



Portland Housing Bureau

Request for Qualifications (RFQ) For the development of Broadway Corridor, Parcel 4A



Issue Date: December 28, 2023

RFQ Pre-submission Conference: January 18, 2024

RFQ Submission Deadline: February 16, 2024

TABLE OF CONTENTS	<i>Page Number</i>
I. Introduction and Background	3
II. Project Site and Background	5
III. Policies, Strategies and Partnership Agreements	9
IV. Submittal Requirements	10
V. RFQ Changes	12
VI. Review of Responses	12
VII. General Conditions	13
VIII. Proposed Timeline	15
IX. Appendices and Forms	15

I. Introduction and Background

Through this Request for Qualifications (“RFQ”), the Portland Housing Bureau (PHB) invites qualified development teams to submit qualifications to develop the northern half of Block 4, (referred to as Parcel 4A) located on the former Portland U.S. Postal Service site (USPS property) within the Broadway Corridor. The purpose of this RFQ is to provide community partners, real estate developers, and interested parties an opportunity to express their interest in, and qualifications to develop Broadway Corridor Parcel 4A. Development teams selected through this initial RFQ process will then be invited to submit full funding proposals for the Broadway Corridor, Parcel 4A Solicitation, which will make available up to \$60 million in resources including, but not limited to, Metro Affordable Housing Bonds, River District Tax Increment Funds, and up to 25 project-based Section 8 Vouchers.

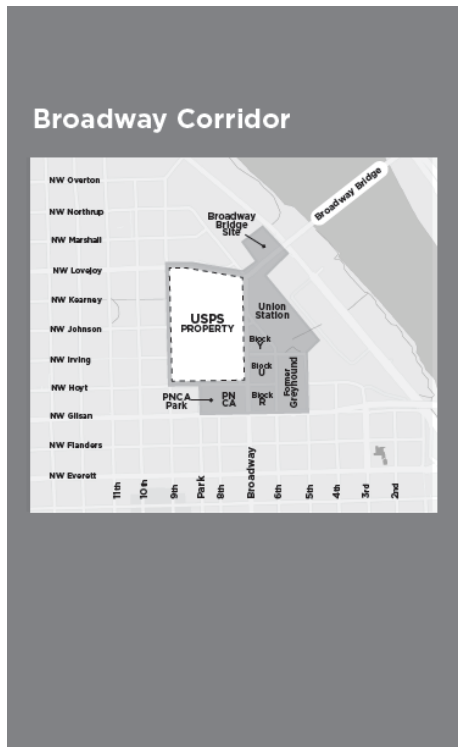
Broadway Corridor & USPS Property

The 34-acre Broadway Corridor is a key opportunity site for high-density employment, mixed-income housing, and signature city attractions and amenities adjacent to one of Portland’s regional transit hubs. Redevelopment of the 13.5-acre USPS property, located at the heart of the Broadway Corridor, will connect the Old Town/Chinatown and Pearl District neighborhoods, and offers the potential to create nearly 4 million square feet of new economic, business, social and community development opportunities, and could house approximately 2,400 new mixed-income households and 4,000 jobs.

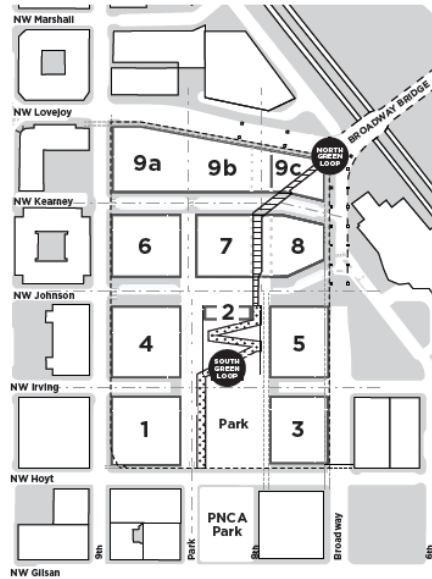
Prosper Portland and the Portland Housing Bureau (PHB) jointly acquired the USPS property, bounded by NW Glisan Street, NW Lovejoy Street, NW 9th Avenue, and NW Broadway. The Broadway Corridor encompasses several additional properties also owned by Prosper Portland including Union Station, Block Y, and Block R. The acquisition and redevelopment of the USPS property, as called for in the Central City 2035 Plan, offers a unique opportunity for Prosper Portland and the City to meet growth requirements – including private development, affordable housing, economic development, transportation, and open space goals – on a large, contiguous property in the middle of downtown.

