

# Request for Expressions of Interest

for the

# South Madras Gateway Property

813 SW Highway 97  
Madras Oregon

Public-Private Partnership  
Development Opportunity in  
a Progressive and Practical  
Community

**Photo Credit: Tom Brown**

Madras / Jefferson County Chamber of  
Commerce and Visitors Center



**SUGGESTED RESPONSE SUBMITTAL DATE:**  
**Thursday, February 4, 2021, 3:00 PM**

\*While there is not a formal deadline for submittals, the County suggests that submittals be provided by the date above. However, submittals will be accepted at any point, until such time as the County has made a selection in its sole discretion.

<https://www.ci.madras.or.us/bc-mrc/page/south-madras-gateway-project>





Jefferson County was named after Mount Jefferson, the second highest peak in Oregon with an elevation of 10,497 feet, which marks the County’s western skyline. Madras is the County seat and largest city, with about 6,470 residents. County government is administered by a three-member Board of Commissioners. The County’s growth in the early 20th century was generated largely by agricultural prosperity which in turn was spurred by the arrival of the railroad in 1911 and subsequent irrigation projects. In recent decades Jefferson County has experienced solid population growth (currently about 24,105). It is an outdoor recreation hub, with easy access to multi-use trails, hiking, fishing, and nearby skiing.

For more information on the County or this Request for Expressions of Interest (RFEI), please contact:

**Jeff Rasmussen, County  
Administrative Officer  
Jefferson County  
66 SE D Street  
Madras, Oregon 97741  
(541) 475-2449**



[South Madras Gateway Project](#)

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Deschutes River

# I. PROJECT INTRODUCTION: DEVELOPMENT OFFERING OVERVIEW

Jefferson County (“County”), in close consultation with the City of Madras (“City”) and the Madras Redevelopment Commission (“MRC”) is seeking expressions of interest from creative, experienced development teams to redevelop the “South Madras Gateway” site (“Site”) located at 813 SW Hwy 97 in Madras, at the south end of Downtown Madras. The County recently acquired the Site from ODOT, which had declared the Site surplus after completion of the Highway 97 South Y highway realignment project. The County and its partners envision a project which serves to contribute to the area economy and to the activation of Downtown Madras. The complete criteria on which the County will base its developer selection is found in Section IV of this offering, on page 13.

**Development Offering Overview**

This offering is intended to be very flexible. The County is not seeking detailed proposals or architectural plans for the Site, although it will not reject any specific proposals that developers or others may seek to put forward. Rather, the County seeks expressions of interest from developers, business owners, or others who have a compelling vision (including preliminary thoughts about programming, phasing, and deal structure) and who can demonstrate the capacity and experience to deliver on that vision. The County will select the developer who in the County’s judgment is most responsive to its objectives, and enter into an Exclusive Negotiating Agreement that will culminate in a Disposition & Development Agreement.

The County is open to a broad range of ideas and uses – new mixed-use development, a new jobs-generating business (preferably one that is new to the city or region, or will allow for the expansion of an existing company), retail, and/or office/commercial. The County is also interested in creative ideas for the relocation and repurposing of the existing building on the Site; County and City officials have had preliminary discussions with a local faith-based social





Above: South Madras Gateway Property (outlined and filled in orange)

service non-profit which is interested in this possibility. The County is open to a variety of options regarding phasing of development (in the event of multiple buildings on the Site), as well as responses from teams which are only interested in developing a portion of the Site. That said, the County and its partners intend to select a developer team that will actually develop the site, not merely purchase it and hold it in its current condition for a considerable period of time. The County welcomes responses to this RFEI which affect not only the Site, but which incorporate adjoining parcels as well. While preferring an outright purchase, the County may consider other deal structures, such as land sale contract, ground lease, lease with an option to

purchase, or some form of joint venture. Moreover, the County and its partners (the City and MRC) have identified a variety of measures that they will consider to assist in the financial feasibility of the project, depending on the responsiveness of the proposal to County’s objectives. These measures are summarized in Section II (page 4).

Simply put, the County and its partners seek the team that can demonstrate the capacity to deliver a project that best fulfills our goals as expressed in the Selection Criteria.

