



Request for Interest (RFI)

**For Acquisition or Lease of Lents
Town Center Small Sites #13-04**

Issued: November 13th, 2013

Pre-Proposal Meeting & Tour: December 5th, 2013

**Statements of Interest Due:
January 7th, 2014 by 5:00pm (Pacific Time)**



PDC | PORTLAND
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COMMISSION
www.pdc.us

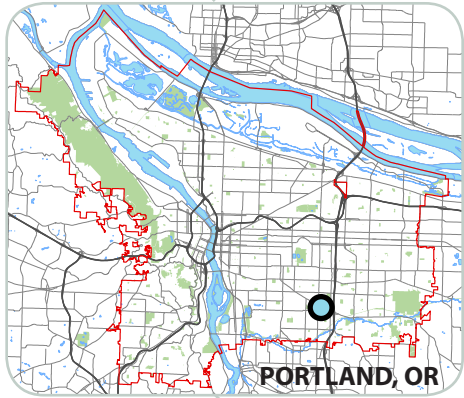


Nestled between Mt. Tabor and Powell Butte, there is a growing network of businesses, neighbors and entrepreneurs. We experiment in the landscape around us and cultivate new opportunities. We love this place and we're open to the possibility of what's next.

We are LENTS GROWN.

Let's Grow.





EXECUTIVE SUMMARY

The Portland Development Commission (“PDC”) seeks interested parties to purchase and/or lease one to three PDC owned vacant sites located along SE Foster Rd at 8801 SE Foster Road, 8930 SE Foster Road, and 9316 SE Woodstock with 6116 SE 93RD Avenue, in the Lents Town Center Urban Renewal Area. The properties are located in close proximity to the historic and re-emerging commercial heart of the Lents neighborhood at SE 92ND and SE Foster Ave (aka Lents Town Center).

Those interested in submitting a statement of interest in response to the RFI should, at a minimum address the General Requirements and Evaluation Criteria of this RFI. Responses – by mail or email – are due at the PDC offices no later than the day and time listed on the cover sheet and addressed to:

Alison Wicks
Portland Development Commission
222 NW Fifth Avenue
Portland, Oregon 97209-3859

Phone: 503-823-3949
E-mail: wicksa@pdc.us

PDC anticipates entering into agreements with the selected proposer(s) for the development of permanent or temporary uses.



PROJECT BACKGROUND

WHY TEMPORARY AND PERMANENT USES?

PDC and the City of Portland are implementing a phased economic development strategy in Lents Town Center. PDC is looking to increase activity in the commercial area and gauge the market in Lents. Successful market rate development and/or successful interim use projects, that program a site through a 1-3 year lease, will activate the vacant parcels and bring more people to the area. Through this RFI PDC is offering the sites for sale or lease in order to secure new users for the currently vacant and unused sites.

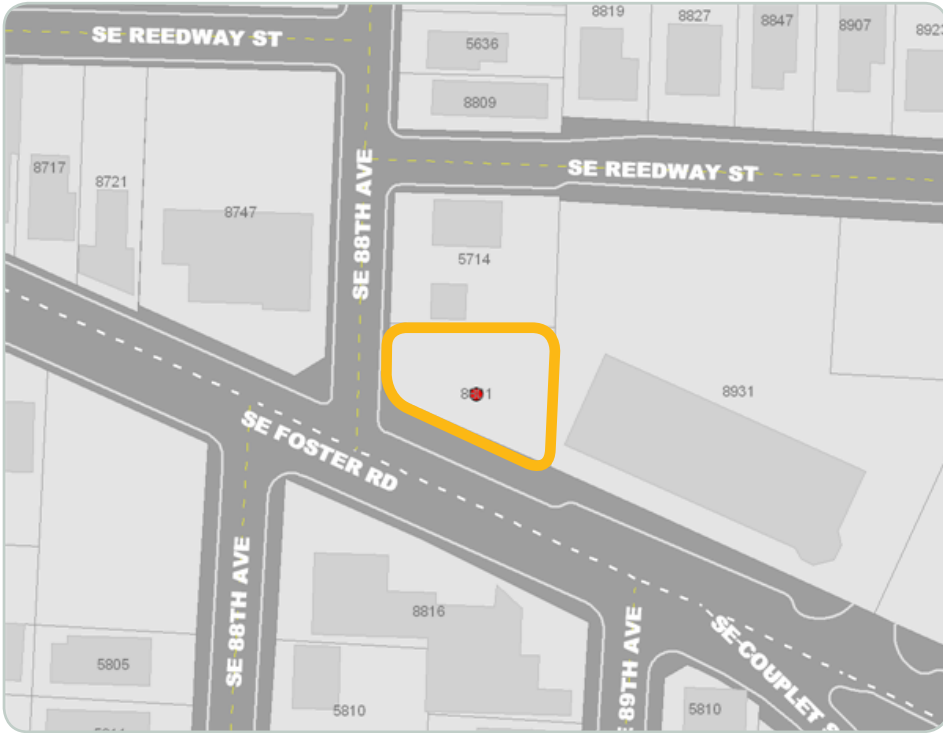
WHAT WOULD YOU LIKE TO SEE?

