



Seattle
Office of Housing



Seattle
Parks & Recreation

Request for Proposals

Lake City Community Center and Affordable Housing
Redevelopment

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I. Introduction

Seattle Parks and Recreation (SPR) and the Seattle Office of Housing (OH) invite developers to submit proposals for the redevelopment of the Lake City Community Center (LCCC) into a vibrant new community center with space for recreational facilities, gathering spaces, programming, and services combined with safe, healthy, and affordable housing. This redevelopment partnership between OH and SPR is the first of its kind, providing a transformational opportunity to create new amenities and increase housing stability for low-income residents in a neighborhood facing displacement pressures. The redevelopment of LCCC is part of a long-held shared vision between SPR, OH, community members, and community-based organizations in Lake City that this Request for Proposals (RFP) seeks to implement.

The City-owned redevelopment site is located at 12531 28th Avenue NE next to a park, library, City services center, and high-frequency transit, ensuring that residents have access to green space, amenities and connectivity to jobs, schools, and services. The location of this redevelopment and proximity to open space and City resources makes these new homes ideal for low-income households, families with children, intergenerational households and people 65 and older. Family-sized units of two or more bedrooms are encouraged. The affordable housing created through this RFP will be income-restricted to households earning up to 50% and 60% of the Area Median Income (AMI), depending on home size. All studio or one-bedroom homes proposed must be affordable to households earning up to 50% of AMI. Homes with two or more bedrooms must be affordable to households earning up to 60% of AMI. The City will support this development by funding the community center shell and core construction, providing gap financing for the affordable housing and ground leasing the site to the developer for a nominal cost.

This RFP process is being led by OH and solicits proposals for the shell and core of the new LCCC with affordable rental housing located above. Respondents to this RFP are asked to consider the unique design and operational needs of an affordable housing development co-located with a community center and should consult SPR's space requirements and guidelines when designing the base build of the community center (see Project Requirements section below and Attachments H and I). Depending on the qualifications and experience of the selected development team, SPR may hire the selected development team to design the community center and construct the tenant improvements under a separate contract or SPR may issue a Request for Qualifications for a design team and bid the construction of the tenant improvements separately.

II. The City Partners

Office of Housing (OH)

The mission of OH is to create strong, healthy communities, prevent displacement, and increase opportunities for people of all income levels to live in Seattle. Housing supported by OH is income- and rent-restricted to ensure that it is occupied by and affordable to eligible households. When making investments in affordable housing, OH seeks to:

- Advance the equitable distribution of affordable housing investments throughout the City of Seattle, serving a range of households and income levels consistent with income limits and affordability requirements established in the Office of Housing Funding Policies.

- Promote housing opportunity and choice throughout the city while providing stable and healthy living environments where low-income individuals and families can thrive, with access to culturally relevant and linguistically competent services, high-quality educational and employment opportunities, affordable and reliable transportation, and other amenities.
- Contribute to the development of walkable and climate resilient neighborhoods, particularly near high-capacity transit, giving low-income residents access to transportation, services, and economic opportunity.

Seattle Parks and Recreation (SPR)

SPR provides safe and accessible spaces for residents and visitors to work, recreate, rejuvenate, and enhance quality of life and wellness for children, teenagers, adults and seniors. SPR's Recreation Division operates twenty-six (26) community centers including the LCCC. The Mission of SPR's Recreation Division is to inspire all people to reach their full potential through recreation programs and activities. The vision is that all people have access and opportunity to experience quality recreation services.

III. Site Information and Context

A. Property Information

The LCCC redevelopment site is located at 12531 28th Avenue NE, Seattle, WA 98125 (Parcel 3834500635). The property is owned by SPR. From 2017 through 2023, SPR operated the LCCC as a limited use community center serving as a multicultural and multigenerational neighborhood hub despite being significantly undersized to meet community demand. For decades before that, the Lions Club operated programs at the SPR-owned site. A fire in April 2023 closed the center abruptly. The building was demolished in early 2024.

Former LCCC Entrance



Figure 1. The Lake City Community Center was closed in April 2023 due to fire and is scheduled for demolition.

Property Map



Figure 2. The development area highlighted in orange above is approximately 23,000 square feet. Proposals are not strictly limited to this highlighted area but should provide justification for any development that encroaches on Albert Davis Park.

