



February 1, 2018

Dear Development Community:

The City has made significant strides in revitalizing the City of Concord, which has attracted a broad range of new residents who enjoy living in its well-designed and affordable housing developments. The focus of the City's revitalization efforts has been to create housing that attracts residents, workers and visitors throughout the day and evening with a wide array of entertainment and retail services. With its strategic location in Contra Costa County, its skilled work force, easy access to transportation and excellent amenities, Concord is well-positioned to capitalize on the City's past successes and future opportunities.

The City of Concord is pleased to announce the availability of \$14 million in affordable housing funds to be used toward further actualizing Concord's opportunities for quality affordable housing.

The City is requesting that developers respond to this Notice of Funding Availability (NOFA) by proposing a project that would either solicit funding for:

- 1) The acquisition/rehabilitation of existing multi-family affordable housing units in the City of Concord , AND/OR
- 2) New multi-family affordable housing construction in the City of Concord

Concord's City Council has indicated that preference will be given to proposed projects that aim to serve the Veteran, Senior, Disabled, and/or Workforce (i.e. teacher) communities of the City of Concord. Preference for new construction projects will be given to those that are able begin construction within the City's current Regional Housing Needs Allocation (RHNA) cycle ending in 2022. Preference will also be given for acquisition/rehabilitation projects located along the Clayton Road corridor that enhance and preserve the City's current affordable housing stock and de-facto affordable housing by renovation as regulated affordable housing.

The City aims to fund one or two multi-family affordable housing projects with the available \$14 million. It is recognized that additional sources of funding would be used in collaboration with City funds to complete the proposed projects. We are partnering with Contra Costa County to streamline the application process for both City and County housing funds. This process will be further detailed once the Concord City Council reviews and selects one to two projects from the submitted NOFAs.

Please contact Sophia Sidhu, Housing Program Analyst at Sophia.Sidhu@cityofconcord.org or (925) 671-3387 if you have any questions.

We look forward to your interest.

Laura Simpson
Housing and Planning Manager
City of Concord

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Purpose and Goals of the NOFA

The City of Concord is offering an immediate opportunity to partner with the City in the acquisition/rehabilitation and/or new development of multi-family affordable housing in the City of Concord.

Using \$14 million in available housing funds, the City desires to promote and maintain high quality affordable housing rental stock in the City of Concord.

The City is thereby requesting that developers respond to this NOFA by proposing an acquisition/rehabilitation and/or new construction project that aims to meet the following of the City's goals:

- Addresses need for multi-family, affordable housing that targets households meeting the low-income criteria.
 - For new construction projects: project may include 100% affordable or may be mixed-income housing with at least twenty percent of the residential units allocated toward low-income housing.
 - For acquisition/rehabilitation projects: project must allocate 100 percent of residential rental units toward low-income housing. Preference will also be given to projects located along the Clayton Road corridor.
- Provides housing for Veteran, Senior, Disabled, and/or Workforce communities (i.e., teachers) of the City of Concord.
- Construction is able to begin within the City's current Regional Housing Needs Allocation (RHNA) cycle ending in 2022.

The City aims to fund one to two multi-family affordable housing projects with the available \$14 million. It is recognized that additional sources of funding will be used in collaboration with City funds to complete the proposed projects. We are partnering with Contra Costa County to streamline the application process for City and County housing funds. This process will be further detailed once the Concord City Council reviews and selects one to two approved projects from the submitted NOFAs.

Opportunity

This is a catalyst development opportunity because:

- The City of Concord has the largest population (128,000+) and largest number of jobs in Contra Costa County (~65,000), with excellent accessibility and a counter-commute to its three highways (I-680, SR 242 and SR 4) and two BART stations (Downtown Concord and North Concord).
- The City of Concord *Development Code*, within its transit station overlay district (TS) development standards, allows for up to a 25 percent increase in density, up to a 25



percent FAR increase and up to 25 percent parking reduction within a half-mile perimeter of a BART station, which could apply to your project (see *Concord Municipal Code* section [18.105.010](#)).

- Given Concord's two BART Stations, future development can capitalize on the strong, consistent, and growing demand for transit-oriented development in established urban centers throughout the San Francisco Bay Area.
- Business-friendly government policies, outstanding Class A office space values, numerous industrial parks and excellent transportation combine with favorable rents and home prices, an educated workforce, a dynamic retail environment and an enviable quality of life to make Concord a premier location to live and work.
- Bay Area enterprises-large and small-celebrate Concord as the place in which to thrive today and respond to new opportunities tomorrow.

Local Area Description

Since 1980, Concord has grown from being primarily a bedroom community to becoming a regional employment center. Located 29 miles east of San Francisco, Concord is easily accessible to San Francisco, Silicon Valley, Oakland and Sacramento. Business-friendly government policies, cost-effective Class A office space, numerous industrial parks and excellent transportation combine with a wide range of housing stock, an educated workforce and a dynamic retail environment to make Concord a city of the highest quality.

Concord is Contra Costa County's largest city with a population of more than 128,000 residents and the County's major employment center with 65,000 jobs that account for approximately 12 percent of jobs countywide according to the State of California Employment Development Department.