In spring of 2013, PDC partnered with Mike Caputo, the founder of real estate start-up What Would You Like to See? and ROSE Community Development to crowd source ideas for two of the vacant parcels in Lents Town Center. www.WWYLTS.com is a web-based public participation venue that allows neighbors to share ideas for sites and storefronts and vote for their favorite concepts.

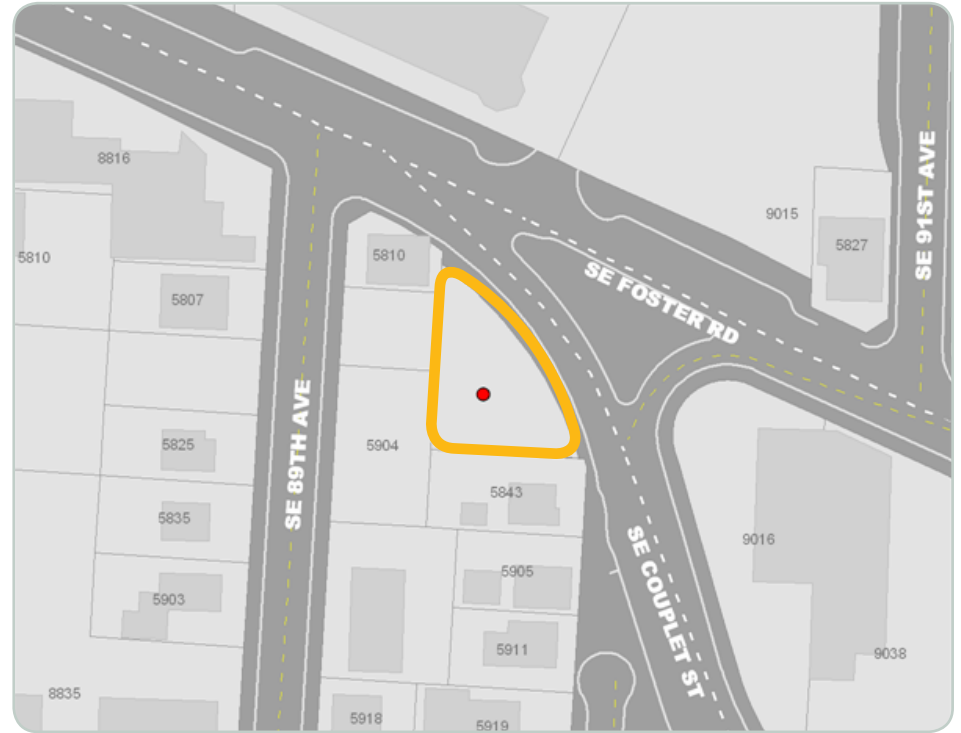
To date, over 30 unique ideas have been submitted for the parcels and over 300 individuals have weighed in on which ideas they would most like to see. To review the "What Would You Like to See?" results visit www.wwylts.com/4 and www.wwylts.com/5.



