TOWN OF SILVERTHORNE, COLORADO

THE SHOPS AT SMITH RANCH
PLANNING/DEVELOPMENT SERVICES

REQUEST FOR PROPOSALS

ISSUE DATE: JANUARY 28, 2020

RFP RESPONSE DUE DATE: APRIL 30, 2020
SECTION I: BACKGROUND

Invitation

The Town of Silverthorne, represented by Mark Leidal, Assistant Town Manager, is requesting proposals from well qualified developers or development teams who have the capacity and expertise to develop ‘The Shops at Smith Ranch’.

The selected team will be responsible for the following:

- Creating a development program in partnership with the Town, and a mutually acceptable business plan to implement such development program.
- Preparing a site master plan, interior and exterior architectural designs, a transportation and circulation plan, and civil, drainage, and water resource protection plans.
- Soliciting public input, processing Site Plan and Subdivision applications.
- Constructing and Marketing the project.

The Town encourages teams who have experience with neighborhood commercial, mixed use, and/or development anchored around a grocery store, and associated public improvements to submit proposals. Proposals will be accepted until 4:00 p.m. on Thursday, April 30, 2020. Prior experience on similar or related projects will be an important consideration in selecting a team for this work. Please include specifics in your proposal on any such experience your firm or team have, as well as references for the same.

Silverthorne

Within Summit County, the Town of Silverthorne is located at an elevation of 8,730 feet in a scenic, high mountain valley carved by the Blue River, and surrounded on two sides by National Forest and Wilderness Areas. The Town is considered by many to be the gateway not only to Summit County, but also to much of Western Colorado, due largely to its location at the first exit west of the Eisenhower Tunnel along I-70 (Exit 205).

Summit County has an estimated permanent resident population of 29,500, though peak population numbers during high activity tourism seasons can reach over 100,000. The Town of Silverthorne is the second most populous Town in Summit County, with an estimated full-time population of 4,600. Looking to the year 2030, the State Demography Office projects that the County’s permanent resident population will grow to approximately 41,800, and Silverthorne’s population will grow to 5,800.

The Town offers a wide array of amenities to residents and visitors, including the Recreation Center, the Pavilion, and the Performing Arts Center. During the last two decades, distinctive neighborhoods have also developed in the north end of Town, including Three Peaks at Eagles Nest, Angler Mountain Ranch, and Summit Sky Ranch. The Town has also worked with private developers for the development of the downtown, which is centered around 4th Street. In the upcoming years, the Town is poised to see the redevelopment of the two most prominent blocks of the downtown into a vibrant area with retail, entertainment, restaurants, and services all surrounded by sidewalks, on-street parking, and pedestrian activity.
Smith Ranch Residential

In August of 2017, the Town partnered with Smith Ranch Development, LLC, to begin the design, zoning, and entitlements for the development of a workforce housing neighborhood on the 50-acre parcel known as the Smith Ranch residential property. The Smith Ranch PUD is the zoning document for all the properties at Smith Ranch, including the residential, commercial, and public facilities sites. Per the PUD, 240 deed-restricted residential dwelling units are contemplated on the Smith Ranch residential property. The units are a combination of single family residences, duplexes, and townhomes, and all units are for-ownership (not rentals) by the local workforce with incomes ranging from 80 to 120% of the Area Median Income (AMI).

The first 60 homes at the Smith Ranch Neighborhood were completed in 2019, and are currently occupied full time. The Town and the developer have also begun construction of the subsequent 37 homes, which are under contract and scheduled to be completed in June of 2020. The Town anticipates that the Smith Ranch residential property will reach full build out by 2022.

Below is the site layout for the entirety of the Smith Ranch Neighborhood:

Smith Ranch Commercial

In 2013, the Silverthorne Urban Renewal Authority (URA) purchased the previously unsubdivided parcel of land located at the corner of HWY 9 and Ruby Ranch Road, and included it within the Town’s Urban Renewal Area. In 2018, as part of the platting for Smith Ranch, the Town created Tract A, Smith Ranch Subdivision, with an area of 9.4 acres, and the subject of this RFP. As one of the few remaining large parcels of land zoned for commercial development in Silverthorne and County-wide, the Smith Ranch Commercial site is considered a key property for the Town’s ongoing economic development efforts.
The Town has a keen interest in engaging the private sector and assisting with the revitalization of properties within the Urban Renewal Area. As such, tax increment financing is a tool that is available to the Urban Renewal Authority to assist private entities with qualifying project costs, funding, and timely completion.

