

# REQUEST FOR QUALIFICATIONS FOR DEVELOPERS

## GLENWOOD RIVERFRONT SPRINGFIELD, OREGON



Issued by the Springfield Economic Development Agency  
August 2021





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## EXECUTIVE SUMMARY

The City of Springfield Oregon's urban renewal agency, Springfield Economic Development Agency (SEDA), seeks a well-qualified developer to implement the community vision for the SEDA owned Glenwood Riverfront land. This vision for the 9 acres is outlined within the [Glenwood Refinement Plan](#) and includes the development of a vibrant riverfront neighborhood that promotes density and a mix of housing, a focus on access to the riverfront and open spaces, and incorporation of hospitality and commercial opportunities.

**Qualifications are due by 3:00 p.m. PST on Friday October 15th.**

Please direct all questions to the City of Springfield Economic Development Manager, Courtney Griesel at [cgriesel@springfield-or.gov](mailto:cgriesel@springfield-or.gov) or 541.736.7132

## INTRODUCTION

Assembled by SEDA in 2019–2021, the Glenwood Riverfront Redevelopment Area, located along the Willamette River in the City of Springfield, is an opportunity area boasting nearly 9 acres planned for mixed use multi-family residential, open space, office, retail and hospitality uses. The undeveloped site along the newly reconstructed Franklin Boulevard fronts the Willamette River and is within walking distance of Downtown. It is a four-minute drive or rapid transit ride to the University of Oregon Campus, also on Franklin Boulevard.

Keenly aware of this rare opportunity, the Springfield community invested in the visioning of Glenwood's potential by acquiring and consolidating properties and crafting policies that enable the development of a place celebrating riverfront access within an urban context. This vision is articulated in the award-winning [Glenwood Refinement Plan](#).

The City and SEDA have invested in projects to prepare the site, including:

- Assembly of 9 Acres of Riverfront Land
- Franklin Blvd Frontage Reconstruction
- Public Infrastructure Planning
- Willamette River Flood Plain Mapping and Setback Delineation
- Glenwood Refinement Planning
- Property Assembly and Adjacent Property Owner Relationship Building
- Completion of a [2021 Market Study](#)
- Level one and two environmental assessments





## OUR COMMUNITY

The ninth largest city in the state of Oregon, and part of the third largest metropolitan area, the City of Springfield is home to a vibrant community of over 62,000 people. As part of the greater Springfield-Eugene metro area, the population climbs to 269,000 community members.

The Springfield population contributes to vibrant and active schools, neighborhoods and parks and serves as a skilled and committed workforce to nationally and internationally significant and thriving industries including wood products manufacturing, specialty food and beverage manufacturing, and technology development and customer service. Springfield is also home to the two largest regional healthcare campuses.

## OUR MARKET

The City of Springfield understands that demographic and economic trends can be both drivers and barriers to realizing redevelopment opportunity and potential. For this reason, an urban renewal district has been established (2005) and recent economic data was gathered (July 2021) to support efforts to plan for and realize initial redevelopment and grow a healthy market to support future phases of redevelopment.

- Multi-Family Vacancy 1.9%, down from 3.3% in 2019
- Anticipated lease rates for Glenwood riverfront new multi-family – \$2.47 to \$2.64 psf
- 47% rental households
- 7.8% residential rent growth annually.
- 4.3% 2020–2021 office vacancy
- \$20.38 nnn office lease rate
- 35% population earning between \$50k and \$100k
- Add ownership market rates/stats

To learn more, visit the [City of Springfield Economic Development Website](#).