The location and size of the Broadway Corridor also represents an opportunity to realize the City’s vision for an equitable economy by advancing prosperity, creating a vibrant mixed-income neighborhood, and supporting living wage jobs.

Redevelopment of the USPS property, including Parcel 4A, is guided by the [USPS Master Plan](#) and supported by the collaborative work amongst Portland Housing Bureau, Portland Bureau of Transportation, Portland Water Bureau, Bureau of Environmental Services, Portland Parks and Recreation, and Prosper Portland.



USPS Property Detail



Metro Affordable Housing Bond

In November 2018, Metro area voters in Washington, Clackamas and Multnomah Counties approved Measure 26-199, the first ever regional bond for affordable housing. The Measure authorized Metro to issue up to \$652.8 million in general obligation bonds for the development or acquisition of affordable housing. Leading up to the vote, Metro conducted a series of public engagement activities. From those emerged the regional investment strategy for the Metro Housing Bond (Metro Bond).

The Metro Bond’s goal is to create at least 3,900 new affordable homes across the region, of which:

- At least 1,600 will be affordable to households making 30% area medical income (AMI) or below; and
- At least 1,950 will be sized for families, with 2 or more bedrooms; and
- No more than 10 percent will be provided for households making 61-80% of area median income.

The Portland Housing Bureau (PHB) is the lead bureau for the City of Portland (City) responsible for Metro Bond implementation. PHB’s work is guided by the four principles from conversations with key stakeholders who participated in a six-month public process prior to the referral of the Measure:

1. **Lead with racial equity.** Ensure that racial equity considerations guide and are integrated throughout all aspects of program implementation.
2. **Create opportunity for those in need.** Create housing opportunities for priority communities facing housing insecurity, including but not limited to Black, Indigenous and Communities of Color, families, people living with disabilities, seniors, Veterans, and households experiencing or at risk of homelessness.
3. **Create opportunity throughout the region.** Ensure investments are distributed across the region.
4. **Ensure long-term benefits and good use of public dollars.** Provide for community oversight to ensure transparency and accountability in program activities and outcomes.

Using a formula based on assessed (real property) value, the City's share of the Metro Bond is approximately 38 percent, or \$211 million, to create a least 1,475 units of affordable housing within the City. Of this total, 605 units will be for households with incomes at 30% AMI, 737 will be family-sized units, and 300 units will be for supportive housing.

Portland's Local Implementation Strategy (LIS) for the Metro Bond outlines a commitment to furthering our community goals of preventing displacement, advancing racial equity and making a tangible impact on ending homelessness. Building on PHB's prior experience with Portland's Housing Bond, a \$258.4 million general obligation bond passed by Portland voters in 2016, the focus of Portland's Metro Bond deployment is to create housing access and opportunity for individuals and organizations from and/or representing communities in need identified by Metro, as listed below.

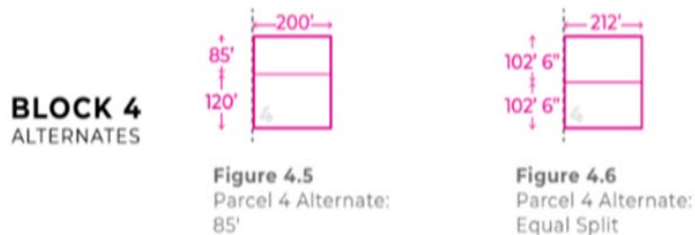
- Priority Communities:
 - Black, Indigenous, and Communities of Color
 - Families with children and multiple generations
 - People with disabilities
 - Seniors
 - Veterans
 - Households experiencing homelessness and/or facing imminent displacement

II. Project Site and Background

Historically, the Broadway Corridor and adjacent blocks have served as a Chinookan center of commerce and home to Wapato Valley people; a hub for Chinese-American rail workers; the site of the first performance of jazz in the city at the Golden West Hotel; a thriving Japantown; a railyard; and from 1964-2019 was home to the main US Postal Service processing facility for all of Oregon and southwestern Washington.

