



MONTGOMERY COUNTY GOVERNMENT

REQUEST FOR QUALIFICATIONS AND DEVELOPMENT PROPOSALS

FOR

FORMER 3RD DISTRICT POLICE STATION SITE

801 SLIGO AVENUE

SILVER SPRING, MARYLAND



ISSUED BY:

**MONTGOMERY COUNTY GOVERNMENT
DEPARTMENT OF HOUSING & COMMUNITY AFFAIRS
100 MARYLAND AVENUE, 4TH FLOOR
ROCKVILLE, MARYLAND 20850**

RESPONSES DUE BY: OCTOBER 31, 2014

**MONTGOMERY COUNTY GOVERNMENT
ISIAH LEGGETT, COUNTY EXECUTIVE**

TABLE OF CONTENTS

- I. OVERVIEW**
- II. OBJECTIVES**
- III. COMMUNITY ENGAGEMENT**
- IV. SITE LOCATION AND DESCRIPTION**
- V. ZONING**
- VI. SUBMISSION REQUIREMENTS**
- VII. EVALUATION CRITERIA**
- VIII. ADMINISTRATION OF THE RFQADP**
- IX. SUBMITTAL INSTRUCTIONS**
- X. OPTIONAL PRE-SUBMISSION TOUR AND CONFERENCE**
- XI. CONDITIONS AND LIMITATIONS**
- XII. MINORITY, FEMALE AND DISABLED PARTICIPATION**

- EXHIBIT A LEGAL DESCRIPTION OF COUNTY LAND**
- EXHIBIT B SITE MAP**
- EXHIBIT C ZONING MAPS**

I. Overview

Montgomery County, Maryland through its Department of Housing and Community Affairs, (“County”) is requesting proposals for the development of a key parcel located at 801 Sligo Avenue, Silver Spring, Maryland. This County-owned property is currently improved by a 14,450 square foot building which formerly housed the 3rd District Police Station (“Station”) and an adjacent parking lot (collectively, the “Site”). The Station is currently vacant and was built in 1961. The County seeks creative, feasible proposals for transforming the Site into a mixed-income housing development including artist live/work multifamily affordable rental and for-sale housing that is compatible with the surrounding residential neighborhood and with the goals stated in this RFQADP.

II. Objectives

The County is seeking development proposals (“Proposals”) for the Site that will achieve the following objectives:

Provide artist live/work multi-family rental housing and for-sale townhouses, with amenities. The amenities must include artist display space, and may include such things as a community garden, or commercially viable retail space that is oriented to the arts, if allowed by zoning and development approvals. At least 30% of the total number of housing units must be affordable to residents at or below 60% of the Area Median Income (AMI) with a preference for at least 10% of the rental units being affordable to residents at or below 30% of AMI.

III. Community Development

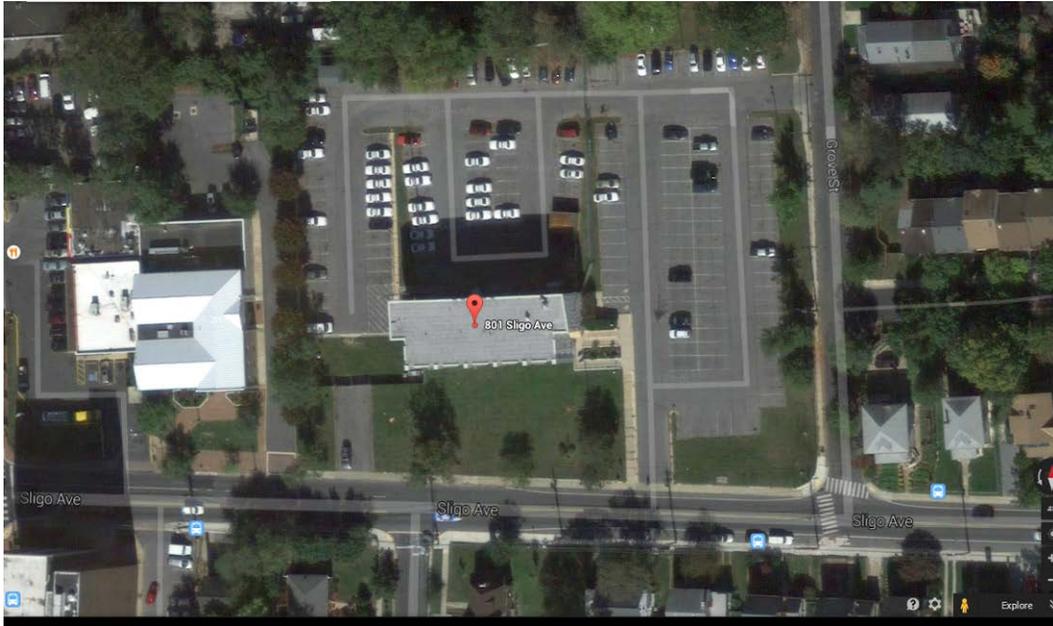
The community is very interested in quality of design and compatibility with the adjacent properties as well as the overall vision of the development. The community has successfully worked with developers on design of projects in their community. The successful bidder will give a detailed description of the process they will use to engage the community, particularly the adjacent residents and incorporate all community input into the final project design.

