

**REQUEST FOR PROPOSALS FOR:  
A MASTER DEVELOPER FOR THE DEVELOPMENT OF COUNTY PROPERTY ON  
THE FOOTHILLS SITE - KLAMATH FALLS, OREGON**



**PUBLIC NOTICE  
MULTI-USE DEVELOPMENT  
SOLICITATION RFP NO. 1-2021  
Rev. 4 – May 1<sup>st</sup>, 2021**

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Klamath County Board of Commissioners Office  
305 Main Street  
Klamath Falls, OR 97601

**Prepared By:**

**KCEDA**  
Klamath County Economic Development Association

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# Table of Contents

1. Executive Summary & Development Vision.....	Page 3
2. Proposal Requirements & Scoring.....	Page 5
3. RFP Submittal Instructions.....	Page 7
4. Contacts Regarding Questions.....	Page 8
5. Appendices.....	Page 9

## 1. Executive Summary & Development Vision

The Board of Commissioners for Klamath County are initiating this Request for Proposal (RFP) as they seek qualified individuals/organizations to develop property currently owned by the County that rests on the Foothills site. The County envisions this property, or a large majority of it, be used for the development of new housing units (including single-family, multi-family, and apartments). This vision is the result of a rapidly growing demand for housing within the region that is amplified by a significant shortage of available housing options in combination with substantial development growth which is forecasted to continually increase for the foreseeable future. The property subject to this RFP includes one 40-acre parcel. If a developer, or multiple developers, submit a proposal that the County is favorable towards, the County is prepared to award the entire 40 acres at competitive pricing, under the conditions that development buildout be performed in accordance with reasonable construction timelines and “clawbacks” agreed to by both the County and developer(s) managing any proposals that may be selected. A conceptual preliminary master plan has been prepared and is included with the Appendices in Section 5; this master plan is provided as a general concept of possible development approaches; however, developers are welcome to suggest alternative approaches or modifications to the existing concept. More detailed information, including data on lack of housing inventory and local economic activity will be presented in the Appendices of Section 5.

This picturesque, scenic property is centrally located on the primary transportation route between the two major population centers (City of Klamath Falls residents and County residents neighbor each side of the location) in the area, less than a mile east of the intersection between Crater Lake Parkway, which directly feeds into Highway 97; the property is also in close proximity to multiple access points for Highway 140. Across the street from the property is Steen Sports Park, a 150-acre complex that features four baseball diamonds, four outdoor soccer fields, several picnic areas, two playgrounds, a cross country jogging path, a 60,000 sq. ft. indoor multi-purpose facility, as well a state-of-the-art skate park; future plans for the development have also indicated the addition of a gymnasium, daycare center, and general commercial facilities. The Steen Sports Park is consistently a congregation center for community events that draws hundreds (and frequently thousands) of people to the area on a regular basis. As part of the County’s long-term transportation plan, there are a variety of roadway concepts which will be expected to create access between Foothills and other densely populated sections of town (e.g., Summers Lane extension). Beyond the property itself, developers interested in this property should also be made aware that common costs related to living or operating a business are highly competitive in Klamath County as opposed to other areas across the region.

The primary interest of this RFP is aimed towards housing development on the County-owned property. However, the County recognizes that other types of development may compliment a new housing development or existing residential in surrounding neighborhoods. As a result, submissions may also incorporate small-to-medium sized general commercial/retail entities that could further enhance the livability experience on the site.

The County highly encourages those that meet this criterion and possess interest, in all, or a portion of the property, make a submission and/or contact the County’s Property Manager, or representatives of its economic development arm, KCEDA, to discuss any inquiries (examples may include: proposal eligibility, market research of Klamath County, information on the property, etc.). Whether or not your proposal qualifies, the County is not obligated to approve your proposal, and has complete authority to reject any submissions made if it so chooses.

