

Request for Qualifications

Town of Erie: Housing Needs Assessment and Affordable Housing Strategy

Timeframe: approximately four months

BACKGROUND

The Town of Erie recognizes a diverse housing market with a sufficient supply of affordable housing contributes to community vitality and municipal fiscal strength, can promote family stability, improves environmental conditions, increase public safety, and creates a more inclusive and sustainable community for Erie residents. The Boulder County Regional Housing Partnership, which Erie joined in 2020, set a 2035 goal to establish 12% of the region's housing inventory as permanently affordable. In 2021, the Erie Board of Trustees adopted Resolution 21-140 to ensure that twelve percent (12%) of the Town's housing stock would be affordable by 2035. That resolution indicated Erie recognizes that this goal is ambitious and expects consultant work to make clear the significant policy changes and funding obligations so the Town can achieve its goal. The strategies should address both rental and homeownership.

To help Erie achieve this ambitious goal, the Town now seeks consulting assistance to perform a housing needs analysis to determine the Town's baseline and a strategy to achieve the 12% goal by 2035. This analysis is funded by DOLA's Innovative Affordable Housing Strategies grant. The Town needs to develop three (3) viable, data-driven strategies, including establishing a perpetual funding strategy as a prerequisite for Erie to apply for DOLA's Affordable Housing Development Incentives Grant Program during 2022 and qualify to obtain seed funding for an affordable housing fund. The Town would like those strategies to address the housing gap identified for in the community for low (<50% AMI), moderate (=<50% - <80% AMI) and middle-income (=< 80% – 120% AMI) households and the impact of those strategies on the housing market. The Town foresees developing an inclusive housing ordinance as one of those strategies. The Town is currently drafting an inclusionary housing ordinance to contribute to the 12% goal and funding strategy.

SCOPE

- **Part 1**
 - Develop and deliver a draft determination of Erie's baseline housing situation.
 1. Affordability of current stocks
 2. Anticipated future affordability of future stocks if Erie does nothing to intervene in the local market
 - Present findings to Town staff, stakeholders (including local developers), and officials (either in-person or virtually)
- **Part 2**
 - Develop and deliver three (3) draft strategies for the Town to achieve a 12% affordability rate by 2035
 1. Annual and overall targets
 2. Public sector and partner financial implications
 - Present findings to Town staff, stakeholders (including local developers), and Town officials (either in-person or virtually)
- **Part 3**
 - Incorporating scheduled, timely inputs from staff and Town officials, revise and finalize findings and strategies and deliver to the Town

1. The final draft should conform with all Town plans and regulations and be consistent with Colorado planning and other laws

QUALIFICATIONS

Consideration will only be given to proposals from consultants that demonstrated relevant Colorado and national experience and from groups committing firm principal(s) to most of the hours needed to deliver the scope. Priority in the selection process will be given to firms with a strong grasp of Erie's market. **Firms meeting these requirements are encouraged to submit firm qualifications to perform this work on this timeline. The deadline for submitting qualifications is 2/15/2022 at 5 PM MT. Submittals should be in PDF form and emailed to Paul Glasgow at: pglasgow@erieco.gov.**