Today, development of the USPS property is governed by the USPS Master Plan in addition to standard City code and policy requirements. Prosper Portland is undertaking site preparation, including demolition of the USPS facilities, with the exception of the structured parking garage, and working with City bureaus to construct streets and public utilities necessary to service the district. The following is a summary of current and future site conditions at Parcel 4A:

- **Parcel 4A Property Identification.** R709061
- **Site Description.** Parcel 4A is bounded by NW 9th Ave to the west, NW Johnson to the north, and NW Park Ave to the east. The southern boundary is a half block to be developed into an additional half block multifamily affordable housing sometime after 2032. The site is generally level and at street grade. The topography does not result in any particular development limitations.
- **Zoning Designation.** The USPS Property is designated Central Employment with a design review overlay (EXd). The EX zone allows mixed uses. The intent of the zone is to allow industrial, business, and service uses which need a central location. Residential uses are allowed but are not intended to predominate or set development standards for other uses in the area. The development standards are intended to allow new development which is similar in character to existing development.
- **Parcel Size & Site Dimensions.** Parcel 4A will be subject to right-of-way dedications on the northern and eastern boundaries. The USPS Master Plan also offers flexibility in the configuration of Parcel 4A and Parcel 4B. The following alternate development footprints have been planned for and are permitted outright without applying for a modification or adjustment. Development footprints for block 4 may be divided up into the below two footprints:



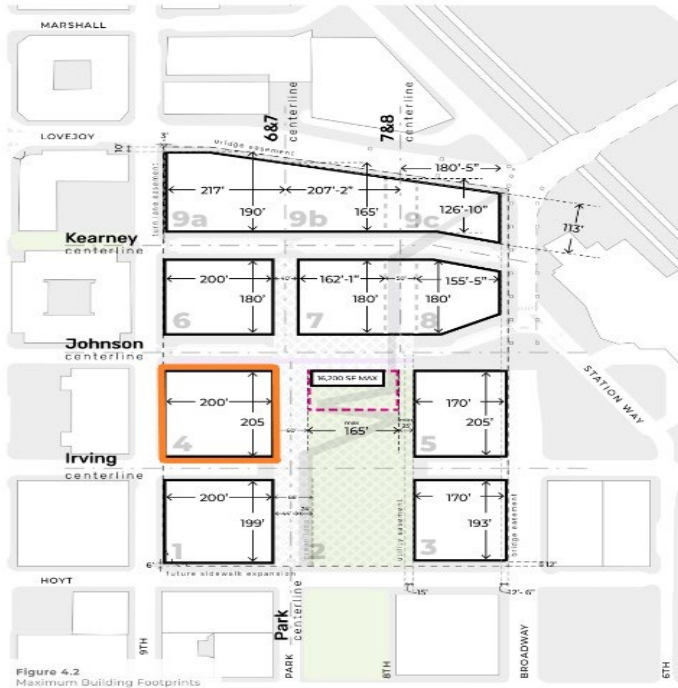
- With a Masterplan Amendment, the southern property line of the northern half of Parcel 4A may be able to be moved to make the footprint up to 120' in the N-S direction, resulting in an inverted version of figure 4.5.
- **Minimum height:** 100'
- **Maximum height:** 250'
- **FAR:** Zoning for the site allows 7:1 base FAR.
- **Existing Structures & Uses.** The parking garage located to the south of Parcel 4A is a functional facility which will remain in operation for an estimated 10 years. A USPS retail facility is also operating on the ground floor of the facility. Immediately adjacent improvements include

driveway access for passenger vehicles and USPS trucks on the northern side of the parking structure, which must be taken into consideration when defining the southern boundary of Parcel 4A.

