

#### **Administrative Office**

411 North Jefferson Street • Sylvester, GA 31791 P 229-776-7621 TDD 229-776-0285 F 229-776-9674

shauthority.com

**Sylvester Housing Development Corporation, Inc. (SHDC)** is seeking qualified development partners to build a senior mixed-use facility in Sylvester, Georgia. We invite experienced developers with expertise in affordable housing for nonprofits, governmental entities, or public housing to submit their qualifications.

## **Key Details:**

- Proposal Deadline: December 11, 2024, 4:00 PM
- Procurement Laws: Subject to Georgia State regulations
- Questions: Questions about this Request for Qualifications, RFQ # 02-2024, should be directed to SHDC's Consultant, Stephen Beatty at sbeatty@beattygrp.com. It is anticipated the selection of a firm will be completed by December 17, 2024.
- **RFP Availability:** Available for pickup at 411 N. Jefferson St., Sylvester, GA 31791, from 8:00 AM to 5:00 PM, Monday-Thursday or downloadable from the Sylvester Housing Authority website at www.shauthority.com. Also downloadable at the Housing Agency Marketplace (website link).

Note: SHDC reserves the right to reject any proposals or waive irregularities.



Construct a mixed-use facility with Senior living, retail, and office space.

Sylvester Affordable Housing Group

Street Address – 411 S. Jefferson St

Phone - (229) 776-7621

City, ST ZIP Code - Sylvester, GA 31791

Email - mallen@shauthority.com

## Introduction

The Sylvester Affordable Housing Group invites qualified and experienced development firms to submit proposals for the role of development partner in the design, construction, and management of a new Senior Living Facility. This facility is intended to provide high-quality, affordable, and sustainable independent living housing and care services for seniors, meeting both market-rate and subsidized housing needs in Worth County, GA.

# **Project Vision**

To create a vibrant, inclusive community hub that empowers seniors to live independently with dignity, convenience, and support. Our mixed-use facility will seamlessly integrate senior living apartments, specialized retail spaces, and essential services, fostering a thriving environment where seniors can age gracefully and access the resources they need. By housing the Sylvester Affordable Housing Group and other local senior services on-site, we will ensure a collaborative approach to enhancing the quality of life for our senior residents and the broader community.

## Goal

The project will develop a mixed-use, affordable senior housing facility with 80 to 100 single-bedroom units. It will include office space for the Sylvester Affordable Housing Group and other local service organizations, along with retail spaces offering essential goods and services for seniors. This midrise facility is designed to create a vibrant, inclusive community where older adults can live independently, access convenient amenities, and engage with the broader community. The development aims to serve as a model for sustainable, affordable living that enhances the quality of life for all residents.

# **Guiding Principles**

Guiding principles serve as the foundational values and priorities that will steer the development and execution of a mixed-use senior living facility. These principles ensure that the project aligns with its vision and achieves its goals while meeting the needs of senior residents and the broader community.

#### 1. Resident-Centered Design

- Prioritize Resident Well-being: Design the facility with the physical, emotional, and social needs of senior residents at the forefront, ensuring comfort, safety, and accessibility in every aspect of the living environment.
- Promote Independence: Create spaces that support the autonomy and dignity of senior residents, allowing them to live as independently as possible with easy access to necessary services and amenities.

## 2. Affordability and Accessibility

- Ensure Affordability: Commit to providing housing options that are financially accessible to seniors with low and moderate incomes, while maintaining high-quality living standards.
- Universal Design: Incorporate universal design principles to create an inclusive environment that
  accommodates residents with diverse abilities, ensuring that all spaces are easily navigable and usable
  by everyone.

#### 3. Community Integration and Engagement

• **Foster Community Connections**: Design the facility to encourage interaction among residents, staff, and the surrounding community, promoting a sense of belonging and mutual support.

• **Promote Intergenerational Interaction**: Integrate spaces and activities that encourage interactions between seniors and other generations, fostering community ties and enriching the lives of all residents.

#### 7. Collaboration and Partnerships

- Engage Local Stakeholders: Work closely with local governments, community organizations, healthcare providers, and businesses to ensure the facility meets community needs and integrates seamlessly with the surrounding area.
- Build Strong Partnerships: Develop partnerships with service providers, healthcare professionals, and community organizations to deliver comprehensive support and services to residents.