IV. Site Location and Description

The Site is located at 801 Sligo Avenue, between Grove and Fenton Streets in Silver Spring, MD. The Site is adjacent to the Fenton Village and the Central Business District (CBD). The core of the CBD zone is principally comprised of both office and retail uses, mixed-use and recently built residential/retail developments. The Site is comprised of seven lots totaling approximately 101,545 square feet in area. The Site is currently improved by the former Montgomery County Police Department’s 3rd District Police Station, which is a 14,550 square foot, 3 story building and is now vacant. A site map is included under Exhibit B to this RFQADP.

The Site is approximately two blocks from Georgia Avenue and is in close proximity to the Central Business District in Silver Spring. The Site is conveniently accessible to public transit. The Washington Metropolitan Area Transit Authority’s (“WMATA”) Silver Spring Rail Station (Red Line) is located approximately 2,000 feet west of the Site, and both the County and WMATA operate bus routes along Georgia Avenue and East-West Highway.

View of Property



V. Zoning

The Site currently is zoned R-60 and is adjacent to the Silver Spring CBD. The property next to the Site previously was zoned CBD-.05. Through the Zoning Ordinance Rewrite and the Council Approved District Map Amendment, the Silver Spring Central Business District was rezoned, and the adjacent property now is zoned CR-1.5. The property in the next block to the west is CR-3.0. Properties to the east of the Site feature a mix of zones: RT-8.0, R-60, R-10, CRT-.75, and RT-12.5. The CR zone is designed to permit a mix of residential and nonresidential uses (see Section 4.5.1 of the new zoning code). The revised Zoning Ordinance and the District Map Amendment will be effective on October 30, 2014.

The East Silver Spring Master plan recommends a rezoning of this site. This master plan, which was approved in 2000, recommended rezoning the site to RT-8, reflecting an interest for increased density for the site. Because this master plan is nearly fourteen years old, and the Zoning Ordinance has been revised since then, various possible zones should be evaluated for the Site. Any new zone that results in an increase in the range and density of the housing stock or a change in the use will require a change in zoning. Members of the community have expressed interest in a development that is supportive of the Arts.

Proposers are encouraged to familiarize themselves with this Master Plan and the Fenton Village Overlay Zone. To view the Master Plan online, please visit:

http://www.montgomeryplanning.org/community/plan_areas/silver_spring_takoma_park/master_plans/ess2/ess2_toc.shtm

The selected developer of the site is expected to seek a zoning change to the Site as anticipated by the Master Plan and in order to accommodate the proposed development. The RFQADP must include a statement relating to the effect of the Zoning rewrite on this parcel.

VI. Submission Requirements

All Proposals must provide a thoughtful development concept and explanation of key factors and milestones for its successful implementation. The County reserves the right to request additional information during the RFQADP review period.

FAILURE OF A PROPOSER TO SUBMIT ALL REQUIRED INFORMATION MAY RENDER THE PROPOSAL INCOMPLETE AND INELIGIBLE FOR FURTHER CONSIDERATION.

The Proposal must include the following elements:

1. Cover: The cover must contain the RFQADP title, the Proposer's name and the submission date.
2. Transmittal Letter: The transmittal letter must not exceed two pages and must contain:
 - a. The name, title and contact information of the individual with authority to bind the Proposer. This person must also sign the transmittal letter.
 - b. The address and legal form of the Proposer. If a joint venture is involved, provide the above information for all participating entities.
 - c. Statement acknowledging receipt of each addendum, if any, that the County may issue to the RFQADP.

