BHA – Request for Qualifications (RFQ) #1160-01
BHA Sites in High-Market Neighborhoods

The Boston Housing Authority (“BHA”) is seeking proposals from qualified real estate development firms to optimize the value of BHA sites in high-market neighborhoods, as a means to preserve or expand existing affordable units. The Authority is exploring preservation strategies for its properties in high-market neighborhoods that avoid displacement of low-income residents while increasing sustainability of operations. The RFQ will not result directly in a contract award. A separate Request for Proposals (RFP) may be issued at a later date by the BHA for a specific project(s). The RFQ package may be obtained free of charge by email or $25 for hard copy at the BHA, 52 Chauncy Street, Boston, Massachusetts 02111, Procurement Department, 6th floor (617-988-4038 bids@bostonhousing.org). Written questions ONLY must be received by 1/7/2015. Proposals must be received at the above address no later than 2:00 PM on 1/22/2015. The BHA reserves the right to reject any and all proposals and to waive any and all informalities.
PART I - BACKGROUND

The Boston Housing Authority (BHA) has developed a Five-Year Agency Plan that describes the Authority's current fiscal and operating context and identifies strategic priorities for the next five years. While the BHA has enjoyed a long period of continuous improvement, federal funding shortfalls have resulted in a structural deficit that is expected to continue for the long-term. The shortfall and its anticipated impacts are described further in the Plan (see the Five-Year Plan at www.bostonhousing.org).

As one of its strategic priorities, the BHA is developing an asset management preservation strategy that will explore long-term strategies for each of its public housing sites. Through this Request for Qualifications (RFQ), the BHA is interested in exploring preservation strategies for its properties in high-market neighborhoods that avoid displacement of low-income residents while increasing sustainability of operations. Specifically, we are seeking proposals from qualified real estate development firms to optimize the value of BHA sites in high-market neighborhoods, as a means to preserve or expand existing affordable units. Proposals may add mixed-income housing as well as commercial and retail uses, and may also replace public housing units with other funding programs that achieve comparable long-term affordability for extremely low-income households. Proposals may take an “in-fill” approach that leaves existing buildings intact, or may propose replacement/new construction strategies.

The BHA's primary goal through this RFQ is to explore ways to preserve its affordable housing for future generations, with decreased reliance on federal public housing capital and operating subsidy. A secondary goal is to explore ways to better integrate the sites into their surrounding neighborhoods. While the BHA will entertain proposals for all sites, we are particularly interested in proposals for feasible preservation strategies in our older federally subsidized developments. In addition, while adding housing units and other uses are not viable at the BHA’s West Newton property, we are seeking proposals to preserve West Newton as affordable housing without public housing subsidy.

Property data is attached. The BHA will not be providing detailed capital information about each property under this RFQ, and therefore, Proposers must identify their assumptions clearly. Proposers may propose replacing or retrofitting existing buildings. Proposals that retain affordable units at a 1:1 ratio with the existing developments will be prioritized. Proposers will be required to submit financial pro formas, cost estimates, and conceptual designs along with developer qualifications.

The BHA will use the proposals to evaluate the feasibility and trade-offs of various approaches, and will issue subsequent Requests for Proposals in order to move forward with any specific plans.
A. Submission Instructions

Respondents to this RFQ are required to submit six (6) copies of their proposal and one (1) electronic copy of their proposal on CD-R or DVD-R media. This submission should be in Adobe PDF format, although Microsoft Office file formats (Word, Excel, Power Point, etc.) are also acceptable. Respondents shall submit their proposals to:

BHA Contract Office, Dan Casals, Deputy Administrator, at the Boston Housing Authority at 52 Chauncy Street, 6th Floor, Boston, MA 02111, on January 22, 2015, no later than 2:00 p.m. by mail or hand delivery.

The RFQ will not result directly in a contract award. A separate Request for Proposals (RFP) will be issued by the BHA for any specific projects.

PART II – PROPOSAL REQUIREMENTS

Proposals should be specific and concise. We strongly prefer efficiently worded, substantive proposals to lengthy responses containing more general, boilerplate language.

A. Qualifications:

Please submit the following information:

1. Identify all team members and roles. Provide information with respect to the capabilities and experience of these individual(s) relative to the teams’ proposal.

2. Describe the team’s background and expertise with affordable and market housing development, public housing programs, and mixed-use/commercial development if proposed. Experience with local City and state affordable housing programs is particularly relevant.

3. List at least three (3) entities that have been clients of the Respondent within the last three (3) years. This list shall demonstrate that the Respondent has (i) been in business for a minimum of three (3) years, and (ii) completed projects substantially similar to those requested by this RFQ. The Respondent shall provide the following information for each client:
   - Client name
   - Type of organization
   - Address
   - Contact
   - Title
   - Telephone
   - Description of the work performed
   - Commencement and completion dates of contract
   - Dollar amount of contract or project
   - Identity of any Respondent’s staff assigned to each client who are proposed for the BHA’s services
4. Submit a summary of prior financial transactions that evidence the Respondent’s capacity to realistically secure the financial resources to execute the proposed project. Include company financial information that demonstrates the ability of the firm to provide necessary guarantees and other security to satisfy investors on the project. Provide information relative to securing all approvals for the project, including non-financial approvals (i.e. zoning, neighborhood, regulatory, etc.)

B. Proposal:

Respondents may submit proposals for one site or multiple sites. For each site, please submit the following information:

1. A two-page summary that identifies the site and overall approach to achieving the goals of the RFQ: number of units to be renovated, replaced, and/or added; resulting overall mix of housing units from deeply subsidized to market; additional uses and square footage.

2. Conceptual design drawings that illustrate the proposal. While interior details are not required, the designs must be sufficiently developed to accurately reflect residential and other uses on the property.

3. Financial Pro Forma including a full Sources and Uses of development funding and a 20-year Operating Budget. The pro formas must make clear any Developer or Overhead fees as well as assumptions as to relocation, demolition, and predevelopment costs. All public sector sources of funding must be specifically identified.

4. A timeline for predevelopment, design, financing, and construction.

5. Financial letters of interest and other evidence that the financial projections are reasonable and that the project can be realistically financed. While financing commitments are not expected, the BHA is not interested in projects that “pencil out” without any basis in realistic funding sources.

6. Clearly identify all assumptions, including financial assumptions as well as other assumptions related to the role of BHA in the transaction.

Questions under this RFP may be directed to:

Joseph Bamberg, Director of Real Estate Development
Email joseph.bamberg@bostonhousing.org

We will make every effort to respond to questions within 5 business days. To ensure timely responses, please submit questions no later than January 7, 2015. Questions and responses will be emailed to all planholders.
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</table>

**Federal Totals** 1164 3952 2363 1280 377 50 7 9193

* End of Initial Operating Period or Date of Full Availability
<table>
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<th>Dev#</th>
<th>Development Name</th>
<th>Management Office Address</th>
<th>Neighborhood</th>
<th>Zip Code</th>
<th>EIOP or DOFA</th>
<th>Studio</th>
<th>1 Bed</th>
<th>2 Beds</th>
<th>3 Beds</th>
<th>4 Beds</th>
<th>5 Beds</th>
<th>6 Beds</th>
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State Totals: 3, 339, 1001, 822, 122, 34, 10, 2331