



REQUEST FOR QUALIFICATIONS FOR A MASTER DEVELOPER

SITZMARK PROPERTIES, WINTER PARK, CO

RFQ ISSUED: January 27, 2014

RESPONSES DUE: March 5, 2014

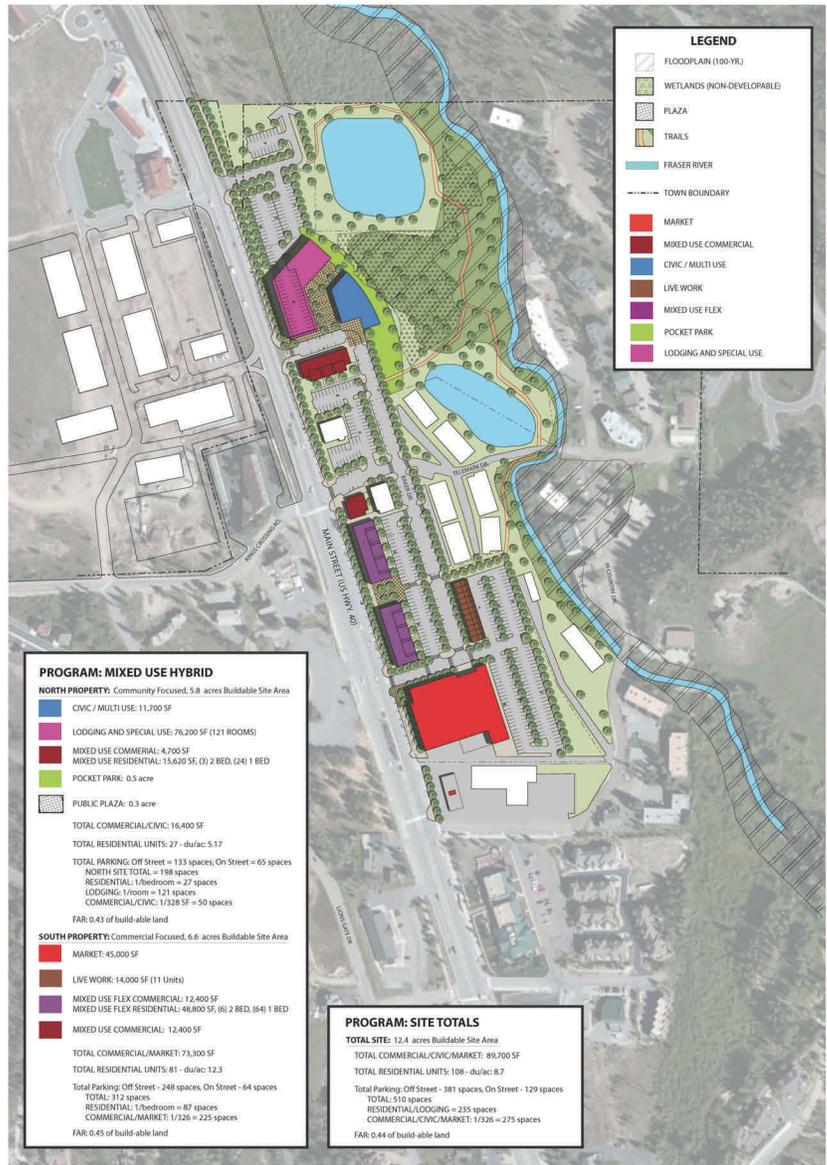




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INVITATION

The Town of Winter Park Town Council (the “Council”) is pleased to announce a development offering for two key parcels on the north end of downtown Winter Park, known as the Sitzmark Properties (see map on page 6). This Request for Qualifications (RFQ) is intended to provide an opportunity for interested developers to demonstrate their interest and capability to develop the Sitzmark Properties (the Project) consistent with the vision and goals, stated herein.

Specifically, the Council is seeking responses from experienced developers or development teams willing to enter into a public-private partnership in accordance with the principles and procedures outlined here.

This invitation, together with its Supplemental Information, comprises the RFQ. The objective is for prospective developers and development teams to submit sufficient information so that the Council can select a short list of finalists who will be invited to present their project concepts to the Council.

RFQ responses are due by 5 p.m., on March 5, 2014. Late proposal responses are not accepted. We look forward to your submittal.

Development Team

The Council seeks qualifications from developers and development teams with a demonstrated ability to develop projects which are an asset and a “correct fit” with the community. We are seeking a partnership with individuals and entities that have experience in developing, financing, marketing, selling, and/or managing projects of a similar size, scope and nature. Compliance with budgets and schedules will be considered essential, as will their ability to demonstrate sufficient financing capacity to complete the Project. In addition to the qualities of the developer and development team, the Council desires a proposed concept that positively contributes to the community – fiscally, socially, and environmentally. To this end, respondents and responding teams should include any discipline they deem appropriate including, but not limited to:

1. Development entity (lead team member)
2. Architect (experience with sustainable development preferred)
3. Real estate broker
4. Planner
5. Civil engineer
6. General contractor
7. Marketing/sales support
8. Financial partner
9. Any other partners deemed appropriate

SITZMARK PROPERTIES—REQUEST FOR QUALIFICATIONS

ABOUT THE PROJECT AREA

The Sitzmark Properties, located at the north end of downtown Winter Park, total just over 14 acres along US Highway 40. The properties, referred to as the North and South properties, are the last remaining parcels of a former 100 acre guest ranch that operated in the 1960's.