- **Transportation Infrastructure.** The USPS property is located in Portland’s highly walkable Central City and is well-served by local and regional transit. Light rail stops for TriMet’s MAX Yellow/Orange and Green Lines are located within one block of the USPS property, as are stops for the Portland Streetcar. The USPS property also has nearby local and regional bus service and passenger rail and is well-served by the region’s freeway network. Forthcoming transportation improvements include the extension of NW Johnson Street and NW Kearney Street through the USPS property. A future phase of improvements, currently anticipated to occur in 2032, will include the extension of NW Park Avenue from NW Glisan Street to NW Johnson Street. These improvements are funded in part by the Broadway Corridor Local Improvement District (LID), and the costs are borne by various properties within the Broadway Corridor, including Parcel 4A. The construction of NW Johnson Street and NW Kearney will begin mid-2024 and includes grading, drainage, paving, striping, signage, illumination, irrigation, water main replacement, signals, and roadside development. NW Johnson, which borders Parcel 4A to the north, will have a two-way bike lane between the public sidewalk and vehicular lanes. The sidewalk corners and pedestrian curb cuts at NW 9th + Johnson and NW Park + Johnson will be a part of the LID scope of work. The public sidewalk between these corners will be part of the scope of work of the new development on Parcel 4A as well as the sidewalk to the east of the site. Sidewalks to the west of the property along NW 9th are existing to remain. Construction of these streets is slated to be completed **in early spring 2026**.
- **Open Space.** Portland Parks and Recreation (PPR) is undertaking conceptual design for the additional park blocks to be immediately adjacent to the site. Construction of the new park is anticipated to occur with the second phase of infrastructure in 2032, once the USPS retail operations are relocated and the parking garage is demolished. Concurrent with the conceptual design of this park, PPR is also designing the park block immediately south of the USPS property. Construction of this park is anticipated to start in mid-2026. Parcel 4A also benefits from close proximity to Jamison Square Park, accessible via the new extension of NW Johnson Street.
- **Utilities.** Utilities to be brought to the site include water (PWB), sewer (BES), street lighting (Lumen), electric (PGE), internet (Comcast), and gas for commercial kitchens only (NW Natural). See Appendix D – PHB Parcel 4A Site Scope Diagram for utility connection locations. The aspiration is for the entire district to be all electric except ground floor commercial kitchen.
- **Flood Plain Status.** The USPS Property is located in a Zone X “other flood area” of 0.2% annual chance of flood (Flood Insurance Rate Map Number 4101830093E dated October 19, 2004).
- **Environmental Conditions.** The soil and groundwater at the USPS Property have been impacted by historical releases of hazardous substances. The USPS Property is listed in the Oregon Department of Environmental Quality (“DEQ”) Environmental Cleanup Site Information (“ECSI”) database, as ECSI Site ID 2183, US Postal Service Processing & Distribution Center. Prosper Portland is obligated to complete environmental cleanup to DEQ’s satisfaction, pursuant to the Consent Judgment. This obligation includes addressing known and any unknown contamination

on and off the USPS Property. Please refer to Appendix E: Exhibit C of Prosper Portland and PHB’s IGA for more details on Prosper Portland and PHB’s agreement to allocate responsibilities regarding these environmental requirements.

- **Site Plan.** The area highlighted below, Block 4, is solely owned by PHB. This RFQ is for the northern half of the block, known as Parcel 4A.



Parcel 4A Development Considerations

- Unit target range: 200-250 units
- At least 5% of units developed on Parcel 4A will be accessible to persons with mobility disabilities and 2% for persons with hearing or visual disabilities.
- PHB expects a minimum of 10% of units be 30% AMI, in addition to the 25 Project-based Section 8 Vouchers.
- Parcel 4A will be subject to a local improvement district to finance the construction of street, sidewalk, stormwater, sanitary sewer, water main, and off-site signal and intersection improvements for the Broadway Corridor Site (the “**Broadway Corridor LID**”), as described in Section II. Transportation Infrastructure above. The selected developer/owner of the Parcel 4A development will be responsible for payments under the Broadway Corridor LID as they become due and payable. Current census tract for Block 4 does not have a Difficult to Develop Area (DDA) or Qualified Census Tract designation. An amendment to the designation may require coordination with several federal agencies and legislative representatives.