**269,000**  
Metro Population



**36**  
Median Age



**2.5**  
Average Household Size



**34%**  
Hold Bachelor's Degree or Higher



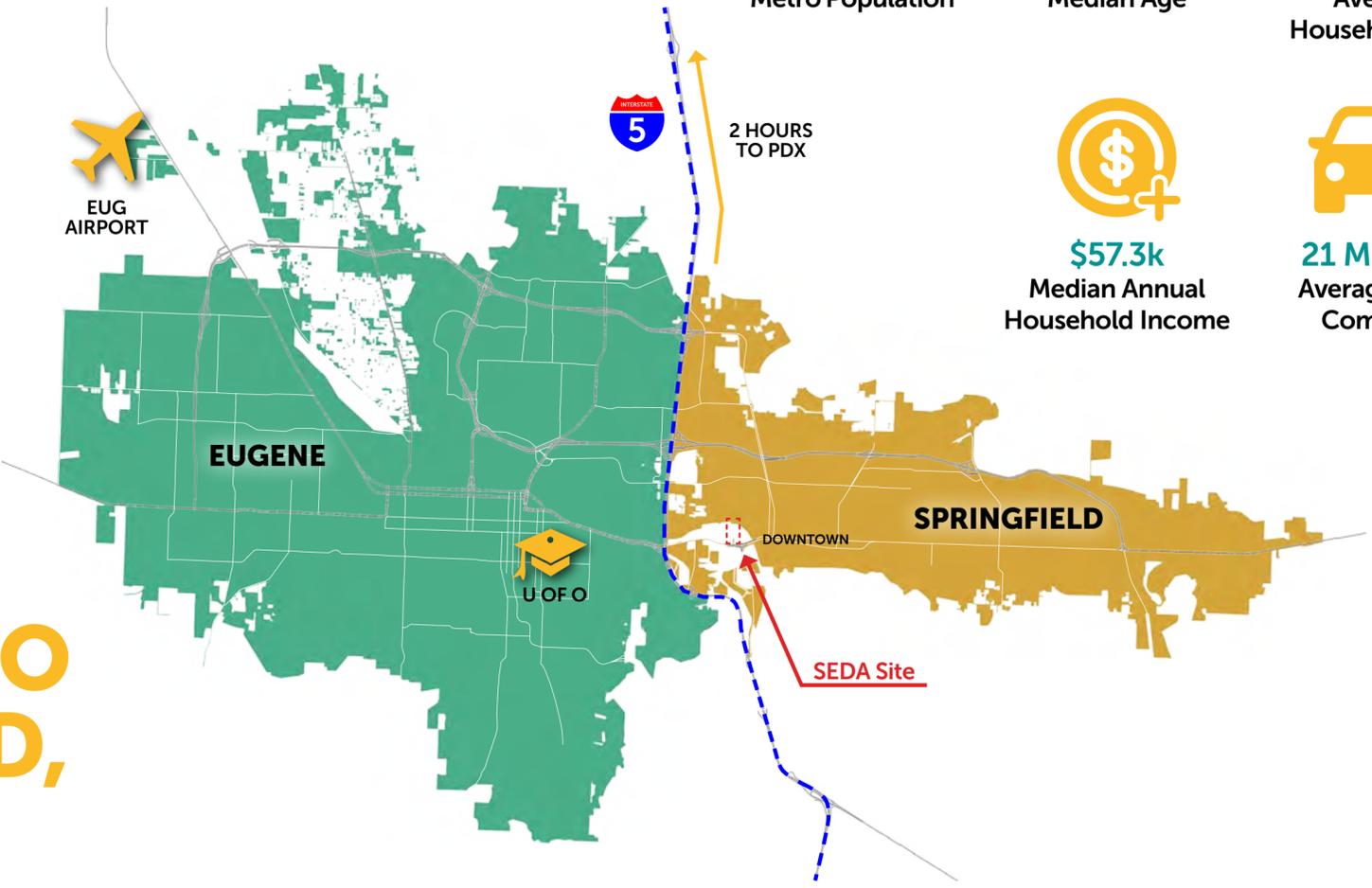
**\$57.3k**  
Median Annual Household Income



**21 Minutes**  
Average Work Commute



**4**  
Higher Education Campuses



**WELCOME TO  
SPRINGFIELD,  
OREGON**

## OUR TOOLS

The City of Springfield and Springfield Economic Development Agency have an array of resources and tools which may be available to the selected developer for assisting in the redevelopment of the site. The riverfront site is within:

- The Glenwood Urban Renewal Area – Tax Increment Financing
- The Urban Renewal Area Systems Development Charge Payment Program
- An Opportunity Zone
- The Springfield Community Enterprise Zone and E-Commerce Zone Programs

A well-qualified developer will have demonstrable experience in mixed-use, mixed income development, master planning and implementation, both horizontal and vertical development, and use of alternative financing resources. A qualified developer will also have existing business practices and policies in place reflecting their design and development philosophy, including priorities, for example, related to diversity, equity and inclusion, and local sourcing, among others.

## THE RIVERFRONT SITE

The Glenwood neighborhood of Springfield is located on the western edge of the community, with views across the river to Downtown Springfield, and directly adjacent to the City of Eugene and University of Oregon main campus.

Following is an overview of the SEDA owned site for which a qualified developer is sought:

- Policies and vision outlined in the Glenwood Refinement Plan
  - Commercial Mixed-Use and Residential | Mixed-Use Refinement Plan Zoning
- 8 assembled tax lots totaling 9 acres
- One mile drive to the University of Oregon
- Walkable to Downtown Springfield
- Nine minutes to Downtown Eugene
- 10 Minutes to Second Largest Airport in State
- Bikeable and Walkable Community and Systems
- Served by Lane Transit District's Rapid Transit Line
- Adjacent to two large privately owned parcels, held by owners excited to collaborate with selected developer

This RFQ seeks a qualified developer for the SEDA owned site directly north of, and abutting, Franklin Boulevard and extending to the Willamette River. The existing property is bound generally on the west by North Brooklyn Street and on the east by the adjacent Too Blue LLC owned 7.5 acres, which extend to the Main Street bridges.

The SEDA site includes approximately 450 feet of direct river frontage and is visible from both Downtown and limited areas of Interstate 5. This river frontage offers a rare amenity to a development site and as such, is addressed through design code and policy within the Glenwood Refinement Plan documents.



# DEVELOPMENT OPPORTUNITY SITE AREA DETAILS



## PROPERTY DETAILS

**Size:** 9 acres - approximately 8.5 acres of which is outside the riparian setback and flood-way areas.

All areas are within the 500-year flood plain and approximately 0.85 acres are within the 100-year flood plain and would require flood-plain permits for construction of improvements. In total, more than 7.8 acres of the site are outside the flood-way, riparian areas, and 100-year flood-plain.

**Current Use:** Mix of vacant and existing SEDA tenants. The Urban Renewal Plan specifies relocation assistance as an allowed and anticipated urban renewal activity.

**Improvements:** Interior site urban improvements are yet to be constructed. Franklin Boulevard site frontage is constructed and sets the street entrance to the site.

**Ownership:** The Springfield Economic Development Agency, fee simple

**Zoning:** Glenwood Commercial Mixed-Use & Glenwood Residential Mixed-Use

**Access:** Primary access to the site is from the south and off the 2018 reconstructed Franklin Boulevard. This access will serve the future development of the east adjacent Too Blue owned property and will be required to include designs to accommodate future through connections to west adjacent properties. This street network is outlined in the Springfield Transportation Systems Plan.