North Property

The North Property, purchased in 2010 is the gateway entrance into the Town of Winter Park for visitors traveling south on Highway 40. Totalling 8.43 acres with 4.8 acres of developable land, the property is bound by the Fraser River on the east, residential and commercial development on the south, US Highway 40 on the west and a publicly owned augmentation pond on the north. In 2011, a dry-campground was developed on the property that is operated by the local Lions Club. A gravel trail has been established along the Fraser River that connects with the Town of Fraser to the north. This trail is a segment of the Fraser River Trail that stretches from the Winter Park Resort to the Town of Fraser.

South Property

The South Property, purchased in 2013, is 6.2 acres of primarily flat landscape. Similar to the North Property, it is bounded by US Highway 40 on the west, residential and commercial development to the north, Nob Hill Drive to the east and a commercial development to the south. The entire 6.2 acres is available for development as this parcel is flat and has no environmental concerns. The property is currently vacant; however, previous plans for Sitzmark South included a mixed-use facility that ultimately failed.

Location, Size, Dimensions

The project is comprised of two parcels totaling about 14 acres in size. Parcel information is as follows:

SUBDIVISION NAME	BLOCK/LOT	SIZE	ADDRESS	PARCEL ID #
Sitzmark Subdivision	Lot 3	8.43 acres	78253 US Highway 40	1587-283-15-003
Sitzmark Subdivision	Lot 1B	6.183 acres	78337 US Highway 40	1587-283-17-001

Additional Property

Grand County Water and Sanitation District No. 1 owns a parcel of land directly north of the North Property that was analyzed during the Master Site Plan study. This 1.77 acre piece could potentially be used for access from US Highway 40. Parcel information is as follows:

SUBDIVISION NAME	BLOCK/LOT	SIZE	ADDRESS	PARCEL ID #
Sitzmark Subdivision	Lot 4	1.77 acres	78009 US Highway 40	1587-283-15-004

Surrounding Land Uses

Within an quarter-mile of the Sitzmark Properties, the primary existing land uses are commercial and multi-family residential. To the east of the properties is Hi Country Haus, one of the largest condominium complexes in Winter Park that contains over 25 buildings. To the south is a mixed use commercial development, Park Place Shopping Center with restaurants, a tavern and business services. Across US Highway 40 to the west is Kings Crossing Center, Pine Tree Plaza, and Grand Park Village that provide entertainment, pub, and office space.

Transportation

The Sitzmark Properties are located on the north end of downtown Winter Park. The properties are bordered by US Highway 40 on the west side. The South property has a permitted highway access point near the center of the property. The North property does not have approved access directly to the highway. Telemark Drive, a local collector street from Highway 40 services both properties via Baker Drive, a public right-of-way that ends into each property. Telemark Drive is a fully functional four-way intersection with a traffic signal.

During the winter months, the properties are served by public transportation. It is envisioned that the properties will include a public transportation component into the overall development. Plans should also incorporate “connectivity” by providing bike and pedestrian linkages and connections to nearby transit stations, community amenities and trailheads.

Available Utilities

Electric

Three-phase electric service can readily be extended to the site. Proposed underground connections and meters will need to be coordinated with Mountain Parks Electric.

Natural Gas

Natural gas is available in nearby public rights-of-way. This utility is regulated by Xcel Energy.

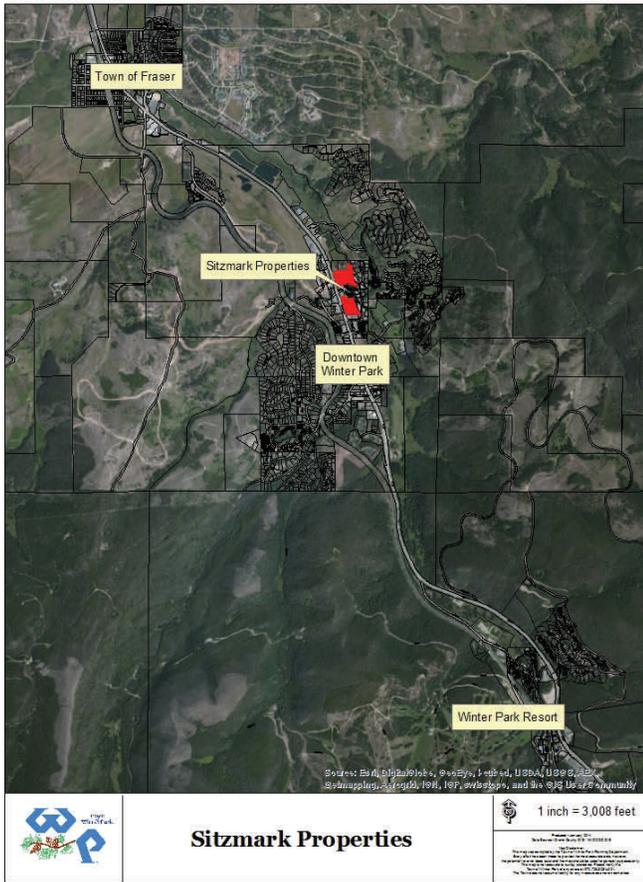
Water and Sanitation

Water and Sanitation is available to the properties. This utility is regulated by Grand County Water and Sanitation District No. 1. Contact Bruce Hutchins at 970-726-5583 or bhutchins@gcws1.com for specifications.