ABOUT THE SITES

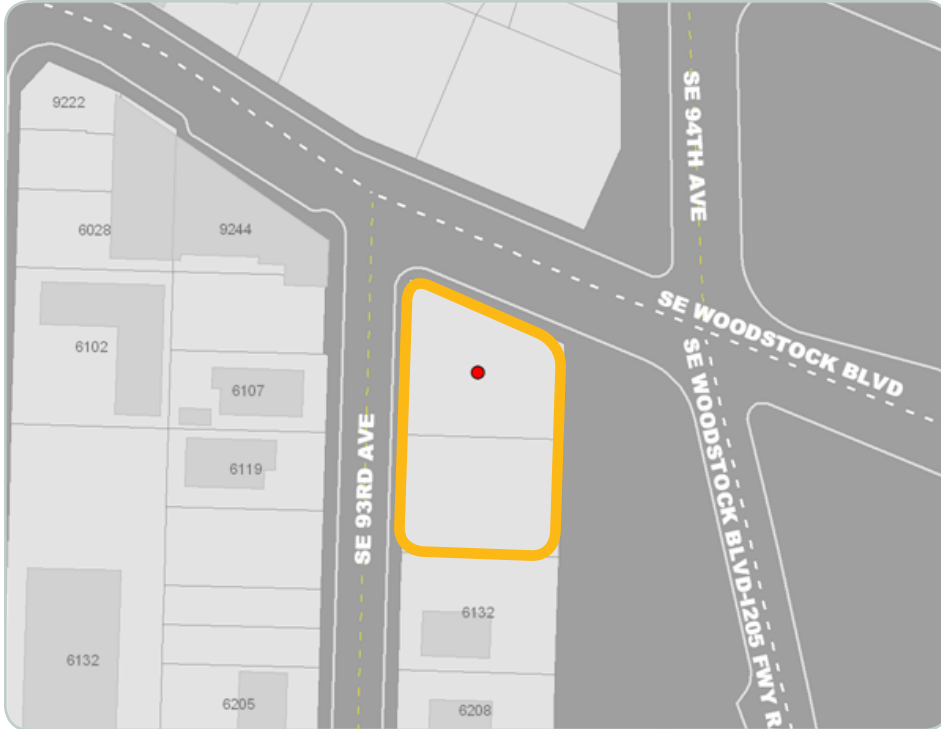


Street Address:	8801 SE Foster Road
Size:	7,142 Square Feet
Condition:	Grassy vacant lot
Services:	Water meter
TAX Lot ID:	R231163
Legal Description:	ORPHA PK, BLOCK 4, LOT 3, LOT 4 EXC PT IN ST
Zoning:	CG



Street Address:	8930 SE Foster Road
Size:	6,259 Square Feet
Condition:	Grassy vacant lot
Services:	No services
TAX Lot ID:	R221712
Legal Description:	MT SCOTT PK, BLOCK 3, LOT 1 EXC PT IN STS, LOT 2 EXC PT IN ST
Zoning:	CG

ABOUT THE SITES



Street Address:	9316 SE Woodstock Boulevard 6116 SE 93RD Avenue
Size:	16,700 Square Feet total 9,200 Square Feet (North Lot) 7,500 Square Feet (South Lot)
Condition:	Grassy vacant lots
Services:	Two water meters
TAX Lot ID:	R288317 R288316
Legal Description:	TOWN OF LENT, BLOCK 5, LOT 16&17 TL 12500 TOWN OF LENT, BLOCK 5, N 1/2 OF LOT 14, LOT 15
Zoning	CM R1



DEVELOPMENT OBJECTIVES



PERMANENT USE DEVELOPMENT OBJECTIVES

In making the properties available for redevelopment, PDC anticipates advancing the following development objectives

District Growth: Create jobs and bring new commercial services to the district and/or add residential households that support neighborhood businesses.

District Identity: Provide a use that adds value to the neighborhood commercial district and aligns with the Lents Grown identity.

Financial Terms: Maximize PDC's financial return.

