

QUESTIONS & ANSWERS
RFQ #0021
CONSULTANT FOR DEVELOPMENT SERVICES

NOTE:

Please note that UPO has issued a Request for Qualifications (RFQ), not a Request for Proposals (RFP) for our HQ redevelopment project. Our goal is to select a short list of highly qualified applicants from the RFQ respondents, to provide detailed proposals to redevelop its current headquarters site comprised of 72,942 sf acres (not 3.1 acres).

UPO seeks a developer partner that will assist and consult with UPO through the redevelopment process, but also open to receiving qualifications from a development consultant as well.

*The extended deadline for submission of proposals is **Friday, November 15, 2019** by 2:00 PM (EST).*

Updated & Final – 11/05/19

Question #1:

Are you looking for an at-risk development partner, or a fee-based developer?

Answer #1:

UPO's preference is for an at-risk developer, however, we are open to qualifications from a fee-based developer or development consultant as well.

Question #2:

The "consultant" referenced in the procurement should be interpreted as the development partner, correct?

Answer #2:

Yes, that is correct. UPO's preference is for a development partner but we are open to receiving qualifications from a consultant as well.

Question #3:

Does UPO have to own your new HQ facility....would you consider renting?

Answer #3:

UPO does not anticipate a scenario for renting its new HQ facility.

Question #4:

Does the facility need to be a stand-alone structure?

Answer #4:

It is UPO's preference to maintain our HQ identity at our new location, but this is not a strict requirement to be a stand-alone structure as long as UPO's distinct identity on the property can be maintained.

Question #5:

Would you please provide a survey regarding the above?

Answer #5:

A copy of the Land survey is attached as Attachment A.

Question #6:

The RFQ mentions electronic submission throughout but there are a handful of references that would be descriptive of the submission of a hard copy. Kindly confirm that the intent is for electronic submission only.

Answer #6:

Electronic Submission only.

Question #7:

For the electronic submission, would a link to download in lieu of attaching the document be sufficient such that we don't encounter file size issues.

Answer #7:

Yes, a link to download would be sufficient.

Question #8:

The RFQ uses Developer and Consultant interchangeably throughout the document. Please confirm that UPO is open to a consulting arrangement or a development partnership with shared ownership.

Answer #8:

UPO is open to both options – our preference is for a development partnership, however we are open to receiving qualifications from a consultant as well.

Question #9:

Page 5 of the RFP makes mention of "The City". Please confirm if this is intentional or an extraneous reference.

Answer #9:

It should refer to UPO i.e. If the proposal results in an approved project, UPO and developer will negotiate an agreement for conveyance of a possessory interest and the development of the project.

Question #10:

Responses: Is UPO looking to get responses to the RFQ from developers themselves, or development consultants that could assist UPO through the entire process, including potentially assisting UPO in their selection of the ultimate developer(s), if any?

Answer #10:

UPO is open to both options – our preference is for a development partnership, however we are open to receiving qualifications from a consultant as well.

Question #11:

Affordable Housing: Will UPO be mandating a specific percentage of affordable housing units to be included in any future residential development at 3rd & Rhode Island, NW? If so, what is that percentage?

Answer #11:

UPO's goal is to include 20% affordable housing at a minimum. Our intent is to redevelop its current headquarters into a high quality, mixed use development comprising of market rate and affordable housing, commercial and retail space.

Question #12:

When does UPO plan to announce selected consultant? What is the expected start date of engagement?

Answer #12:

UPO has not selected a target date, it is our goal to move as expeditiously as possible, to achieve the best redevelopment plans for UPO.

Question #13:

Will the selected respondent be expected to provide equity and/or guarantees?

Answer #13:

Yes, a developer partner will be required to provide equity and/or guarantees, however UPO is open to either option – a developer partner preferably or a consulting arrangement.

Question #14:

Is it expected that selected respondent will cover predevelopment cost for both future HQ and redevelopment site? Or will UPO pay directly or consider reimbursable expenses?

Answer #14:

A development partner would be expected to cover predevelopment fees. UPO will consider reimbursable expenses.

Question #15:

Is there an end date for submissions?

Answer #15:

Yes, RFQ responses must be received on or before **Friday, Nov 15, 2019**, by 2:00 PM (EST). Page 5 should note that UPO will review submitted responses received by the deadline to this RFQ on an ongoing basis until selection is finalized.

Question #16:

Site area is 72,894 sf (or 1.67 ac) per DC.gov Office of Tax and Revenue but RFQ states 3.1 ac. Please confirm.

Answer #16:

Site area is 72,942 sf, per the attached Land Survey (Attachment A).

Question #17:

What's the target affordable housing requirements? Our company has been creating an affordable market products with thoughtful architecture and deep understanding of the market. While we can create affordability in our market rate units, it would be important to know how much of residential components have to be designated IZ?

Answer #17:

UPO's goal is to include 20% affordable housing at a minimum.

Question #18:

What is your preferred location for new HQ?

Answer #18:

Ideally, UPO's first preference is for Ward 7, but may consider other location options in DC.

Question #19:

Is/will HQ be used for office-use (admin focused) or actual services provided?

Answer #19:

Both, UPO's HQ will be used for both executive and back-office / administrative functions.

Question #20:

What's the timeline for selecting consultant, choosing development partner, and construction?

Answer #20:

Timeline is TBD. UPO's goal is to have the shortlisted respondents identified by Dec 31st.

Question #21:

What's an ideal JV structure once a developer get selected as a development partner? (e.g., equity interest).