This Request for Expressions of Interest (RFEI) sets forth the County’s intentions for this project, including the selection criteria, selection process, and other information

and requirements. Once it has selected a preferred team, the County intends to enter into exclusive negotiations with that team, with the intention of initiating at least the first phase of development as early as Summer, 2021. There is no formal deadline for submittals – the County is willing to entertain any response at any time until it enters into some form of exclusive agreement with a selected team (such as an Exclusive Negotiating Agreement). However, the County is interested in timely action, and strongly suggests that interested parties submit a response to this RFEI no later than Thursday, February 4, 2021, at 3 p.m. Responses should be addressed to:

**Jeff Rasmussen**  
**County Administrative Officer**  
**Jefferson County**  
**66 SE D Street**  
**Madras, Oregon 97741**  
**(541) 475-2449**

The County will conduct an optional pre-submittal meeting on **January 12, 2021, 10:00 AM**. The meeting will take place at County offices (66 SE D Street in Madras), followed by a tour of the property. The meeting will also take place on Zoom, for those who can’t attend in person or have concerns related to COVID-19. At the meeting, County staff will provide a project overview, discuss goals and expectations, potential deal structures, and the RFEI process and selection criteria. This

meeting is not mandatory, but prospective respondents to this RFEI are encouraged to attend. Those who wish to participate either in person or by Zoom must register no later than January 8, 2021, by emailing [nsnead@cityofmadras.us](mailto:nsnead@cityofmadras.us).

**The Municipal Partners**

There are three public sector partners who will be participating in this effort. These three partners are closely collaborating on this RFEI, and will make all substantial decisions in consultation with each other. The partners are:

**Jefferson County** (County) owns the Site, and is the party that will enter any agreements for the real estate transaction for the Site with the selected developer. The County also has authority over some but not all of the financial incentive tools potentially available to the project (see Section II).

The **City of Madras** (City) has authority over entitlements for the Site, and may also consider limited financial participation in the project, as described in Section II.

The **Madras Redevelopment Commission** (MRC) is the urban renewal authority for the City of Madras (the Site falls within an Urban Renewal Area). MRC has several financial incentive tools at its disposal (described in Section II), which are potentially available to the developer of the Site.

II. DEAL STRUCTURE & FINANCIAL PARTNERSHIP

The County intends to convey the property to the selected developer, but may consider other possible deal structures for the project, including those listed below:

- **Standard purchase and sale:** The County sells the property to the developer team, either for cash, or seller-financed.
- **Ground Lease/Long term lease:** The County enters into a long term lease agreement with the developer team. Such a lease agreement might include an option-to-purchase.
- **Joint Venture:** The County enters into a joint venture (JV) with the selected developer team, with the land serving as the County’s contribution to the JV.
- **Sale/Lease Back:** The County sells the property to developer at a discounted rate, then leases a portion back to receive rentals from commercial tenants through subleases.

The County, City, and MRC anticipate that the redevelopment of the Site will likely require a public-private partnership to achieve their goals. The partners will strategically deploy resources to assist with redevelopment of the site. The following is a preliminary list of possible funding tools that the partners have identified. Please

note that there is no definitive commitment to any of these tools or forms of assistance. That said, the County and its partners are committed to working diligently with the selected developer team to secure the funding necessary to create a development that aligns with their aspirations. Any public financial participation will be predicated on the partners’ determination that such participation is necessary for the project’s feasibility.

- **Land/Lease Write-Down.** The County will consider offers which entail a discounted sale price (or discounted lease payments for some period of time), as long as the County in its sole discretion (but in consultation with the City and MRC) determines that the resulting development satisfies the County’s goals for the Site.
- **Urban Renewal.** MRC has limited urban renewal funds available to assist with the project. To the extent that urban renewal funds are available, they may be used for a variety of purposes, including pre-development technical studies such as environmental, geo-technical, appraisal, preliminary design; infrastructure and off-site improvements; permit fees and system development charges; and gap financing (such as low interest, subordinate debt).

- **Supporting Developer Pursuit of Other Financing Sources.** The County and its partners will consider letters of support to the developer team for non-City/County financing sources, including but not limited to the following:
  - **Opportunity Zone** (the site falls within an OZ)
  - Conventional loans
  - New Market Tax Credits
  - EB-5
  - HUD 221 d 4 loan
  - Low Income Housing Tax Credits.
- **Assistance with pre-development.** The County and City will provide copies of all reports and technical studies in their possession, including environmental, title report, survey, and appraisals. Subject to funding availability, the County will also consider providing funding on a matching basis for other technical studies as needed (e.g., additional appraisal, geotechnical study, etc), with the proviso that any such studies will be the property of the County.
- **Vertical Housing Tax Abatement.** The City and County will consider formation of a Vertical Housing Development Zone for the area. Under this program, mixed use projects featuring at least two floors of housing over ground floor street-facing commercial use are eligible

for a 10 year abatement of 40% - 80% of improvement value (depending on the number of floors of residential use).

