

REQUEST FOR PROPOSALS (RFP)

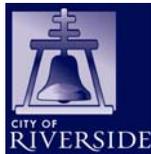
for

**Rehabilitation of the
Former Camp Anza Officers Club and
Development of Vacant Residential Properties
For Veterans Housing**

Housing RFP No. 3

Issued: February 8, 2012

Proposals Due: April 1, 2012



HOUSING AUTHORITY OF THE CITY OF RIVERSIDE

Request for Proposals

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EXHIBIT "A" – Site Map



1. VISION & PURPOSE

Project Vision

A place where a disabled veteran in need of on-going out-patient medical attention can live comfortably, safely and affordably with their family outside of an institutional environment.

This may be accomplished via clustered cottage style dwelling units or other similar site design where a family can live independently while still being surrounded by community. Independent living is complimented by a renovated Officer's Club where veteran directed services are provided (e.g. out-patient medical, physical therapy, counseling, care-giver support, recreation) for the veteran and their family.

Purpose

The Housing Authority of the City of Riverside (Authority) is seeking a qualified developer or development team for the adaptive re-use of the former Camp Anza Officer's Club building and the development of adjacent vacant properties (Properties) into a cohesive residential use and community services facility/recreation area of residential units for veterans.

A development project that provides residential opportunities and services to disabled veterans and their families, compliments the neighborhood and creates jobs for the community, while maintaining the historic significance of the building is desired. A proposal that meets the goals of the Authority for the development of this site will be selected to enter into an agreement. Developer's demonstrated development experience and its stated approach to coordination and collaboration with community stakeholders is an important evaluation criterion for this Request for Proposals (RFP).

2. BACKGROUND

City of Riverside

As of 2011, the City of Riverside had an estimated population of 303,871 and is currently ranked the 12th largest city in California. Located in the Santa Ana River Valley approximately 60 miles east of Los Angeles and 100 miles north of San Diego, the City has historic roots, a progressive outlook, and a tradition of stable, elected civic leaders committed to maintaining a diversified economy, balanced land uses, quality developments and cultural amenities.

The City is home to four internationally recognized colleges and universities, including the prestigious University of California, Riverside with an expanding student population of 20,746 (Fall 2010). Riverside has a large and diverse economy with the Inland Empire's largest number of businesses and total jobs. Incorporated in 1883, Riverside is a Charter City with a unique blend of historic charm and modern city features. The community is rich in history, art and culture, and its residents enjoy excellent ballet, symphony, art, museums, theater and the Citrus State Historic Park and public school districts that are applying innovative techniques to develop a highly sought after workforce.

The City is an important financial and professional center with numerous legal, accounting, brokerage, architectural, engineering, software firms and banking institutions. The downtown is anchored by the historic Mission Inn, which has earned a reputation as the "Downtown of the Inland Empire." The downtown is also home to many state government offices, the Riverside County Administrative Center and a system of county, state and federal courts serving the Inland Empire.



Riverside's diverse manufacturing base includes such sectors as electrical instruments, plastics, wood and metal fabrication, food processing and recreational vehicles. Technological and manufacturing companies are supported by educational institutions offering specialized training and research partnerships. Businesses benefit from excellent freeways, rail access, high-speed fiber optic telecommunications, reasonable land and building costs, city owned electrical and water systems and a large general aviation airport. Riverside citizens are proud of the city's unique character born from a tradition of careful planning. Through the City's Office of Historic Preservation, it is committed to preserving the past as a firm foundation for the future. Over 100 City Landmarks, 20 National Register Sites offer enjoyment and education to city residents and visitors.

Camp Anza

In the Spring of 1942 the U.S. Army purchased 1,240 acres of the Willits J. Hole Ranch. Nine months of planning and design ensued resulting in Camp Anza being activated on December 2, 1942. Camp Anza served as a staging area for the Los Angeles Port of Embarkation. When the United States entered World War II after the Japanese attack on Pearl Harbor, Camp Anza became significant in the war as over 600,000 military personnel went through the Camp in the course of three years. Many buildings were constructed to serve these needs, primarily wood army barracks. Other buildings such as a headquarters, officer's club, chapel and a laundry facility were also constructed. The Camp was decommissioned in 1946 after the end of the War the previous year and was subsequently subdivided for housing developments.

As an Army camp, Camp Anza also provided services and recreation for the soldiers while they were waiting to be processed, a period of 8 to 10 days. At the heart were club buildings for both enlisted men and officers (the Service Club and the Officer's Club), established in December 1942. The clubs formed and supervised by the U.S. Army, provided the soldiers with activities such as sports, entertainment and dances, to boost morale. The Service Club (enlisted men's club) has since been demolished; however the Officer's Club remains and is the subject of this RFP.