The community center site is centrally located in the civic core of the neighborhood next to Albert Davis Park, Seattle Public Library Lake City Branch, Seattle Customer Service Center, and the Lake City Farmers Market. Lake City Community Center was the only SPR facility located in Northeast Seattle within the center of a community service campus that included a City of Seattle Customer Service Center and a Public Library branch. Before LCCC was closed due to the fire in April 2023, it served a diverse population with a high number of low-income families, seniors, people experiencing homelessness, toddlers, and multi-cultural groups. Many neighborhood and community partners frequently used LCCC to run programs or events.

Redevelopment of this space into a new community center that is fully equipped with facilities and programming in combination with affordable housing presents a unique opportunity to bring back and expand vital programming and services to the neighborhood and provide housing opportunities to a community facing high displacement pressures.

The developable area on the property is primarily zoned Neighborhood Commercial NC3-75 (M). More information is available in [Chapter 23.47A – Commercial](#) of the Seattle Municipal Code and Attachment J, although developers are required to conduct their own analysis to ensure they abide by all code requirements. The area encompassing Albert Davis Park is zoned Low Rise 3 LR3 (M). If the developer’s proposal requires rezoning of this portion of the site, OH, SPR and the Seattle Department of Construction & Inspections (SDCI) will work collaboratively with the developer on this process.

This RFP provides information on the property to help respondents prepare thorough proposal responses. The following documents can be found in Attachments E, F, G, L, M, N, O:

- The Lake City Community Center and Affordable Housing Feasibility Study prepared by INNOVA Architects in 2018, with updated cost in 2022
- Massing plans, prepared by INNOVA Architects in 2018
- Concept renderings, prepared by INNOVA Architects in 2018
- Phase I Environmental Site Assessment prepared by Adapt Consulting on December 28, 2023
- Survey, dated May 10, 2023.
- Title Commitment and property history report prepared by First American Title Insurance Company, dated October 24, 2018.
- Geotechnical report prepared by Shannon & Wilson Inc. on August 4, 2003
- Hazardous materials report prepared by Eco Compliance Corporation on May 17, 2017

SPR is working with Broadview Planning on a needs assessment for the community center. The needs assessment will be completed and shared with the development teams by August 30, 2024.

B. Neighborhood Context

Lake City is an economically and racially diverse community located in northeast Seattle. [A Plan for the Neighborhoods of the Lake City Community](#) was published in 1999. In partnership with the community, the City adopted an [Urban Design Framework](#) in 2016 to build on past planning efforts and guide future development. Both plans highlight the community’s need for an expanded full-service community center and more housing options. The area immediately surrounding the site includes multifamily and single-family housing and commercial development. Lake City Way, the retail corridor of the neighborhood, is located two blocks east of the site.

Further, the neighborhood was identified in [Seattle’s 2035 Growth and Equity Analysis](#) as having both high access to opportunity and a heightened displacement risk for low-income households and Black, Indigenous, and People of Color (BIPOC) communities. This risk of displacement highlights the need for equitable development that will both meet the needs of underserved and marginalized populations and foster a sense of community, safety, and wellbeing.

Lake City is home to several community-based organizations, of which some had previously used the community center. These groups include but are not limited to Lake City Seniors, Hunger Intervention Program, North Helpline, Lake City Neighborhood Association, Build Lake City Together, Lake City Partners Ending Homelessness, Lake City Collective, Seattle Indian Health Board, the Lamb of God Lutheran Church, and Akin.

OH has previously invested in affordable housing developments in the Lake City neighborhood such as Tony Lee Apartments, McDermott Place, Valor Apartments, Polaris at Lake City, and Meadowbrook

View. The Multifamily Property Tax Exemption (MFTE) Program and Mandatory Affordable Housing (MHA) requirements have created affordable housing in Lake City within market-rate buildings at the following properties: The Bode 125, Origin, Mysa, Array Apartments, and The Savoy at Lake City. The Seattle Housing Authority (SHA) owns and operates two public housing communities nearby called Lake City House and Lake City Court. One supportive housing property is currently in development called Lake City Supportive Housing. Another supportive housing development called Sacred Medicine House opened in the spring of 2024. Lake City Townhomes, an affordable homeownership development, is also underway. Creating additional affordable housing in this neighborhood in proximity to the park, library, and customer service center provides an opportunity to increase housing stability, reduce disparities, and improve quality of life outcomes for residents.

