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Drowsy Willow Trail RFQ
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Description Area

Drowsy Willow Affordable
Ownership Housing Development Opportunity Re
quest For Qualifications Submissions Due: September 22,
2023 by 11:59 p.m. CST Please fill out this form to submit a
response to the RFQ for 5901 Drowsy Willow Trail.You can find the RFQ
here.Note: This application has a "save and resume later" option that saves
all information you have entered - except for document uploads -
until you are ready to submit a completed form. Be sure to click the "Save
and Resume Later" button at the bottom to use this feature, and to upload
all attachments prior to submitting. If you have any questions about
this application, please contact Sarah Ramos or Travis Perlman.

Exhibit A: RFQ Response Form, Affidavits, and Certifications

Description Area	1. Please provide the company name, point of contact name, and point of contact email for each of the following members of your proposed development team for this development. Unscored
Developer Name	Teresa Bowyer
Developer Company	Citrine Development
Developer Email	teresa@citinedev.com
Co-Developer Name (if applicable)	Sarah Andre
Co-Developer Company (if applicable)	Summertree Development
Co-Developer Email (if applicable)	sarah@structuretexas.com
Architect Name	Jon Hagar
Architect Company	Forge Craft Architecture + Design
Architect Email	jon@forgecraft.com
Engineer Name	Caitlin Kuglen
Engineer Company	Kimley-Horn
Engineer Email	Caitlin.Kuglen@kimley-horn.com

2. Please describe why you as developer are best suited to develop the proposed development.

The Summertree and Citrine principals have worked together in various capacities since 2013 and began partnering on Affordable ownership developments in 2019. Together, this female-led team has more than four decades of experience in all facets of Affordable housing development.

Sarah Andre, the owner of Summertree, has been a member of Austin's Affordable housing community since 1994 and has worked on both single-family and multifamily developments. Much of her career has been focused on community-based development and working with nonprofit organizations. Since 2005, her tax credit consulting work has resulted in the production of more than 15,000 Affordable units for the State of Texas. She has a deep understanding of the challenges and opportunities that come with developing and operating Affordable housing projects, in particular those that are rooted in a community-driven effort like the one proposed for this site. Her knowledge of Austin and deep roots in the community make her an ideal developer for the site.

The owner of Citrine Development, Teresa Bowyer, has sourced and led the development of more than 1,000 housing units in Affordable and mixed-income communities across Texas. Prior to founding Citrine, Teresa was the Texas Development Director for a Top 15 national affordable housing developer. Over the course of her 13-year career, she has secured more than \$95 million in federal, state, and local competitive Affordable housing funds to finance developments ranging from 45 to 250 units, both rehabilitation and new construction, and in urban and rural settings. In the summer of 2019, she attended the University of Amsterdam's international affordable housing program, which inspired her to find creative, homegrown solutions to Austin's current housing crisis. Her most recent development, Live Make Apartments, is located in Austin's Govalle neighborhood and will provide affordable housing, free meals, and creative studio space for artists with and without disabilities. It was selected as a finalist for Austin ULI's 2023 Next Big Idea award. Teresa is an ideal development partner thanks to her experience working together with AHFC, her demonstrated ability to lead project development teams to the finish line, and her experience leveraging numerous financing programs to produce a wide variety of Affordable housing communities.

3. Please describe why your proposed architect and engineer for this project are best suited to design and permit the proposed development, including their experience with the Austin permitting process.

Forge Craft is an Austin-based architecture and design firm working to advance the art and science of design in order to solve big challenges and improve lives. The firm's leadership has more than 60 years combined experience and decades of success designing and submitting projects in the City of Austin. Because of this, Forge Craft has a deep insight into the city's unique (and often challenging) permitting and building processes. Although their boundary-breaking portfolio spans project types, the firm has considerable experience in Affordable and supportive housing, including home-ownership units. Forge Craft has designed more than 1,000 Affordable units in Austin alone, which makes them well-positioned to serve as architect for the proposed development. This will be the second Affordable, homeownership community that the Developers and Forge Craft have collaborated on in Austin. From a community and cultural engagement standpoint, the firm's principals are deeply involved with various local organizations, including the Austin Creative Alliance, ULI Austin, and the Austin Housing Coalition. The Forge Craft team knows and loves Austin.