Although the property is owned by the County, it is within city limits. County representatives on this endeavor have met with staff from the City of Klamath Falls to collaborate on goals for the future development, where both simultaneously have positioned their municipalities to be in consistent coordination to needs that may arise during the development process for this subdivision. However, both Klamath County and City of Klamath Falls leadership want to make explicitly clear to interested developers that 1) any infrastructure improvements costs associated with executing proposed developments are the sole responsibility of the developer; 2) a zone change will likely be required to proceed with developing Klamath County's vision for the site; this zone change can occur concurrently with the final selection stages of the RFP process outlined in the following paragraph; 3) should be aware that certain studies or assessments (wetlands, traffic, Geotech, cultural, environmental, or other) may need to be conducted on the site; 4) certain permits will be required for development to proceed on the subdivision, and the County and City are prepared to coordinate with selected parties to ensure these permits processes are performed as efficiently as possible.

This is a multiphase RFP and is intended to establish a short list of qualified developers with the proven financial capacity, project management skills and relevant development experience to expeditiously develop the property the County presently owns on the Foothills site. Once the short list is established, the County will interview the top-qualified developers and seek additional information regarding their proposed development approaches and business terms. Based on an evaluation of the developer submittals, a developer, or multiple developers, may then be chosen to enter in an Exclusive Negotiation Agreement (ENA) to develop on the site; later sections go into brief but further detail as to the evaluation and selection process. The County, once again, intends to award all 40 acres of this property to the developer or developers that may have their proposals approved, where "clawbacks" would be determined during the ENA process. If the developer does not meet the construction timeline without sufficient rationale for failure to do so, the "clawbacks" would force the developer to forfeit the awarded property back into County ownership; however, other ownership or financial participation structures will be open to consideration if they achieve holistic development of the property in accordance with the County's development vision. More specific details as to the criteria of this RFP used in evaluating proposers are provided in the following sections.

As to what the County's development vision related includes for the site:

- Primarily residential, with the possibility of mixed-use features
- Improve public access and enhance open space, trail and recreational use; increase internal and external traffic volume via all methods of transportation
- Develop a beautiful, walkable and sustainable residential location that is compatible with the surrounding neighborhood(s)
- Gradual, expeditious improvement that serves further development of surrounding local entities

To reiterate, once a developer or developers are selected, both the County and City, in addition to local resource providers (such as KCEDA), will work with the developer to outline a process and timeline for the ultimate transition of ownership on the property, and construction phasing. The County, along with the City of Klamath Falls, understand that partnerships between the public and private sector are best accomplished when development objectives are clear and aligned; a desire for collaborative partners will be at the core of this RFP evaluation, and we seek to be of whatever service we can within the parameters (listed in the next sections) of the proposal requirements and submission instructions.

## 2. Proposal Requirements & Scoring

Below are the areas of which Klamath County would like to have addressed within the proposals submitted. The information supplied in proposal responses will be evaluated by the Klamath County Commissioners during an evaluation period taking place following the submission deadline.

### Project Vision

- Provide a general narrative of your project vision, including how the County's development vision principles will be represented. The County understands this is only preliminary and subject to further market considerations.
- Provide a schematic planning program including the proposed process, timeline, scope and intent relative to the detailed planning required to precede construction.
- Provide details on the factors determining the project phasing approach including geographic factors, infrastructure strategies, investor commitments and site preferences.
- Provide a narrative relative to addressing project short and long-term market resiliency, inclusive housing strategy, how the project will address current market demand and the attraction and retention of the workforce.
- Provide a narrative on the social impacts of the proposed development, including community building, the attraction of people and population and demographic impact.

### Project Plan

- Provide a schematic plan for the first phase of development (schematic level detail includes general land use arrangement, conceptual building footprints, circulation design considerations, building density/height notes and keyed-reference development styles).
- Provide corresponding development character images or renderings keyed to components of the first phase of development indicative of team core competency, architectural approach, project context and project vision.
- Provide a narrative and/or illustration indicating real estate investment strategy, noting impact of open space, parking, communications infrastructure, green infrastructure and other supportive site amenities and features.

### Financial Viability

- Provide a list of intended financial resources for the project and their intended development use. Provide a narrative explaining how the injection of public incentives (capital and other) may add value to the project (if applicable to your strategy).
- Provide financial records that sufficiently demonstrate the investors' ability to finance the investment needed for the proposed development.

### Project Management and Development Team Information

- Provide a narrative describing the long-term project operations and management strategy. Include an outline of essential functions of the project management role, the expected role of the County and other local resources; please include any examples of prior projects the team has successfully managed.
- Provide a list of principals and staff assigned and committed to this project. Include any conflicting assignments/projects during the projected project timeline.
- Provide testimonials or reference letters from past clients and/or project partners.