One of Concord's strongest assets is its excellent transportation access. Major highways, public transit and a public-use airport enable business leaders to quickly travel anywhere while providing employees with multiple choices for getting to work. In addition to its convenient location adjacent to Interstate 680 and State Routes 4 and 242, Concord is home to two BART stations and is in close proximity to two major airports, San Francisco International and Oakland International airports, as well as several smaller East Bay airports that serve private planes.

Concord has attracted significant developer interest as its full-service downtown incorporates entertainment, housing, a wide array of retail shopping opportunities and a significant concentration of office development. The most notable current and near-term projects include:

- The Veranda by Center Cal Properties, a 375,000-square foot retail lifestyle center located on 30 acres at 2001 Diamond Blvd.



- The 285,000 square foot Swift Plaza/Wells Fargo Bank office development, with more than 2,000 employees, located at 1655 Grant St.
- Renaissance Luxury Apartments Phase II by Legacy Partners, a 179-unit apartment complex located at 1825 Galindo Street.

Key Goals to Achieve Through Available Housing Funds

The availability of \$14 million in affordable housing funds is to be used toward advancing quality affordable housing and related goals found within the Concord 2030 General Plan, Downtown Concord Specific Plan, and City of Concord Housing Element reports. These reports can be found through the City's website at <http://www.cityofconcord.org/>

Possible Planning Approvals and Development Standards

- Environmental Review – The proposed development project, once defined, may be subject to an environmental analysis pursuant to the California Environmental Quality Act (CEQA) and the City of Concord's environmental guidelines. The City of Concord will make the final determination of what constitutes CEQA compliance as the Lead Agency under CEQA.
- Use Permit – If required, the Use Permit process requires Planning Commission approval.
- Design Review – The project may require preliminary and final design review. This project will be subject to review by the Design Review Board.

Depending on the estimated project development schedule, the City could process each of these applications prior to, or concurrent with, project loan and regulatory documents.

For more information regarding development standards for your particular project, including maximum height, minimum and maximum FAR, and parking requirements, please refer to Concord's Development Code.

Roles of the Developer and the City of Concord

For acquisition/rehabilitation projects, the City is looking to the selected developer to:

- Confirm the housing site(s) name(s) and address(s) that require acquisition/rehabilitation.
- Secure inspections and permits required for acquisition/rehabilitation work
- Facilitate and manage the construction on the project site that results in a higher quality, multi-family, development where 100 percent of the residential units are designated for low-income households meeting the 60 percent AMI level for Contra Costa County.



- Manage the project once complete, or be partnered with a well-established and reputable firm for the management of the project after complete.

For new construction projects, the City is looking to the selected developer to:

- Purchase a land site of choice within the City of Concord where your purposed project will be constructed
- Secure entitlements for property development
- Clear and prepare the site for development
- Facilitate and manage the construction on the project site of a high-quality, multi-family development where project may include 100% affordable or may be mixed-income housing with at least twenty percent of the residential units are designated for low-income households meeting the 60 percent AMI level for Contra Costa County.
- Manage the project once complete, or be partnered with a well-established and reputable firm for the management of the project after complete.

The City will assist by:

- Processing all completed applications and releasing funds for use in a timely and efficient manner. All Planning application fees will be applied.
- Streamlining the application process for Contra Costa County funding.

Overview of Evaluation Factors

All development projects will be reviewed by the Housing & Economic Development Committee of the Concord City Council at a public meeting. The Committee will recommend one or more projects for funding to the full Council for consideration. The following criteria will be used to determine which project(s) are selected by the Committee and Council:

- Developer experience
- Property management experience
- Type of project proposed
- Number of units
- Number of units to be counted toward RHNA goals
- Number of de-facto affordable units reconstituted as regulated affordable housing units (acquisition/rehabilitation only)
- Depth of affordability
- Amount of City subsidy requested
- Timeline to completion



Developer Selection Process

The developer selection will occur through a review of qualifications and proposals submitted by the developers. The City reserves the right to reject all proposals.

The City is utilizing the following developer selection process:

Submittal Documents:

Proposals must support and implement the goals and objectives set forth in the City's General Plan, Development Code, and Concord Downtown Specific Plan (if applicable). Submittals should contain the qualifications of the proposed development team, a conceptual project site plan and design concept, information on how the project would be managed once complete, and a financing plan. To address these items, the submittal documents must contain the following items, in the order listed below:

- A. **Cover Letter:** Provide a cover letter identifying and describing interest in a proposed site for new construction and/or acquisition/rehabilitation projects, including a description of the affordable housing component. Please summarize the major points contained in the development proposal with an emphasis on team qualifications and ability of the development team to expeditiously develop the site to meet the City's affordable housing goals. Include a statement that the development team agrees to the NOFA requirements. (The cover letter must be signed by the Developer representative who is authorized to represent and negotiate on behalf of the development entity.)
- B. **Relevant Experience of Team Members:** Provide summary profiles of the qualifications of all key developer and property management representatives, including number of years of directly relevant experience for comparable developments. (Full resumes should be included in an appendix.) List major affordable housing developed and/or managed within the past five years.
 - **Development Teams:** Include the following information for each project: total square feet of space, square feet of commercial space (if applicable), tenants, site size, location, and current status of project. Include a brief description and at least three photographs (not architectural renderings) of three separate comparable projects developed, which are representative of the type and quality of the development proposed.
 - **Property Management Teams:** Include the following information for each project: number of market-rate and affordable housing units managed in your portfolio, type of affordable housing project(s) managed, number of years of experience in managing both market-rate and affordable housing developments.