Following the end of World War II in August of 1945, Camp Anza became a debarkation center for soldiers returning from the Pacific; it was one of the few that were on the west coast. In the ensuing months, the Camp saw the largest amount of soldiers come through the facility since its opening. In November of 1945 alone, the Camp processed 72,000 soldiers. In the period between the end of the war and December 1945 165,000 soldiers had come through Camp Anza. On February 1, 1946, it was announced that Camp Anza would be closed. The Port of Los Angeles also ceased to function as a port of debarkation, and deactivation of the Camp was scheduled to be completed by April 30, 1946. By the time the last returning soldier was processed at the Camp on February 27, 1946 a total of 625,347 soldiers had passed through. Over half, 395,570 soldier to be exact, passed through the Camp after the War.

In July 1947, Camp Anza was sold at auction by the War Assets Administration for \$510,000 to Edward F. Shultz who had hoped to transform the Camp into a poultry ranch. Instead, the Camp again changed



hands in 1948 to Philip H. Philbin Jr. Philbin sold many of the barracks for conversion to single family homes and subdivided the remaining land, retaining the basic street layout of the Camp. By 1953 the transformation of the barracks and other Camp buildings from military to civilian use had been completed. In addition the growth of the area necessitated the construction of elementary schools and the area was renamed Arlanza. In 1961, the community of Arlanza having a population of 6,000 people was annexed by the City of Riverside.

Arlanza’s built environment has changed considerably since its days as Camp Anza. Not only was the area subdivided for post-war residential development, but most of the World War II era buildings have been demolished, moved or significantly altered. Only seven properties from the World War II era retain sufficient integrity to warrant preservation as a City Landmark, including the Officer’s Club. For many decades after the war, the Officer’s Club was used as a Moose Lodge.

Though Camp Anza no longer reads as a military camp the historic value of the area remains and is still an important part of Riverside’s history. The preservation/adaptive-reuse of this area, specifically the Officer’s Club will be atypical because most of the salient historic fabric is gone. Education and outreach are key components for preservation issues because the buildings and environment no longer clearly speak for themselves.

3. PROJECT SITE DESCRIPTION

The 2.14 acre project site is located within the Arlanza Neighborhood of Ward 6 and is bounded to the:

- North by: existing single-family residences
- West by: Picker Street
- South by: Arlanza Library
- East by: Wohlstetter Avenue

APN	Gross Size	Owner of Record
151-123-013	.16 ac	Housing Authority
151-123-005	.26 ac	Housing Authority
151-123-006	.26 ac	Housing Authority
151-123-007	.26 ac	Housing Authority
Sub-Total Vacant Parcels	.94 ac	
151-123-008* 5797 Picker Street	52,272 sq.ft./1.2 acres 39,809 sq.ft. vacant/.78 ac	Redevelopment Agency
Total Gross Acreage	2.14 ac	
Total Net Acreage exclusive of building footprint	1.72 ac	

*5797 Picker Street is currently developed with a 15,463 sq.ft. (12,463 sq.ft. 1st floor and 3,000 sq.ft. mezzanine) two story wood framed, stucco clad structure constructed c. 1942 as the Camp Anza Officer’s Club.

The project site has a General Plan land use designation of Medium Density Residential (MDR) which permits a maximum of 6.2 dwelling units per acre or up to 8 dwelling units per acre within a Planned Unit Development (PUD). The project site is zoned R-1-7,000 which will accommodate single family dwellings.

4. Development Overview

The Authority is interested in the rehabilitation and adaptive re-use of the existing 15,463 square foot building and development the adjacent Properties with 20-30 residential dwelling units for disabled veterans and/or their families.

The development must:

- Be consistent with the Project Vision described in Section 1:

Project Vision

A place where a disabled veteran in need of on-going out-patient medical attention can live comfortably, safely and affordably with their family outside of an institutional environment.

This may be accomplished via clustered cottage style dwelling units or other similar site design where a family can live independently while still being surrounded by community. Independent living is complimented by a renovated Officer's Club where veteran directed services are provided (e.g. out-patient medical, physical therapy, counseling, care-giver support, recreation) for the veteran and their family.

- Be designed to meet or exceed accessibility requirements to accommodate both able-bodied and disabled veterans and patrons.
 - If use or modification of the second Floor of the Officer's Club is proposed additional permits, egress, and accessibility provisions including but not limited to an elevator will be required.
- Be designed to enhance the surrounding neighborhood
- It is the desire of the Housing Authority to provide a higher density of housing (20-30 units) at this location than what the current General Plan and Zoning Code permit, therefore the feasibility of a General Plan Amendment and Zone Change must be evaluated by the consultant.
- Retain and rehabilitate the Camp Anza Officer's club and incorporate it into the overall development
 - Rehabilitation of the existing building will require significant interior and exterior renovation including but not limited to the: abatement of lead based paint, asbestos and mold, structural review, seismic upgrades, new mechanical, plumbing and electrical systems, additional restroom facilities, ADA improvements, and new architectural finishes.
 - The Officer's club may be rehabilitated for a public and/or private use that serves the adjacent residents and/or the Arlanza neighborhood at large. Please note, the ongoing operation and maintenance of the Officer's Club must be self- sustaining, because public funds are not available for ongoing subsidy.
- Prepare a Landmark Designation application and a Certificate of Appropriateness for the alteration of the potential Landmark. All proposed alterations will require review and approval by the Cultural Heritage Board prior to the start of construction/rehabilitation.
- Provide an operational plan for the provision of services beneficial to veterans, their families and/or the Arlanza community.
- Provide an operational budget for the ongoing provision of services and maintenance of the project.



