the right, in its sole discretion, to cancel this RFO at any time for any reason. This RFO 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 offer, 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 RFO 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 RFO 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 offer; however, in the event additional information is desired, please refer to the RFO Instructions at the start of the RFO. During this RFO 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 may enter into a Sub-Lease/ Lease Assignment and/or other transaction document(s) anticipated by the spring of 2020. The Developer will not receive any compensation from Prosper Portland for services provided during the negotiation period.

Appendix: Supplemental Information Available

1. Cascade Station/ Portland International Center Plan District
2. Plan and Zoning Code Amendments – April 2011
3. Business Equity Program
4. Workforce Equity Program
5. Green Building Policy
6. Developer's Statement of Qualifications and Financial Capability