The transmittal letter must also include the following statements:

- if selected, the Proposer will negotiate in good faith with the County;
 - the firm is not in arrears in the payment of any obligation due and owing to the State of Maryland or Montgomery County, including tax payments and employee benefits, and that it shall not become so during the term of the agreement if selected;
 - The Proposal is valid for a minimum of 120 days from the date of submission.
3. Statement of Qualifications:
 - a. *Background Information*: A description of the Proposer, including organizational structure, identification of principals, and length of time in business. If the Proposer is a joint venture, information for each entity must be furnished, as well as an explanation as to why a joint venture is the preferred arrangement for the proposed development project.
 - b. *Financial Capability*: A description of the Proposer's financial capability to complete the project including, with examples, typical financing mechanisms the Proposer has used on similar projects. This section must provide evidence of the Proposer's ability to obtain sufficient financing for the project. Under separate cover and marked "Confidential" the Lead Developer and if applicable, any member of the joint venture

having an equity stake of 20% or greater in the business entity to be formed for this proposal, must provide current Interim statements and audited annual financial statements for their respective firm's last three fiscal years. Developers with an equity interest of less than 20 %, or having no equity stake at all, must provide current Interim and Review statements for their respective firm's last three fiscal years. An appropriately authorized officer/managing member of each firm providing financial information must certify that their respective statements present an accurate representation of that firm's financial condition as of the date of the statements.

- c. *Project Experience*: Description of the Proposer's experience with similar artist developments and demonstrated experience in long-term ownership, management and operations of both residential and other related enterprises for artists. This information must clearly describe the size, scope and financial structures of those projects, where located and when completed. For projects not yet complete, the Proposer must include the anticipated completion date. Additionally, provide references and contact information -name, telephone number and email address -for each project described.
 - d. *Community Engagement*: Include a demonstrated ability to commitment and sensitivity to the community engagement process. Please outline and describe the process you intend to utilize to engage the community.
 - e. *References*: Provide the names, phone numbers and email addresses of at least three references for the Proposer. Include a letter to each of the references, authorizing them to respond to inquiries from the County.
4. Project Vision and Design: This section must describe the Proposer's vision for the project and how this vision meets the County's objectives. This vision must identify the following:
- a. Milestones necessary to implement the vision (pre-development, land use approvals, etc);
 - b. Concept plan that illustrates the proposed development plan for the site including whether the vacant police building will be renovated or demolished , and other key characteristics of the development, including building height, density and other amenities;
 - c. Description of the number of rental housing units, and for-sale housing units proposed, and anticipated rents and sale prices of the units.
 - c. Project budget, which must include cost, revenue and inflation assumptions, as follows:
 - Pre-development costs;
 - Soft and hard costs, including cost to build the new development;
 - Total development costs; and
 - Sources of funding

- In addition to providing a hard copy of the budget, the Proposal must include the budget in Excel format on a CD-ROM.
- d. A proposed ownership structure; and
 - e. A statement of whether the proposed development is contingent on any County or State government action or funding (e.g., regulation changes, public funding-grants, loans), etc. and a listing of these contingencies.
5. Electronic Files: One copy of the entire Proposal shall be submitted in PDF format on a CD-ROM as one single file.

VII. Evaluation Criteria

Upon receipt of the Proposals, the County’s Qualification and Selection Committee (“QSC”) will review and evaluate the Proposals in accordance with the criteria listed below. Interviews may be conducted with development teams. Decisions and recommendations by the QSC will be consensus-based.

The County’s goal is to select the best Proposal from the most qualified Proposer that meets the County’s objectives for this key site. The following evaluation criteria will the County achieve its objectives for the Site:

1	Experience of Development team with artist live/work housing:	30	points
2	Financial capacity to implement the vision:	15	points
3	Overall vision and quality of the proposed development to meet the County’s objectives:	20	points
4	Plan to engage the community:	15	points
5	Proposed timeframe for completion of the development:	10	points
6	Payment to County for Land	10	points
Total: 100 points		100	points

VIII. Administration of the RFQADP

Proposals are due by **4:00 pm on October 31, 2014**. If a Memorandum of Understanding or other form of agreement acceptable to the County cannot be successfully negotiated with the top-ranked Proposer, the County may proceed to negotiate with the Proposer that submitted the next highest ranked Proposal. Alternatively, and in the County’s discretion, until an initial letter of intent or memorandum of understanding is entered into, the County may elect to negotiate with more than one Proposer at a time.

Any amendments to the RFQADP will be posted on the Department of Housing and Community Development and the Department of General Services’ website, which can be located through the County’s website at <http://www6.montgomerycountymd.gov/mcgtmpl.asp?url=/content/dgs/index.asp>.