Cable/Communications

Adjacent areas are presently served by underground cable and communications, as well as cellular sites. These services can readily be extended to the property. Proposed connections shall be coordinated with the telephone and cable television proprietors (Comcast, Century Link.)

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REGIONAL VICINITY MAP



AERIAL VIEW OF PROPERTIES

Current Conditions

Pre-Development Updates

1. All previous buildings on the site have been removed with the exception of one building on the North property.
2. An ALTA survey of the South property was completed in 2013. The site is generally flat.
3. A Wetland Delineation Report for the North property was completed in 2007. Approximately 3.62 acres of the property is wetlands.
4. A Markey Study has been performed to anticipate and study a variety of future land uses possible within the project area.
5. A Master Site Plan has been prepared by the town to illustrate the community's vision for the properties.

Regulatory Framework

1. Zoning: Currently, the North property is zoned Residential-Commercial Service (R-C) which is intended to provide for residential and convenience businesses necessary to promote the welfare of the community. The South property is zoned Destination Center (D-C) which encourages intensive mixed residential and commercial uses on parcels of land designated as centers of visitor oriented activity in the master plan for the town. Concentrated mixed use development is deemed essential in said areas to foster greater pedestrian activity, less reliance on the automobile, comparison shopping and other goals set forth in the master plan. (Zoning map provided on page 11)

While these particular zoning districts allow for a wide range of commercial services, it may not allow the mix of uses or density that the master site plan or the community anticipate. Hence, a rezoning to a Planned Development (PD) district may be appropriate. The PD could contain traditional Euclidian zoning standards or contain a form-based code. The entitlement process would be a joint effort between the town and the master developer. Please note that single-family detached residential and industrial land uses are not envisioned for the properties.

2. Project Design Standards: The town has Design Regulations and Guidelines that will need to be adhered to during the development review process. It is the vision of the town to create a viable and comfortable resort community that reflects the beauty of its Rocky Mountain setting and the diversity of its people. The Regulations are designed to assist in developing a vibrant pedestrian environment.
3. Building Permits: All permits for vertical and horizontal development will be issued by the town.

About the Town of Winter Park

The Town of Winter Park operates under a Council-manager form of government. It is a representative system where power is concentrated in the elected Town Council and the Council hires a professional Town Manager to oversee the delivery of public services. Council members are elected at-large and represent the entire town, while the Mayor is elected by the Council. Winter Park is a Home Rule municipal government, meaning that it has broader latitude under the Colorado Constitution to enact legislation than do statutory municipal governments.

Working under the City Manager, the administrative function of the city is conducted by six departments. Coordination among the departments is accomplished through a management team composed of the Town Manager and department directors.

Census Data for Winter Park and Surrounding Area

Winter Park / Fraser boasts 959 households with a fulltime population of 2,090 people. An additional 2,735 housing units used as second or seasonal homes are located in the area. The area has a median age of 35.9 years old and a median household income of \$58,653.

PROJECT OVERVIEW

Winter Park is seeking to select a developer or development team that shares our enthusiasm for development on the Sitzmark Properties. A central approach for the renaissance of the property and its environs involves encouraging strategic investment that contain an appropriate mix of land uses and product types, unique to other offerings in the market, inline with stated community and economic development goals and that give greater emphasis to multiple forms of access, and create a unique sense of place.

During the fall of 2013, the Town Council developed a Master Site Plan for the properties which included an intensive public process with multiple community stakeholders. The conceptual site plan addressed the feasibility of development on the properties and provided the town with a vision for the future of this area. The Plan was accepted by the Council in November of 2013.

Project Principles

The following plan principles were developed by the Council during the planning process. They are intended to serve as overall objectives for the Sitzmark Properties.

MARKET: INCREASING THE EXPERIENCE, ACCESS AND CHOICE OF FOOD AND GOODS

The nearest market is located in the neighboring town of Fraser which is a large format Safeway. There is a strong desire amongst the community to support its own form of grocery market within its town boundaries that would enable residents healthier and more convenient options for to shop for goods.

MAKE A PLACE: CREATING ACCESSIBILITY FOR ALL MODES OF TRAVELS

Thoughtful consideration to any type of development arose as a priority to not only accommodate all modes of travel but to create an environment that had a sense of place. Building form, orientation and relationship to each other and the surrounding context was important to the Council so that it connected to the town and was not a standalone project.

ECONOMIC GENERATOR: OPPORTUNITY FOR EMPLOYMENT AND TOWN TAX GENERATORS

The economic slump that sparked in 2008 continues to wear on this resort community; however, the Council views the Sitzmark parcels as a strategic opportunity to revive the local economy. With proper land use and development, the town could benefit greatly by targeting a high tax generating business.

UNIQUE AND COMPLIMENTARY TO THE DOWNTOWN CORE

The downtown core has a very unique role and character that needs to be protected and it is the goal of the Town Council to facilitate a development that is complimentary to its existing businesses. To continue the enhancement of the Town's quality of life, it will need to provide amenities and services to maintain a healthy economy.