- **Systems Development Charge Credits.** The existing and prior (demolished) buildings on the Site have various SDC credits (transportation, water, sewer, parks) which will count towards any new development on the Site. The collective value of these SDC credits is about \$84,500.

In addition to various forms of financial assistance noted above, the County and its partners will consider providing other forms of assistance to the developer team:

- **Zoning & Entitlements:** The County and City will work with the selected developer team to make sure that the permitting process goes forward efficiently.
- **Development Code Modifications.** It is possible that the successful respondent to this RFEI may propose a use or activity that requires modifications to the development code. Consequently, the City will consider modifying the code as warranted. Note however that the City’s willingness to entertain any such code modifications will be based on the partners’ determination that the modifications are necessary to achieve a quality project. In other words, the County and City encourage



developers to design projects which comply with the current code unless it can be demonstrated that revised codes will result in a project and actual development which better supports the partners’ objectives.

- **Assistance in Negotiations.** The County will consider assisting the developer team in negotiating any necessary agreements with adjoining property owners, the City, and ODOT related to shared use of off-street parking, shared driveway access, and so forth.

- **Community Relations:** The County will work closely with the selected developer team to coordinate communications with the community and to strive to build strong community support for the ultimate development of the Site.



Above: Madras Aquatic Center

### III. CONTEXT – DOWNTOWN MADRAS & ENVIRONS

#### General Background Information

Madras is a city of nearly 6,470, Jefferson County’s seat and largest city. Located in Central Oregon, Madras offers high desert scenery and panoramic views of the magnificent Cascade Mountain Range with many outdoor recreation opportunities including cycling, hunting, fishing, boating, golfing, hiking, rockhounding, and water sports with winter sports just a short drive away. There are four ski resorts and thirty golf courses within an hour or so.

The city has an exceptional aquatic center, Performing Arts Center, extensive green

spaces, skate park, trail system and a kids’ fishing pond. Nearby attractions include Indian Head Casino, Erickson Aircraft Collection, the Palisades at Lake Billy Chinook, the Metolius Wild & Scenic River, Lake Simtustus, Mt. Jefferson Wilderness area, and so much more. The Cove Palisades State Park offers over 4,000 acres of surface area for boaters, surrounded by massive basalt rim rock canyons. Madras was one of the premier viewing locations for the August 21, 2017 Total Solar Eclipse where approximately 100,000 visitors converged for the experience of a lifetime!



Above: Lake Simtustus, north of Madras



The community is a blend of industry, agriculture and recreation. Area residents enjoy a variety of employment opportunities, including manufacturing, aviation, agriculture, retail, education, tourism and health care.

Madras is a caring community with significant collaboration between residents, businesses, government, service organizations and churches to provide a top-notch quality of life for all ages.

Madras’ general aviation airport has a “heavy” designation and can accommodate any size corporate jet as well as heavy, C-130, aircraft. The Madras Airport, a former World War II training base for B-17 pilots, is the site for the annual Airshow of the Cascades, the Erickson Aircraft Collection (the second largest private collection of “warbirds” in the country), and Erickson Aero Tanker that provides support for wildland fire suppression. Redmond Municipal Airport is just a short drive to the south with flights to major cities, connecting to destinations worldwide.



*Madras community: High School, Willow Creek, & Train Trussel*



*Erickson Aircraft Collection's B-17*



*Harriman Building named after the esteemed railroad mogul*

Madras is home to a branch campus of Central Oregon Community College, providing a broad range of classes and skills development. Meanwhile, the Cascades campus of Oregon State University (the region’s only 4-year university), is located in nearby Bend, less than an hour away.

With a fast-growing population of nearly 6,470, Madras is the largest city and County Seat for Jefferson County (which boasts about 24,105 residents, also fast-growing). The City dates to the early years of the 20th century. Today, Madras is home to retirees and younger workers and families, all of whom appreciate the affordable quality of life, the “small town” charm and sense of community, and the proximity to the great outdoors.

Madras boasts excellent access, serving as a crossroads of two major State highways (26 and 97), in addition to freight rail and private airport. The aforementioned Redmond Airport is only 30 minutes away.