The County expects the RFQADP to meet the following schedule, but reserves the right to amend this schedule or, in its sole discretion, to cancel the solicitation at any time.

RFQADP Release	Monday, September 29, 2014
Site Tour/Pre-Submission Meeting	Thursday, October 9, 2014
Deadline for Questions	Friday, October 17, 2014
Proposals Due	Friday, October 31, 2014

IX. Submittal Instructions

All Proposals must include one original and seven (7) copies in 8½” by 11” format with no smaller than 11-point font; not exceed 25 pages, not including credit references, renderings, excel based worksheets and charts. Copies of Interim statements and audited annual financial statements are not included in the 25 page limit. Submissions must be bound and sealed, and must be mailed or delivered to:

Jay Greene, Chief, Division of Housing
Montgomery County Government
Department of Housing and Community Affairs
100 Maryland Avenue, 4th Floor
Rockville, MD 20850

The envelope must state “RFQADP – Former 3rd District Police Station Site.” Written Proposals will be evaluated upon only what is submitted. It is incumbent upon the Proposer to submit sufficient information to enable the County to fully evaluate the Proposer’s capabilities and experience. Proposals to this RFQADP received after the date and time specified are considered late and will not be considered. The County will not accept fax Proposals or Proposals sent via e-mail. Unless requested by the County additional information cannot be submitted by the Proposer after the deadline set for receipt of Proposals. Proposer will be notified in writing of any change in the specifications contained in this RFQADP.

Timely modifications or withdrawals of a Proposal must be in writing and must be received by the County on or before the date and time set for receipt of Proposals.

Withdrawn Proposals may be resubmitted up to the time designated for the receipt of Proposals provided that they are then fully in conformance with the RFQADP.

X. Optional Pre-Submission Conference & Tour

There will be an optional pre-submission tour and conference on Thursday, October 9, 2014 at the Site. A tour of the Site will begin at 9 am followed immediately by a pre-submission meeting. The pre-submission meeting will take place immediately following the tour at the Silver Spring Regional Service Center, Silver Spring Civic Building, One Veterans Place, Silver Spring, MD 20910, approximately 0.6 miles from the Site. The County will not provide transportation to or from the Site or the pre-submission meeting.

XI. Conditions and Limitations

The County reserves the right to reject any, or all, Proposals submitted in response to this RFQADP, advertise for new Proposals or to accept any Proposal deemed to be in the best interest of the County. A Proposal submitted in response to this RFQADP does not constitute a contract and does not indicate or otherwise reflect a commitment of any kind on behalf of the County. Furthermore, this RFQADP does not represent a commitment or offer by the County to enter into an agreement with a Proposer or to pay any costs incurred in the preparation or submission of a Proposal to this RFQADP or costs incurred in the negotiation or other work in preparation of, or related to, a final agreement between the selected Proposer and the County.

Written questions regarding the RFQADP must be directed, via email, to Jay Greene at jalal.greene@montgomerycountymd.gov. No verbal questions, outside of the Pre-Submission Meeting, will be accepted.

All questions, and the responses from the County, will be posted on the Department of Housing and Community Development and the Department of General Services' website, which can be located through the County's website at <http://www6.montgomerycountymd.gov/mcgtmpl.asp?url=/content/dgs/index.asp>. The Proposals and any information made a part of the Proposals will become a part of the project's official files. The County is not obligated to return the responses to the Responders. This RFQADP and the selected team's response to this RFQADP may, by reference, become a part of any formal agreement between the Responder and the County.

The County reserves the right, in its sole and absolute discretion, to reject any and all Proposals received in response to this RFQADP and to cancel this RFQADP at any time, for any or no reason, prior to entering into a formal contract. The County further reserves the right to request clarification of information provided in Proposals submitted in response to this RFQADP without changing the terms of this RFQADP. This is almost the same as the first paragraph

If a Proposer contends that any part of its Proposal is proprietary or confidential and, therefore, is limited from disclosure under the Maryland Public Information Act, Md. Code Ann. State Gov't §§10-611 et seq. (the "MPIA"), the Proposer must identify all information that is confidential or proprietary and provide justification for why such materials should not be disclosed by the County under the MPIA. The County, as custodian of Proposals submitted in response to this RFQADP, reserves the right to determine whether or not material deemed proprietary or confidential by the Proposer is, in fact, proprietary or confidential as required by the MPIA, or if the MPIA permits nondisclosure. The County will favor disclosure of all Proposals in response to any request for disclosure made under the MPIA.