III. Policies, Strategies and Partnership Agreements

The following is a summary of applicable policies, strategies, and partnership agreements. Any agreements are described for illustrative purposes and final agreements will be provided to the selected development partner.

Advancing Racial Equity

PHB will use a racial equity lens at the forefront and throughout the evaluation process when assessing submissions for this RFQ. Project teams will be required to show demonstrated success and commitment to advancing equity in accessing development opportunities. Project teams will be asked to submit information on their qualifications related to developing, owning, managing and/or providing culturally specific services.

PHB will prioritize proposals addressing historic and present racism and lack of housing access and opportunity experienced by BIPOC communities. This will include projects sponsored by culturally specific agencies and/or projects sponsored by partnerships in which culturally specific agencies who have a meaningful role in project design or operations, lease up, service provision, or as sponsors demonstrating commitment and experience in effectively reaching and serving BIPOC communities.

Community Benefits Agreement

PHB participated with Prosper Portland and the Healthy Communities Coalition in the negotiation of a term sheet for the Broadway Corridor Community Benefits Agreement. While a final agreement has not been executed, PHB will use the draft term sheet as a guide for the future RFP. The draft Community Benefits Agreement term sheet can be found [here](#).

Community Engagement

Projects will be required to plan, conduct, and report on community engagement activities to inform project outcomes that support the needs of future residents. This could include engagement conducted by the developer, or developer's consultant, to shape the vision for a project and/or plans for further engagement to inform the design or programming of the project to meet the needs of historically and presently marginalized community members.

Developer teams will need to demonstrate, either directly or through partnerships with culturally specific agencies and other groups, a successful track record of working with priority communities, targeted methods of outreach to increase access in different cultural communities, and support for vulnerable households in neighborhoods where there are established social support networks in place.

Equity in Contracting and Workforce Diversity

Project teams will be asked to meet or exceed PHB's goals for equity in contracting, including 30% in construction contracts and 20% in professional services going to certified Disadvantaged, Minority, Women, Emerging Small Business or Service-Disabled Veteran Owned Firms (DMWESB-SDV). An understanding of and experience adhering to [Apprentice and Workforce Diversity](#) and [Affordable Housing Green Building](#) policies and accessibility standards will also be required.

Purchase and Sale Agreement between Prosper Portland and USPS

This agreement guides terms of property acquisition including post-closing environmental and property management matters.

Prospective Purchaser Consent Judgement between Prosper Portland and Oregon Department of Environmental Quality:

This agreement provides a predictable process for addressing soils remediation in the context of intended site development, including:

- Assumes the existing parking blacktop and building foundations provide a remedy in the form of a cap over the underlying impacted soils and may be left in place until a permanent change in use and permanent removal of the cap is completed.
- Allows for limited investigatory measures so long as the cap is promptly replaced.
- Allows for discrete subsets of the site (sub-parcels) to be developed and remediated without necessitating the remediation of other aspects of the site.
- Necessitates the development of sub-parcel specific remedial action plans (consistent with the Master Remedial Action Work Plan as applicable) when redevelopment is intended (defined as the permanent change in the sub-parcel use involving a permanent removal of the cap) and prescribes a process for development and DEQ approval of remedial actions that will complement and be incorporated into site preparation work.
- Provides a limit of responsibility to the State for remedial action and provides protection against a contribution action on the part of a third party.
- Allows the benefits and burdens of the PPA to be passed on to successors in interest and requires that a successor / developer have sufficient financial capacity to undertake the required remedial actions.

IV. Submittal Requirements

All applicants must submit a full response to the RFQ and meet the minimum criteria set forth herein to be considered for evaluation. All required forms must be fully completed, and application requirements met at the time of submission. Upon review, PHB, at its sole discretion, may notify an applicant that additional information or clarification is necessary. Applicants that do not adhere to these requirements risk disqualification from consideration under this RFQ.

1. Application Materials

Applicants must submit a completed:

- Application Form (**Form A**)
- Narrative (**Form B**). Narrative may not exceed thirteen (13) pages typed, not including questions or any requested attachments.