CONNECTIONS TO THE OUTDOOR ENVIRONMENT

As the Town Plan provides directions for expanding development toward the Fraser River, the north property is one of few parcels that can accomplish this goal. Access to the river and the outdoors should not be overlooked as a part of the overall design strategy. This amenity now located on publicly-owned land provides the opportunity to preserve the river as a natural and visual resource.

MIXED USE

Mixed use developments are viewed more favorably than single use developments as they are seen as a development format to assist in the advancement of livable and sustainable towns. In communities where the amount of developable land within municipal boundaries is limited, the ability to have higher densities is achievable with mixed use. In turn, higher density developments lower the cost of land per square foot of developed space. With these increases in density, mixed use and multi use developments are able to sustain a more compact urban form that supports walkable communities where there is less reliance on the automobile.

Project Components

The Master Site Plan identified a handful of potential uses for the properties. Those uses include the following:

1. A market place as an anchor tenant
2. Live/work units
3. Ancillary community-serving retail and services
4. Mixed use flex
5. Attainable housing / Mixed-income housing

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6. Office and incubator spaces
7. Civic/public use center
8. Public plaza / pocket parks
9. Shared parking facilities

The Sitzmark Properties will create a diverse pedestrian-friendly neighborhood with a mix of uses consisting of a market place, specialty retail, residential housing, and civil/public uses. Development plans which incorporate the following principles as a fundamental component will be considered more favorably:

1. Smart Development Principles, as defined by the American Planning Association (APA), 1998:
 - a. Efficient use of land resources
 - b. Full use of urban services
 - c. Mix of uses
 - d. Multi-modal options
 - e. Detailed, human-scale design
2. Positively impacting the community at several levels
3. Expanding the local (and regional) tax base
4. Providing maximum opportunities for viable mixed- and multi-use developments
5. Contributing to the overall character of Winter Park and surrounding area
6. Maintaining interesting and active façades at the street level

Market Study

In the fall of 2013, the Council retained Economic Planning Systems to develop the Sitzmark Property Market Study. The study was intended to evaluate the potential for residential and commercial land uses and to determine the most favorable development opportunities for the properties considering the town's overall objectives and needs. The summary of findings identified:

1. Economic conditions in the Fraser Valley are improving and returning to prerecession levels;
2. Residential development opportunities are centered on serving the year-round workforce;
3. Retail commercial development potentials are for community serving retail uses including a grocery market;
4. The north Sitzmark property would provide an optimum site for a future community event center; and
5. The Town could separately evaluate the development and disposition options for the North and South properties.

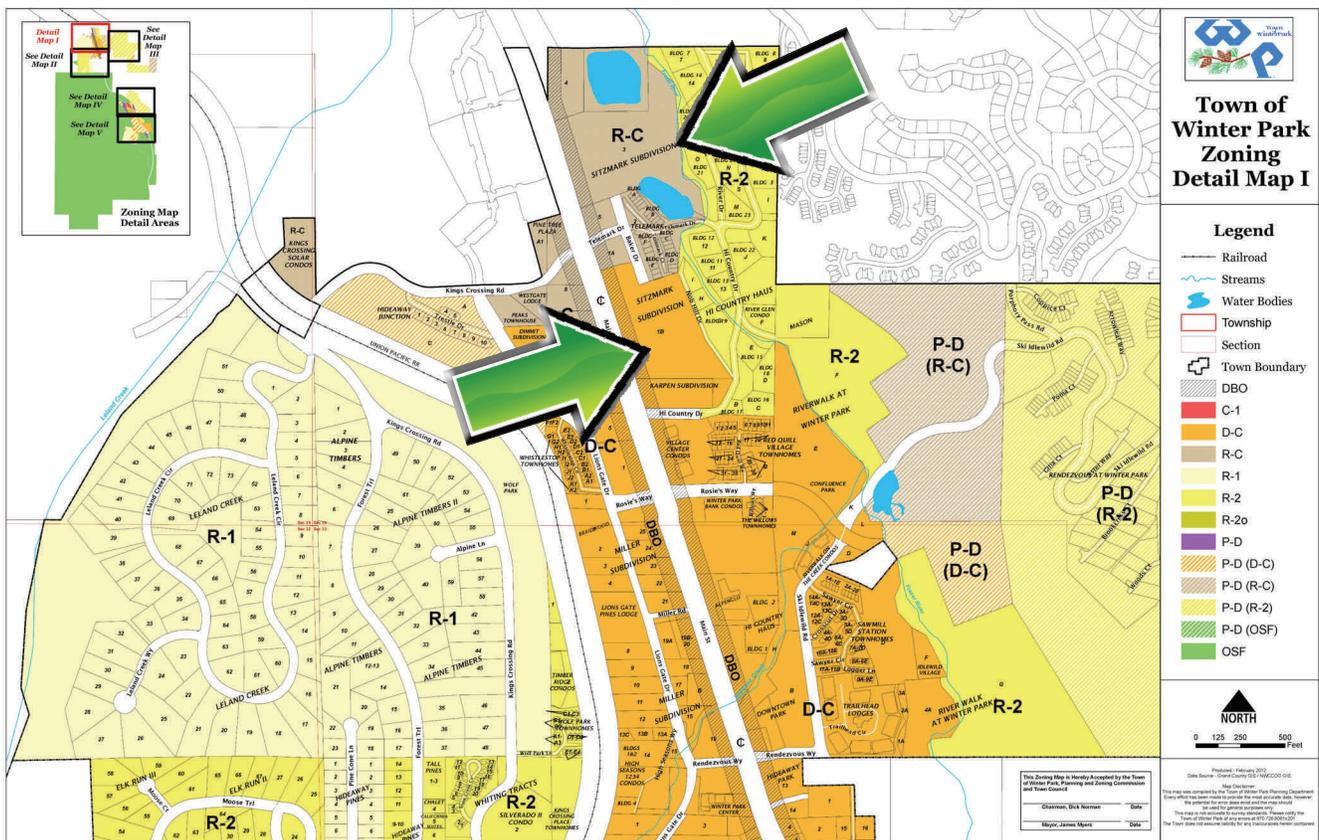
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The vision concept for the south property includes a market anchor located adjacent to US Highway 40. A significant portion of the north property has been visualized for a community/civic function that included a community event center as an anchor. Supporting land uses include: a mix of residential products (primarily ownership and ideally mixed-income); small- to moderate-scale retail and restaurant uses; office and live/work units.