100 Year  
Flood Plain Area

75' Riparian  
Setback Line

Site Access



## UTILITIES

Utility infrastructure internal to the site is yet to be constructed but infrastructure systems serving the site have been planned for and/or constructed to serve the Glenwood Refinement Plan defined vision and uses. A qualified developer will have experience navigating refinement and planning documents and municipal standards in order to design necessary public infrastructure to serve the site. Developers envisioning concepts which vary significantly from current Refinement Plan infrastructure, street networks, services, and other policies and plans should expect increased development timelines and costs to allow for modifications.

**Transportation:** The SEDA owned site includes requirements which prioritize connectivity and public access not only to and through the site, but also to the river. The site will take direct access of Franklin Blvd, a significant regional corridor connecting Eugene and Springfield Downtowns, passing in front of the University of Oregon main campus, Matthew Knight Arena, and the entry to the new Hayward Field. Franklin Blvd also offers a direct on ramp to the Interstate 5 at the south end of Glenwood as well as a second connection via Glenwood Blvd. Average daily pass by trips along this corridor and specifically in front of the SEDA site are estimated at 16,000 vehicles and growing.

**Stormwater:** The Glenwood Refinement Plan outlines a stormwater strategy and set of requirements that limits piped stormwater, in stead requiring on-site stormwater management. The site is underlain by gravel soils with high infiltration rates and development will be encouraged to utilize Low Impact Development Approaches for management. New development on the riverfront site will be required to capture and retain on-site the first 1 inch of rainfall in a 24-hour period using on-site systems. Where available, a publicly owned conveyance channel may have additional capacity and be utilized for excess flows during large storm events. These facilities are planned for design and construction jointly with a development partner.

Based on recent analysis, three new stormwater outfalls to the Willamette River will be required to serve the north riverfront development area. Interested developers should anticipate the standard timeline and costs for securing these permits and engaging required regulatory agencies (DSL/DEQ/USACE/ODFW). Developers envisioning concepts, infrastructure and street networks and services, and other policies and plans that vary significantly from the existing Refinement Plan should expect increased development process, cost and timelines.

**Sewer:** Sewer services are provided by the City of Springfield, in partnership with the regional Metro Wastewater Management Commission, and a sewer trunk line is located immediately adjacent to the site in Franklin Blvd.

**Water & Electric:** Water and electric services are provided by the Springfield Utility Board.

**Natural Gas:** Natural gas services are provided by Northwest Natural.

# PHYSICAL ATTRIBUTES

**Topography:** The riverfront site includes natural slopes towards the river. While this slope is likely to require some grading internal to the site, it will also support the requirement for stormwater outfalls to the river.

**Wetlands and Setback Areas:** While there are no known wetlands interior to the site, the banks along the Willamette River are inventoried as part of the National Wetland inventory and are considered significant wetlands. To accommodate the protection of this important area, a 75-foot riparian setback from the top of bank has been established, encompassing the 25-foot setback from the delineated wetland.

This area serves to provide protection to the vegetated habitat along the river, meeting the community set vision outlined in the Refinement Plan and the local, state and federal regulations.

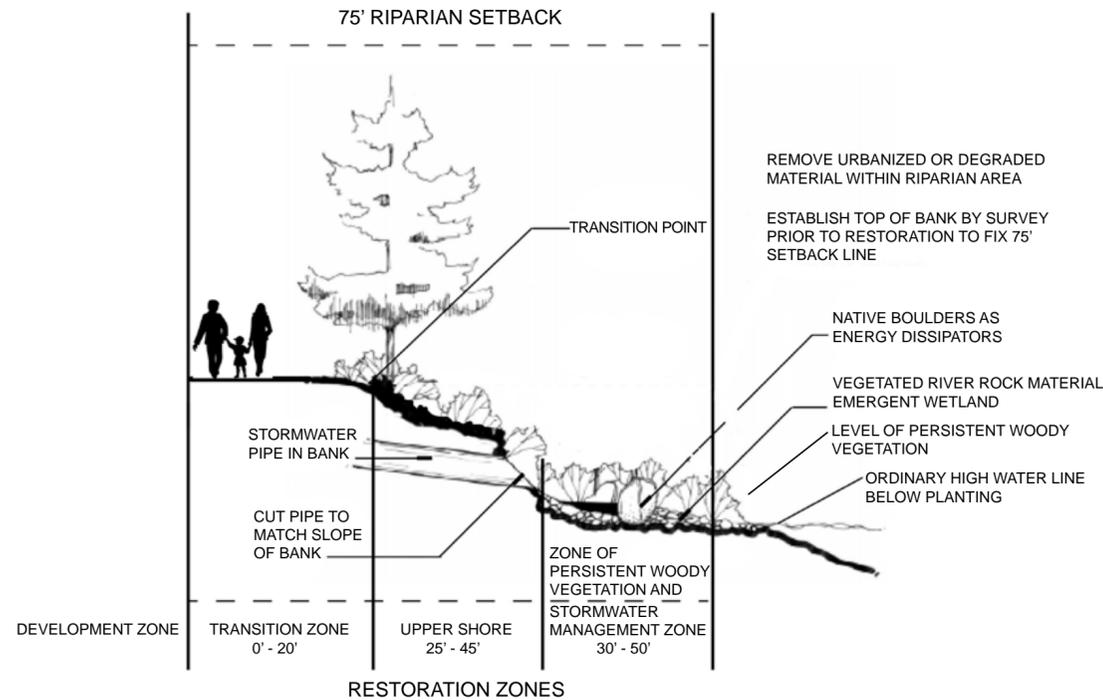
Additionally, Statewide Planning Goal 15 requires a Greenway Boundary of 150 feet measured from the ordinary low water line. Development may occur within this zone as a discretionary use, but not within the 75' setback area.

