

City of Alexandria, Virginia

MEMORANDUM

DATE: FEBRUARY 2, 2015

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

THROUGH: MARK JINKS, ACTING CITY MANAGER

FROM: KARL MORITZ, ACTING DIRECTOR OF PLANNING AND ZONING

SUBJECT: CITY OF ALEXANDRIA - ARHA COLLABORATION PRINCIPLES

At the City Council's February 10 Legislative Meeting, the City Council will receive a briefing from Roy Priest, Chief Executive Officer of the Alexandria Redevelopment and Housing Authority (ARHA). Among the topics of discussion will be the process now under way to select development partners for five of ARHA's public housing sites.

In December, City and ARHA staff developed and agreed to "collaboration principles" for the selection process, principally to provide advisory information about each site to the developer partner candidates – information included in adopted policy documents, small area plans, and development regulations, as well as input from members of the public.

Those principles are attached and were presented to the ARHA Redevelopment Work Group on November 18, 2014.

City of Alexandria - ARHA Collaboration Principles

For Process of Selection of Development Partners for ARHA Sites

- It is in the interest of the City of Alexandria and developer candidates to have an understanding of the regulatory and contextual constraints and opportunities for each site prior to the formulation of a conceptual site design.
- The federal procurement process criteria do not restrict the ability of the community or City staff to provide advisory information about proposed site designs during Phase 2B. The criteria only limit the direct influence of selection committee members by non-committee members, including citizens or City staff.
- The Phase 2B process will allow community and City staff input, solicited and organized by the City's Planning & Zoning staff, to be collected and distributed to developer candidates in a timely manner that affords developer candidates adequate time to consider such consolidated input in connection with the preparation of their development proposals.
- The Phase 2B process will consist of a solicitation to the "short list" of potential developer partner candidates in the next few weeks. Then, there will be a 120-day period during which the developer partner candidates will prepare their submissions, including development proposals.
- During the 120-day period, there will be opportunities for developer partner candidates to meet with City staff and there will be opportunities for community input in the following format:
 - ARHA and City staff will coordinate and schedule meetings with the developer partner candidates and their development teams-for each redevelopment site. ARHA and City staff will ensure that all developer partner candidates for each site are invited to each meeting and that identical information is presented to each developer partner candidate in fulfillment of the federal procurement criteria. At each such meeting, City staff will provide a general overview of the current conditions applicable to the redevelopment site (small area plan, zoning, historic district, if applicable, and other parameters that will affect density, height, parking, etc.). Following each such meeting, City staff will write up notes from each meeting and distribute those notes to the developer partner candidates and ARHA in a timely manner that affords the developer partner candidates adequate time to consider such information as they prepare their development proposals for each redevelopment site.
 - ARHA and City staff will jointly conduct three community meetings, one each for the sites in (a) Old Town/Old Town North (b) Braddock/Braddock East and (c) Cameron Valley. The meetings will brief the community on the redevelopment process, provide a general overview of the current conditions applicable to the site (small area plan, zoning, historic district, if applicable, and other parameters that will affect density, height, parking, etc.), and probe the community regarding issues and opportunities for the sites. The notes from these meetings will be made publicly available by City staff in a timely manner following such meetings, including to developer partner candidates for their consideration as they prepare their development proposals for each site.

- After the 120-day period, which is the deadline for submission of proposals by developer partner candidates, City staff will have the opportunity to review and make summary comments on the proposals. The sole purpose of these comments is to provide information to the selection panel prior to their making a selection of the preferred developer partner candidate for each site, and, in no event, shall City staff make any recommendation to the selection panel or to any individual members of the selection panel as to which developer partner candidate should be selected by the selection panel. City staff involved in this collaborative process will sign confidentiality agreements will be required to ensure that all proprietary information is safeguarded-and will otherwise comply with all applicable federal procurement rules and regulations, including, without limitation, those related to conflicts of interest. The review shall be limited to an evaluation of the extent to which proposals meet current conditions applicable to the subject site (consistency with plans and zoning, parking, open space, height, etc.).
- Notwithstanding the collaboration principles set forth hereinabove, the selection committee shall remain solely responsible for the selection of the developer partner for each site in accordance with all applicable federal procurement rules and regulations and ARHA's procurement policies and guidelines.