Founded in 1967, Kimley-Horn is a full-service, multidisciplinary consulting and civil engineering firm. With 19 offices in Texas and 120+ across the US, Kimley-Horn ensures that local offices fluidly share resources and expertise to meet shifting demands and aggressive schedules. Their Austin team of 300 professionals has been solving complex design and planning issues throughout the region for over 24 years. The proposed Project Manager, Caitlin Kuglen, P.E., has more than 8 years of experience in commercial, industrial, retail, and multifamily developments. Along with a continuous pipeline of projects under review in Austin, Kimley-Horn maintains regular contact with City staff and industry groups, allowing the firm to navigate Austin's complex and ever-evolving land development code and permitting process and expeditiously deliver projects. Kimley-Horn is particularly well-suited as the engineer for the flood-prone development site. The firm's core group of hydrologists, hydraulic engineers, civil engineers, and environmental scientists are regarded as leading experts in flood control, drainage, and floodplain delineation in Texas, and have prepared hundreds of miles of FEMA floodplain delineation maps, technical drainage studies and watershed plans, and integrated environmental mitigation into flood control project

4. How many units in multi-unit attached and detached housing similar to the one in this RFQ's Development Concept has the developer constructed and received a Certificate of Occupancy for within the last five years? Please list all developments included in your total number including month/year CO received, name, location, number of units, and whether it was attached or detached housing (i.e. 1. CO June 2022: Sunshine Cove, Austin, TX, 50 detached units; 2. CO April 2023: Congress Flats, Austin, TX, 47 condo units).

1. CO received 6/2019. The Chicon. Austin, TX. 28 residential and 8 commercial units - attached.
 2. CO received 6/2019. Old Dowlen Cottages. Beaumont, TX. 72 attached units.
 3. CO received 5/2021. Laurel Vista. Beaumont, TX 69 attached residential units.
 4. CO received 04/2022. Brownsville Lofts. Brownsville, Texas. 70 units - attached.
 5. CO received 12/2022. Magnolia Station. Winnie, Texas. 44 units - attached.
 6. CO pending 10/2023. Price Lofts, Brownsville, Texas. 88 units - attached.
- TOTAL COs, 283 units. TOTAL with pending units 371.
-

5. Please describe your proposed construction management practices that will be used as part of this development to act as a good neighbor to the adjacent property owners.

Communication before, during and after construction is the key to success. We anticipate using community meetings to hear neighbor concerns and develop solutions. At previous sites we have maintained an open dialogue, giving residents access to a project website and a direct phone line to decision makers.

Although conditions and requirements vary from project-to-project, below are a few specific practices we regularly use. We install temporary fencing around the perimeter of the work area. This keeps materials, vehicles and debris within the boundaries of the site and helps neighbors maintain privacy. In addition, we install dedicated and temporary construction entrances that will limit exactly where construction traffic enters and exits the site. This helps prevent mud and/or debris from leaving the site. If needed, we employ street sweepers to sweep adjacent roadways to keep the neighborhood clean. We protect all trees in the surrounding work area, as required, to ensure trees remain healthy, happy, and unharmed.

Once construction begins, the site and sometimes surrounding properties are exposed to dirt and mud from excavated earth. Where required, we protect new and existing stormwater inlets from construction dirt and debris for the duration of the project with the use of silt fencing and other means of inlet protection. If dusty conditions exist, we regularly water a site to minimize airborne dirt particles.

We are respectful of our neighbors and abide by work hour restrictions. If weather or unique situations require night or weekend work, we obtain permission from the local jurisdiction. If night work is required, we only light the area for the work taking place (no floodlights) and are judicious in the use of backup alarms on heavy equipment or other noisy operations. We ask workers arriving early to turn off their engines, keep radios low, and regularly remind them that leaving trash in the street or area surrounding their cars is not allowed.

We dedicate employee time to clearing up litter at the end of the day after all workers have left the site. When a project requires work in the public right of way, we take measures to create and implement traffic control plans and road closures to promote safe travel around active construction work. We also reach out to each of our neighbors in person prior to the start of the work to inform them of work in their area, its duration, and how it will affect access to their property.

6. Please describe how your proposed development team will approach community engagement during the design and construction process with a focus on advancing racial equity within the community.

In order to be successful over the long term, the development must respond to the needs and culture of the existing community. We will reach out to the Neighborhood Contact Team, the neighboring HOA, the District 2 office, Dove Springs Proud, the Dove Springs Recreation Center, and other neighborhood organizations (and nonprofits working in the area) to establish a local advisory committee. We will seek 6-8 community members, representatives from the organizations above, local stakeholders, and local business owners who reflect the racial and socioeconomic diversity of Dove Springs to serve as an advisory committee. The committee will advise the development team in community context-specific ways to meet equity goals, as well as act as conduits to disseminate information to the larger community.