Upon completion of a successful negotiation, the developer(s) selected under this RFI may enter into a Purchase and Sale Agreement (PSA). PDC programs may be available for commercial projects, commercial components of mixed-use projects, and/or to businesses locating in the new development.

TEMPORARY USE DEVELOPMENT OBJECTIVES

In making the properties available for temporary uses, PDC anticipates advancing the following development objectives

District Growth: Create a unique amenity for the neighborhood commercial district that attracts visitors and/or regular users to the site.

District Identity: Bring positive attention to the district which aligns with the Lents Grown identity.

Serves Community: Community suggested project ideas include temporary art installations and gardens. Other ideas suggested by the community are available on www.WWYLTS.com. The top results from the What You Like to See? website are not a definitive guide for projects. Any additional ideas will be considered.

Upon completion of a successful negotiation, the lessee(s) may enter into a 1-3 year lease and will be eligible for a one-time stipend of up to \$7,500. The stipend is available to be used for design, construction materials/labor, and construction project management. Lessee will be responsible for ongoing maintenance and any permitting fees thru term of lease.

SUBMISSION REQUIREMENTS & EVALUATION CRITERIA

All complete and responsive proposals that are received prior to the deadline for submissions will be evaluated by staff and/or an evaluation committee. Desirable and feasible permanent uses take precedent over temporary use projects.

Proposals for Permanent projects must include:

1. Proposed project and uses.
2. Identification of site(s) of interest.
3. Summary of development team and their experience.
4. Preliminary concept plan.
5. Preliminary project financial pro forma.
6. Description of the projects ownership.
7. Proposed purchase price.
8. Preliminary project schedule including key milestones.

Permanent Use Evaluation Criteria

1. Proposed program (25% of evaluation weighting)
Proposed development advances the PDC Permanent Use Development Objectives.
Proposed development is consistent with zoning regulations and Lents Town Center URA goals.
2. Developer team capability and experience (25% of evaluation weighting)
Demonstrated successful experience on similar projects.
Completeness of concept plan, project pro forma, and project schedule demonstrates a high level of interest.
3. Proposal sale price (25% of evaluation weighting)
Sale price is market rate and maximizes PDC financial return.
4. Project feasibility (25% of evaluation weighting)
Proposed project is financially feasible.

Proposals for Temporary projects must include:

1. Proposed project and uses.
2. Identification of site(s) of interest.
3. Summary of development team and their experience.
4. Preliminary project schedule including key milestones.
5. Preliminary maintenance and operations plan, desired lease length.
6. Preliminary construction and maintenance budget with sources and uses.

Temporary Use Evaluation Criteria

1. Proposed program and design (50% of evaluation weighting)
Proposed project advances the PDC Temporary Use Development Objectives.
Proposer takes a creative approach to site programming and design.
2. Proposer capability (25% of evaluation weighting)
Demonstrated experience in managing small scale construction and maintenance, including past temporary use projects (if applicable.)
Demonstrated commitment to engaging volunteers and building community.
3. Project feasibility (25% of evaluation weighting)
Proposed project is financially feasible with \$7,500 stipend provided by PDC and/or any additional financial resource and in-kind donations provided by the applicant.
Completeness of maintenance and operation plans.

SUBMITTAL INSTRUCTIONS, REQUESTS FOR CLARIFICATION AND CHANGES TO RFI

In an effort to reduce the amount of paper used as part of this RFI, all responses must be submitted either by email or mailed on a compact disk or flash drive. If emailed, responses should be no larger than five megabytes (5 MB) in size. Responses should be in either Adobe Acrobat (.pdf) or Microsoft Word (.doc) format and submitted to Alison Wicks at WicksA@pdc.us, subject line: "RFI 13-04 Proposal." PDC has not set a specified page limit for responses; however, we expect to receive responses that are thorough, but also direct and concise.

Questions about any matter contained in this RFI should be emailed to Alison Wicks (mail to: wicksa@pdc.us) no later than ten (10) business days prior to the deadline of this RFI. All material changes or clarification of any matter contained in this RFI will be published in the form of a written addendum to this RFI at this location on PDC's website: <http://www.pdc.us/xxx>. PDC may make a courtesy effort to notify interested parties that an addendum has been published, but PDC is under no obligation to do so. As such, parties interested in this RFI should refer frequently to the website for this RFI. PDC may also load supplemental information about this project to that location on the web as well.