Madras is only a two-hour drive from Portland and less than an hour from Bend.

Despite Madras being a small rural community, there are excellent healthcare services. The St. Charles Hospital in Madras recently underwent a \$16 million renovation and expansion and is one of two birthing centers in Central Oregon (Bend and Madras). The St. Charles Madras Hospital is the anchor of the medical hub, where medical clinics, dental offices, chiropractic, and other related services are located. In 2021, construction will start on \$9.5 million Jefferson County Wellness Center where the Jefferson County Public Health Department and Mosaic Medical Clinic will be located.

Residents and visitors celebrate the arts and culture in Madras. As noted, the City is home to a new Performing Arts Center, and a Saturday Farmers’ Market attracts thousands every summer. There is a locally owned and operated art gallery that has regular member and community-wide events showcasing new installations.



*Central Oregon Community College Branch Campus in Madras*



**Madras Urban Renewal Area:  
Action Plan Community Vision**

The Site falls within the boundaries of the Madras Urban Renewal Area. Created in 2002, the approximately 270 acre URA has been the target of focused public and private investments intended to create a more dynamic and economically prosperous city. Key investments include the Sahalee Park expansion (home to the Saturday Farmers’ Market), the Madras Police Station/City Hall, 10+ building façade renovations, and infrastructure and streetscape projects including the South Y and North Y Gateways on Highway 97 installing street trees and lighting. Urban renewal dollars also supported major private redevelopment projects such as the Harriman Block, the Inn at Cross Keys, Madras Cinema 5, Love’s Travel Center, and the Reynoso Food Cart development.

In 2016, the MRC adopted an updated Urban Renewal Action Plan to identify a targeted set of investments that will create a competitive advantage for Madras. The investments are intended to achieve the following core goals:

- Generate tax increment
- Support development on under-utilized and vacant sites
- Catalyze development throughout the District

The Action Plan entailed extensive community engagement. The following statement, taken from the Action Plan, is a statement of the community’s vision for Downtown Madras.

*“Madras’ position as the hub of River Canyon County attracts visitors and new residents who appreciate the community’s commitment to quality of life. The City’s core is a recognizable, vibrant destination with public and private investment in small-scale shops, a mix of restaurants, and cultural amenities that reflect the area’s diversity.*

As noted in the Selection Criteria on page 13, developers are encouraged to articulate their responses to this RFEI within the context of the Action Plan, which can be reviewed at the following website:



[Madras Revitalization Toolkit](#)

**The Site – Current Conditions,  
Constraints, and Possible Uses**

The Site is located at 813 SW Highway 97, at the “South Y” gateway. Containing 38,042 square feet, the Site is essentially flat. An approximately 1,980 square feet single story building occupies a portion of the Site, constructed in the 1990s. The County and its partners are interested in exploring the possibility of this building being relocated and repurposed, to provide for a faith-based non profit social services provider. However, retention or relocation of the building is not an essential requirement of this RFEI.

All urban services are available to the Site (streets, water, sewer). However, the scope and type of uses that the selected developer ultimately builds on the Site may trigger higher levels of service. As noted in Section

II, the County, City and MRC will consider participating in any such improvements, subject to negotiation.

This Site enjoys superb visibility, with an average daily traffic count of 18,000 (2017). Many motorists are traveling from the major metro areas of Seattle, Portland, Tri-Cities, and beyond to recreate and enjoy the amazing in Central Oregon area.

As noted in the zoning summary below, the Site allows a broad range of uses. The County and its partners have no definitive requirements as to what uses they would like to see on this Site. That said, the 2016 Urban Renewal Action Plan provides some guidance as to County and community preference. Amongst the many ideas that might be both financially viable and meet with favorable community acceptance are



South Madras Gateway Property from northeast



a brewery/brewpub, coffee shop/bakery, general merchandise, or a quality sit-down restaurant (preferably not a high turn-over national chain). Uses that align with Madras’ status as a major hub for outdoor recreation would also be welcome. Mixed use (housing over retail) is also allowed and would support the partners’ and community’s goals as set forth in the 2016 Action Plan.