Proposers must familiarize themselves with the Site and form their own opinions as to suitability for any proposed development on the Site. The County makes no representations as to the Site. The County assumes no responsibility for site conditions including, but not limited to, environmental and soil conditions on the Site. Proposers are responsible for their own background investigation as to restrictions, if any, bearing upon title, zoning, subdivision, transportation; develop ability, utilities, and physical conditions at the Site. Soils tests and other invasive tests may not be conducted upon the Site during the RFQADP stage.

Proposers are subject to the provisions of law pertaining to ethics in public contracting including but not limited to the provisions of Montgomery County Code Chapter 11B, Article XII and the applicable provisions of Chapter 19A.

XII. Minority, Female and Disabled Participation

The County encourages contracting and development opportunities with business interests reflecting its diverse population and interests. Therefore, the County encourages Proposers to include where possible meaningful minority, female and disabled (“MFD”) participation in the proposed project. This participation could include, but not be limited to, the Proposer teaming with MFD developers, builders and/or subcontractors for the proposed project.

Exhibit A

Legal Description of County Land

All that property lying situate in Montgomery County, State of Maryland, acquired by The Board of County Commissioners for Montgomery County by deeds recorded in Liber 956 at Folio 142 and Liber 428 at Folio 204, being also described as follows: The remainder of Lots numbered Seven (7), Eight (8), and Nine (9), in Block numbered “4” in the subdivision known as “Highland Park” pursuant to Dedication Plat recorded among the Land Records of Montgomery County, Maryland, recorded as Plat No. 4699. Subject to all easements, rights of way, covenants, conditions or restrictions (if any) affecting lands described hereto above as reflected in the attached plat provided that to the extent of any inconsistencies between the plat and the above legal description that the above legal description shall be controlling.