A Sample Concept Schematic from the Master Site Plan is located on page 12.

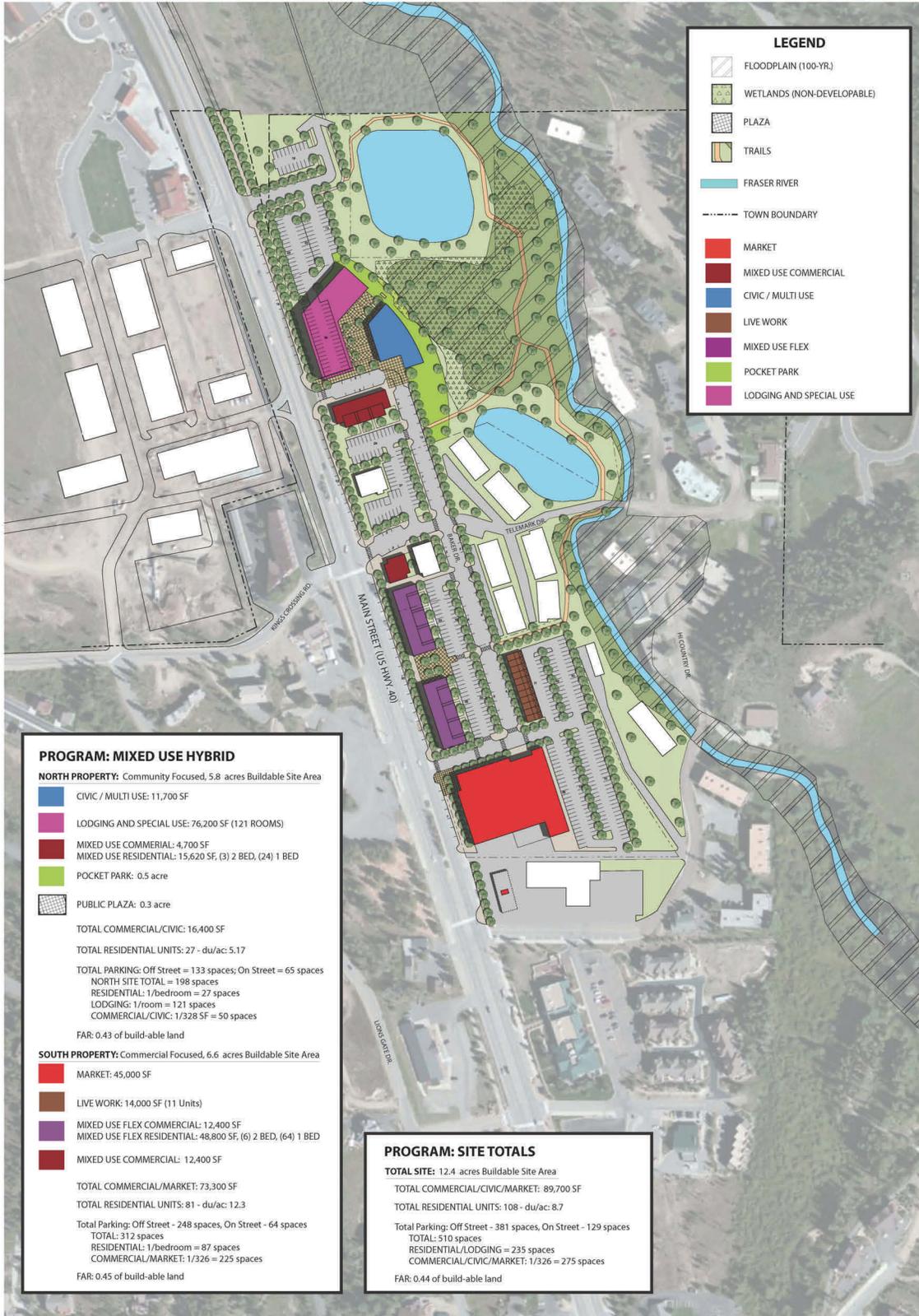
Relevant Documents

There are additional documents pertinent to the RFQ that can be downloaded for reference from the town website—www.winterparkgov.com. See page 21 for a full list of documents available.