**Zoning**

The Site is located in the City’s C3 “Community Commercial” zone. The following is a brief summary of key zoning regulations of the C3 zone (see Chapter 18 of the City’s Development Code for all applicable regulations):

- Allowed Uses: The C3 zone allows a broad range of uses by right, including retail, office, eating establishments, and lodging. Multi-family residential is allowed if part of a mixed use development. Drive through restaurants, light manufacturing and food processing require a Conditional Use permit. The zone also allows most public & institutional uses. Commercial storage (“mini-storage”) is prohibited in the zone.
- Minimum Lot Dimensions: None
- Maximum height: 45 feet
- Maximum FAR/Density: None

- Building Coverage – No maximum or minimum, but there are landscaping and parking requirements that will bear on how much of the Site is devoted to buildings
- Minimum building setbacks: None
- Minimum Parking Requirements: The minimum number of off-street parking spaces varies by use. Note that the City may soon be initiating amendments to its downtown parking requirements for residential and possibly other uses. Note that off-street parking is prohibited between buildings and public rights-of-way. The minimum off-street parking requirement for certain uses is as follows:
  - Residential: one space per unit
  - Hotels & Motels: one space per unit
  - Offices (banks, professional offices): 2.5 spaces per 1,000 square feet
  - Offices (medical & dental): 2.86 spaces per 1,000 square feet
  - Retail: 2.86 spaces per 1,000 square feet
  - Restaurant: 10 spaces per 1,000 square feet
- Design Review: applies to all new construction and major rehabilitation. Design review requests are subject to a public hearing before the Planning Commission.

IV. SELECTION CRITERIA & PROCESS

**Selection Criteria**

The following are the criteria which the County Board of Commissioners will use to determine which developer team to select for the project:

- Support of the community’s vision for Madras, particularly in light of the 2016 “Madras Urban Renewal Action Plan” (see page 10), recognizing the prominent location of the Site at the southern gateway to the City’s commercial corridor.
- A compelling vision that will ultimately spur further redevelopment in Downtown Madras with an active, pedestrian-friendly mix of uses, spaces and structures.
- A use that either brings new “livable wage” jobs to Madras (either a new employer or expansion of an existing one), and/or provides uses that attract more customers to Downtown Madras.
- Quality, sustainable design and construction – in building elements as well as urban design elements such as pedestrian connections through and within the Site; public plazas and open spaces; landscape elements; treatment and arrangement of parking.

- Capacity of the project to contribute to the ongoing fiscal stability of the MRC, the City and the County. Responsible use of limited MRC funding or other form of financial participation as applicable.
- Likelihood that the project (or its first phase, in the case of multi-phase projects) can be under construction by end of 2021. However, the County recognizes that a superlative project may require more time for entitlements or financing.
- Demonstrated experience in financing and delivering projects similar in scope and quality to what the developer is proposing for the Site.

**Selection Process**

The County intends to appoint a Selection Advisory Committee (SAC) to review team qualifications and provide input to the County Board. The SAC will include representatives from the County Board, the City, the MRC Board, and the Chamber of Commerce.

Upon receiving responses to this RFEI, the County may in its sole discretion elect to proceed in any of the following or possibly other directions.



- Convene the SAC for the purpose of recommending a “short list” of developer teams for the County Board to interview.
- Alternatively, the aforementioned SAC may be tasked with evaluating all responses, conducting its own interviews of “short list” developer teams, and make a final recommendation to the Board for its consideration and action.
- The SAC and/or County may solicit additional information or clarifications from respondents.
- The Board and SAC may rank the responses to this RFEI.
- The Board may select a “short list” of teams for a second round process. This second round might entail interviews, a formal Request for Proposals (RFP) process, and/or some other means of selection.
- The Board may opt to select a single team, without convening interviews, and negotiate the terms of a transaction with that team.
- The Board may opt to reject any or all proposals regarding any or all of the properties.

All meetings of the County Board are public, and the Board’s decision regarding which team to select for the project will occur in a public meeting or hearing, as appropriate.

Likewise, any interviews that the County Board conducts will be public. All responses to this RFEI are public records and may be reviewed by any member of the public (see further information about confidentiality in Section VI, General Conditions).

**Post Selection Process**

Upon selection of a team, the County intends to enter into an Exclusive Negotiating Agreement with the team, providing for a defined time period during which the parties will attempt to negotiate the deal terms for the transaction. During this period, the County will work with the selected developer team to refine its approach, including development program, phasing, site planning, and individual building design. The County anticipates that during this period the program, deal structure, financing, composition of the team, or other components may be modified as a more solid proposal is developed.