The area is well connected by high-frequency public transportation. Multiple bus lines serve this site, including the 20, 372 and 522 routes along Lake City Way and the 65 and 75 routes on NE 125th Street. These routes provide connections to schools, job centers, and services in Northgate, University District, Lake Forest Park, Bothell, and Woodinville. Accessible by bus, Northgate Station is the closest light rail station providing connectivity to Downtown. The site is a five-minute drive to I-5.

IV. Project Goals and Priorities

OH and SPR seek the following qualities and outcomes for this development:

- Housing opportunities which respond to the diversity of cultures, economic levels, and age groups that make up the demographics of Lake City. Housing should integrate communities in healthy and respectful ways.
- Family and community-centered design that is safe, welcoming, promotes health and wellness, and serves all ages and abilities.
- Development that encourages walkability and connectivity to neighborhood, ensuring low-income residents have access to high-capacity transportation, services, and economic opportunity necessary to thrive.
- Thoughtful consideration for the unique design and operational needs of a co-located community center and affordable housing development, including flow and access to spaces, separation and/or submetering of utilities and building systems, noise mitigation, and other considerations.
- Development that prioritizes Lake City residents' quality of life. Respondents should illustrate how and why the proposed housing unit mix will achieve success in balancing quality of life, thriving in place, and design.
- All respondents should strive to maximize the building footprint and create efficient unit and building layouts while balancing the priorities outlined above.

V. Project Requirements

A. Efficient Use of City Funding

The City seeks proposals that demonstrate efficiencies in their development costs and maximizes the leverage of its financial contribution. The proposals' estimated per square foot and per-unit development costs, and individual line-item costs are indicators for efficient use of funding. Respondents should describe their approach to managing project costs in the proposal (using the required Combined Funders Application forms).

B. Affordable Housing Requirements

A preliminary feasibility analysis of the site by INNOVA Architects found that it may accommodate up to 100 units of housing with a mix of unit sizes. Family-sized units (2+ bedroom units) are preferred.

All studio and one-bedroom rental units must be affordable to households earning no more than 50% of AMI, except for resident manager unit(s), if included and deemed necessary. All family-sized rental units (two or more bedrooms) must be affordable to households earning no more than 60% of AMI. Respondents should use the Office of Housing Fiscal Year 2023 Income and Rent Limits, which are available in Attachment B.

C. Community Center Space Requirements

Proposals must include plans for the shell and core of a one to two-story community center (up to 32,000 sq ft) with capacity for expanded programming and services (see Attachment H and I. Please note that usable square feet areas are approximate and may be adjusted with SPR's approval). SPR's Recreation and Planning and Capital Development Branch will work with the selected developer(s) to ensure that the new community center has adequate space for a gymnasium, drop-in programs (tot gym, senior, and adult programs), licensed school-age care and potential Pre-K, rentals for community groups, emergency response center with heating and cooling capacity, teen programming, community events, and summer recreation programs. The awarded housing developer may be responsible for tenant improvements under a separate contract with SPR as noted in the Introduction; SPR and OH would like the vision for the space to be designed into the core and shell. SPR's new center should feel safe, welcoming, and vibrant, reflect the community it serves, and feature human-centered design. SPR may assign an owner's representative to work closely with the selected developer's design team to ensure goals are achieved.

The community center must have a separate securable entry and access and a connection to Albert Davis Park. Elevator and stairs for the housing units should be separate from the Community Center; however, a combined elevator and/or stairway(s) could be considered with appropriate access controls. Design of the space should also consider pick-up and drop-off access needs for the community center and any dedicated childcare facility if proposed.

Parking requirements for the community center are outlined in SMC 23.54.015. Generally, parking is required in the amount of 1 space/555gsf of Community Center Space, with provisions for charging stations and bicycle parking. Dedicated, licensed childcare also has specific parking requirements – any required stalls can be included as part of the parking stalls provided for the community center. Of the code-required parking stalls, SPR does require four (4) dedicated parking stalls and one must accommodate a van. A separate and dedicated elevator and stairs from the parking garage (if proposed) to the community center is desired.

D. Labor Equity Outcomes & WMBE Goal

OH seeks projects that demonstrate strong labor equity outcomes, including increased participation by workers from economically distressed areas, apprentices, and women and minority workers and businesses. To support those outcomes, this project will utilize the City of Seattle's Community Workforce Agreement (CWA). See Attachment D for information on the current CWA. Priority Hire is

intended to promote equitable outcomes in hiring on significant construction projects. In addition, OH is setting a higher aspirational goal for contracting with women and minority-owned business enterprises (WMBE).