With the advisory committee as the primary source of information, the development team will be guided by and work closely with the community throughout the process to determine the unique features and culture of the neighborhood that should be reflected in the development. For example, if inter-generational families are prevalent, we might consider ways to make homeownership consistent with and available to inter-generational families. Alternatively, if second or third generation residents are looking for a way to stay in the neighborhood as they form new households, perhaps the answer is smaller “starter” homes for new families. Regardless of the answer to questions like these, we want to hear what the area residents believe is important in a homeownership development in their area, and what will most likely result in people who live in the community staying in the area, or those with ties to the community returning to the area to put down roots.

Notably, Structure Development, also owned by Sarah Andre, is a co-developer on the recently awarded 5900 South Pleasant Valley rental housing RFQ, and has already begun building trust and relationships within the surrounding community. If selected for the Drowsy Willow award, the Summertree and Citrine team could use existing channels of communication established for the Pleasant Valley site, and perhaps the same advisory committee, to help make decisions around both sites and avoid confusing and overwhelming the neighbors with info and requests. If that is not desirable, we will continue with a separate advisory committee as outlined below.

7. Please describe how your development team will form and leverage relationships with neighborhood groups, and local organizations and business to help support a vibrant and enriching community.

We will form and leverage relationships in three ways – working with the Advisory Committee as mentioned above, steady communication with existing entities such as the neighborhood planning contact team, and participation in local events such as school festivals, events at the library or recreation center, or other events held in Dove Springs. We will also communicate with local businesses and civic organization such as churches. This approach has been very successful in other parts of Austin and we will work diligently to make sure that all communication about the opportunity to buy a home in Dove Springs at an affordable price is disseminated in local businesses, civic centers, schools, churches and other public places so that those who live in Dove Springs are aware of the opportunity early on.

Homebuyer preparation may also be a need of the community and working with those already in the area early on to help prepare them for homeownership could be another part of the equation. We have partnered with Home Base, an affiliate of Austin Habitat for Humanity, to act as our Affordable sales agent for this development. They are well-versed in the options for homebuyer education and can assist our team and the neighborhood in ensuring that the homes are built and sold in a way that is responsive to local needs. Finally, we are also experienced with and can implement a neighborhood "preference" to ensure that those in Dove Springs have the first opportunity to purchase a home at the site.

8. Provide a copy of the most recent certified financial audit or disclosures completed within the last two years from the developer.

[REDACTED]

9. Discuss any litigation (within the last five years) for which the developer or co-developer were party to, either as plaintiff or defendant. What were the circumstances and what was the outcome?

Does not apply - no litigation.

10. Please describe any non-AHFC financing you have used in Texas to finance previous attached and detached owner-occupied housing developments within the last seven years, including award amount and date.

Unlike the Housing Tax Credits available for the development of Affordable rental units, there is no large-scale counterpart subsidy program available for the development of Affordable ownership housing. However, our team is adept at identifying and combining available Affordable and conventional financing to develop housing.

For example, Ms. Andre has extensive experience with Historic Tax Credits, CDBG, the Federal Home Loan Bank, and tax abatements. One of her projects, Brownsville Lofts, recently qualified for 45L Energy Credits valued at \$140,000, which this development could qualify for depending on how it is structured. Ms. Andre's other recent successes include:

- La Vista de Lopez - Texas State Affordable Housing Corporation funds - \$375,000
- The Rhett - HOME ARP (TDHCA) \$2.5MM
- Fiesta Trails - National Housing Trust Fund (TDHCA) \$3.7MM
- Magnolia Lofts - National Housing Trust Fund (TDHCA) - \$1.7MM
- Reserve at Palestine - Multifamily Direct Loan (HOME - TDHCA) - \$5.5MM

In addition to the above programs, Citrine has experience utilizing alternative financing sources including CDBG-Disaster Relief funds from Hurricane Harvey, HUD 811 and 202 grant programs, and predevelopment grant funding from the National Endowment for the Arts.

Potential funding for the proposed development could include PACE funding if significant energy efficiency infrastructure were used, Federal Home Loan Bank funds, a loan from Texas State Affordable Housing Corporation as well as funds from the Austin Community Foundation.

11. Please describe any additional non-AHFC funds you propose applying for or using to finance this development.

In order to provide below-market sales prices at the proposed development, we anticipate needing both predevelopment funding and forgivable, construction-to-permanent funding from AHFC. Outside of AHFC funding, we will apply for conventional construction financing, likely from a Community Development Financial Institution (CDFI) that aligns with our mission to develop Affordable housing.