- **Two (2) years of financials**
- **Schedule of Real Estate Owned**
- **Resume of Development Team and Partners**
- **All questions in Form B must be answered in the narrative summary; providing and referencing attachments is not sufficient.**

1. Inquiries

Applicants should direct all communications and inquiries regarding this RFQ to PHB at megan.grillo@portlandoregon.gov.

2. Pre-Submission Conference

A pre-submission conference will be held at 4:00 p.m. on Thursday, January 18, 2024, by Zoom. If you plan to attend the conference, please register in advance of the meeting at the link [HERE](#). **The pre-submission conference is not mandatory, but highly recommended for development teams considering applying for this RFQ.**

3. PHB strongly recommends that interested Applicants attend this pre-submission conference, as this will be the only opportunity to ask questions and receive answers in person regarding the RFQ. PHB will provide responses to all inquiries at the pre-submission conference and in an FAQ addendum, which will be posted on PHB’s website, and sent to all registered prospective Applicants after the pre-submission conference.

4. People with disabilities requiring special accommodations to attend and/or participate in the pre-submission conference should contact PHB at the email address provided above by **January 12, 2024**.

5. **Time and Place of Submission**

The submission deadline is February 16, 2024. To be considered for inclusion, Applicants must submit their applications electronically no later than **3pm on Friday, February 16, 2024**.

Electronic submission should be uploaded to: [SUBMIT BROADWAY CORRIDOR RFQ APPLICATION](#).

6. Please name and upload forms, narrative and supporting files individually. Application submissions received after the submission deadline will not be considered. If PHB determines, upon review of the Qualifications, that any items are missing and/or incomplete, PHB, in its sole discretion, by written notification given to the Applicant, may permit the Applicant to provide or clarify such items. Failure to provide complete information in a timely fashion could result in rejection of the Application.

7. All submissions become the property of PHB. Once an application is submitted it will be considered final. We encourage applicants to seek any answers to questions in advance of completing the application to: megan.grillo@portlandoregon.gov.

V. RFQ Changes

All changes to the RFQ via amendments will be made in writing and will be posted on Portland Housing Bureau website. Please ensure that your name, address, and email addresses are correct in order to receive timely updates on any changes that may occur.

VI. Review of Responses

Upon receipt, all submissions will be reviewed for adherence to this RFQ's submittal requirements. PHB estimates the process for reviewing and selecting qualified development teams may take up to 4 weeks. Applications may be submitted as early as the first day the RFQ is released, on or after December 28, 2023.

PHB, at its sole discretion, may employ the following selection process and criteria in recommending projects for an invitation to apply for NOFA resources. PHB will review applications for projects that meet the minimum RFQ criteria and contain all required documentation. Proposals meeting the minimum threshold requirements will be reviewed and evaluated by a review committee comprised of representatives from PHB, Prosper Portland, and non-conflicted community partners. PHB may require development teams to attend an interview if further information is needed regarding the RFQ proposal submitted.

Teams and projects will be evaluated based on the following criteria:

- **Master Plan and Site Conditions:** Demonstrated understanding of the values and goals of the Broadway Corridor Master Plan and the impact of site conditions on development schedules and pro-formas.
- **Development of a similar project:** Demonstrated track record on sustaining at least two other similar projects and has staff or consultants/contractors who are experienced in developing large multifamily housing projects in urban environments.
- **Equity Plan:** Demonstrated track record of meeting or exceeding PHB's equity in contracting goals, successful partnerships with culturally specific agencies, and generating access to housing for BIPOC populations.
- **Community Engagement:** Demonstrated understanding of the location's history and communities impacted by displacement. Experience conducting meaningful community engagement processes and adhering to Community Benefits Agreements, or similar, will also be evaluated.

- Leveraging of other local, state and federal resources: Demonstrated track record on successfully utilizing a combination of capital funding sources, including but not limited to proposer’s equity, bond funds, LIHTC equity, third-party grant funding and conventional construction and permanent financing sources.

