

**City of McCall**  
**Housing Advisory Committee**  
**Minutes**  
**October 26, 2020, 4-5:30 pm**  
**1007 N. 3<sup>rd</sup> Street, Suite B**

Pat Hill, Robert Lyons, Nick Zello, Toni Curtis were present. Community and Economic Development Director Michelle Groenevelt was present.

Approval of minutes for July 27, 2020 Minutes, August 24, 2020 Minutes and September 28, 2020 Minutes were approved.

Sewer District Density Map and Resolution Update and Discussion – City Staff provided an update on the Payette Lakes Water and Sewer District proposed density map and resolution which would determine how sewer allocation occurs. The City will be providing comments on the proposed Resolution.

The Chair Report/Housing Trust – Pat Hill, the HAC chair, also serves on the WCM Housing Trust. He mentioned efforts in Valley County and will make sure committees are informed of each other’s work.

Publicly parcel matrix/criteria – Robert Lyons walked through parcels that may be considered for local housing. There was discussion of creating matrix/criteria in evaluating what should happen to each parcel.

Development of Strategic Plan or Work Plan – There was discussion of the creating a strategic work plan to help prioritize how local housing efforts. There was conversation of long-term planning verses short term actions.

The next regular meeting is November 30, 2020.

The meeting was adjourned at 5:28 pm.

Date:

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Pat Hill, HAC Chair

\_\_\_\_\_

Michelle Groenevelt, CED Director

**City of McCall**  
**Housing Advisory Committee**  
**Minutes November 30, 2020, 4-5:30 pm**  
**TEAMS/McCall Public Library – Idaho Room**

Pat Hill, Robert Lyons, Diane Kushlan, Nick Zello, Toni Curtis were present. Community and Economic Development Director Michelle Groenevelt was also present.

Development of Strategic Plan– There was discussion on the importance of developing a strategic plan. Nick went over the work completed by Diane and Toni on this effort. The sub-committee spent considerable time developing a framework for the effort including a vision statement. Metrics are needed to evaluate success.

Meeting with the City Council on December 17. There was discussion about the purpose of the work session with McCall City Council. It was decided to not go into detail on the strategic plan but get a sense from them their expectations given the time/resources of the committee. The question will be asked if the committee should focus efforts on a strategic/action plan or more immediate projects like selling and/or developing parcels for local housing. It was acknowledged that additional external resources are needed to put towards any local housing efforts as there is not capacity with city staff given their workload and the HAC is a volunteer committee.

Parcel Inventory – Parcels were discussed about development potential. Diane created a spreadsheet to inventory the city owned parcels that could be used to have a conversation with the City Council.

Discussion of Builder’s Roundtable. Discussion about the idea of a Developer’s roundtable included the idea of creating local laborers by a trade school in McCall. Inclusionary Housing would require a coalition of other communities. The City has a contract with the WCMEDC to hold a meeting on housing so this effort could be a partnership with this regional non-profit although the focus would be on McCall and its market.

The next regular meeting is set for December 28, 2020.

The meeting was adjourned at 5:30 pm.

Date:

\_\_\_\_\_  
Pat Hill, HAC Chair

\_\_\_\_\_  
Michelle Groenevelt, CED Directo

**City of McCall**  
**Housing Advisory Committee**  
**Minutes December 28, 2020, 4-5:30 pm**  
**TEAMS/McCall Public Library – Idaho Room**

Pat Hill, Robert Lyons, Diane Kushlan, Nick Zello, and Toni Curtis were present. Michelle Groenevelt was also present.

The minutes for October, November 30, and December 28 will be available at the January meeting.

An assessment of public owned properties task- Additional city owned parcels were presented to the committee. Parcels were discussed about development potential. Diane created a spreadsheet to inventory the city owned parcels that could be used to have a conversation with the City Council. Staff will work on completing this effort before the next meeting. Deeds will be reviewed, and any restrictions will be identified.

Diane presented the process for disposal of surplus public property as outlined in Idaho State Code.

6-month Action Planning Process and Schedule was discussed. The City Council expressed interest in getting some short-term actions started while working on the strategic planning effort. There was mention of pulling together a resource list of people to be involved in a developer's roundtable.

Development of a strategic plan- Based on the City Council's feedback, the committee talked about researching other plans and talked about getting a consultant to help lead the effort with HAC committee and staff being involved.

The next regular meeting is set for January 25, 2020.

The meeting was adjourned at 5:33 pm.

Date:

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Pat Hill, HAC Chair

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Michelle Groenevelt, CED Director

**BYLAWS, PRACTICES AND PROCEDURES  
THE CITY OF McCALL LOCAL HOUSING ADVISORY  
COMMITTEE**

**ARTICLE I            ESTABLISHMENT**

**Section 1.    Establishment:**

The City of McCall Local housing Advisory Committee (hereinafter called the Committee) is established by authority of Idaho Code. The office shall be located in the McCall City Hall Building at 216 E. Park Street, McCall, ID 83638. Telephone (208) 634-7142

**ARTICLE II   MEMBERSHIP AND OFFICERS**

**Section 1.    Membership:**

The Committee shall consist of five (5) voting members appointed by the City Council. The term of office for each appointive member shall be three (3) years. Each member may serve no more than 2 consecutive terms. Committee members need not be a resident of the City of McCall. Representation from housing and construction related professionals such real estate, land use law, building and construction, architecture, finance and other related fields, is preferred.