**Floodplains:** Approximately 1.2 acres of the site immediately adjacent to the river are within the floodway or 100-year flood plain. This acreage is also primarily within the 75' riparian setback areas.

**Environmental and Historical Assessments:** Environmental assessments have been completed on all SEDA owned property and any found contaminants or recommended mitigation actions at the time were completed. Updated ESAs are anticipated as a requirement of SEDA. Additionally, Historical assessments of sites throughout Glenwood were performed as part of the Glenwood Refinement Plan drafting and adoption process. One structure on the SEDA owned site was identified as a historic resource for documenting prior to removal. The Urban Renewal Plan specifies relocation assistance as an allowed and anticipated urban renewal activity.

100 Year Flood Plain Area

75' Riparian Setback Line



POSSIBLE EXAMPLE OF A RESTORATION PLAN FOR RIPARIAN SETBACK PLANTING AND WATER QUALITY ZONE

NOT TO SCALE: SHOWN FOR ILLUSTRATION ONLY, EXAGGERATED VERTICAL SCALE

## ADJACENT PROPERTY OWNER VISION & PLANS

### A) Too Blue LLC & the Eugene Emeralds

**Acres:** 7.69 **Zoning:** Glenwood Commercial Mixed-Use

Too Blue LLC owns approximately 7.7 acres of Glenwood Commercial Mixed-Use land directly to the east of the SEDA site. With experience developing sites in the Eugene-Springfield area as well as the Portland, OR and Arizona markets, Too Blue and their affiliates are interested in looking for complimentary development and future opportunities for partnership.

Currently, their site is under consideration by the Eugene Emeralds Long Season High A Minor Baseball League, and affiliate of the San Francisco Giants. The Eugene "Ems" have been a Eugene-Springfield staple for 70 years and are now looking for their next new stadium location. A new Emeralds year-round stadium would draw annually over 250,000 baseball fans, 86,000 concert goers, and expand opportunities for high school and youth baseball tournaments, graduation ceremonies, and community events. The stadium is currently projected to be active no less than 125 days a year, bringing vibrant activity and an economic draw to the waterfront site.

To find out more about the Eugene Emeralds and the new stadium project, visit [Save Our Ems | Emeralds \(milb.com\)](#).

### B) Homes for Good Housing Agency

**Acres:** 1.27 **Zoning:** Glenwood Residential Mixed-Use

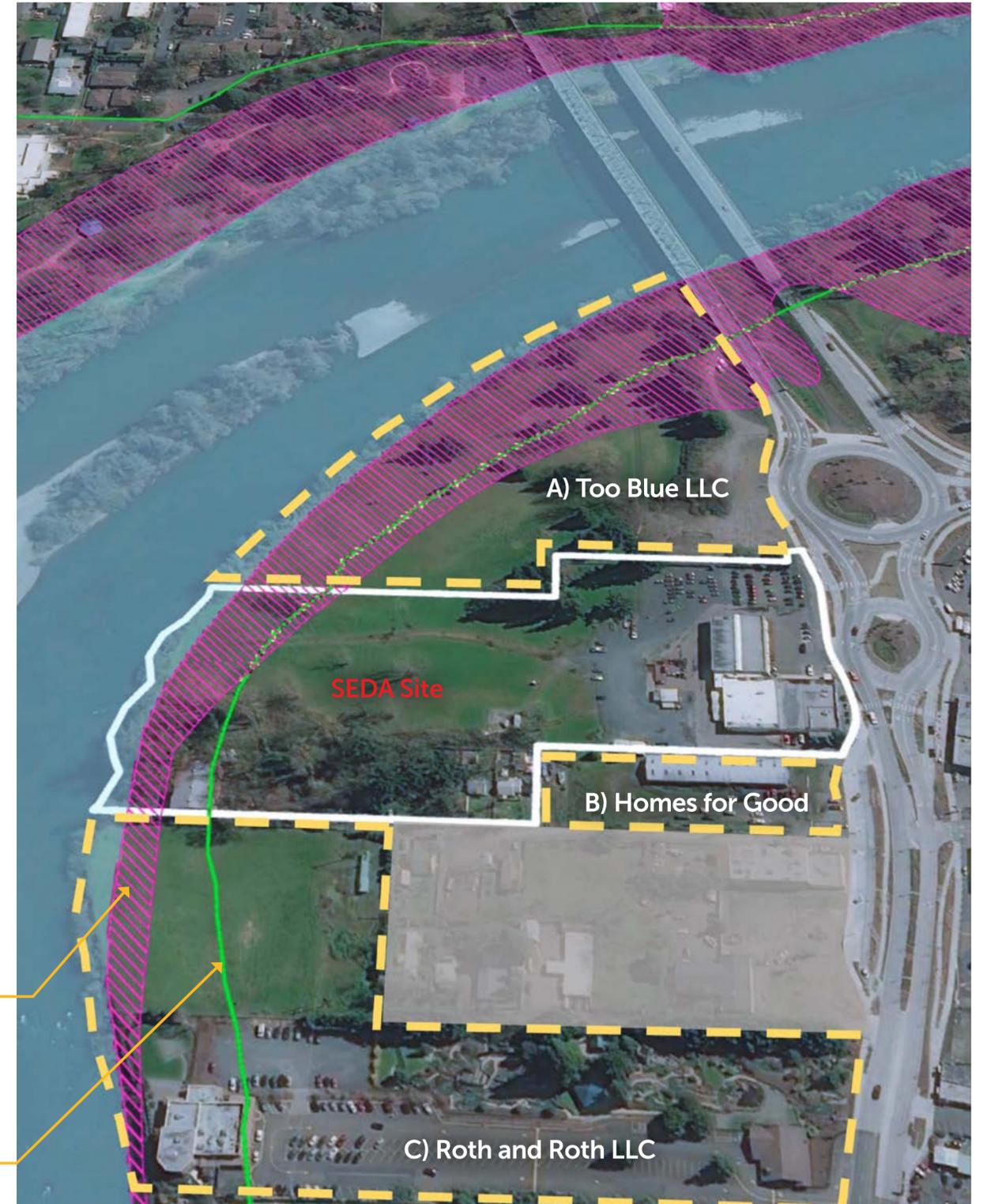
Operating as the housing authority of Lane County, Homes for Good (HFG) will be a key partner to any selected developer for the SEDA owned site. As the owner of adjacent 1.27 acres, development on the SEDA site will share public access and backbone infrastructure connections with the HFG site. Current concepts for constructing on the HFG site are not yet developed, broadening the opportunities and ways in which partnerships between, and across, the two sites might exist.