Town of Winter Park—Downtown Zoning Map

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SITZMARK PROPERTIES MASTER PLAN ILLUSTRATIVE SITE PLAN

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Relationship Between the Council and Master Developer

The anticipated relationship between the master developer and the Council has not yet been finalized. Several variations have been considered that range from almost full autonomy for the master developer to shared responsibility between the Council and the master developer. The final decision will depend on the strengths and weaknesses of the successful firm and the negotiations to be conducted. The full relationship between the master developer and the Council will be guided by a Master Developer's Agreement (MDA) executed soon after the team's selection. There is an opportunity for multiple developers to partner depending on their individual areas of expertise or experience.

Master Developer Responsibilities

1. **Planned Development/Zoning.** The master developer will be responsible for developing and implementing a planned development and requisite zoning that exemplifies and builds on the vision set forth in the master site plan document. The planned development will be created in consultation and collaboration with the Council .
2. **Master Development Schedule.** The master developer, in conjunction with the Council, will be responsible for developing detailed schedules for the numerous planning, design, financing, construction, and maintenance activities.
3. **Design.** The master developer will create, in collaboration and coordination with the Council, anticipated design standards and schemes based on general design criteria as set forth in the Winter Park Design Regulations and Guidelines.
4. **Development Approvals.** The master developer is responsible for procuring all necessary regulatory approvals.
5. **Financing.** The master developer will be responsible for financing the entire cost of its portion of the project, including the following:
 - a. Negotiating a project financing plan that details public and private finance sources and uses.
 - b. Securing all necessary private sources of equity and debt to fund development.
 - c. Financing the cost of the project, including pre-development and development costs.
 - d. Designing and constructing required infrastructure and public realm improvements.
 - e. Vertical development and/or sale and assignment of development rights.
 - f. Complying with the town's land use regulations and securing any required land use approvals and building permits.
 - g. Acquiring the property per the terms of any negotiated agreement.
 - h. Establishing and managing any project-specific financing districts, if applicable.
6. **Construction.** The master developer will be responsible for the construction of all necessary cores and shells, tenant improvements, fixtures, and equipment, and onsite and right-of-way landscaping within the project development area. The master developer will be required to comply with all applicable state and federal regulations regulating prevailing wage and other labor-related issues.

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7. Maintenance and Operations. The master developer will be responsible for the on-going operation, maintenance, and improvements of buildings and grounds developed in the project.
8. Community Relations. The master developer must commit to working collaboratively and cooperatively with the Council, adjacent property owners, neighborhoods, and stakeholders. This activity includes the possibility of conducting strategic community meetings, creating and maintaining comment processes for community involvement in the overall planning, creating and maintaining channels for public information and comment, and working with elected officials and the media.

SELECTION SCHEDULE/KEY DATES

The selection process to be carried out as part of this Request for Qualifications (RFQ), includes the following steps and schedule:

Publication and distribution of RFQ:	January 27, 2014
Last day to submit questions to the Town in writing:	February 17, 2014, 5 p.m.
RFQ addendum deadline	February 21, 2014
RFQ response deadline:	March 5, 2014, 5 p.m.
Review period:	March 6—March 14, 2014
Interview of Potential Development Teams	March 18, 2014, 8:00am
Notification to highest-ranked teams (if desired):	March 25, 2014

SELECTION PROCESS

The Council will conduct the developer selection process and is the final decision-maker regarding this selection. The Council reserves the right to reject any or all responses or to terminate development negotiations at any time.

Process

Upon receipt of qualifications, a Selection Committee will review the qualifications and project concepts proposed by the respondents to this RFQ. This Committee will be comprised of key city staff, including representation from the manager's office, planning, and finance. Also, if needed, the Committee will review any supplemental written responses. The Council reserves the right to request clarification or additional information from individual respondents and to request some or all respondents to make presentations to the Council, staff, community groups, or others.

For each RFQ respondent, rankings of the Committee will be used to determine a composite ranking of respondents. Based upon the composite rankings, the Committee will select finalist RFQ respondents to be invited to present their concepts to the Council. As part of the evaluation process, the Council expects to interview some, but not necessarily all, of the developers that submit qualifications.

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Following analysis of RFQ responses, the Council reserves the right to reject all proposals or to move immediately to selection of a master developer. The Council reserves the right to assess and determine the most qualified respondents in its sole and exclusive discretion.

Evaluation Criteria

The intent of the RFQ step of this developer selection process is to identify qualified developers interested in implementing the vision and concepts specified in this RFQ. The selection of a qualified master developer will be based generally upon their credentials, relevant experience, ability to foster compatibility with surrounding development, and willingness to carry out a large and complex undertaking in a carefully coordinated manner with the full collaboration of the Council.

The Council will select a master developer with the experience, commitment, vision, financial ability and technical competence necessary to complete the successful development of the Sitzmark Properties. The primary basis for the Selection Committee's consideration of responses to this RFQ will be the contents of the development team's Qualification Statements, and the results of due diligence and reference checks.