For the individual homebuyers, we anticipate working in tandem with Home Base, our Affordable sales partner, to arrange for several preferred, below-market, private mortgage lenders and to help prospective homeowners apply for down payment assistance. The City of Austin, the Texas State Affordable Housing Corporation, and the Texas Department of Housing and Community Affairs all offer homebuyer assistance in the form of down payments.

12. Example Development

Description Area

Provide a detailed summary of your most innovative and successful owner-occupied development similar to the Development Concept of this RFQ that has received a Certificate of Occupancy in the last seven years; please be sure to include the following 10 points overall

Project Description

The Chicon is a mixed-use condominium development, built both to preserve and to revitalize the history, legacy and culture of the Chestnut Neighborhood, once a flourishing artistic, cultural and commercial hub on Austin's east side. The Chicon was a collaborative effort of many people and organizations. Structure Development acted as a fee developer to bring CNRC's vision to life. The project received a Chairman's award from ULI's Terwilliger Center for Housing. The Chicon consists of 28 residential units and 8 commercial spaces situated in 2 buildings across the street from one another, The Joyce and The Gibbs. Each building was named to honor an African-American leader from the area. The steel-framed buildings meet Austin Energy Green Building Standards and contain many green features including energy star rated appliances, low flow water fixtures, low VOC paints and stains, and durable finishes like concrete and hard wood flooring.

Funders and Owner

(cont.) On the exterior, deep awnings, large planters, benches, bike racks, and other "great streets" features create a new-urbanist feel. A mixture of brick, stucco and cementitious siding created visual interest and a sense of permanence and solidity. Buildings are classic in form, echoing mixed-use buildings from older urban locations, yet contemporary in feel. Each unit has a balcony with cedar plank ceilings to extend the living space outdoors. New sidewalks, relocating electrical lines, and alley paving were all improved as part of the development plan.

The funders of the development were the City of Austin (AHFC), Frost Bank and Texas State Affordable Housing Corporation. Individual buyers had mortgages from either one of our preferred lenders, or a bank of their choosing.

The Owner of the development during construction was Chestnut Neighborhood Revitalization Corporation.

Architect, Engineer, and General Contractor

The architect was Hatch Ulland Owen Architects. Big Red Dog provided civil engineering services. Bartlett Cocke was the general contractor.

Regarding costs below, please note that the mixed-use, podium building type was relatively costly given the small unit count; however, this design and typology was intentional and appropriate to achieve the uses and character necessary for neighborhood revitalization at this site and in this location

Certificate of Occupancy Year 2019

City, State Austin, TX

Type of development (e.g., single family, detached condo, attached condo, multifamily condo) The Chicon is 2 buildings of attached condominiums over podium with 4 commercial spaces on the ground floor. Each building has an elevator, mail area, under-podium gated parking, decks and storage space. There are indoor and outdoor lounges also.

Total Number of Units 28

Number of Units by Bedroom Count - Number of Efficiencies 0

Number of Units by Bedroom Count - Number of 1 Bedrooms 18

Number of Units by Bedroom Count - Number of 2 Bedrooms 8

Number of Units by Bedroom Count - Number of 3 Bedrooms 2

Number of Units by Bedroom Count - Number of 4+ Bedroom 0

Average Floor Plan Size 693.00

Average Development Cost per Unit 326381.00

Final total development cost, relative to that reflected in the budget at the time of financing of construction 11749717.00

Describe your community engagement efforts during pre-development and construction.

The Chicon was designed and built for people facing displacement from the neighborhood and for local business owners. Once a thriving African-American community, the neighborhood experienced significant decline in the 1970s. By the 1990s and into the mid 2000s, the intersection of 12th and Chicon was home to gangs and a blatant drug trade. The Chestnut Neighborhood was one of Austin's first neighborhoods to go through a neighborhood planning process in the early 1990s and the Chestnut Neighborhood Revitalization Corporation (CNRC) was formed as a way to formally work towards neighborhood improvement. However, after the "great recession" of 2008, the 78702 postal code became one of the fastest gentrifying zip codes in America, and rising real estate values threatened to displace even more of the area's residents. The CNRC Board of Directors had a strong vision for an improved business corridor and wanted to help lower-income area residents who were facing displacement stay in the neighborhood. CNRC partnered with a non-profit organization to provide income qualifications and marketing services for the income-restricted units, and all units were sold to individual buyers with an emphasis on those who lived in or had ties to the neighborhood. Community engagement was wide ranging. We met with four neighborhood organizations impacted by the site, visited local churches and businesses to discuss the project, held cookouts on the site, recorded video of the entire process and had a community committee vet all prospective business buyers in the commercial spaces. We used a website, flyers, mailers and old-fashioned block walking to get the word out and met with many civic organizations and individuals to discuss the site, our plans, how to buy a home or business space and what was happening during construction. We were able to get letters of support from the neighborhood associations and had a positive experience with neighbors both before, during and after development.