Homes for Good operates under a seven-member Board of Commissioners, including five Lane County Commissioners and two community members. The organization is led by Executive Director Jacob Fox. For more information about HFG, visit their website at [Low Income Housing | Lane County | Homes for Good Housing Agency](#).

### C) Roth and Roth LLC

**Acres:** 8.14 **Zoning:** Glenwood Residential Mixed-Use

With over 8 acres of assembled Glenwood Residential Mixed-Use, the Roth and Roth site offers both riverfront and Franklin Blvd adjacent development opportunities. Owners and operators of a current and thriving riverfront restaurant on the site, the Roth brothers are eager and interested in future partnership with the selected and qualified developer. Their site offers opportunities for development directly overlooking the riverbank and anticipated connectivity through the SEDA site and from Franklin Blvd.



## THE GLENWOOD REFINEMENT PLAN AND PRIORITY THEMES

In 2008, the Springfield City Council initiated a phased project to update the [Glenwood Refinement Plan](#) to support and facilitate the redevelopment of Glenwood into an attractive place to live, work and visit. Following an extensive citizen involvement process, the City Council and Lane County Board of Commissioners approved a package of land use amendments for Phase I in 2012.

The amendments were ultimately acknowledged by the Oregon Department of Land Conservation and Development in 2014. The American Planning Association gave the Phase I Glenwood Refinement Plan a 2015 National Planning Excellence Award for Economic Planning and Development.

The Springfield Economic Development Agency site's redevelopment is guided by this community developed vision. Details of the Glenwood Refinement Plan can be found on the City of Springfield website.

The community vision for the space prioritizes among other amenities, a mix of commercial, employment and residential uses within a dense environment. Policies outline requirements for accessible pedestrian, bike, and vehicular connections to and through the site, and public access to the riverfront and required future open spaces.

*A qualified developer will demonstrate past experience completing master plans and development which incorporates a similar mix of features and priorities to those articulated in the Refinement Plan. Of specific importance to the SEDA Agency Board is demonstration of experience in the planning, funding and construction of mixed-income, mixed-use and multi-family housing. Additional priorities of interest identified by the Board include experience in developing large outdoor features and community open spaces and/or hospitality and event spaces.*



# SUBMISSION REQUIREMENTS, REVIEW, AND SELECTION

The Springfield Economic Development Agency (SEDA) is seeking an experienced developer for the SEDA owned Glenwood north riverfront property. This means demonstrable master development experience in not only planning, financing and construction of high design quality, but experience and attentiveness to emerging markets, community process and engagement, with established and verifiable business practice policies that prioritize diversity, equity, inclusion, and local sourcing, and values of sustainable design. Additionally, a qualified developer will be able to demonstrate financial capacity and experience utilizing alternative financing tools. All team members will be required to complete [financial disclosure forms](#) as part of this submission.

## SUBMISSION REQUIREMENTS

The following information is required for response to this RFQ. Please note that this RFQ is not requesting proposals that offer detailed suggested uses and proposal images specific to the SEDA owned site. Proposals that provide these in response to this RFQ will not be accepted.

### 1. Development Principal Statement

As the submitting and principal master developer in charge, briefly describe (one page) why your team is a good fit for the Glenwood Riverfront Site and the broader Springfield community.

### 2. Development Team Information

- a. Identification of members of the development team
- b. Location of development principal offices
- c. Form of the development entity (corporation, partnership, LLC, etc.)
- d. Years the lead firm has been in business under its current name. Include each individual partner should they have an additional firm under the partnership and how long they have been in business under their current name.
- e. Other names under which the firm(s) have operated
- f. Primary contact information including name, mailing and email addresses, and phone numbers of each team member
- g. A statement of willingness to negotiate a strategic relationship with the Springfield Economic Development Association

### 3. Approach

- a. Description of interest in the SEDA owned site, summarizing major points contained in the submission materials
- b. Description of design and development philosophy of the team

### 4. Resumes & Roles

Resumes of firm principals and officers and consultant principals to be involved and their roles on the proposing development team.

### 5. Firm Profiles

Firm profiles for the purchaser, developer, and planning/design team.