The Smith Ranch commercial property is seen as the location for neighborhood commercial uses anchored around a grocery store that can serve the Smith Ranch residents, but also all the residents and visitors of every subdivision north of I70 (Exit 205). Other commercial buildings to support the grocery store and provide neighborhood scaled retail might include coffee shops, bakeries, distilleries, liquor store, restaurants, and service establishment such as a yoga studio. This site presents a number of options for layout, mix of uses, circulation, relationship to the Smith Ranch Neighborhood, and relationship to other commercial parts of Town.

‘The Shops at Smith Ranch’ development is also envisioned as being distinct from the Smith Ranch residential neighborhood, but also integrated into the neighborhood in a meaningful way. Pedestrian and vehicular connectivity of the Shops to the surrounding neighborhoods must be demonstrated as part of any project proposal. While the focus is for mixed commercial uses on the property, the Town wishes to see a mix of residential units above ground floor commercial, particularly smaller sized units and rentals that may target lower AMIs for the workforce. The Town will consider creative funding, and the use of 5A monies towards the provision of deed-restricted housing over commercial uses.

Background information on a previous development proposal for the Smith Ranch commercial property, including entitled ‘Silver Mountain Village’, including a site plan, a transportation study, and a market demand analysis are also available on the Town’s website at [http://www.silverthorne.org/town-services/community-development/smith-ranch-workforce-housing](http://www.silverthorne.org/town-services/community-development/smith-ranch-workforce-housing). Demographic information, the Smith Ranch PUD, and other key Town documents are also available on the same webpage.

**Surrounding Land Uses**

The map on the right depicts the land uses in the immediate vicinity of Smith Ranch (the second concentric circle illustrates the area within ½ mile of the neighborhood). The service area for a grocery store at Smith Ranch would include the large subdivisions to the north within the Town limits, and also the nearby large residential subdivisions to the south, including the approximate 3,000 units at Wildernest and Mesa Cortina, outside of the Town boundary.
SECTION II: SUBMITTAL REQUIREMENTS

All submittals must contain the following items:

1. **Team Composition** – In order to assess the capability of the development team, please identify the team developer, architect, engineer, landscape architect, builder, and marketing consultant. Provide an organizational chart of the team. The Town encourages the use of local (Summit County) team members.

2. **Development Program Concept(s)** – Provide up to two (2) alternative concepts of commercial or mixed uses for the Smith Ranch Commercial Center considering the following parameters:
   a. A full service Grocery Store (preferably with a minimum size of 30,000 square feet). A response to the RFP should include a letter of intent from a grocer (kept confidential).
   b. Neighborhood scale commercial buildings with a mix of uses.
   c. Density, location, and type of residential uses. Creative and innovative layouts that may be converted into different size units will be considered. Rental apartments targeting an AMI of 80% or less should be included, and the financial considerations needed to provide such housing should be detailed.
   d. Appealing street frontage along HWY 9, integrated with a pedestrian friendly interior streetscape for a walkable mixed use village.
   e. Provide unique gathering spaces and/or space to interact and mingle, and which are integrated with the adjoining neighborhoods.

   If you believe that there are other types of buildings, uses, or amenities that would better serve the Town’s objectives, or if you have the capability to develop a program other than that identified, please propose it as one alternative. The Town recognizes that density, uses, and amenities will directly impact the proposal(s), and may affect the type of assistance that may be requested from the Town. The Town Council has indicated a willingness to consider various financial incentives and/or subsidies to ensure a development that meets the goals of the Town.

3. **Conceptual Site Plan** – The Smith Ranch commercial property property is currently zoned Smith Ranch PUD, Planning Area 3. As part of the project proposal, please provide a conceptual site plan for the entire site, showing the location of buildings, parking layout, pedestrian and vehicular circulation, and landscaped spaces. Please ensure that the conceptual site plan takes into consideration optimal solar orientation, and surrounding development.

   The Town is not requesting that prospective developers fully design the project as part of this submittal. The Town anticipates that that the site layout and development program will evolve through collaboration with the community. Nonetheless, the Town is interested in your team’s initial concepts for the site and the unique character that your team will provide for the development.