Answer #21:

UPO would like to secure a development partner that supports UPO's mission and goal to redevelop its current site into a high quality, mixed income community.

Question #22:

What are five key criteria you weight on selecting consultant and/or developer?

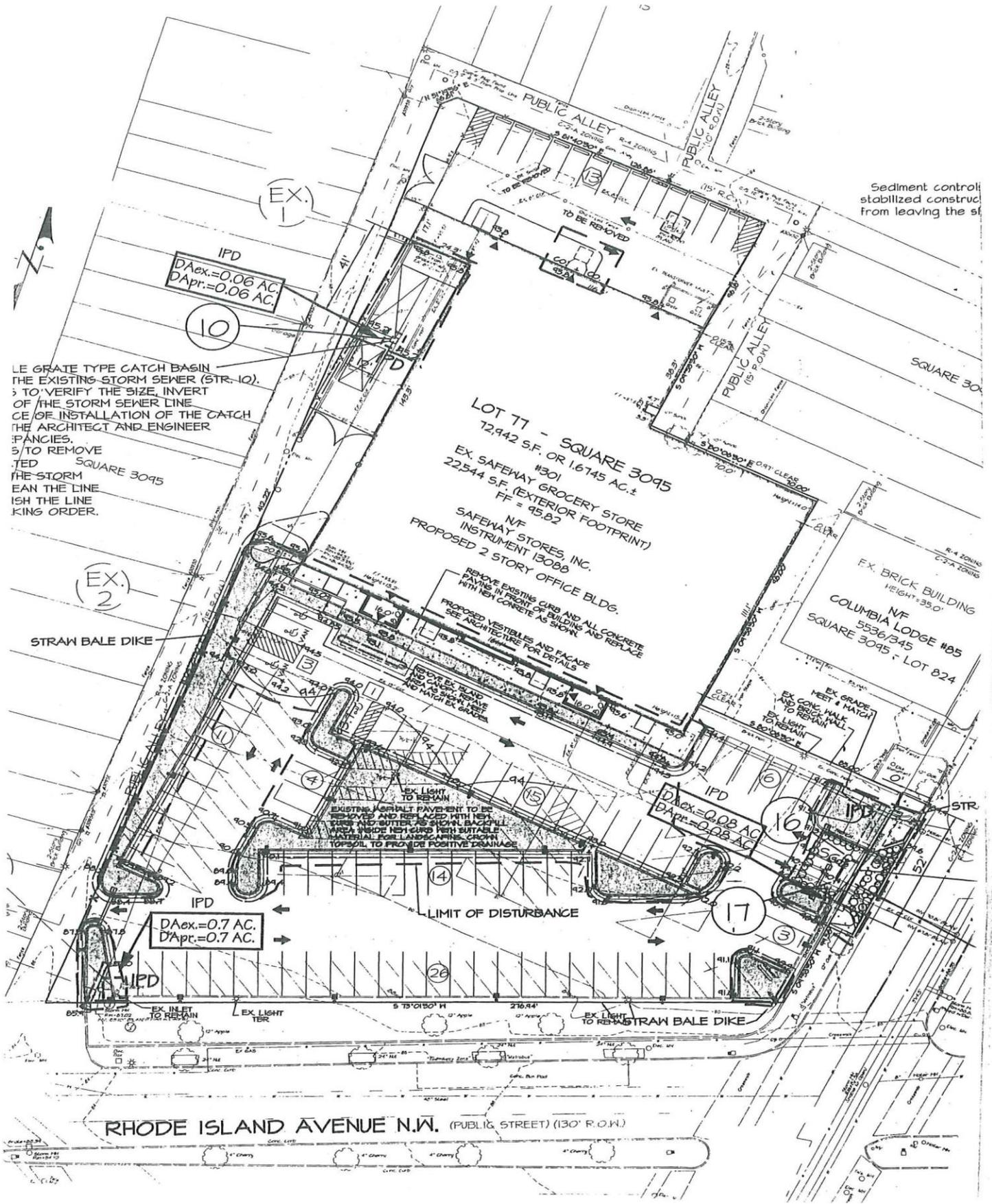
Answer #22:

Required qualifications are detailed below (also provided in the RFQ):

- Experience in real estate market and affordable housing developments of similar scope, complexity, and magnitude (minimum of three projects);
- Experience in advising organizations regarding similar development options and strategies, and assist in achieving cost-efficiencies for projects;
- Experience in partnering with the District of Columbia agencies, public and private financing sources to source and secure project approval and funding;
- Experience and capacity to work cooperatively with City agencies representatives and the community in design and development of the project;
- Experience with similar development goals, including a strong financial backing, supported by materials such as audited financial statements, annual reports, operating budgets; and
- Experience and ability to complete development of the project within the time frames set forth in the agreement and based on applicant's track record on similar projects.

It would be helpful if the consultant (individual or firm) has the experience in advising non-profit organizations on such similar projects.

ATTACHMENT-A: LAND SURVEY



INSTALL A 18" DIA. GRATE TYPE CATCH BASIN AT THE EXISTING STORM SEWER (STR-10). VERIFY THE SIZE, INVERT OF THE STORM SEWER LINE AND CE OF INSTALLATION OF THE CATCH BASIN. CONSULT THE ARCHITECT AND ENGINEER FOR SPECIFICATIONS. REMOVE EXISTING STORM SEWER FROM THE LINE AND RE-OPEN THE LINE IN THE KING ORDER.

Sediment control stabilized construction from leaving the site.

RHODE ISLAND AVENUE N.W. (PUBLIC STREET) (130' R.O.W.)