### 6. General Recent Team Experience

Describe the project team/entity's relevant and recent (within the last 5 years) project experience and success with projects similar to, or larger than, the SEDA riverfront area vision and scale. Examples (no more than 5) should include and distinguish between horizontal land development and vertical development experience and should include public/private partnership experience. For examples to be counted, references with contact information must be provided for examples given. All provided references should be made aware by the team that they have been listed and should be notified by the team to expect a reference follow-up by SEDA staff around the week of November 1st.

### 7. Master Development Experience

Provide examples (no more than 5) and addresses of constructed projects for which the proposing entity was the responsible developer, within the last five years, in categories of public-private-partnership negotiations and development. Indicate the role of the master developer entity in that project. For examples to be counted, references with contact information must be provided for examples given. All provided references should be made aware by the team that they have been listed and should be notified by the team to expect a reference follow-up by SEDA staff around the week of November 1st.

### 8. Non-Traditional Financing Experience

Provide examples and addresses of constructed projects by the entity or members of the entity, within the last five years, utilizing non-traditional funding (e.g., tax increment, New Markets) in addition to projects utilizing traditional funding. Indicate the role of the entity in that project. For examples to be counted, references with contact information must be provided for examples given. All provided references should be made aware by the team that they have been listed and should be notified by the team to expect a reference follow-up by SEDA staff around the week of November 1st.

### 9. Constraints and Opportunities

Provide initial feedback on perceived constraints and opportunities on the SEDA site. Include examples of past projects developed by the team for which similar opportunities and/or constraints were addressed.

## SUBMISSION REQUIREMENTS – CONTINUED

### 10. Experience with Resolving Development Challenges

Provide an example of how your firm worked with its public partner, and or the community, to resolve an unexpected development problem that arose as you engaged in the development planning or implementation.

### 11. Financial Capacity and Disclosure Form

Submitting development entities and all included partners are required to complete and submit the linked financial disclosure form. Financial information that is provided utilizing this form will be maintained as confidential and should be marked as 'CONFIDENTIAL' on each page and submitted by the RFQ due date.

### 12. Business Practices and Policies

Outline existing business practices and policies of the team which reflect a genuine emphasis and priority on equity, diversity, inclusion, local sourcing, and sustainable design. Include examples of how these policies and practices have been put into implementation in past projects developed by the team.

### 13. Engagement and Community Outreach

Provide examples of completed projects which included substantial community outreach and partnership with adjacent property owners. All provided references should be made aware by the team that they have been listed and should be notified by the team to expect a reference follow-up by SEDA staff around the week of November 1st.

Please submit responses to this RFQ digitally, including name, title, organization, telephone and email address. **Submissions must be received no later than 3:00 PM PST on October 15th.**

Digital submissions can be made utilizing a file transfer application of the developer's choice. All submissions must be made by the deadline and late submissions will not be considered.

## REVIEW CRITERIA

Developer responses will be evaluated based upon the materials as described in the submittal requirements described in the submittal requirements in this document. The Springfield Economic Development Agency seeks the team with the most verifiable and relevant development experience. SEDA also seeks a development team with the financial capabilities and established business practices and policies to deliver the Glenwood Refinement Plan outlined vision for the riverfront site.

SEDA staff, advisors and the Recommending Committee will assess the proposals that are in compliance with the submission requirements outlined in this RFQ document, using the selection criteria and response weights indicated. All proposing teams should be prepared for a virtual interview with the Recommending Committee during the week of November 15th.

The development team(s) with the highest scoring submission(s) will be recommended to the SEDA Board for a final interview and to enter into an exclusive negotiation. The selected team should be prepared for a virtual SEDA Board interview early the week of December 20th. The SEDA Board may also determine to interview multiple teams in addition to the top recommended team.

## WEIGHTED IMPORTANCE OF SELECTION CRITERIA

### Experience as Master Developer and References;

#### Public Private Partnership, and Similar Experience (35%)

- The qualifications and experience of the developer and development team, including investors, builders, designers and project managers, on similar types of projects.
- The demonstration of the development team's success in the development, operation and performance of mixed-use project(s) of comparable size, scale and complexity.

#### Developer Financial Capacity (25%)

- The financial ability and solvency of the developer and development team to negotiate and deliver a project on the site.

#### Design and Development Philosophy of the Team (15%)

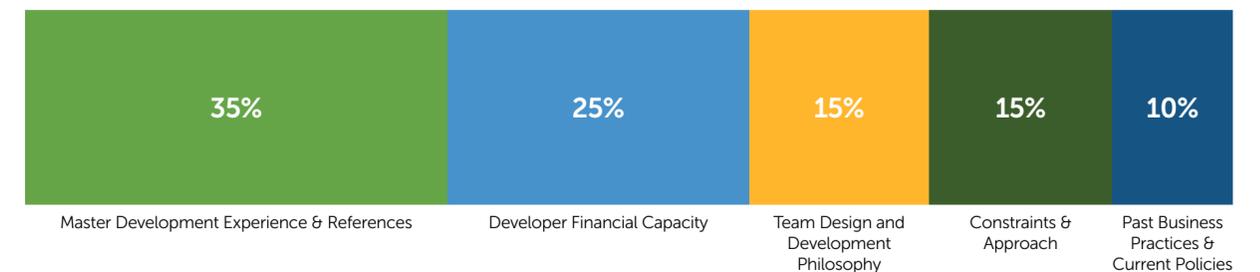
- Demonstration of integration of sustainable and high-quality design.
- Alignment of the design and development philosophy of the team to the community outlined goals in the Glenwood Refinement Plan.