Respondents are advised that the City of Seattle’s Department of Finance and Administrative Services (FAS) through its City Purchasing and Contracting Services Division (CPCS) will administer and monitor the requirements specified in this section.

Workforce Diversity Goals and Requirements: The project will be responsible for adhering to minimum requirements and goals for hiring across multiple categories. Expected goals and requirements are as follows:

Requirements	
Priority Workers – Apprentice Level	4%
Priority Workers – Journey Level	32%
Apprentice Utilization	15%
Preferred Entry	20%

The hiring hall will dispatch in a manner that best supports the following aspirational goals:

Aspirational Goals	
<i>Journey Level – Among journey hours</i>	
People of Color	51%
Women	5%
<i>Apprentices – Among apprentice hours</i>	
People of Color	26%
Women	8%

- **WMBE Goal:** OH seeks proposals that are committed to making good faith efforts to increase WMBE participation. OH is establishing a WMBE aspirational goal of 20% of the total construction contract value. This goal is based on recent project performance in other OH-funded projects. OH encourages the designated development team to participate in engagement and outreach to WMBE organizations and potential workers from distressed zip codes.

VI. Encouraged Goals

A. Climate Resiliency

OH encourages proposals to consider climate resiliency in the design, development, and operations of the buildings. Washington summers are getting longer, hotter, and potentially more dangerous. Across the state, the number of very hot days and extreme heat events will continue to increase, according to climate scientists. Smoke from wildfires has become a recurring seasonal air quality hazard in western states. Outdoor smoke contains very small particles that can get into eyes and lungs where they can cause health problems. Young children, older adults, people experiencing poverty, and people with chronic diseases are particularly vulnerable to the impacts of heat events and smoke from fires.

SPR and OH encourage developers to consider ways to increase the performance of the proposed building and increase access to cool, healthy space during extreme heat and/or smoke events.

Developers are encouraged to consider design and systems for sustainable building operations with future climate changes, while balancing costs.

The community center will likely become a hub to serve the community in the event of storm, smoke, and/or heat events. The selected developer is not responsible for tenant improvements in the community center but will work in partnership with SPR to plan for building systems and identify opportunities for shared systems or efficiencies.

B. Stormwater Management

Seattle Public Utilities (SPU) SPU looks to improve infrastructure resilience and community quality of life by integrating green stormwater infrastructure (GSI) into development projects across Seattle. The Lake City neighborhood drains to Thorton Creek, which runs to Lake Washington.

SPU has funding and resources available for developers and organizations that are willing and able to go “Beyond Code” and exceed the minimum requirements for stormwater management on their projects. Please contact Thomas Hoque at thomas.hoque@seattle.gov for more details. The Lake City Community Center Site qualifies for this funding if the designated developer chooses to pursue it. The potential Beyond Code incentive funding is:

Flow control: \$270,000 – \$490,000 per extra impervious acre managed.

Water quality: \$178,000 – \$323,000 per extra impervious acre managed.

Additional SPU resources for the designated development team may include permitting assistance, design support, technical assistance, and maintenance support.

C. Healthy Housing

OH and SPR encourage proposals to include building features and design that promotes the health and well-being of community residents. A growing body of research has documented the impact that built environments have on physical and mental health. A community center combined with affordable housing inherently supports health by providing space to gather, obtain services, and live an active lifestyle. Proposals should include connection(s) to Albert Davis Park.

Residential gathering space(s) should be incorporated into the residential component of the structure. There will be separate community gathering space(s) within the community center, but the focus of those spaces will be to serve the broader Lake City community. Other examples of health-focused building elements include design that limits exposure to noise and increases access to natural light, use of low VOC materials and paint, balconies, accessibility features, and ventilation systems that improve indoor air quality. [Trauma-informed design](#) that promotes a sense of safety and well-being should also be considered.

VII. Available Funding, Lease Terms, and Property Management

A. Ground Lease Terms

Subject to City Council approval by ordinance, SPR anticipates providing the land to the designated development team through a ground lease with a term of up to 99 years. To support long-term affordability in the project, the City anticipates annual ground lease rent will be a nominal amount, subject to compliance with ongoing regulatory restrictions and other lease terms.

