

**Town of Falmouth
Workforce Housing RFP**

Developer Q&A

Draft: March 11, 2008

1. Is it possible to obtain a distribution list of who requested the RFP for this job? I would like to know who I am bidding against.

The RFP was specifically *requested* by:

- Keiser Industries
- Sebago Technics
- SYT Design Consultants

The Town also *distributed* the RFP to:

- Avesta Housing
- Coastal Enterprises Inc.
- Developer's Collaborative (Richard Berman & Associates)
- Evergreen Partners
- Housing Initiatives of New England
- Westbrook Housing Authority

We also placed a *legal ad* in Portland Press Herald and made the entire RFP available on the Town's *website*. In addition a detailed *news article* appeared on March 6th in The Forecaster. To know who from this pool of candidates may actually bid, the *mandatory* pre-bid meeting on March 13 should answer that.

2. Are there civil engineering firms which do a lot of work in Falmouth that I may be able to partner with?

Some of the civil engineering firms which appear before the Falmouth Planning Board with more frequency than others are: Sebago Technics; DeLuca Hoffman; Pinkham & Greer; Associated Design Partners; and SYTDesign.

3. Can I have a copy of the AutoCAD files for the project site to assist me in making a proposal?

AutoCAD files for the Public Safety Building Project at the Woods Road site as well as the workforce housing concept sketch have been obtained from SYTDesign and discs have been made of this data for distribution at the pre-bid meeting to interested developers.

4. I am a home builder. Can I submit a proposal?

Yes, you can, but it is recommended that you team up with others to make sure your proposal addresses *all* aspects that the RFP calls for, including financial expertise and management of affordable housing developments.

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5. Did the Town review the vernal pool study with U.S. Army Corps of Engineers and/or EPA as all vernal pools, regardless of size, are jurisdictional? Is the Town planning to update this study this vernal pool season? How could an update affect the proposed program?

Town staff does not know if this study was reviewed by the U.S. Army Corps of Engineers and/or EPA. Town staff guesses: no.

There are currently no Town-sponsored plans to update the field information on vernal pools this season.

The Town *is* currently reviewing and updating its vernal pool zoning ordinance rules to be synch with state and federal regulations. This project is in process and a completion date, and potential impact on the proposed program, is unknown at this time. More information on the ordinance effort can be found at http://www.town.falmouth.me.us/Pages/FalmouthME_BComm/CDC_pages/nrwdocs/index.

FALMOUTH WORKFORCE HOUSING - Q+A UPDATE # 3, March 28, 2008

This is the third follow-up on questions we received from prospective bidders. Our previous update was issued March 26, 2008. All updates are (or will be) posted on the Town's website: <http://www.town.falmouth.me.us>.

Again a reminder that the deadline for receipt of proposals has been extended by the Town by two (2) weeks, until April 23, 2008.

BIDDER QUESTION 1 (received March 27, 2008)

Thank you for forwarding the additional information. I am still unclear how developers can proceed without a more definitive determination of the vernal pool situation. Any preliminary design plans, density calculations and financial analysis - including prices, levels of subsidy, etc - would become meaningless if it is determined a significant portion of the land, such as the "central pod," cannot be developed due to larger setbacks or other requirements. Should we include the "central pod" in our plans, for example? Will the site support 39 units or a much smaller number? How will the town evaluate and compare proposals if developers use different assumptions in addressing these questions? Doesn't it make sense for the Town to resolve these issues before soliciting proposals?

TOWN RESPONSE

The Town recognizes the uncertainty that comes with any development project, particularly one that is impacted by vernal pools, such as this one. The Town has made all information it has available to prospective bidders. This is more information than what typically might be known about a given development site. We suggest that developers who desire to further reduce their risk and unease may wish to follow up with Mary Beth Richardson and/or Jay Clement to test possible development ideas they may have.

The Town understands the possibility, and inherent difficulty, of reviewing proposals that may include potentially-unrealistic development programs. However, the Town notes that "approximate number (...) of units" is just one of five Round One selection criteria will be used. Taking the potential vernal pool impacts into account, the Town will evaluate "approximate number of units" appropriately, and will likely lay a greater emphasis on some of the other selection criteria, such as qualifications and experience, including experience in dealing with vernal pool issues.

BIDDER QUESTION 2 (received March 27, 2008)

Hello - I just learned of this RFP today, and have a team in mind to apply for it. I noticed that there was a mandatory pre-bid meeting on March 13. Will there be another, or might that mandatory requirement be waived?

TOWN RESPONSE

No, the Town does not anticipate to hold another pre-bid meeting. No, the mandatory requirement will not be waived. The Town is requiring that at a minimum one (1) person of each proposal team attended the pre-bid meeting. We will make available to anyone who requests it the list of people that were present at that meeting. Teaming up with any of the people on this list will satisfy the Town's requirement.

FALMOUTH WORKFORCE HOUSING - Q+A UPDATE # 4, April 2, 2008

This is the fourth follow-up on questions we received from prospective bidders. Our previous update was issued March 28, 2008. All updates are (or will be) posted on the Town's website: <http://www.town.falmouth.me.us>.

Deadline for receipt of proposals is April 23, 2008.

BIDDER QUESTION 1

How does "contract zoning" work in Falmouth?

TOWN RESPONSE

Contract zoning in Falmouth is not (yet) codified. Typically this process includes negotiating with the Town Council to develop a new zoning district. The current "Master Plan" Districts in Falmouth listed in the Zoning Ordinance are a combination of re-zoning and contract zoning. A new base district is created in the Zoning Ordinance and then a Master Plan with more specific design elements approved the Town Council. In some instances additional legal documents are put in place. In essence, the property is viewed from a clean zoning slate.

In the case of the Workforce Housing project, the selected developer will be on the same team as the Town and the process might potentially be quicker due to that situation provided that the Workforce Housing Commission keeps the Council well informed of the project as it moves along.

The selected developer has the option of moving a project through the sketch plan site review process with the Planning Board as well as with staff to look at options and address planning issues that might arise.

A 2-3 month process with the Council is a reasonable estimate for the contract zoning and the same amount of time with the Planning Board, although it is a possibility that these processes might be somewhat concurrent.

FALMOUTH WORKFORCE HOUSING - Q+A UPDATE # 5, April 17, 2008

This is the fifth follow-up on questions we received from prospective bidders. Our previous update was issued April 2, 2008. All updates are (or will be) posted on the Town's website: <http://www.town.falmouth.me.us>.

Deadline for receipt of proposals is April 23, 2008.

BIDDER QUESTION 1

Is there an existing survey that was done as part of the police station project for the site? Would this survey be able to be used for the Town submittals? Also, are there any soils or geotechnical information that was done for the police station that is available?

TOWN RESPONSE

Yes, the existing topographic and boundary survey information were part of the AutoCAD files that were distributed at the pre-bid meeting and can be used for the Town submittals. Yes, there is a soils map and soils report. Both are attached to this message. If you have trouble accessing this data we recommend you contact Peter Piegel at SYTDesign, PBiegel@mail.sytdesign.com or (207) 829-6994 ext.32, consultant on the Police Station project.

BIDDER QUESTION 2

Submittal to the Town for Subdivision review requires the submission of a full traffic study unless waived by the Planning Board upon recommendation by the Town Engineer. During selection of the site was traffic considered? Will this project require a traffic study for the Town approvals?

TOWN RESPONSE

It is unknown to what extent traffic was considered as part of the project site selection. We cannot speculate on the Planning Board's willingness to waive a traffic study for this project, or the Town Engineer's recommendation that the Board do so, unless a specific proposal is available for review.