



**Seattle**  
Office of Housing

# **Request for Qualifications**

## **Lake City Community Center Redevelopment**

**Published:** April 12, 2024

**Responses Due:** May 24, 2024, at 5:00 p.m.

**City of Seattle**  
Bruce Harrell, Mayor

**Office of Housing**  
Maiko Winkler-Chin, Director

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## 1. Objective

Seattle Parks and Recreation (SPR) and the Seattle Office of Housing (OH) invite developers to submit qualifications for the redevelopment of the Lake City Community Center (LCCC) into a vibrant new community center with space for recreational facilities, gathering spaces, programming, and services combined with safe, healthy, and affordable housing.

This Request for Qualifications (RFQ) is part of a two-step process with a Request for Proposals (RFP). The RFQ will prequalify a selection of developers to advance to the RFP stage. Developers interested in submitting a proposal for the LCCC redevelopment **must** participate in the RFQ.

The selected development team will finance, develop, operate, and manage the multifamily portion of the building but will only be responsible for developing the shell and core of the community center. Once the shell and core are complete, SPR may issue a separate Request for Qualifications for tenant improvements or SPR may hire the selected development team to design the community center and construct the tenant improvements under a separate contract.

The designated developer will be responsible for all administrative, design, permitting, and platting actions for the building. Given the unique design and operational needs of an affordable housing development co-located with a community center, RFQ respondents should put forth a development team with expertise in mixed-use affordable housing development.

## 2. Background

The Lake City Community Center redevelopment site is located at 12531 28th Avenue NE (Parcel 3834500635) next to a park, library, city services center, and high-frequency transit, ensuring that residents have access to green space, amenities and connectivity to jobs, schools, and services. SPR owns the property and will ground lease the site to the selected developer for a nominal cost (subject to City Council approval by ordinance). OH will provide financing for the affordable housing component of the development and expects the developer to maximize financing from other public and private sources. Please note that a Community Workforce Agreement is in effect for this development (see [Attachment J](#)).

A preliminary feasibility analysis of the site found that it may accommodate up to 100 units of housing with a mix of unit sizes. The location of this redevelopment and proximity to open space, a public library, and city services makes these new homes ideal for low-income households, families with children, intergenerational households, and people 65 and older. As such, OH will encourage the inclusion of family-sized units at the redevelopment. At a minimum, all housing will be affordable to households earning up to 60% of the Area Median Income (AMI).

Available third-party reports for the site are available in the Attachments section below. They include:

- Feasibility study prepared by INNOVA Architects in 2018 (updated in 2022)
- Massing plans, prepared by INNOVA Architects in 2018
- Concept renderings, prepared by INNOVA Architects in 2018
- Phase I Environmental Site Assessment prepared by Adapt Consulting on December 28, 2023
- Survey, dated May 10, 2023
- Title commitment and property history report prepared by First American Title Insurance Company, dated October 24, 2018.
- Geotechnical report prepared by Shannon & Wilson Inc. on August 4, 2003

- Hazardous materials report prepared by Eco Compliance Corporation on May 17, 2017



### 3. Application Process

This Request for Qualifications (RFQ) is the first part of a two-part process. Developers interested in developing the LCCC must participate in the RFQ. The RFQ decisions will advance qualified developers to a Request for Proposals (RFP) process, scheduled for release in the summer of 2024. The development team for the LCCC will be selected by early 2025.

OH is committed to increasing opportunities for Women- and Minority-Owned Businesses (WMBE), non-profit, and community-based developers, and encourages responses from these firms.

Applicants may apply with or without a complete development team, provided that the applicant meets the minimum qualifications described in the Submission Requirements and Criteria section below. A development team can include partner affordable housing developers, community-based organizations, and/or consultants. Applicants are encouraged to consider partners who may have experience in community center design and construction. However, this is **not required** for a complete application. Applicants that advance to the RFP stage may be allowed to update or change the composition of the development team.

Organizations may participate in more than one RFQ proposal. For example, an organization can apply as a lead developer (solo or on a development team) and as a partner developer on a development

team on two separate applications. Organizations that do not advance to Part 2 are allowed to join development teams that do advance.