- This may be accomplished through means including but not limited to:
 - Partnership with for-profit or non-profit entities
 - Acquisition of grant funds from sources other than the City of Riverside and/or Housing Authority
 - Acquisition of endowments/donations
- Address all required off-site improvements deemed necessary by the City and Public Utilities.
- Meet all zoning, and applicable government codes and regulations.
 - Apply for and process all necessary amendments/changes.
- Reflect practices that implement “green” materials.

5. AREA DESCRIPTION/DEMOGRAPHIC

The Arlanza neighborhood encompasses 2.93 square miles with a total population of 20,870.

Male Population: 10,480 (Citywide: 125,705), Female Population: 10,390 (Citywide: 129,461)

Households: Family Households: 4,397 (Citywide: 58,155)
 Married Couples: 3,078 (Citywide: 41,214)
 Non-Family Households: 935 (Citywide: 23,850)
 Total: 5,332 (Citywide: 82,005)

Housing Units: Owner Occupied: 2,972 (Citywide: 46,455)
 Renter Occupied: 2,360 (Citywide: 35,550)
 Vacant Units: 207 (Citywide: 3,969)
 Total: 5,539 (Citywide: 85,974)

Source: U.S. Census Bureau, Census 2000. Some numbers are rounded.

6. DESIGN GUIDELINES

Cultural Resource

General information regarding the restoration of historic properties and links to the Secretary of the Interior’s Standards for the Treatment of Historic Properties can be found at:

<http://www.riversideca.gov/historic/restoring.asp>

The City of Riverside Design Guidelines for Historic Properties can be found at:

<http://www.riversideca.gov/historic/guidelines.asp>

According to early photographs, the Officers Club was clad with horizontal wood siding. The structure is currently clad in stucco. The project will require the replacement of horizontal wood siding.

The footprint of the structure has been altered over time with the addition of two wings. These wings are not historic and may be removed if necessary.



7. SITE CONTROL

The Housing Authority of the City of Riverside owns a portion of the Project Site. The Authority may obtain ownership of the balance of the site in the near future. It is the intent of the Authority to enter into an agreement for the sale and development of the Project Site.

8. PROPOSAL REQUIREMENTS

The Department requires each developer to submit Proposals clearly addressing all of the requirements outlined in this RFP. The detail of the Proposal shall be limited to twenty (20) pages and must include a minimum of five (5) references, which include the address, telephone number, and email address of each reference. Résumés and company qualification brochure data may be included over and above the 20-pages, provided they are located in an Appendix at the back of the Proposal.

Should the developer have concerns about meeting any requirements of this RFP, the developer shall include a clearly labeled subsection with individual Statements specifically identifying the concerns and exceptions.

Though the developer may submit a Proposal organized according to its preference, it must be clear and concise. The Proposal must contain information covering the following:

A. Team Identification

Experience and Background – It is essential that the Authority understand the experience and capabilities of all key members of the developer’s team. Clearly state the name, address and phone number of the person who will serve as the contact during the selection process.

B. Relevant Development Project Experience and Background

1. Explain how the proposal will meet the Vision and Purpose of the project.
2. Provide a summary of experience in managing complex projects that required interaction with a broad range of interested parties from both the public and private sectors.
3. The following information is required for each key member of the proposed development team:
 - a. Description of experience within the most recent ten-year period related to major mixed use projects that are similar in nature to the proposed Project.
 - b. Demonstration of experience in completing projects of the scale and complexity of the Project.
 - c. Present the development team’s previous relevant experience, including:
 - The name and address of the project contact, photographs and brief project descriptions. For each reference, include the contact person’s role in each completed project and the time period for involvement.



- Previous project descriptions including development costs, construction and completion dates, locations, land uses, sizes (total net leasable square footage of each use, overall gross square footage and height), construction costs and roles of development entities.
- Contact information for at least two major tenants referenced in projects developed.
- Any innovative aspects of previous project experience which may be relevant to the Project should be described in detail.

C. Preliminary Project Description

Provide a preliminary project description, proposal and layout for the site to include the type of uses or mix of uses for the development proposal. This section should include a site plan, conceptual elevations, a site assessment, and project statistics with building square-footage, and parking.