C. Site Location, Conceptual Project Site Plan and Design Concept:

- **New Developments:** Provide details for proposed land site, including location, parcel map, acreage, and description of interest in the site for development. Provide a preliminary conceptual project site plan that indicates the uses of the proposed development. Please include your target population, an approximate housing unit count, types of units and a basic summary of anticipated housing unit sizes and type, and, if proposing a mixed use project, provide the amount and type of commercial development contemplated. The elevations and design concepts should be simple in design. If proposing a mixed use project, please identify whether the commercial use is speculative or identify the bonafide commercial tenant/partner.
- **Acquisition/Rehabilitation Projects:** Describe the complex that requires the acquisition/rehabilitation, including description of interest in the site for development. Provide a preliminary conceptual project site plan that indicates the location and uses of the proposed development. Please include your target population, housing unit count, types of units and a basic summary of anticipated housing unit sizes and type. Identify the scope of work required and reasoning associated with the requested work.

D. **Financing Plan:** Provide Sources and Uses of project budget, and an estimate of subsidy funds required from the City. For acquisition/rehabilitation projects, provide a projection of estimated costs associated with each item identified in the scope of work request.

E. **Proposed Project Timeline:** Include an anticipated development schedule, including key dates such as financing and start and completion of construction.

The proposal shall be printed on 8 ½ x 11 paper, double sided. Pages should be numbered (not including a title page, table of contents, section divider pages). The submittal is limited to 10 pages in 12 point font and 1.5 spacing, not including the cover letter and appendix materials.

Please note, all development projects will be reviewed by the Housing & Economic Development Committee of the Concord City Council at a public meeting. The Committee will recommend funding for one or more projects to the full Council for consideration. Council will then choose one to two projects. This shortlist of developers will then be asked to submit a

formal online application in conjunction with Contra Costa County that will allow the developers to apply for County funding as well. Questions asked in the application will be similar to those submitted in Round One to the City.

Submittal Requirements

Interested developers are asked to provide six sets of the information requested (with the exception of the Financial Capacity materials, of which two copies are to be submitted under separate cover on a confidential basis).



Proposals responding to this NOFA must be submitted no later than Thursday, March 1, 2018 by 4:00 PM PST.

Responses should be submitted to:

Sophia Sidhu
Housing Program Analyst
City of Concord
1950 Parkside Drive, MS 10
Concord, CA 94519

Electronic proposals will not be accepted as eligible for consideration.

Proposed Schedule

The City contemplates the following schedule:

- Issuance of NOFA on February 1, 2018
- NOFA due March 1, 2018
- Submittals presented to the Housing and Economic Development Committee on March 26, 2018
- Selected submittals presented to City Council on May 8, 2018
- Submission of refined development proposals to City and County in October 2018
- Final Funding recommendation to City Council for one or two development proposals in November/December 2018.

Terms/Conditions of the Offer

This NOFA is not a contract or a commitment of any kind by the City and does not commit the City to award an exclusive development option or to pay any cost incurred in responding to, or in the submission of, a response.

The City, at its sole discretion, reserves the right to accept or reject in whole or in part, submittals received in response to this request, to negotiate with any qualified source, or to cancel in whole or in part, this NOFA. All submittals will become the property of the City. Failure to provide any requested data within the specified submission period may cause the City, at its sole discretion, to reject the submittal or require that the data be submitted forthwith.

No real estate commission or finder fee will be paid on this transaction by the City. No City funds or fee waiver are contemplated for this NOFA.



APPENDIX 1 – ADDITIONAL BACKGROUND MATERIALS

Interested parties may review the following at the links provided:

1. City of Concord General Plan (<http://www.cityofconcord.org/page.asp?pid=6100>)
2. Downtown Concord Specific Plan
(<http://www.ci.concord.ca.us/pdf/projects/downtownPlan/06042014.pdf>)
3. Downtown Corridors Plan (<http://www.cityofconcord.org/page.asp?pid=7011>)
4. Downtown Business District Zoning Ordinance
(<http://www.codepublishing.com/CA/Concord/?Concord18/Concord1845.html#18.45.010>)
5. Transit Station Overlay District (TS)
(<http://www.codepublishing.com/CA/Concord/?Concord18/Concord18105.html#18.105.010>)
6. City of Concord Parking Ordinance
(<http://www.codepublishing.com/CA/Concord/?Concord18/Concord18160.html#18.160.010>)
7. City of Concord Website (<http://www.cityofconcord.org/>)