The ground lease will be limited to the land being redeveloped (i.e., approximately the footprint of the new building plus any required setbacks) and will not include Albert Davis Park or other areas of the parcel that are not part of the redevelopment. The leasable area will be further delineated through a lot boundary adjustment or segregating tax parcels via King County Assessor. The appropriate strategy will be finalized with SPR and the selected development team.

B. Condominium Structure

It is anticipated that the project will include a leasehold condominium legal structure, with one condominium unit for the community center owned by SPR and a separate condominium unit for the housing component owned by the housing developer. The condominium declaration will be drafted in collaboration with SPR, OH, and the selected development team and will reflect the unique nature of this project in which the land is provided by SPR, and the development abuts a public park.

C. Title

Please be aware that OH and SPR are working with King County to address a deed restriction on the property concerning use.

D. OH Commitment of Funding

Respondents to this RFP are expected to submit a detailed development budget, which includes a proposed OH funding amount for the residential development portions of the building. OH staff will review and underwrite each application proposal. Proposed [residential] capital funding from the City is subject to OH Housing Funding Policies, which may be found in Attachment C, as well as available funding.

OH reserves the right to determine the amount of funding based on availability. In underwriting proposals, OH considers the depth of affordability provided, anticipated investment from other sources of financing, and final development costs, among other variables. OH is aware of potential construction cost inflation due to continued high demand for labor and materials. Respondents should include a reasonable escalation factor in their construction cost estimates, and also take into consideration the administration of the CWA. OH expects the selected developer to work closely with OH to manage development costs.

E. Parks and Recreation Commitment of Funding

SPR will acquire the community center condominium unit from the developer once the shell and core of the building is constructed, subject to the funds available as appropriated by the Seattle City Council in

the adopted Capital Improvement Program. SPR also anticipates funding its proportional share of the construction of any shared spaces and/or equipment constructed and/or installed by the selected developer. SPR is responsible for its own tenant improvement costs within their condominium.

F. Property Management

Proposals must be developed with property management entities that have a demonstrated track record of maintaining affordable housing buildings, and the property management team should have experience managing buildings providing housing to vulnerable populations. Proposals should describe an appropriate staffing plan for the buildings to ensure residents can thrive in place, including a description of the services to be provided to residents. Property management firms are expected to affirmatively market all of the homes. In addition, OH encourages units to be marketed to seniors and families with children.

The property manager will only be responsible for managing the affordable housing component of the development as SPR will own and operate the community center. Property management will need to coordinate with SPR regarding use of any shared outdoor spaces.

VIII. Submission Requirements

The table below, lists the required submission components, required document formats, and naming conventions that should be used for each proposal. Supporting documents for this RFP can be found in section XII. Attachments below.

Submission Component	RFP Reference Attachment	Document Format	Naming Convention
Cover Letter		PDF	Developer Name_Coverletter_LCCC
OH Completeness Checklist	A	PDF	Developer Name_Checklist_LCCC
Project Narrative and Vision	Various	PDFs or other formats, as necessary	Developer Name_Document Name_LCCC
Development Team Experience and Capacity	Various	PDFs or other formats, as necessary	Developer Name_Document Name_LCCC
Financing and Affordability	Various	PDFs or other formats, as necessary	Developer Name_Document Name_LCCC
Development Programs and Outcomes	Various	PDFs or other formats, as necessary	Developer Name_Document Name_LCCC
Planning and Design	Various	PDFs or other formats, as necessary	Developer Name_Document Name_LCCC
Combined Funders Application (CFA) – Narrative Questions	P	Word or PDF	Developer Name_CFA Narrative_LCCC
Combined Funders Application (CFA) – Project Workbook	P	Excel document	Developer Name_CFA Workbook_LCCC

Addendum RSJ Questions	Q	Word document or PDF	Developer Name_Addendum_LCCC
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Submission instructions: Please submit one (1) digital copy of each component using a file sharing service such as Dropbox or SharePoint. Components with more than one document should be organized within digital folders with the folder clearly labeled by the Component’s title. For example, Financing and Affordability folder should contain the following documents: underwriting, sources and uses, additional budgets, as well as any narrative documents.

Final submissions are due by November 22, 2024, at **5:00 p.m.** to Maria Dewees at maria.deweese@seattle.gov with the subject line, “DeveloperName_LakeCityCommunityCenter_RFP.” Late submissions will not be accepted.

For questions on submission, please contact Maria Dewees at maria.deweese@seattle.gov.