VII. General Conditions

This RFQ is not a solicitation of competitive bids. Failure to abide by the General Conditions is grounds for disqualification. PHB by this RFQ specifically reserves the right in its sole discretion to determine which proposals best serve the public good, and to:

- a. Revise the solicitation, evaluation, or selection process including extending the deadline or canceling without selecting any development teams.
 - b. Waive informalities and irregularities in the proposals received in response to this RFQ.
 - c. Disqualify without recourse or appeal any or all proposals.
 - d. Reject any or all proposals with or without cause.
 - e. Determine the timing, arrangement, and method of any presentation throughout the process.
 - f. Verify and investigate the qualifications and financial capacity of the development team, and any of the information provided in the proposal.
1. Every effort has been made to provide current and correct information; however, unless citing a specific PHB approved resolution or plan, PHB makes no representation or warranty with respect thereto.
 2. All proposals received shall become the property of PHB and considered an official public record subject to inspection by the public in accordance with ORS 192.502 and PHB’s Public Records Access Policy after the completion of the RFQ process; and may be used for any purposes relevant to the decisions and actions undertaken by PHB towards development of the property being offered. Entities are advised that confidential financial information should be clearly labeled and submitted separately from the remainder of their proposal (both paper and digitally). Similarly, if any entity responding to this RFQ believes that a specific portion of its response 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” and submit it together with the confidential financial information. Identification of information as a “trade secret” does not necessarily mean that the information will be exempt from disclosure. PHB will make the determination of exemption from disclosure based on the nature of the information and the requirements of the Oregon Public Records Law.

3. Restrictions on communication. Every effort has been made to include herein all the information necessary to prepare and submit a responsive proposal to this RFQ. However, in the event additional information is desired, or if you have a question about any of the information or requirements contained in this RFQ, direct your question to:

Megan Grillo, Bond Housing Program Coordinator
Portland Housing Bureau
Megan.grillo@portlandoregon.gov

4. During the course of this RFQ, development teams are cautioned not to undertake any activities or actions to promote or advertise their proposals except in the course of PHB-authorized presentations; or to make any direct or indirect (through others) contact with review committee members (if named), staff members of the City, PHB or other funding partners. Development teams may only initiate contact with the person named in #3 above who will assess inquiries and determine further actions, if any.
5. PHB will not hold “one-on-one” meetings with any development teams during the evaluation process. PHB may, however, ask individual development teams clarifying questions or obtain additional information about some specific point of a proposal.
6. PHB accepts no responsibility or obligation to pay any costs incurred by any potential or eventual development teams in the preparation or submission of a proposal; or in complying with any subsequent request by PHB for information or participation throughout the evaluation process.
7. Respondents to this RFQ are prohibited from employing or retaining a former employee of the City including without limitation, PHB, to assist in the preparation of a proposal to this RFQ if during the course of her/his employment with the City the former employee worked in a position that provided access to information concerning the site that is the basis of the proposal.
8. The selected developer is further prohibited from employing or retaining a former PHB employee to assist in the preparation or negotiation of the terms of a proposal to this RFQ who has been separated from the City for less than two years or who during the course of their employment with the City, worked substantially with the site that is the basis of a proposal:
 - a. To work on or receive any financial gain related to the project; or
 - b. To work in a capacity responsible for influencing, or trying to influence, the actions of PHB other than through public testimony.
9. Additional information regarding project criteria is contained within the Appendices.

VIII. Proposed Timeline of RFQ

Broadway Corridor Targeted Timeline	
RFQ Release	12/28/2023
Pre-submission Conference	1/18/2024
FAQ Published	1/29/2024
RFQ Responses Due	2/16/2024

IX. Forms and Appendices

FORM	LOCATION
Form A – RFQ Application	Form A
Form B – RFQ Application Narrative	Form B

APPENDICES	LOCATION
Appendix A – Portland’s Local Implementation Strategy for Metro Affordable Housing Bonds	Appendix A
Appendix B – PHB Underwriting Metrics	Appendix B
Appendix C – Broadway Corridor Community Benefits Agreement	Appendix C
Appendix D – Parcel 4A PHB Site Scope Diagram	Appendix D
Appendix E – Exhibit C (from Prosper / PHB IGA)	Appendix E

Not all appendices are referenced within the body of the RFQ. Please read all appendices carefully.