

**Request for Qualifications for
Architecture and Engineering Services
Hood River Community Housing**

Hood River, OR 97031

JULY 26TH, 2017

**PROPOSALS ARE DUE NO LATER THAN
1:00 PM, THURSDAY, AUGUST 10TH, 2017**

REQUEST FOR QUALIFICATIONS

To: Architects and Engineers
Issue Date: July 26th, 2017
From: Jennifer Sharp, Senior Project Manager
Housing Development Center
Project: Hood River Community Housing
Subject: Architecture and Engineering Services

Project Overview

The Housing Development Center (HDC) is assisting Columbia Cascade Housing Corporation (CCHC) in development of the Hood River Community Housing (HRCH) project.

Hood River Community Housing will provide sixty to eighty mixed income residential units, as well as a community building. The project site is a 5.07 acre parcel currently owned by the City of Hood River and being used as Morrison Park, located at the northwest corner of Wasco and 20th in Hood River, Oregon. CCHC anticipates site control of the majority of the parcel, pending final negotiations with the City of Hood River.

The goal of the project is to provide quality rental housing to working families in Hood River. A majority of the units will be affordable, restricted to at or below 60% of the Area Median Income. Some portion of the units may be restricted at or below 80% of Area Median Income to provide housing for working families in that income range. The project will also include a community building which will provide amenities to residents and a gathering space available to the community. CCHC is firmly committed to utilizing green and sustainable building. The design team will participate and support efforts to achieve LEED Gold or better, or an equal rating under the Earth Advantage Program. Based on the feedback from both the community and City of Hood River during the rezone process, the project will be required to preserve a significant park area, as well as providing an onsite bike/pedestrian greenway connection.

The HRCH Project is anticipated to be financed through a number of sources including, but not limited to; Low Income Housing Tax Credits (LIHTC), Regional Solutions funds, other publicly available grants and private debt

Project Team

Owner

Columbia Cascade Housing Corporation is a 501 (c)(3) nonprofit organization established in 1990 to provide opportunities for safe, decent, affordable housing. The organization owns or sponsors 389 units of affordable housing providing a wide range of housing opportunities, from low-income elderly and low-income families to transitional housing for persons living with mental illness and/or developmental disabilities. Columbia Cascade's portfolio also includes farmworker housing and elderly assisted living.

Columbia Cascade Housing Corporation is affiliated with Mid-Columbia Housing Authority, which serves Sherman, Wasco and Hood River Counties in Oregon and with the Columbia Gorge Housing Authority, a joint housing authority serving Skamania and Klickitat Counties and the City of Goldendale in Washington. Columbia Cascade Housing Corporation's service area encompasses over 7,200 square miles. The staff works under the direction of the Executive Director and the Board of Directors.

For further information about CCHC, please go to: <http://www.cchctd.org/>

Development Consultant

Housing Development Center (HDC) is a nonprofit development consultant and technical services provider. CCHC has partnered with HDC to provide project management services for the Hood River Community Housing Project. HDC's role includes both financial and construction project management through project closeout. Over the past 24 years, HDC has partnered with area Community Development Corporations and Service Agencies to develop or preserve nearly 4,500 units of affordable housing with over 800 units in different stages of planning and development.

For further information about HDC, please go to: www.housingdevelopmentcenter.org

Project Site Information

Project Location

The project is located at the corner of Wasco St. and N 20th St. in Hood River, and is bounded on its north side by Interstate 84. The parcel (only the portion north of Wasco) was recently rezoned to Urban High Density Residential (R3) by way of a Quasi- Judicial Zone Change which included a significant public process. The development will be required to preserve a significant park area to include an onsite bike/pedestrian greenway connection.

Site Description

CCHC anticipates that the majority of the 5.07 acre parcel will be included in the property transfer. A waterway runs along the SE corner and certain other natural features will need to be preserved. The site is predominantly covered with rocky formations, as well as established trees and vegetation. The vast majority of the site is sloped to some degree, ranging from 0 to 30% and upwards of 45% in limited areas.