IX. Evaluation

SPR will review the proposal to ensure that the community center space meets SPR and community needs as outlined above.

This RFP seeks to:

- Advance the equitable distribution of affordable housing investments throughout the City of Seattle, serving a range of households and income levels consistent with income limits and affordability requirements.
- Promote housing opportunity and choice throughout the city while providing stable and healthy living environments where low-income individuals and families can thrive, with access to culturally relevant and linguistically competent services, high-quality educational and employment opportunities, affordable and reliable transportation, and other amenities.
- Contribute to the development of walkable and climate resilient neighborhoods, particularly near high-capacity transit, ensuring that low-income residents have access to transportation, services, and economic opportunity.
- Additionally, in effort to address past and current displacement which disproportionately and negatively impact Black, Indigenous, and other communities of color, OH will evaluate submissions for this RFP with a lens to affirmatively further fair housing and may consider the extent to which the proposal demonstrates that the developer has the experience, ability, and plan to effectively address the needs of underserved communities and create an environment for residents and families to thrive.

Submissions will be evaluated on 1) fulfillment of all Minimum Requirements for each category, 2) strength and quality of responses to the Competitive Criteria for each category, and 3) an interview.

The four evaluation categories are:

- A. Development Team and Experience
- B. Financing and Affordability
- C. Development Program and Outcomes

D. Planning and Design

A. Development Team and Experience

Minimum Requirements	
Approval to Participate	<ul style="list-style-type: none"> • A signed Board of Directors or other Corporate resolution authorizing application submittal. • Applicants that do not operate under a board structure should provide articles of incorporation, partnership agreements, or other documentation to sufficiently evidence the nature and structure of the entity. Roles and responsibilities of all officers, directors, or other partners are listed. • Description of decision-making and oversight model used by the development team(s)
Development Team Composition	<ul style="list-style-type: none"> • All proposals must have a complete development team identified, which includes housing developer(s), property manager, and any other entities required to complete the development, construction, and operations of the redevelopment. • If applicable, include a Memorandum Of Understanding (MOU) between development partners describing responsibilities and roles between development partners.
Competitive Criteria	
Commitment to Race and Social Justice (RSJ) Principles	<ul style="list-style-type: none"> • Race and social justice contribute to the mission and composition of each organization on the development team. • Organizations on the development team have demonstrated RSJ commitment through strategic planning, trainings, data, and evaluation, etc., within their organization to address equity and anti-racist practices and outcomes.
Project Portfolio	<ul style="list-style-type: none"> • Development team has experience developing multi-family, mixed-use and public projects with a mix of unit types and serving low-income populations and including recreation and/or community centers. • Developed multi-family projects using public and private financing. • Partnerships with BIPOC and community-based organizations on previous projects that have improved housing access and outcomes for BIPOC and other marginalized communities. • Track record of thoughtful and meaningful incorporation of community feedback into site plan, design, programming, and outreach. • In compliance with OH for previously funded projects, with minimal projects returning for additional funding after award. • OH will evaluate applicants' recent development track record, including whether projects were completed within regulatory requirements, sound fiscal compliance, within the planned timeframe and budget. • Review the performance of the applicant's current OH portfolio, if any, including the presence of a portfolio preservation plan (see

	<p>below for more information on the performance measures for existing properties).</p> <ul style="list-style-type: none"> Applicant is in good standing as defined in the 2021-2023 Housing Levy Administrative & Financial Plan and associated Housing Funding Policies. Other applicants should submit alternate evidence of successful operations and compliance with regulatory requirements; projects employing low-income housing tax credits, for example, should demonstrate compliance with the requirements of the relevant housing finance agency.
Team Composition	<p><i>Construction management</i></p> <ul style="list-style-type: none"> Experience in construction and construction management of multi-family, mixed-use residential and public projects that are completed within budget and on schedule. Experience complying with labor, hiring, and safety requirements for similar projects in the city of Seattle. <p><i>Environmental</i></p> <ul style="list-style-type: none"> Experience with platting actions, permitting, environmental review and approval, and design review on comparable development projects in the city of Seattle. Experience in environmental engineering, sustainable design, and development, and/or green stormwater infrastructure best management practices. <p><i>Legal</i></p> <ul style="list-style-type: none"> Experience in affordable housing development and public/private development. Experience in Seattle land use and zoning. <p><i>Property Management</i></p> <ul style="list-style-type: none"> Experience working with vulnerable populations. Experience with appropriately staffing property managers and resident services for large buildings. Proposed property manager, or lead developer's management entity, has experience managing at least 60 residential units in the city of Seattle within the past seven (7) years. If applicable, experience with LIHTC compliance. Property manager's experience and approach improves housing access to BIPOC and/or marginalized communities.
Capacity	<ul style="list-style-type: none"> Current and future capacity to effectively undertake and complete all necessary activities and obligations associated with the redevelopment. Capacity will be determined by analyzing the respondent's current public and private development workload, and other pending development obligations and financial guarantees.
Comparable Financing Experience	<ul style="list-style-type: none"> If applicable, experience with applying for, and securing, LIHTC, and placing LIHTC-funded buildings in service.