Exhibit B Site Map

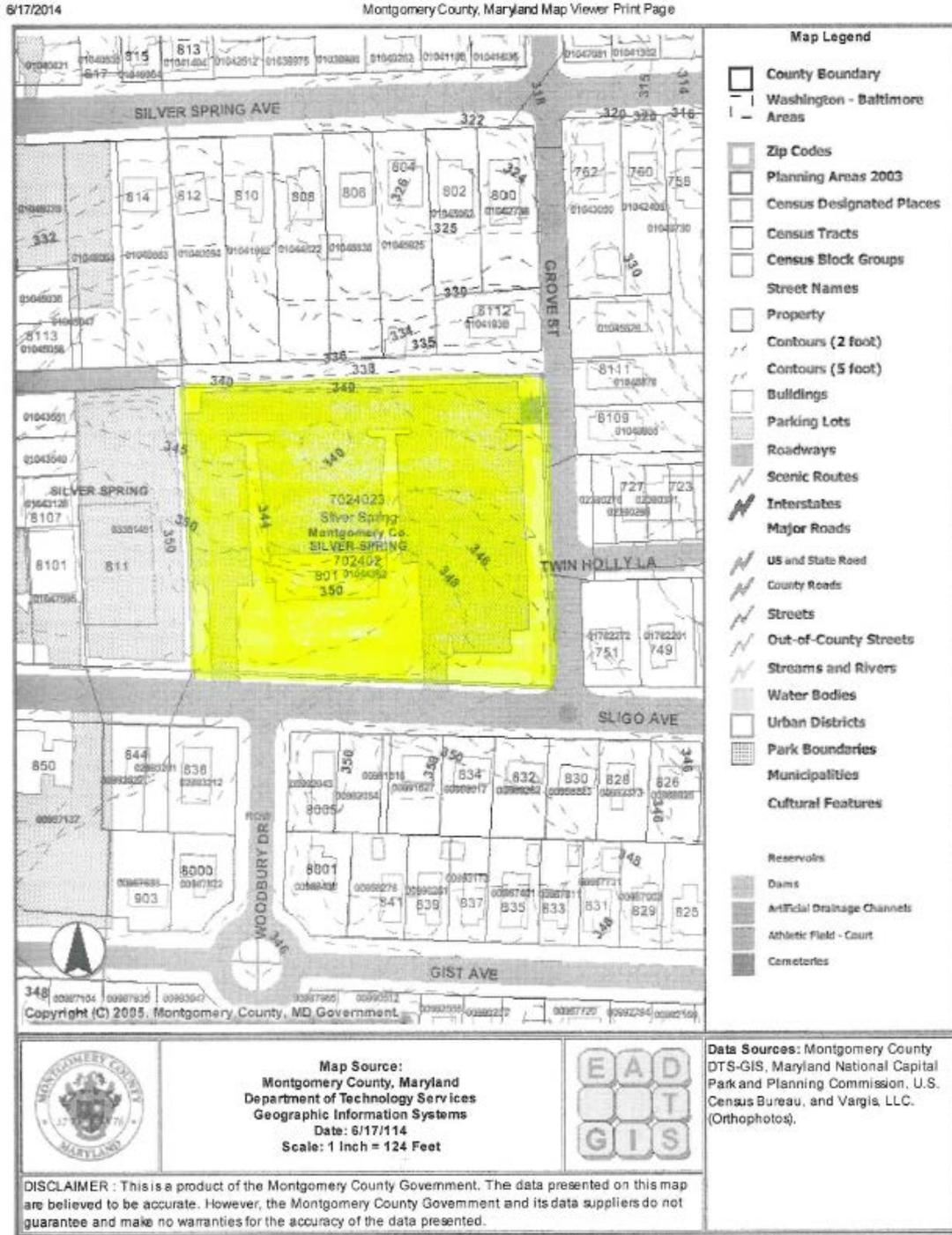


Exhibit C Zoning Maps



R-60 (Existing Zone)
Residential One-Family

Standard Method of Development for Detached House Building Type		
R-60 (Existing)		
A. Lot	Area	
	Lot Area (min)	6,000 SF
	Lot Width (min)	
	At front building line	60'
B. Placement	At front property line	25'
	Principal Building (min)	
	Front setback	25'
	Side street setback	15'
	Side setback	8'
	Sum of side setbacks	18'
	Rear setback	20'
Coverage (max)		
All roofed buildings and structures	35%	
C. Height	Principal Building (max)	
	Measured to highest point of flat roof	35'
	Measured to mean height between eaves and ridge of a gable, hip, mansard or gambrel roof	30'

For more complete information please refer to the current zoning ordinance.

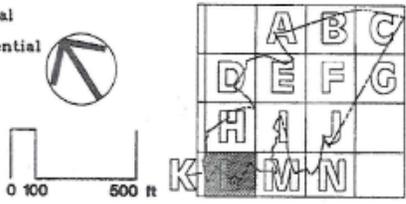
Existing Zoning – Area L

Map 48

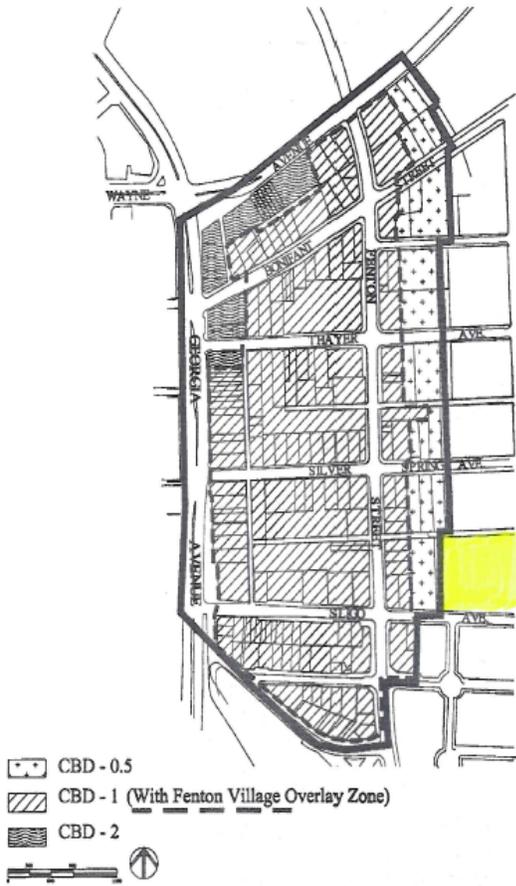


LEGEND

- ▬▬▬▬ Master Plan Boundary
- ▣ C-1 - Local Commercial
- ▣ R-10 - Multi-Family High Density Residential
- ▣ R-20 - Multi-Family Medium Density Residential
- ▣ R-60 - Single Family Residential
- ▣ RT-8 - Townhouses
- ▣ RT-12.5 - Townhouses
- ▣ O-M - Office Building Moderate



Map 25 Fenton Village—Proposed Zoning Plan



Map 22 Fenton Village Revitalization Area