SELECTION PROCESS

All complete and responsive submittals received prior to the deadline for submissions will be evaluated by staff and may also be evaluated by an advisory evaluation committee. The evaluation will be based on the information submitted in response to the Submission Requirements section, as well as any related information that PDC may discover in analyzing or verifying information submitted in the response or subsequently requested.

TERMS OF THE RFI

This RFI is not a request for competitive proposals and is not subject to the Oregon Public Contracting Code (ORS 279). This RFI in no way obligates PDC to enter into a relationship with any proposer that responds to this RFI or limits or restricts PDC's right to enter into a relationship with an entity that does not respond to this RFI. In its sole discretion, PDC may pursue discussions with one or more proposers to this RFI or none at all. PDC further reserves the right, in its sole discretion, to cancel this RFI at any time for any reason.

Information provided to PDC in response to this RFI will become the property of PDC and will be subject to public inspection in accordance with the Oregon Public Records Law, ORS 192.410, et seq. If a proposer 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 proposal 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. PDC will make that determination based on the nature of the information and the requirements of the Oregon Public Records Law.

COMPLIANCE WITH PDC POLICIES

Social Equity. PDC is committed to increasing economic opportunity and income for all Portland residents and historically disadvantaged Portlanders in particular as described in PDC's Equity Policy (Appendices 21 and 22). The selected Developer must strive to advance, and as applicable comply with, the following PDC programs:

Business Equity Program. The Business Equity Program (BEP) is designed to maximize participation of small businesses that have been historically underutilized and encourages the participation of businesses owned by veterans. The BEP applies to PDC sponsored projects receiving more than \$300,000 of PDC resources to finance a project with hard construction costs greater than \$200,000. The utilization goal for Certified Firms on applicable projects is twenty percent (20%) of the project's hard construction costs.

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 people with disabilities and veterans. The WEP applies to PDC sponsored construction projects if the project receives \$300,000 or more of PDC resources to finance a project with a hard construction cost greater than \$1 million and shall apply to the prime contractor and any subcontract(s) greater than \$100,000.

Green Building Policy. Sustainability is a key PDC interest that advances the Clean Tech business cluster. The selected Developer will be expected to advance and, as applicable, comply with PDC's Green Building Policy.

ABOUT THE PORTLAND DEVELOPMENT COMMISSION

Created by Portland voters in 1958, PDC has been a driving force in Portland's reputation for vibrancy and livability. As Portland's urban renewal and economic development agency, PDC focuses on investing in the job creation, innovation, and economic opportunity that will transform Portland into one of the world's most desirable and equitable cities. In neighborhoods throughout the city, PDC has revitalized main streets and increased the capacity of businesses to expand and provide employment opportunities to Portland area residents.

In May 2011, the Portland City Council adopted a Neighborhood Economic Development (NED) Strategy which articulates how community partners, business leadership and public partners can use focused neighborhood-level actions to collectively foster economic opportunity and neighborhood vitality throughout Portland. The goal of the strategy is to create thriving commercial areas, successful neighborhood businesses and equitable access to quality jobs.

The NED Strategy, which was developed with the assistance of community leaders, builds out the Neighborhood and Small Business Vitality component of the City's 2009 Economic Development Strategy. The NED Strategy guides PDC and other bureaus in developing plans, programs, and projects to promote neighborhood vitality and business success over the next five years.

APPENDICES

PDC Green Building Policy, 2005
Lents Town Center Redevelopment Feasibility Study 2009
Lents Town Center Business District Strategy 2011
Lents Town Center Real Estate Market Analysis 2012
Appraisal for 93rd & Woodstock/Davis 2013
Lents Town Center Brand Guide – "LENTS GROWN" 2013

Photo credit
Charley Zheng Photography, www.charleyzheng.com
Pages 1, 2, 4, 5, 7, 8, 11