B. Financing and Affordability

Minimum Requirements	
Affordability	<ul style="list-style-type: none"> All studio and one-bedroom rental units must be affordable to households earning no more than 50% of AMI, except for resident manager unit(s), if included and deemed necessary. All family-sized rental units (two or more bedrooms) must be affordable to households earning no more than 60% of AMI.
Ability to Finance	<ul style="list-style-type: none"> Asset statements and letters of credit must demonstrate the capacity to secure pre-development, construction financing, and permanent financing for the proposed project.
RFP Due Diligence Budget	<ul style="list-style-type: none"> Budget for costs endured for proposal submission. Please highlight any pro-bono work received.
Consistency with OH's Housing Funding Policies	<ul style="list-style-type: none"> Proposal should be consistent with the lending guidelines found in the OH Housing Funding Policies.
Competitive Criteria	
Project Financing	<ul style="list-style-type: none"> The financing proposal, with sources and uses, support the proposed project and is in accordance with current industry underwriting standards. Proposed total development costs and operating budgets are within current industry parameters. Project financing proposal will be evaluated based on the feasibility of the underwriting, including the reasonableness of estimated development and operating costs, proposed rents and other income, the feasibility and terms of the financing sources, leveraging of other sources of capital, and the ability to support operating expenses, capital costs, and debt service to complete and operate the housing portion of the proposed project.
Capital Leverage	<p>It is necessary for OH investment to be leveraged with other public investments to the maximum extent practicable. Proposals should include:</p> <ul style="list-style-type: none"> City funding as a percentage of total development costs. Proposed sources of public funding and potential timing, an amount of financing award(s) from other City departments, King County, and the State of Washington. Allocation of Low-Income Housing Tax Credits with favorable investment terms (if applicable). Projects proposing the use of 9% credits from the Washington State Housing Finance Commission (WSHFC) will likely provide housing for people who are experiencing homelessness. Rationale for applications seeking 9% credits that do not intend to dedicate housing for people experiencing homelessness
Rents and Market Comparables	<ul style="list-style-type: none"> Rents for residential units should be below the market rate for the local geographic neighborhood.
Financing Capacity	<ul style="list-style-type: none"> Financing capacity will be evaluated based on the strength of the applicant's assets, bank, investor, or other lender references, and current and historical commitments that demonstrate the respondent's ability to secure financing, meet lender's equity and other lending requirements, provide necessary guarantees, absorb

	cost overruns, and start and complete construction of the proposed project according to the proposed development schedule.
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C. Development Program and Outcomes

Competitive Criteria	
Fair Housing Outcomes for BIPOC Communities	<ul style="list-style-type: none"> The proposed development program will be evaluated within the context of the City's commitment to eliminate racial disparities and achieve racial equity and Fair Housing in Seattle. Given the history of institutionalized racism, historic and current racism experienced by BIPOC communities, the proposed development program will be evaluated as to whether it will improve housing access and outcomes for these and other marginalized communities.
Anti-Displacement Strategies	<ul style="list-style-type: none"> Demonstrates commitment to anti-displacement strategies and tools, which may include a Community Preference policy.
Community Uses	<ul style="list-style-type: none"> Demonstrates the uses and configuration of the site contribute to the economic benefit and health of the neighborhood, addresses the needs community has identified, and enhances the community uses in the neighborhood.

