

CITY OF YUBA CITY
STAFF REPORT

Date: September 16, 2008
To: Honorable Chairman & Directors of the Redevelopment Agency
From: Community Development Department
Presentation By: Aaron M. Busch, Community Development Director

Summary

Subject: Request for Qualifications/Request for Proposals for the Feather River Mill site in downtown Yuba City.

Recommendation: Direct staff to finalize and release the proposed Request for Qualifications/Request for Proposals for the Feather River Mill site to the public and begin the process for the future development of the Agency-owned property located at the southeast corner of Bridge and Shasta Streets.

Fiscal Impact: Approximately \$4,500 will be needed to complete the necessary marketing materials for the proposed RFQ/RFP. Funds will come from the Redevelopment Agency's professional services account (fund 6011-62701).

Background:

On June 24, 2008, the City Council conducted a special workshop to discuss the development process for the City's "Feather River Mill" site located in the middle of downtown Yuba City. The purpose of the workshop was to obtain feedback from the City Council and Planning Commission on their preferences for the development of the Agency-owned property located at the southeast corner Bridge and Shasta Streets. Specifically, the Council and Commission were asked to identify the types of uses; building and site design including massing, orientation, and architectural style that they would like to see at the subject location. Additionally, there was also discussion about the process the City would use to attract interested developers to prepare and present new development proposals for the property.

Analysis:

Based on the results of the workshop, staff is preparing a combination Request for Qualifications/Requests for Proposals (RFQ/RFP) that will be sent out to interested parties who have experience in developing mixed-use projects. The RFQ/RFP process will occur in two-

phases, with the RFQ going out first to a broad list of candidates, followed by the RFP which will be an invitation only process to those teams that were selected from the list of qualified design teams identified in the RFQ process.

The RFQ will require interested development teams to demonstrate that their team has relevant experience in the fields of finance, marketing, architecture, engineering, environmental, and legal. Additionally, the RFQ will require teams to submit: background information for each team member, including relevant project experience with similar projects; proposed business terms for the project; and, a proposed development program with a sketch diagram of the proposed uses. Following the close of the RFQ process, staff will review the qualifications of each team and forward that information to the Council for review along with a recommendation of which qualified teams should be invited to participate in the RFP process.

The RFP process is more detail oriented in nature and will require teams to submit specific project information about their respective proposals. Information to be collected through the RFP process will include:

- a project description (including proposed uses);
- conceptual site plan and building elevations (no models or perspectives allowed);
- financial details of the proposed deal points (including any requests for Agency funds to be used towards an affordable housing component);
- statement of financial capacity to secure construction financing; and,
- schedule for project implementation (phasing, entitlement, design and construction).

Upon receipt of all team submittals, staff envisions the following process for the ultimate selection of a development team for the subject property:

- team presentations at an open public meeting (citizen feedback encouraged);
- staff reviews proposals and submits recommendations to the Council (includes another formal presentation from the design teams and public input);
- Council selects a project and enters into an Exclusive Right to Negotiate Agreement;
- present a Disposition and Development Agreement to the Council for approval; and,
- initiate the development review process for the selected project (entitlement process).

Staff anticipates that the proposed RFQ/RFP process could require approximately 17-21 months to complete before the entitlement process begins. A breakdown of the anticipated timeframes is provided below:

- RFQ process – 60 days
- RFP process – 90 days
- Exclusive Right to Negotiate Agreement – 120 days
- Disposition and Development Agreement – 240/360 days

Staff is currently completing the necessary RFQ/RFP materials to be sent out and expects to have those released within the next three-six weeks.

Fiscal Impact:

Approximately \$4,500 will be needed to complete the necessary marketing materials for the proposed RFQ/RFP. Funds will come from the Redevelopment Agency's professional services account (fund 6011-62701).

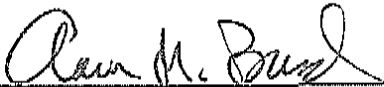
Alternatives:

Do not direct staff to finalize and release the proposed RFQ/RFP for the Feather River Mill site.

Recommendation:

Direct staff to finalize and release the proposed Request for Qualifications/Request for Proposals for the Feather River Mill site to the public and begin the process for the future development of the city-owned property located at the southeast corner of Bridge and Shasta Streets.

Prepared By:



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Submitted By:



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