Submittals will be evaluated based on the following criteria, whose relative weight follows the order of their appearance:

1. Statement of Development Concept: How well the respondent explained how the Project will advance: successful public-private or public-public partnerships, key economic development goals, understanding of town goals, proposed uses, design quality, and a positive community impact (broadly).
2. Qualifications of Firm and Relevant Experience/Projects: The respondent's demonstrated experience in mid- to large-scale mixed- and multi-use projects, as well as their financial capacity to develop such projects.
3. Relevant Public-Private Partnership Experience: The respondent's prior experience negotiating with public partners, presenting to public audiences, and securing quality tenants.
4. Strength of Project Team and Management Approach: the respondent's team dynamics in successful collaboration and execution of complex development projects and the principal staff's overall approach to oversight and partnership with the Council.
5. Communications/Public Relations: Experience working with communities on highly political development projects.
6. Vision and Development Strategy: How does the developer's vision connect and build upon the community's vision and how does this vision incorporate into the overall development strategy in terms of schedule, design, and costs.
7. References: The input of references regarding the respondent's and their project's past performance.

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Developers and development teams are cautioned not to undertake any activities or actions to promote or advertise their submittal, other than discussions with Town Staff as described in this RFQ. After the release of this RFQ, developers and their representatives are not permitted to make any direct or indirect contact with members of the Winter Park Town Council, Winter Park Planning Commission, or media on the subject of this RFQ, except in the course of town sponsored presentations. Violation of these rules is grounds for disqualification of the development proposal and team.

Council Discretion and Authority (Terms and Conditions)

1. The Council reserves the right to reject any and all RFQ respondents at any time, to waive minor irregularities, and to terminate any negotiations implied in this RFQ or initiated subsequent to it.
2. The Council reserves the right to request clarification of information submitted, and to request additional information from any respondent.
3. The Council reserves the right to revise this RFQ and the RFQ evaluation process. Note: Such revisions will be announced in writing to all RFQ respondents depending upon the timing of the change.
4. The Council reserves the right to award any contract to the next most qualified contractor, if the successful contractor does not execute within a specified deadline an MDA contract after selection of a preferred partner.
5. The Council will determine from the information submitted in the responses, the most qualified developer or development team to meet the stated duties as evaluated under the criteria set forth herein.
6. The issuance of the RFQ and the receipt and evaluation of submissions do not obligate the Council to select a developer and/or enter into any agreement.
7. Any submission does not constitute business terms under any eventual agreement.
8. The Council will not pay costs incurred in responding to this RFQ.
9. The Council may cancel this process without liability at any time prior to the execution of any agreement.
10. The Council has the ability to award the contract to multiple developers, depending on the developers' area of expertise or specialization.

Master Developer Agreement (MDA)

Negotiations with the master developer will begin immediately after the Council's selection. The MDA will establish timeframes, responsibilities, critical path items, and the process for decision-making. If selected as the finalist, the Council will require a security deposit from the developer. The deposit will be refundable upon compliance with milestones agreed to in the MDA. Failure to reach an agreed upon MDA or failure to provide a security deposit will result in the Council rejecting and terminating the developer's proposal and selection.

SUBMITTAL REQUIREMENTS

Each development team responding to this Request for Qualifications is required to provide a Statement of Qualifications as described in this section. In order to facilitate review and evaluation by the Selection Committee, all respondents are requested to structure their responses in conformance with the outline presented below. RFQ must be typewritten or computer generated.

1. The Council requests that only relevant information to the type of project be included.
2. Vast amounts of marketing materials are discouraged.

Each respondent must initially submit Ten (10) bound copies, one (1) unbound copy, and one (1) CD-Rom or USB drive containing the proposal of each response to this RFQ. Additional copies will be required from the finalists. Copies shall be submitted and must be received by 5 p.m. on March 5, 2014 at the following address:

Winter Park Town Hall
Planning Department
50 Vasquez Road
PO Box 3327
Winter Park, CO 80482

All responses will become the property of the Town of Winter Park and will not be returned. Information of a confidential nature will be kept confidential during and after the selection process as permitted by law when respondents properly identify such information.

Responses should be as complete and concise as possible. The outline for each respondent's Statement of Qualifications should be prepared as follows:

1. Table of Contents
2. Cover Letter: A letter of introduction and interest signed by the principal(s) of respondent firm(s).
3. Statement of Understanding and Project Concept: Discuss the significance of the Properties and their relationship to the community as a whole; describe the key opportunities and constraints as you see them from a market and planning perspective; the team's willingness to negotiate a private-public partnership with the Council; the Respondent's view of the roles and responsibilities of the partners; and, an understanding of the transformative impact this effort could have in the area. In addition, the respondent shall provide a written statement of the Project concept(s). In no way is this statement of the Project concept binding on eventual proposal submittals. It is intended to demonstrate the respondent's initial ideas and programmatic response to the Project Area's development opportunities. (See No. 1 under Evaluation Criteria)