Scope of Services

CCHC would like to procure architecture and engineering services for a full-service contract which includes the following;

- Conceptual Plans
- Public outreach/engagement
- Schematic Design
- Design Review
- Design Development
- Construction and Contract Documents
- Bidding
- Construction Administration, Post Completion and Warranty

The project will include full engineering for the Mechanical, Electrical and Plumbing systems. The team should be assembled with this in mind.

Cost Estimating

The General Contractor will provide cost estimating services throughout the project at the following milestones; Conceptual, 100% Schematic Design, 50% and 100% Design Development, 50% Construction Documents with an update at 100% prior to going out to bid.

SCHEDULE	
RFQ Issued	July 26 th , 2017
Optional Pre-Bid Conference Columbia Area Transit Office – 224 Wasco Loop, Hood River, OR	July 28 th , 2017 at 11:30 AM
Final Day for Questions/Clarifications on the RFQ	August 2nd, 2017 at 5:00 PM
Final Addendum Released	August 4 th , 2017 by 5:00 PM
Proposals Due	Thursday, August 10 th , by 1:00PM
Selection of A/E Team and GC	August of 2017
Programming/Conceptual Design/Feasibility Study	September 2017 thru December 2017
Preparation for OHCS NOFA Submission	January 2018 thru April 2018
Schematic Design	February 2018 thru April 2018
Design Development	May 2018 thru July 2018
OHCS Awards Announced	July 2018
Construction Documents	August 2018 thru October 2018
Permit submittal	October 2018
Receive Permits	January 2019
Start Construction	March 2019
Substantial Completion	June 2020
100% Initial Occupancy of Residential Units	September 2020

Note: This is an estimated schedule for the Design portion of the project and is subject to change.

Insurance: CCHC will require the successful firms to provide a certificate of professional liability insurance and workers' compensation insurance coverage. Provide a certificate demonstrating that the firm that will be providing services has general liability coverage in an amount of not less than \$1 million per occurrence.

Evaluation Criteria

Selection of the architect and consultant team will be made by CCHC and HDC staff. Selection will be based upon the following criteria:

Demonstrated experience with:

- Priority will be given to firms that have a solid portfolio of housing, especially affordable.
- Projects in the Hood River County Area, or areas with similar geographic and topographical features.
- High performance building systems and envelope, as well as other sustainable and green building components. LEED Gold or Earth Advantage Equivalent projects.
- Community outreach and involvement.
- Local design review and zoning requirements.

Qualifications will also be scored on:

- Ability to meet schedule as outlined in this RFQ.
- Project team experience
- Professional references

Scoring Criteria

Qualifications will be scored based on the following basis:

60 Points	Experience with comparable multi-family affordable housing projects with significant public engagement.
20 Points	Capacity to deliver the project per the schedule.
10 Points	Demonstrated experience with LEED or Earth Advantage equivalent
10 Points	References
100 Points	TOTAL

Submittal

Please submit one (1) copy of your proposal electronically in PDF format. Submittals shall be no longer than **20 pages** and should contain the following information:

- Summary of experience on comparable projects including at least three specific examples of projects completed within the last 5 years. Include project description, photos and specific team members who participated in each project. Include examples where public engagement was a component of the design process.
- Summary of the team's approach, including an overview of staffing, which clearly demonstrates the ability to deliver the project per the proposed schedule.
- Provide examples of completed projects which were certified LEED Gold or better or Earth Advantage Equivalent
- Resumes of staff likely to be assigned to this project along with their role on the team.
- Three professional references for the lead architect, preferably from clients on comparable projects.

Submit your proposal to:

Jennifer Sharp

Housing Development Center

jennifer@housingdevelopmentcenter.org

To arrive no later than: 1:00 PM, THURSDAY, AUGUST 10TH, 2017

Attachments

Attached to this memo, please find the following documents for your reference:

- A. Site Map

Questions/Clarifications

Questions or requests for clarification should be sent to jennifer@housingdevelopmentcenter.org. Questions need to be submitted no later than 5:00 PM, August 2nd, 2017 and final responses will be distributed electronically by 5:00 PM, August 4th.

HOOD RIVER COMMUNITY HOUSING

Site Map



Lot 700
5.07
Ac.

Approximate
Boundary of Current
Parcel



State Frontage Rd

Wasco Loop

Wasco St & N 20th St

N 18th St

18th St