## 2. Proposal Requirements & Scoring (Cont.)

### Proposal Scoring Matrix

The proposals will be evaluated using the criteria described below:

<b>Proposal Category</b>	<b>Points</b>
Project Vision	50
Project Plan	150
Financial Viability	150
Project Management and Development Team Information	50
<b>Initial Total</b>	<b>400</b>
Interview Presentation(s)	100
<b>Grand Total</b>	<b>500</b>

### 3. RFP Submittal Instructions

To access the RFP electronically, please refer to the following address:

<http://www.chooseklamath.com/category/white-papers/>

Proposal responses shall be submitted in complete original form. No faxed or emailed proposal will be accepted. The proposal shall be sealed and marked “Master Developer – Foothills RFP”. Proposers shall submit five (5) copies of their RFP in a paper form. Proposals must be delivered no later than 5:00 p.m., July 30<sup>th</sup>, 2021 to:

**Rick Vaughn**  
**Property Sales Manager, Klamath County**  
**305 Main Street**  
**Klamath Falls, Oregon 97601**

*Proposals received after the above date and time will be returned unopened.*

The following is a list of dates for certain activities related to the RFP process:

<b>Release of RFP</b>	May 1 <sup>st</sup> , 2021
<b>Deadline to submit proposals</b>	July 30 <sup>th</sup> , 2021 (by 5PM)
<b>RFP Proposer Final Interviews</b>	To be scheduled in 2021

Ownership of Proposals/Incurred Costs: Proposals submitted on time become the property of Klamath County upon submission, and the proposal will not be returned to the proposers. By submitting, the proposer agrees that Klamath County may copy the RFP submittal for purposes of facilitating Klamath County’s evaluation. Also, Klamath County is not responsible for any costs incurred by proposer in the preparation of the proposals in response to this RFP.

Other Information: Proposers may submit any other information that is not described in this RFP that would be beneficial to Klamath County. If in the proposer’s opinion, Klamath County has overlooked anything material or relevant, such item(s) may be brought to Klamath County’s attention and be included in the RFP.

Amendments to the Request for Proposals: Klamath County reserves the right to amend this RFP, including dates, at any time. In the event it becomes necessary to amend, alter or delete any part of the RFP, changes to the RFP will be posted on the ChooseKlamath website. It is the proposer’s responsibility to be aware of amendments that are posted on the website. The address is:

<http://www.chooseklamath.com/category/white-papers/>

Public Records Law/Public View of RFPs: To the extent permitted by law, it is the intention of Klamath County to withhold the contents of the RFP from public view, until such times as competitive reasons no longer require non-disclosure, in the opinion of Klamath County. At that time, all RFPs will be made available in accordance with Oregon Public Records Law. It is intended that RFPs will be withheld until after the RFP process has been completed.

## 4. Contacts Regarding Questions

Only the contacts listed below may be contacted to discuss this RFP. Although this RFP is being distributed by personnel of the Klamath County government offices, the Klamath County Economic Development Association (KCEDA) will also be heavily involved in facilitating this process, and proposers are encouraged to contact them if they have any questions or require any services during the preparation of submittals.

**Andrew Stork**

*Project Manager (KCEDA)*

541.882.9600

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**Randy Cox**

*CEO (KCEDA)*

541.882.9600

[randy@teamklamath.com](mailto:randy@teamklamath.com)

**Rick Vaughn**

*Property Sales Manager (Klamath County)*

541.883.4297

[proptax@klamathcounty.org](mailto:proptax@klamathcounty.org)

## 5. Appendices

*These reports were prepared by the Klamath County Economic Development Association (KCEDA). For other information/data about the present or future position of the economy, please refer to the contacts listed from their offices in the 'Contacts Regarding Questions' section of this RFP.*

Appendix A – Map(s) of Foothills Property

Appendix B – Demographic Reports

Appendix C – Wetlands Information

Appendix D – Surrounding Businesses Composition

Appendix E – Consumer Expenditures

Appendix F – Labor Force

Appendix G – Talent Pool

Appendix H – Possible Plans/Development Concepts

Appendix C – Housing Analysis (Please Contact KCEDA Directly for this Information)