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4. Team Identification and Management Approach: Respondents are encouraged to form teams, as they deem appropriate, to best respond to the RFQ and provide the strongest team with the ideal blending of relevant experience. The Statement of Qualifications should identify and provide a general description of the firms of the team. Please clearly state the name, address, email, and phone number of the person who will serve as the contact regarding this developer selection process; location of principal offices of the developer and each member firm of the team; description or form of organization (corporation, partnership, etc.); statement of years the firm has been in business under current name and a list of other names under which the firm has operated.
5. Résumés: Given the unique nature of the project and its utmost importance to the town, it is essential to fully understand the experience and capabilities of all key members of the proposed development team. Resumes of all key project team members to be involved in the project are required and should include: education and professional qualifications, relevant experience, and details regarding the specific role proposed for the project.
6. Project Examples: 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: development projects in mountain settings, integration into existing community fabric, public-private partnering, quality design, and mixed use and mixed-income development projects that are similar in nature to the project.
 - b. Demonstration of experience in completing projects of the scale and complexity envisioned in the Sitzmark Properties Master Site Plan.
 - c. Briefly include the following for all project examples:
 - 1) Project name, type, and location.
 - 2) Summary description, including project size (total SF and SF per use), uses, and densities.
 - 3) Precise role of the development entity, its principals, partners, and team members.
 - 4) Description of the unique challenges of the project and how they were addressed.
 - 5) Public/private structure and current ownership and financial structure.
 - 6) Project cost (budgeted and actual).
 - 7) Capital and financing sources utilized.
 - 8) Economic performance-project profitability.
 - 9) Development timing/phasing/date opened (original schedule/final schedule).
 - 10) Master planning elements and investment in public amenities (open space, parks, streets, and infrastructure).
 - 11) Notable architectural, urban design, and other design aspects of the project (provide photographs).
 - 12) Distribution of mixed use types (both as proposed and as implemented).
 - 13) Project and property management.
 - 14) Public/private partnerships.

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15) Sustainable development principles and practices.

7. References: Present the development team's previous relevant project experience, including the name and address of the project contact, photographs and brief project descriptions. For each reference, include the contact information (name, physical address, telephone number, and email address) for at least three (3) references from public agencies, private companies, major tenants, or individuals with whom the respondent has had relevant experience. Examples of relevant project experience include:
- High quality master planned mixed-use projects that include residential developments;
 - Market/Grocery store development;
 - Projects involving small business development;
 - Projects with extremely high quality and design, including unique public realm space; or
 - Projects in partnerships with public entities

Any innovative aspects of previous project experience which may be relevant to the project should be described in detail.

8. Financial Information: The Council requests supporting documentation that the development entity has the financial capacity to implement the development program anticipated in the Sitzmark Properties project. The Council recognizes the sensitive nature of the financial information requested in this RFQ. Such information may, therefore, be submitted under separate cover and labeled "Confidential." This information will be used solely by the Council for purposes of evaluation, and will be kept confidential to the fullest extent allowed by law.
- Audited financial statements for the three (3) most recent calendar or fiscal years.
 - Letters from the developers' lenders and other financial partners attesting to the developer's financial capacity to undertake this project, e.g., ability to fund private development infrastructure costs.
 - Provide preliminary financial and development cost and revenue information relating to the proposed development concept. If possible, include an estimate of the anticipated level of public participation in the Project, if any, or other significant "deal points."
 - Describe the level of risk your firm will be willing to assume and how you will be remunerated for the level of risk taken.
 - Indicate other recent projects where a similar level of investment was made.
 - Is the development entity of any named individual in the proposed project involved in any litigation or other disputes that could result in a financial settlement having a materially adverse effect on the ability to execute this project? If yes, please explain.
 - Has the development entity or any named individual in the project ever filed for bankruptcy or had project that have been foreclosed? If yes, please list the dates and circumstances.

Submissions of financial information should be marked "Confidential Information" on the outside of a separate, sealed envelope.

Submissions to this RFQ shall be in the order specified above.

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Qualifications must be submitted by no later than 5 p.m. on March 5, 2014. It is the responsibility solely of the respondent to see that its qualifications are received by the date and time stated in this RFQ. No oral submittals will be considered. Materials in response to the RFQ may not be submitted via facsimile or e-mail. Responses may be sent by mail or hand delivered; however, if sent by mail, the responsibility of their timely delivery is wholly upon the respondent. Late proposal responses are not accepted.

Questions

Questions regarding this RFQ process must be directed in writing (e-mail or mail) to the below contact. The town will respond to all questions in writing. If questions are deemed substantive to the submittal and evaluation process, the town will distribute a list of questions and responses to all registered respondents through an RFQ Addendum(s).

The deadline for submitting questions to the Town shall be February 17, 2014 at 5 p.m.

Contact

Questions and Inquiries regarding all aspects of this RFQ should be directed to:

James Shockey, AICP
Town Planner
Town of Winter Park
50 Vasquez Road
PO Box 3327
Winter Park, CO 80482
Phone: 970.726.8081
Email: jshockey@wpgov.com

Please do not send questions or make inquiries to any other individual except those listed.

SUPPLEMENTAL INFORMATION

Due to the large size of the noted documents, the files have been uploaded to the town website. To access the documents, go to www.winterparkgov.com and click the Sitzmark Properties tab.

The following documents may be found on the external site:

1. Sitzmark Master Site Plan (2013)
2. Sitzmark Market Study (2013)
3. Winter Park Town Plan (2006)
4. Winter Park Multi-modal Transportation and Mobility Plan (2007)
5. Winter Park Base Village Economic and Fiscal Impact Study (2006)
6. Wetland Delineation Report—North Property (2007)
7. Winter Park Design Regulations and Guidelines (1994)
8. ALTA survey—South Property (2013)

Additional Information

All facts and opinions stated in this RFQ and all supporting documents and data are based on information available from a variety of sources. No representation or warranty is made with respect thereto.