Description shall clearly demonstrate how the Project Vision and Purpose are being satisfied.

D. Financial Capacity

Provide supporting documentation that your firm has the financial capacity to implement the Project. Your firm must also complete the attached (Exhibit "B") development and project pro forma with funding sources.

9. INSTRUCTIONS AND SCHEDULE FOR SUBMITTAL OF PROPOSALS

All Proposals shall be signed and sealed by a duly authorized representative of the Company. The name and mailing address of the individual executing the Proposal must be provided.

The Authority shall not be liable for any pre-agreement expenses incurred by any company in relation to the preparation or submittal of Proposals. Pre-agreement expenses include, but are not limited to, expenses by company in: preparing a Proposal or related information in response to RFP; negotiations with Authority on any matter related to this RFP; and costs associated with interviews, meetings, travel or presentations. Additionally, Authority shall not be liable for expenses incurred as a result of Authority's rejection of any Proposals made in response to this RFP.

Submittal Method

Submit 2 hard copies of proposal to:

Development Department
3900 Main Street, 5th Floor
Riverside, CA 92522
Attn: Michelle Davis, Housing Program Manager

LATE PROPOSALS WILL NOT BE CONSIDERED



Submittal Date:

Proposals are to be submitted on or before **3:00 p.m, April 1, 2012.**

The Housing Authority reserves the right to reject any and all proposals and to waive information and minor irregularities in any proposal received.

10. PUBLIC RECORDS

All Qualifications/Proposals submitted in response to this RFP become the property of the Authority and under the Public Records Act (Government Code § 6250 et. seq.) are public records, and as such may be subject to public review at least ten (10) days before selection and award.

If a Company claims a privilege against public disclosure for trade secret or other proprietary information, such information must be clearly identified in the Proposal.

Note that under California law, price proposal to a public agency is not a trade secret.

11. EVALUATION PROCESS AND SELECTION CRITERIA

The Authority will conduct the selection process. The Authority is the final decision-maker regarding this selection, and it reserves the right to reject any or all responses or to terminate development negotiations at any time. Responses to this RFP will be initially reviewed and evaluated by an advisory committee. The advisory committee will issue recommendations to the Housing Authority Board. The Authority reserves the right to request clarification or additional information from individual respondents and to request some or all respondents to make presentations to Authority staff, community groups, or others. As part of the evaluation process, the Authority expects to interview some, but not necessarily all, of the developers submitting proposals.

The intent of the RFP step of this selection process is to identify qualified developers interested in developing the Camp Anza Officer's Club project site. The selection of a qualified developer will be based generally upon their credentials, relevant experience, willingness to carry out the Housing Project in a careful and coordinated manner with the full collaboration of the Authority, diversity of funding sources and the lowest amount of subsidy required.

The Authority will select a developer with the experience, commitment, vision, financial ability, and technical competence necessary to complete the successful rehabilitation and development of the project site. The primary basis for the selection committee's consideration of responses to this RFP will be the contents of the development team's Qualifications Statements, as outlined in this RFP, and the results of the Authority's due diligence and reference checks.

The developer will be selected upon how well they address the following:

- A. Financial strength and capability;
- B. Ability to implement Project Vision and Purpose;



- C. Demonstration of relevant project experience;
- D. Strength of project team and management approach;
- E. Understanding of the significance of the Camp Anza Officer's Club to the history of Riverside

Proposals will be reviewed and scored on a competitive basis relative to the evaluation criteria below.

1. Project Concept that clearly addresses the needs of disabled veterans (10%)
NOTE: A proposal that does not specifically address the needs of veterans/disabled veterans and their families, consistent with the Project Vision, will be deemed non-responsive and will not be considered.
2. Experience and Qualifications (at least 5 years) (15%)
3. Project Budget (25%)
4. Sources & Uses of Funds (5%)
5. Leveraging (10%)
6. Project Readiness & Development Schedule (10%)
7. Affordability (10%)
City staff will review the affordability data supplied by the applicant and will use it to calculate the income level to which the dwellings will be affordable. All homes assisted with CHDO funds must be affordable to families with incomes of eighty percent (80%) of the area median family income or below.
8. Sample Plans & Elevations (maximum 10%)
9. Minority Owned Business Enterprise/Women Owned Business Enterprise Participation and/or Section 3 Participation (5%)



5797 Picker Street_2008 Aerial Photograph



Symbology

- Structure Outline
- Curb face
- - - Edge of Pavement
- . - . - Unpaved Roadway / Berm
- - - Edge of Pavement / Berm
- - - Edge of Sidewalk
- ROW Line
- Parcel Line
- Assessor Parcel Line
- - - Project Limits Boundary

1 inch = 100 feet
 November 18, 2011
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