#### 8. Financial Responsibility and Transparency

- Maintain Financial Viability: Develop and manage the project with a focus on financial sustainability, ensuring that the facility remains affordable for residents while delivering a fair return on investment.
- Transparency in Operations: Operate with transparency in financial and operational decisions, ensuring accountability to stakeholders, residents, and the community.

#### 9. Cultural Sensitivity and Inclusivity

- Respect Diversity: Create an environment that respects and celebrates the diverse backgrounds, cultures, and identities of all residents, staff, and visitors.
- **Inclusive Programming**: Offer programs and activities that are culturally sensitive and inclusive, catering to the varied interests and needs of the resident population.

#### 10. Innovation and Adaptability

- **Encourage Innovation**: Embrace innovative approaches in design, construction, and service delivery, incorporating the latest advancements in senior care, technology, and sustainability.
- Plan for Future Needs: Design the facility with flexibility in mind, allowing it to adapt to future changes in resident needs, market conditions, and advancements in senior living practices.

# **Project Overview**

The proposed Senior Living Facility will consist of [number of units], including independent living, assisted living, and memory care units. The facility will incorporate modern amenities, community spaces, and sustainable design principles to foster a safe, comfortable, and inclusive living environment for seniors.

The selected development partner will be responsible for assisting in all phases of the project, including planning, financing, design, construction, and property management.

#### **Project Objectives**

- 1. **Equitable Financial Structure:** Maintain an equity position of at least 25% for the organization and ensure that the organization receives at least 30% of the developer fee.
- 2. **Minimal Cash Requirement:** Create a financial model requiring minimal or no upfront cash from the organization, leveraging the value of the land as the equity contribution.
- 3. Non-Recourse Debt: Ensure any organizational debt is non-recourse.
- 4. **Sustainability:** Implement sustainable building practices in line with green certifications and energy-efficient standards.
- 5. **Community-Oriented Design:** Develop a facility that integrates with the local community, offering services that benefit residents and the broader community.
- 6. Management: Sylvester Management Company will manage the property after development completion.

7. **Feasibility Study:** A study will be conducted to determine the feasibility of the project, and the selected partner will collaborate on this initiative.

# Scope of Work

### The development partner will be responsible for:

### 1. Pre-Development Planning:

- Market and feasibility studies
- Zoning and entitlements
- Environmental impact assessments

### 2. Financing:

- Developing a financial model leveraging land as equity
- Identifying and securing financing sources
- · Structuring the deal to include minimal cash outlay by the organization

### 3. Design and Construction:

- Lead architectural design, engineering, and construction efforts
- Ensure compliance with accessibility standards (e.g., ADA), sustainability goals, and senior housing best practices

### 4. Post-Construction:

- Ensure smooth transition to the property management team
- Provide ongoing consultation during the initial operational phase

# **Key Design Principles**

The design of the Sylvester Senior Living Facility shall align with the following core principles:

- Aging-in-Place and Accessibility: Ensure the facility allows residents to live independently for as long as
  possible while adapting to their changing physical needs. Design with universal accessibility in mind,
  including wide doorways, ramps, elevators, non-slip flooring, and lever-style handles. Ensure compliance
  with ADA standards throughout the facility.
- Safety and Security: Prioritize resident safety through physical design and operational practices.
   Incorporate features such as well-lit hallways and common areas, handrails, grab bars in bathrooms, emergency call systems, and fire safety measures. Design the facility with controlled access points and surveillance for added security.
- 3. Comfort and Home-like Atmosphere: Create a warm, inviting environment that feels like home. Use warm colors, natural lighting, and comfortable furniture. Design private living spaces to include cozy, personalized areas with views of nature. Provide common areas that promote relaxation and social interaction, such as lounges, gardens, and recreational rooms.
- 4. Social Engagement and Community Building: Foster a sense of community and social interaction among residents. Design shared spaces such as dining rooms, activity rooms, and outdoor gathering areas that encourage interaction and group activities. Create opportunities for both formal and informal social gatherings through flexible multipurpose rooms.
- 5. Health and Wellness: Support physical and mental health through a holistic approach to wellness. Integrate fitness areas, walking paths, and access to healthcare services within the facility or nearby. Consider designing areas for group exercise, physical therapy, and recreational activities. Incorporate spaces for mental health support, meditation, or quiet reflection.
- 6. Cognitive and Sensory Support: Address the cognitive and sensory needs of senior residents, particularly those with dementia or sensory impairments. Incorporate memory-supportive design elements such as simple, clear signage, familiar visual cues, and wayfinding features. Provide areas that stimulate sensory engagement, like tactile surfaces, soothing sounds, and therapeutic gardens.
- 7. **Sustainability and Environmental Responsibility:** Design with a focus on sustainability to ensure long-term viability and cost-effectiveness. Use energy-efficient materials and systems, including LED lighting, energy-efficient HVAC, and water-saving fixtures. Incorporate natural light, passive solar design, and green spaces to enhance residents' quality of life and reduce the environmental footprint.
- 8. **Flexibility and Adaptability:** Ensure that the facility can adapt to future needs and trends in senior care. Design spaces with flexibility in mind, allowing for easy modifications or upgrades to meet future technological or healthcare needs. Include modular spaces that can be easily reconfigured for changing resident demographics or healthcare requirements.
- 9. Connection to Nature: Create a strong connection between indoor spaces and the natural environment. Incorporate gardens, courtyards, and green spaces that are easily accessible from the facility's interior. Maximize natural light and offer views of outdoor landscapes from living and common areas. Provide outdoor seating and walking paths to encourage interaction with nature.
- 10. **Dignity and Privacy:** Maintain residents' dignity and privacy while offering a supportive community environment. Design private units that offer sufficient space, soundproofing, and layout configurations that allow for personal privacy. Ensure that personal care services are provided

# **Key Milestones and Timelines**

This development plan provides a comprehensive roadmap for delivering a successful mixed-use senior living facility, with careful attention to all phases of the project, from initial planning through to long-term operations and sustainability.

1. Project Vision and Planning: Months 1-3

Site Acquisition and Team Assembly: Months 3-6

3. Design Development and Approvals: Months 6-12

4. Construction Start: Month 12

Midpoint Construction Review: Month 18

Construction Completion: Month 24

7. Lease-Up and Move-In: Months 22-26

Project Completion and Operations Start: Month 26

9. Post-Occupancy Evaluation: Months 26-30

# **Proposal Requirements**

Interested firms must provide the following information in their proposal:

### 1. Company Profile:

- Legal name, address, and contact information
- Summary of relevant experience in senior living development projects
- · Key team members, including their qualifications and roles
- Statement of Financial Capacity of the Firm

#### 2. Project Approach:

- Description of your approach to financing, planning, and construction of senior living facilities
- Preliminary project timeline

#### 3. Financial Proposal:

- Proposed fee structure, including percentage of developer fee
- Financial strategy, including details on any potential third-party funding

## 4. Development Experience and References:

- Examples of similar projects
- Contact information for references from recent developments

### 5. Legal and Regulatory Compliance:

- Demonstration of compliance with local and federal regulations
- Proof of licenses and insurance

### 6. Sustainability Commitment:

Outline of sustainable building practices and certifications (LEED, Energy Star, etc.)

## **Evaluation Criteria**

Proposals will be evaluated based on the following criteria:

- 1. Relevant Experience and Expertise (30%)
- 2. Financial Model and Feasibility (25%)
- 3. Project Timeline and Methodology (20%)
- 4. Commitment to Sustainability and Innovation (15%)
- 5. References and Past Performance (10%)

## Submission Instructions

Please submit your proposal electronically in PDF format by **December 11, 2024**, to Stephen Beatty, General Partner, sbeatty@beattygrp.com. Reference **RFQ #02-2024**. Late submissions will not be considered.

#### Selection Process

After reviewing the submitted proposals, SHEC will invite shortlisted firms for interviews. The final selection will be based on both the proposal content and interview performance.

#### Questions

All questions regarding this RFQ should be directed to Stephen Beatty, The Beatty Group Consultant via email at <a href="mailto:sbeatty@beattygrp.com">sbeatty@beattygrp.com</a> no later than November 27, 2024. A consolidated response to all inquiries will be posted on our website by December 3, 2024.

#### Disclaimer

This RFQ does not constitute a contract or an offer of employment. The organization reserves the right to reject any or all proposals, and to amend the scope of the project or this RFQ at any time.

We look forward to receiving your proposal and potentially partnering with you in delivering an innovative and inclusive senior living facility.

### Sincerely,

Michael W. Allen Chief Executive Officer