## 4. Submission Requirements and Selection Criteria

Responses should include the following information:

1. **Signed letter of interest** on organization’s letterhead introducing the development team .
  - Send as PDF (“Developer Name\_Letter\_LCCC”)
2. **Project Sponsor Experience form.**
  - Send as an Excel document (“Developer Name\_Experience\_LCCC”)
3. **Resumes and list of relevant project experience**, with role and responsibilities for each potential development team member.
  - Send as PDF (“Developer Name\_Team\_LCCC”)
4. **Last three (3) years of audited financials.\***
  - Send as PDF (“Developer Name\_Financials\_{Year}\_LCCC”)

\*Applicants that do not have third-party audited financial statements will be required to provide alternate documentation to demonstrate financial soundness, with the parent organization and any subsidiaries broken out.

OH and SPR will assemble a committee to review submission responses based on the following criteria:

- Demonstrated experience in affordable housing finance, development, management, and operations. A minimum participation on the development team of two (2) new construction and/or substantial rehab projects completed in Washington state within the past seven (7) years is required. Projects do not need to have been funded by the Office of Housing. A portfolio of projects with the following traits is preferred:
  - Complex mixed-use
  - Transit-oriented development
  - Low-Income Housing Tax Credit (LIHTC)
  - Community center or other recreation facility
- Qualifications and experience of potential team members.

## 5. Review Schedule

OH anticipates the following review schedule:

DATE	MILESTONE
Friday, April 12, 2024	RFQ released
Tuesday, April 23, 2024, at 1:00-1:45 p.m.  <b>Microsoft Teams</b> <a href="#">Join the meeting now</a> Meeting ID: 265 110 157 674 Passcode: BPfRLy  <b>Dial-in by phone.</b>	Virtual information session

<a href="tel:+12066868357">+1 206-686-8357</a> , <a href="tel:+1206819472917">819472917#</a> United States, Seattle <a href="#">Find a local number</a> Phone conference ID: 819 472 917# <b>Join on a video conferencing device.</b> Tenant key: <a href="mailto:seattle@m.webex.com">seattle@m.webex.com</a> Video ID: 117 341 299 6 <a href="#">More info</a> For organizers: <a href="#">Meeting options</a>   <a href="#">Reset dial-in PIN</a>	
Friday, May 24, 2024 at 5:00 p.m.	RFQ responses due
Friday, June 21, 2024* (anticipated date)	Advancing applicants notified
July 2024	RFP Process begins

\*OH anticipates announcing the advancing applicants by this date, barring any unforeseen delays. Should notification be delayed, OH will contact applicants to let them know.

One virtual information session will take place on April 23, 2024, at 1:00 p.m.. Meeting materials and Q&A notes will be made available on OH’s website after the information session.

**Please send RFQ responses electronically to Maria Dewees at [maria.deweese@seattle.gov](mailto:maria.deweese@seattle.gov) by, Friday, May 24, 2024, at 5:00 p.m.** Please title the email “LCCC Redevelopment – RFQ Response.” For questions, please contact Maria Dewees via email. If sharing large files, please consider using filesharing software.

## 6. Disclaimers

This RFQ is non-binding, and advancement from the RFQ does not guarantee award of any future funding or land. All costs of preparation of responses and all related expenses are at the sole cost and risk of the applicant. No applicant shall have any claim against the City for any costs incurred in applying to the RFQ. OH reserves the right to waive immaterial defects, to amend the RFQ process and requirements, and to cancel the RFQ and initiate a new solicitation as may be needed to meet OH’s objectives, as determined by OH in its sole discretion. Applicants understand that under the State of Washington’s Public Records Act (RCW Chapter 42.56), all materials received by the City of Seattle are considered public records, subject to disclosure. Information provided by OH with respect to the property is not a guaranty as to its accuracy. Applicants will need to conduct their own due diligence with respect to the property.

## 7. Attachments

- A. [Feasibility Study](#)
- B. [Massing Plans](#)
- C. [Concept Renderings](#)
- D. [Phase I Environmental Site Assessment](#)
- E. [Survey](#)
- F. [Title Commitment](#)
- G. [Property History Report](#)
- H. [Geotechnical Report](#)
- I. [Hazardous Materials Report](#)
- J. [Community Workforce Agreement](#)