During this pre-development phase, the County may negotiate with the selected team a Memorandum of Understanding (MOU) or other agreement as appropriate, setting forth in non-binding terms the financial, programmatic, and other general aspects of the project. This MOU will also serve as the basis for the negotiation and execution of a subsequent binding agreement (which may take any of several forms, including a Disposition & Development Agreement, A Lease Agreement, a Purchase & Sale

Agreement, or another form; this will be determined as a result of the negotiations). The final, binding document (s) will govern the final disposition of the Site, setting forth the terms of the transaction.

Any such MOU will include provisions reserving to the County the right to terminate negotiations with the selected developer team, if the County in its sole discretion determines that negotiations during the pre-development phase are not progressing in a satisfactorily timely manner. Should this occur, the County may then opt to work with another team, or decide to not pursue the project further.

**Anticipated Schedule**

- **December 10, 2020** - Issuance of RFEI
- **January 12, 2021, 10:00 AM** - Optional Pre-Submittal Meeting (see page 3)
- **January 15, 2021** - Deadline for Request for Clarification
- **January 21, 2021** - County issues clarifications to RFEI, if any
- **Feburary 4, 2021, 3:00 PM** - Suggested Submittal Date. Email submissions accepted
- **February 25, 2021** - (tentative) Preliminary Evaluation of Submissions; Decision regarding next steps (short list interviews, etc.)
- **March 24, 2021** - (tentative) Preliminary selection of developer team (s), pending further negotiations



Airshow of the Cascades



V. SUBMISSION REQUIREMENTS

**Original Material (12 pages or less, not including resumes, letters of reference and samples of other projects, etc.)**

**1. Cover Letter**

Describe the development team and interest in the project. Identify the primary point of contact for the team. Include a statement indicating that the proposal is valid for six months after submittal.

**2. Proposal**

Describe your vision for the site:

- How is it consistent with the County’s aspirations for the Site and the surrounding area, particularly in light of the stated Selection Criteria (page 13).
- What are your preliminary thoughts about program, phasing, design, and deal terms?
- Do you intend to develop the entire property, or only a portion of it? If only a portion of the Site, what do you hope to see on the balance of the Site, and discuss how you anticipate coordinating your efforts with other developers.
- Does your proposal anticipate (or require) the acquisition of any other

properties adjoining the property? If so, please describe your acquisition strategy.

- What are your thoughts about how the project will be financed – and in particular what are your preliminary expectations regarding County, MRC, City and/or other public partners?
- Do you have a specific tenant, or type of tenant, in mind?
- Are you aware at this time of any City zoning or other codes that may impede your development concept for the Site?

**3. Team and Development Experience**

- a. Identify development team members and roles, and describe qualifications. Provide resumes for key team members.
- b. Describe the team’s experience in the development of high quality, successful projects, preferably projects similar in scope and scale to what you are proposing for the Site. What is the team’s recent experience with this type of development? (optional to send photos of recent similar complete projects)
- c. Describe the team’s previous experience working with public sector partners, and types of public-private partnerships.

**4. Financial Capacity**

- a. Explain your financial capacity, and share any preliminary thoughts you have about financing approaches for your project ideas. Please discuss for instance your likely or possible equity and debt sources. Provide as much information as you wish, such as certified financial statements, credit availability letters, or bank references, to make the case that you have the financial capacity to carry out your proposed project. Any financial documents submitted to the County should be placed in a separate enveloped and clearly marked as confidential – the County will maintain the confidentiality of any such information to the extent allowed by law, but please do not submit information you do not wish to be made public. See also the statement about “Proprietary Information” in the General Conditions section, below.

- b. Describe any expectations for public financial participation at this stage. The response should include general statements relating to financial participation, assistance with permits, and other potential public funding sources.

**5. Provide a preliminary estimated time frame to carry out the project(s). If you envision a phased approach, please describe.**

**6. Letter of References & Project Examples**

**Letter of References & Project Examples**

**Teams may submit letters of reference above the specified page limit. They are also encouraged to include samples of other projects (preferably relevant to what they are proposing for the Site), beyond the specified page limit.**

**The County encourages but does not require architectural drawings as part of team submittals. If drawings are submitted, they should be incorporated into the 8 ½ by 11” format described above. No more than 4 drawings (site plans, floor plans, elevations) will be accepted as part of the submittal, above the specified page limit.**