4. **Architectural Theme and Typical Floor Plan** – Describe the overarching architectural theme for the project, including elevations and/or renderings that capture the proposed architectural theme. Include typical floor plans as supporting information.
5. **Pro Forma/Business Plan (Information will be kept CONFIDENTIAL)** – Please provide a fiscally sound plan and schedule for the development of the Smith Ranch Commercial Center, including the following information:

   a. Financial Statements for the most recent 12 months.

   b. Land management - Preferred arrangement for management of the property, such as land purchase, ground lease, or alternative ownership arrangement.

   c. Development Schedule – Schedule/Phasing for development of the Smith Ranch Commercial property from design to construction. Describe how the phasing of the project would occur spatially on the property.

   d. Pro Forma Business Plan – Financing tools proposed for the development of Smith Ranch, including equity that will be contributed, bank debt, grants, and government assistance programs that are available for construction of housing products. Describe subsidies, incentives, and/or personnel resources that may be requested of the Town.

**SECTION III: REVIEW AND SELECTION**

Proposals will be evaluated under criteria which include, but are not limited to, experience, financial capability, project aesthetics, mix of uses, type of grocer, density, relationship to the Smith Ranch residential neighborhood, amenities for residents, creative spaces, schedule, quality of construction, energy efficiency, etc. Members of the Town’s evaluation committee will assess the degree to which each proposal meets the requirements and responds to the preferences stated herein. Primary consideration will be given to the type of grocer, quality design, and creative and sound financing. Because the development team will be partnering with the Town on the development of the property, the Town will expect the developer to fully disclose all costs and budgets associated with the project.

In reviewing the Proposals, the Town will also look for development teams with demonstrated experience in, but not limited to, the following areas:

- **Project Development and Financing** – Successful public-private partnerships in development finance, as well as project completion, marketing, and sales.

- **Type and brand of grocery store, and mix of uses for other buildings on the property.**

- **Housing** – Amount of type of residential uses on the property. Knowledge of current housing trends, challenges, and opportunities. Provision of rental or other workforce housing.

- **Architecture** – Designs that are aesthetically pleasing, appropriate of small mountain town settings, incorporate principles of resource efficiency, and maximize value.

- **Planning** – Master Planning of neighborhood area plans that include creative site planning, public spaces, parks, and trail connections. Ability to manage projects through the development review and entitlement process.

- **Public Engagement** – Utilization of various formats for public engagement and participation, and incorporation of public opinion in project design and outcome.

- **Engineering** – Innovative civil, environmental, water resources, and transportation engineering and designs that incorporate complete street concepts and walkability.
**Deadline**

Prior to the submittal deadline, the Town will answer written questions from potential respondents. An optional informational session will be held in February to answer questions. Additional questions, and the Town’s answers thereto, will be available to all respondents upon written request. The deadline for inquiries regarding all aspects of the RFP is 4:00 p.m. on March 6, 2020. Please direct all inquiries concerning the Request for Proposals to Mark Leidal, Assistant Town Manager at the Town of Silverthorne, mark.leidal@silverthorne.org.

Proposals shall be received by the Town of Silverthorne Community Development Department by 4:00 p.m. Mountain Standard Time, on **April 30, 2020**. The Town requests that eight (8) double-sided printed copies of the proposal be submitted, as well as one (1) electronic version. Proposals received after the closing time will not be accepted and will be returned.

Proposals shall be addressed to: Assistant Town Manager, Town of Silverthorne, 601 Center Circle, P.O. Box 1309, Silverthorne, CO 80498. Each proposal shall contain evidence of the respondent’s qualifications to do business in the State of Colorado or shall covenant to obtain such qualifications.

**Schedule**

The following is a desirable timetable from the publication and distribution of the RFP through the selection of the development team (subject to change):

- Publication and Distribution of RFP
  January 28, 2020
- Informational Session at 10:00 a.m. (optional)
  February 20, 2020
- Deadline for Questions (email)
  March 6, 2020
- Answers to all Question (email & website)
  March 13, 2020
- Proposals due by 4:00 p.m.
  April 30, 2020

**Additional Information**

The Town assumes no responsibility for payment of any expenses incurred by any respondent to this RFP. The Town reserves the right to award the contract to any consultant team, to reject any or all proposals, to re-solicit proposals, and to waive any informalities or irregularities within.

By participation in the Request for Proposals process, development teams agree to hold harmless the Town of Silverthorne, its officers, and employees from all claims, liabilities, and costs related to all aspects of the development team selection process. All documents, conversations, correspondence, etc. between the Town and respondents are public information subject to the laws and regulations that govern the Town of Silverthorne, unless specifically identified otherwise.

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**THE TOWN OF SILVERTHORNE APPRECIATES YOUR INTEREST AND LOOKS FORWARD TO RECEIVING YOUR PROPOSAL.**