#### Articulated Response to Constraints and Experience in Approach (15%)

- The developer's past experience in successfully navigating complex partnerships.
- The developer's past experience(s) in successfully navigating complex sites, land-use, and market dynamics.

#### Past Business Practices and Current Policies (Diversity, Equity, Inclusion, Sourcing, Legal) (10%)

- Demonstrated ability to maximize diversity in past projects or business practices and incorporation of, and commitment to, existing team and business policies emphasizing diversity, equity and inclusion in daily and long-term practices.
- Demonstrated pattern of maintaining a diverse and equitable workforce and place of employment and a history of fair and equitable business, labor, and sourcing practices.



## KEY DATES

The following is the expected schedule for the RFQ submission, review and selection process, and may be subject to change:

**August 30th**  
RFQ Released

**September 8th, 9:30am PST\***  
Optional Virtual Interested Submitter Information Session. Pre-Registration Required.

**September 15th\*\***  
Optional On-Site, In-Person, Visit. Pre-Registration Required.

**September 27th**  
RFQ Clarification Requests Due by noon PST

**October 4th**  
RFQ Clarification Responses Posted

**October 15th at 3:00 PM PST**  
RFQ Response Deadline

**October 18th – November 5th**  
Response Evaluation, Reference Checks & Ranking by Recommending Committee

**November 15th – 19th**  
Development Team Interviews (As Needed)

**December 6th**  
Final Recommendation & Board Selection (Interviews as Needed)

### Note Regarding Addenda to RFQ

In the event that it is necessary to amend, revise, or supplement any part of the Request for Qualifications, addenda will be posted on Springfield's website at [www.springfield-or.gov](http://www.springfield-or.gov) ([https://springfield-or.gov/city/finance/itbrfp/glenwood\\_rfq/](https://springfield-or.gov/city/finance/itbrfp/glenwood_rfq/)). SEDA will make a reasonable effort to provide the addenda to all Proposers to whom SEDA provided the initial RFQ. This includes the amendment of dates in the schedule for selection process. Any addenda so issued are to be considered part of the RFQ. SEDA is not responsible for any explanation, clarification, interpretation or approval made or given in any manner except by written addenda issued by SEDA.

\* All attendees for the Optional Information Session on September 8th must pre-register no later than 8am PST on September 8th by contacting [skellyquattrocchi@springfield-or.gov](mailto:skellyquattrocchi@springfield-or.gov) or 541.726.3713.

\*\* Due to impacts of COVID19, the in-person, on-site, visits on September 15th will occur in multiple small groups. All attendees must pre-register no later than September 9th at 5:00pm PST by contacting [skellyquattrocchi@springfield-or.gov](mailto:skellyquattrocchi@springfield-or.gov) or 541.726.3713

## GENERAL CONDITIONS

- All facts and opinions stated within 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 hereto.
- SEDA reserves the right in its sole discretion to reject any and all responses to this RFQ and to waive any irregularities.
- SEDA reserves the right in its sole discretion to modify the selection process or other aspects of this RFQ, including canceling the RFQ without selecting a developer or team or moving to a Request for Proposal stage in order to attempt to select a developer or team.
- SEDA will take reasonable steps to ensure that any modification or clarification to the RFQ shall be distributed in writing to all persons who have requested a copy of the RFQ.
- SEDA reserves the right to request additional information following review of initial submissions. In addition, SEDA may retain consultants to assist in the evaluation of submissions.
- In the interest of fair and equitable selection process, SEDA reserves the right to determine the timing, arrangement, and method of any presentation throughout the selection process. Teams are cautioned not to undertake any activities or actions to promote or advertise their proposals except during City or SEDA-authorized presentations. Violation of this rule is grounds for disqualification.
- Prospective developers may contact Courtney Griesel, SEDA Point of Contact, at the contact information provided in this document, for further information regarding this process or to request clarification. Contact with other City officials may be grounds for disqualification. Please note that the Springfield Economic Development Agency has implemented this policy to ensure fairness and transparency in the selection process. Upon receipt of an inquiry from a prospective developer, SEDA will post the questions and written responses as an Addendum to this Request for Qualifications. Follow-up questions and/or clarifications may continue to be submitted in this fashion until noon local time on September 27th.
- Developer and their representatives are not permitted to make any direct or indirect (through others) contact with other members of City or SEDA staff, the SEDA Board, Springfield City Council, or other elected or appointed officials, or Selection Committee members concerning their interest or submission, except in the course of SEDA or City-Sponsored presentations. Violations of these rules is grounds for disqualification.
- Developer and their representatives are not permitted to make any direct or indirect (through others) contact with tenants of the SEDA owned sites. Violations of these rules is grounds for disqualification.
- SEDA requests that developers and members of their team who are considering responding to this RFQ not contact any prospective public agency funding partners, other than SEDA or the City itself.
- SEDA reserves the right to verify and investigate the qualifications and financial capacity of any and all members of the submitting teams.
- SEDA or the City accepts no responsibility or obligation to pay any costs incurred by any party in the preparation of their submission or in complying with any subsequent request for information or for participation throughout the evaluation process.

# TIMING AND KEY DATES OF THE RFQ PROCESS

## **NONDISCRIMINATION**

The City notifies all possible respondents that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, sex, age, ethnicity, or any other basis prohibited by law.

## **PROPRIETARY INFORMATION**

Only information which is in the nature of legitimate trade secrets of non-published financial data may be deemed proprietary or confidential. Any material within a proposal identified as such must be clearly marked in the proposal and on each page for which it is provided and will be handled in accordance with the Oregon Public Records Law and applicable rules and regulations. Any submission marked as confidential or proprietary in its entirety may be rejected without further consideration or recourse.