VI. GENERAL CONDITIONS

- All facts and opinions stated within this RFEI and all supporting documents and data are based on information available from a variety of sources. No representation or warranty is made with respect thereto.
- The County reserves the right in its sole discretion to accept or reject all responses to this RFEI, without cause.
- The County reserves the right in its sole discretion to modify the selection process or other aspects of this RFEI, including canceling the RFEI without selecting a developer or team. The County will take reasonable steps to ensure that any modification or clarification to the RFEI shall be distributed in writing to all persons who have requested a copy of the RFEI.
- The County reserves the right to request additional information following review of initial submissions. In addition, the County may retain consultants to assist in the evaluation of submissions.
- In the interest of a fair and equitable selection process, the County 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 County- or City-authorized presentations. Teams are encouraged to contact relevant County and City staff to learn more about ideas and visions for the Site and the area. However, developers and their representatives are not permitted to make any direct or indirect (through others) contact with members of the County Board, Madras City Council, Madras Planning Commission, or Selection Advisory Committee concerning their proposals, except in the course of County- or City-sponsored presentations. Violation of these rules is grounds for disqualification of the team.
- The County requests that developers and members of their team who are considering responding to this RFEI NOT contact any prospective public agency funding partners, other than the County itself, or the County’s partners (City and MRC).
- **Conflicts of Interest.** Please disclose any conflicts of interest or potential conflicts of interest that may arise as a result of your firm or its developer team partners being hired for this Project. Identify and describe fully any

- family or business relationships which any employees of your company may have or have had with any employee or elected official of the County, City, MRC or any affiliated entities. The Proposer and sub-consultants shall identify any group, individual or organization that they may have worked for, or currently work for, that has had ownership, lease, development, related or similar interest in the County, City or MRC. **Failure to disclose any existing or potential conflicts may disqualify the Proposal from consideration.**
- **Nondiscrimination.** The County notifies all possible Proposers 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 on 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 will be handled in accordance with the Oregon Public Record Act, and applicable rules and regulations. Any Proposal marked as confidential or proprietary in its entirety may be rejected without further consideration or recourse. Sections of submissions to remain confidential and unviewed until the Feb 4, 2021 deadline should be emailed to Jefferson County’s County Counsel, agassner@jeffco.net and should be below 30 Mb in size.
  - All submissions shall become the sole and exclusive property of the County. Teams shall not copyright, or cause to be copyrighted, any portion of their submission. Within the bounds of public records laws, the County will maintain the confidentiality of submissions at least until the preliminary selection of a developer team. Any proprietary financial information or other information which developer teams submit will be maintained as confidential as allowed by public records law. Submissions or information that the proposal team would like to remain confidential must be marked as such.
  - The County makes no representations as to whether or not a project to be developed as a result of this RFEI, or any possible County 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.



- News releases by the selected team pertaining to its selection will require prior written approval from the County.
  - The County reserves the right to verify and investigate the qualifications and financial capacity of any and all members of the proposing teams.
  - The County accepts no responsibility or obligation to pay any costs incurred
- by any party in the preparation or submission of a proposal or in complying with any subsequent request for information or for participation throughout the evaluation process.



Above: Round Butte Overlook at the Cove Palisades State Park

**Background Documents & Project Website**

The County has assembled several important background documents and other information related to this project, on its website at <https://www.ci.madras.or.us/bc-mrc/page/south-madras-gateway-project>. The website also includes a “virtual sign-in-sheet” where interested parties can provide contact information so that they can receive project updates, clarifications to this RFEI, etc. To review or purchase hard-copies of the documents, or for any other questions related to this RFEI, please contact Jeff Rasmussen at (541) 475-2449, or [jeff.rasmussen@co.jefferson.or.us](mailto:jeff.rasmussen@co.jefferson.or.us)

The documents available for review are:

- Request for Expressions of Interest
- [Urban Renewal Action Plan, 2016](#)
- [Retail Market Profile, 2017](#)
- [Community Demographic Profile, 2017](#)
- [Community Workplace Population, 2017](#)
- [Retail Feasibility Study, 2018](#)
- [Level 2 Preliminary Site Investigation, 2014](#)
- [Modified Phase I and II Environmental Site Assessment \(ESA\), 2012](#)
- [Lead Based Paint Survey for Curbing, 2014](#)
- [South Madras Gateway Property Vicinity Map](#)



Request for Expressions of Interest for the

# **South Madras Gateway Property**

**SUGGESTED DEADLINE FOR SUBMITTALS:  
Thursday, February 4, 2021, 5:00 p.m.**