Affidavit of Negotiation

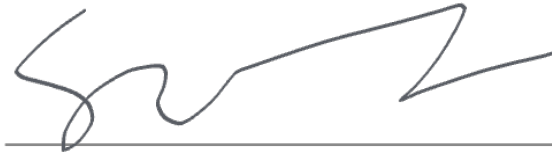
Description Area

THIS FORM MUST BE FULLY COMPLETED AND SIGNED BY THE RESPONDENT TO BE CONSIDERED FOR THE AWARD OF THE DEVELOPMENT OPPORTUNITY. I, _____, an authorized representative of _____ (developer entity) a legally formed entity, submit this application in response to the RFQ released by the Austin Housing Finance Corporation (AHFC) on August 23, 2023 requesting qualifications for potential developers to partner with AHFC to develop attached and detached housing that AHFC will sell to income-eligible homebuyers upon completion of the homes on a property AHFC owns at 5901 Drowsy Willow Trail in Austin, Texas. If selected for the award of the development opportunity, I do hereby agree to enter into an Exclusive Negotiation Period (ENP) with AHFC the term of which will begin on the date of selection by the AHFC Board of Directors and end 90 days from selection. I have read the Memorandum of Understanding included as a Reference Material to the Drowsy Willow RFQ and understand that AHFC considers that document in the form presented mostly final. I understand the Memorandum of Understanding shall be the primary document executed within the ENP that will govern the selected developers and AHFC's obligations vis-à-vis each other, and this development. During the ENP, I agree to negotiate in good faith any modifications necessary and jointly agreed upon by the Selected Developer and AHFC to the Memorandum of Understanding included as a Reference Material to the Drowsy Willow RFQ and finalize and execute that document prior to the end of the ENP. If after a reasonable time of negotiation AHFC concludes that little progress has been made toward negotiating the necessary agreements, AHFC reserves the right to terminate negotiations with the Selected Developer, and request authorization from the Board to begin negotiations with the next highest scoring respondent. I understand and agree that if the agreements necessary for the development of the property are not executed within the ENP, the ENP may be extended as needed by the mutual agreement of both parties. I understand and agree that AHFC reserves the right to select the next highest scoring respondent or resolicit for new qualifications if, at the conclusion of the ENP, the necessary agreements have not been executed. I understand that I am not liable for any costs associated with this development prior to the execution of the MOU, with the exception of any and all costs associated with the preparation of my submission to this RFQ. I understand that if selected, I will be required to comply with the Mandatory Requirements described in this RFQ as a condition of the award of the development opportunity.

Developer Entity Name Summertree Development

Authorized Representative Sarah Andre

Authorized Representative Signature



Date Signed Sep 22, 2023

Authorized Representative Email sarah@structuretexas.com

Certificate of Non-Suspension and Debarment

Description Area THIS FORM MUST BE FULLY COMPLETED AND SIGNED BY THE RESPONDENT TO BE CONSIDERED FOR THE AWARD OF THE DEVELOPMENT OPPORTUNITY. I affirm my organization is not currently suspended or debarred from bidding or contracting with the United States Federal Government, State of Texas, or City of Austin.

Developer Entity Name Summertree Development

Authorized Representative Name Sarah Andre

Authorized Representative Signature



Date Signed Sep 22, 2023

Affidavit of Non-Collusion, Non-Conflict of Interest, and Anti-Lobbying

Description Area

THIS FORM MUST BE FULLY COMPLETED AND SIGNED BY THE RESPONDENT TO BE CONSIDERED FOR THE AWARD OF THE DEVELOPMENT OPPORTUNITY. I certify and agree that I have not and will not influence the AHFC RFQ evaluation and award process in any way either directly or indirectly including but not limited to offering or providing any good or service of value to AHFC staff or officers in exchange for more favorable consideration. I certify I have no present knowledge of a potential or existing conflict of interest with AHFC that may give my proposal an unfair advantage over other proposers or unduly benefit my organization in any way. I agree to notify an AHFC Authorized Contact or Project Manager in writing as soon as I become aware of any potential or existing conflict of interest in the future. I understand and agree to comply with the City of Austin's Anti-Lobbying Ordinance (Ordinance No. 20180614-056) while this RFQ is open. <https://www.austintexas.gov/edims/document.cfm?id=301199>

Developer Entity Name

Summertree Development

Authorized Representative Name

Sarah Andre

Authorized Representative Signature



Date Signed

Sep 22, 2023