D. Planning and Design

Minimum Requirements	
Licensure	<ul style="list-style-type: none"> Plans and drawings are to be a concept design – preliminary schematic design phase. Preliminary design must illustrate a clear understanding of the development team's approach and vision.
Competitive Criteria	
Site Plan and Design	<ul style="list-style-type: none"> Proposal responds to any challenges posed by site conditions. The site plan, building configuration, design, and streetscape treatment integrate the development with the surrounding neighborhood.
Building Design and Construction	<p><i>Building design</i></p> <ul style="list-style-type: none"> Consideration for the unique design and operational needs of a co-located community center and affordable housing development, including flow and access to spaces, separation and/or submetering of utilities and building systems, noise mitigation, and other considerations. Design features contribute to the health and wellbeing of residents and neighbors using the community center. The building systems are environmentally sustainable and have physical longevity.

	<ul style="list-style-type: none"> Proposal considers conclusions from the Lake City Urban Design Framework and needs assessment (to be completed in August 2024 and shared with development teams). <p>'Beyond Code' green stormwater infrastructure is incorporated. <i>Construction</i></p> <ul style="list-style-type: none"> Describe proposed construction schedule. Building design is consistent with the proposed construction budget, schedule, and development program. Design and construction methods reduce or contain costs, create high-quality site and building designs, and achieve high development performance standards. Design proposes exceptional elements or amenities in public spaces or residential areas that respond to surrounding design context.
Contractor	<ul style="list-style-type: none"> Submit letter of interest from a general contractor that also specifies their commitment to work under a Community Workforce Agreement.

X. Schedule

The RFP evaluation schedule is below.

Milestone	Date
RFP released	July 29, 2024
Virtual information session (mandatory)*	September 12, 2024 10:00 a.m. - 11:00 a.m.
Responses due by 5:00 p.m. (Pacific Standard Time)	November 22, 2024, by 5:00 p.m.
Anticipated notification of interview	February 14, 2025
Anticipated date for interviews	February 17, 2025 - February 28, 2025
Anticipated date for designation of development team**	March 31, 2025

***Attendance is mandatory for the virtual information session on September 12, 2024.** Maria Dewees will send a calendar invitation with a Microsoft Teams link to the development teams that advanced through the RFQ process. Reasonable accommodation can be provided on request. Please send your request to Maria Dewees (maria.dewees@seattle.gov) at least one week before the information session. Information session meeting materials and Q&A notes will be made available on OH's website for the LCCC redevelopment. Additional questions should be emailed to Maria Dewees. Questions will be answered via email and posted on OH's website. Any updates and/or additional communications regarding this RFP will also be posted on OH's website.

****OH anticipates selecting the development team by this date, barring any unforeseen delays. Should award notification be delayed, OH will contact applicants to let them know.**

If any proposals do not meet the priorities and requirements of the RFP, the City reserves the right to cancel the RFP and initiate a new solicitation.

XI. Disclaimers

This RFP is non-binding, and advancement from the RFP does not guarantee an award of any future funding or land. All costs of preparation of responses and all related expenses are at the sole cost and risk of the respondent. No respondent shall have any claim against the City for any costs incurred in responding to the RFP. OH reserves the right to waive immaterial defects, to amend the RFP process and requirements, and to cancel the RFP and initiate a new solicitation as may be needed to meet OH's objectives, as determined by OH in its sole discretion. **Respondents understand that under the State of Washington's Public Records Act ([RCW Chapter 42.56](#)), all materials received by the City of Seattle are considered public records and subject to disclosure.** Information provided by OH with respect to the property is not a guaranty as to its accuracy. Respondents will need to conduct their own due diligence with respect to the property.

XII. Attachments

- A. [Completeness Checklist](#)
- B. [Office of Housing Fiscal Year 2024 Income and Rent Limits](#)
- C. [Housing Funding Policies 2024-2026](#)
- D. [Community Workforce Agreement – Addendum E](#)
- E. [Lake City Community Center and Affordable Housing Feasibility Study](#)
- F. [Massing Plans](#)
- G. [Concept Renderings](#)
- H. [SPR Community Center Spaces and Uses](#)
- I. [Community Center Design Principals and Standards](#)
- J. [NC3-75 Zone Development Standards](#)
- K. [Lake City Zoning Map](#)
- L. [Phase I Environmental Report](#)
- M. [Survey](#)
- N. [Geotechnical Report](#)
- O. [Hazardous Materials Report](#)
- P. [Title Commitment](#)
- Q. [Property History Report](#)
- R. Combined Funders Application (CFA) (Available in Resources tab on website)
- S. [Addendum RSJ Questions](#)

A needs assessment will be completed and shared with the development teams by August 30, 2024.