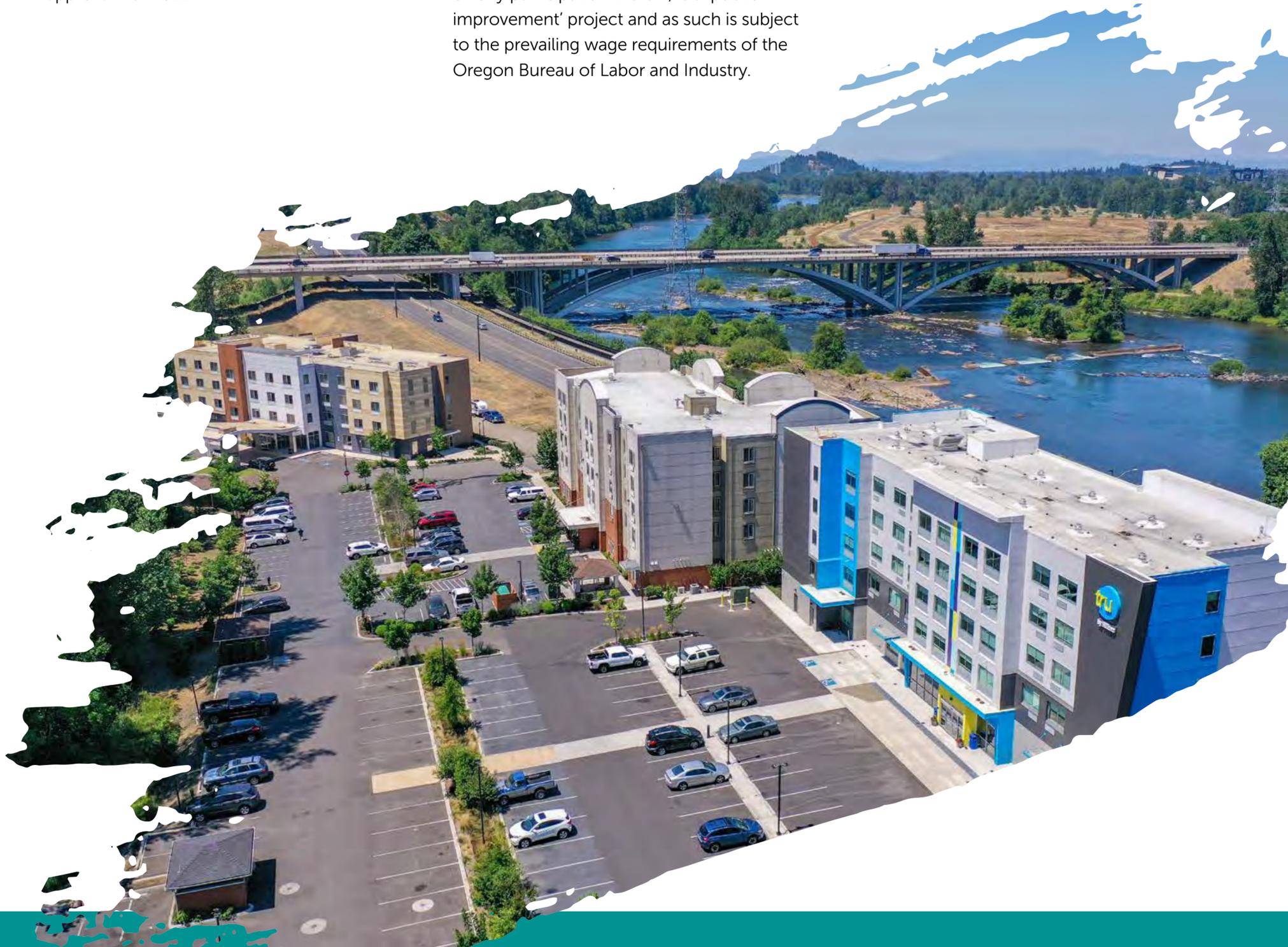
All materials submitted by interested developers shall become the sole and exclusive property of the City of Springfield and Springfield Economic Development Agency, and will not be returned. Development teams shall not copyright, or cause to be copyrighted, any portion of their submission or the SEDA riverfront site assets. Within the bounds of the Oregon Public Records Law, SEDA and the City of Springfield will maintain the confidentiality of submissions at least until the preliminary selection of a development partner. The Developer should expect that all submitted material will be seen by the Review and Recommending Committee, while still maintaining confidentiality as appropriate. Any proprietary financial information or other information which developer teams submit will be maintained as confidential as allowed by ORS 192.345(21), even if reviewed by the Review and Recommending Committee.

## **MEDIA AND COMMUNICATIONS**

News releases by interested developers pertaining to this selection and subsequent plans will require review and prior written approval from SEDA.

## **BOLI/PREVAILING WAGE**

SEDA makes no representations as to whether or not a project to be developed as a result of this RFQ, or any possible SEDA or City participation therein, is a 'public improvement' project and as such is subject to the prevailing wage requirements of the Oregon Bureau of Labor and Industry.



## CONTACT

**Qualifications are due by 3:00 p.m. PST on Friday October 15th.** Please direct all questions to the SEDA and City of Springfield point of contact.

**Point of Contact:**  
**Courtney Griesel**  
City of Springfield Economic Development Manager  
[cgriesel@springfield-or.gov](mailto:cgriesel@springfield-or.gov) or **541.736.7132**