**Section 2.    Officers, Number, Qualifications and Duties:**

The officers of the Committee shall be a Chairperson and a Vice-Chairperson. The Chairperson shall be elected by and from among the members of the Committee. The member of the Committee most senior in longevity (not including the Chairperson) shall be designated as and serve as Vice Chairperson. The duties of such officers shall be such as are usually performed by such officers in similar organizations and as defined by the parliamentary authority adopted by the Committee in Article IV, Section 1, of these Bylaws, as well as the following:

- A.    Chairperson:
  - 1.    Preside at all meetings of the Committee.
  - 2.    Sign documents of the Committee.
  - 3.    Assure that all actions of the Committee are properly taken.
  - 4.    Make Sub-Committee appointments as required.

- B. Vice-Chairperson:  
During the absence, disability or disqualification of the Chairperson, the Vice-Chairperson shall exercise or perform all duties and be subject to all the responsibilities of the Chairperson.

**Section 3. Election and term of Office, Vacancies:**

Officers shall be elected by majority vote of the members of the Committee annually at the first Committee meeting of each calendar year, and shall serve a term of one year or until their successors are elected. Vacancies in officer's positions shall be filled by election whenever they occur, at the meeting next following the occurrence of the vacancy in the manner provided for election of officers in this section.

**Section 4. Resignation:**

Any officer may resign at any time by giving written notice of such resignation to the Committee. Unless otherwise specified in such written notice, such resignation shall take effect upon receipt by the Committee, and the acceptance of such resignation shall not be necessary to make it effective.

**Section 5. Removal:**

Any officer may be removed, with or without cause, upon a vote of a majority, but no fewer than three, of the voting members of the Committee; a successor may be elected as in these Bylaws provided for the filling of vacancies at any time.

**Section 6. Secretary:**

The Committee will be staffed by the Administrator, or his/her designee. In addition to providing customary technical support, staff will perform the following duties of Secretary:

1. Keep the minutes of all meetings of the Committee in an appropriate minutes book.
2. Advertise all legal notices required by the Idaho State Code or these bylaws.
3. Prepare the agenda for all meetings of the Committee.
4. Be custodian of Committee records.

**ARTICLE III MEETINGS**

**Section 1. Regular Meetings:**

The Committee shall meet quarterly for a regular meeting on the second Tuesday of the month. The regular quarterly meeting may be scheduled for

another date in order to not conflict with holidays or significant local or civic events. Meetings shall be held at the hour and place fixed from time to time by motion of the Committee or at the Hour of 4:00 p.m. in Legion Hall if no other time or place is so fixed. The Secretary will publish and distribute to the members an agenda on or before the Friday before the meeting. In the event there is no business to transact, the meeting will be cancelled. The absence of an agenda serves in lieu of a notification of cancellation.

### **Section 2. Quorum:**

At all meetings of the Committee the presence at the commencement of any meeting in person of a majority of the members thereof who are qualified to vote shall be sufficient to constitute a quorum for the transaction of any business of the Committee.

## **ARTICLE IV RULES OF ORDER**

### **Section 1. Rules of Order:**

The order of business for the Committee shall be the following:

- A. Open-call meeting to order
- B. Attendance roll call
- C. Review and approval of minutes of preceding meetings
- D. Old Business
- E. New Business

## **ARTICLE V VOTING**

### **Section 1. Voting:**

Each regularly appointed member shall be entitled to one vote on any matter which may come before the Committee. The vote of a majority of the members present at any meeting attended by a quorum of its members shall be necessary to decide any item. The Chairperson may enter into the discussion of and vote on any item before the Committee.

### **Section 2. Tie Votes Concerning Recommendation to City Council:**

Upon a vote to recommend approval or disapproval of a proposed action to the governing board, a vote which results in a tie shall automatically require that a recommendation of disapproval to the proposed action be forwarded to the **City Council**.

## **ARTICLE VI AGENDA**

**Section 1. Agenda**

In order to facilitate and conduct orderly business, the members of the Committee resolve: For those persons desirous of coming before this body, a list of particulars shall be submitted to the Administrator stating the reason or reasons why they wish to be heard, in order to facilitate this process and give proper notice to all persons who may be affected and therefore giving them an opportunity to be heard. Said list of particulars must be submitted no later than 12:00 noon on the Wednesday preceding the next scheduled meeting. Any request presented in this manner will be drawn up and published and/or aired through various media to inform the public of business presented. All requests received will be heard in the same order in which received, i.e., first request received will be heard first, etc.

**ARTICLE VII COMMITTEES**

**Section 1. Committees:**

Sub-Committees may be established and appointed and given charge and timelines by the Chairperson to assist the Committee in performance of its function. Citizens and public officials may also be appointed to serve as non-voting members on the sub-committees.

**ARTICLE VIII AMENDMENT OF BYLAWS**

**Section 1. Amendments:**

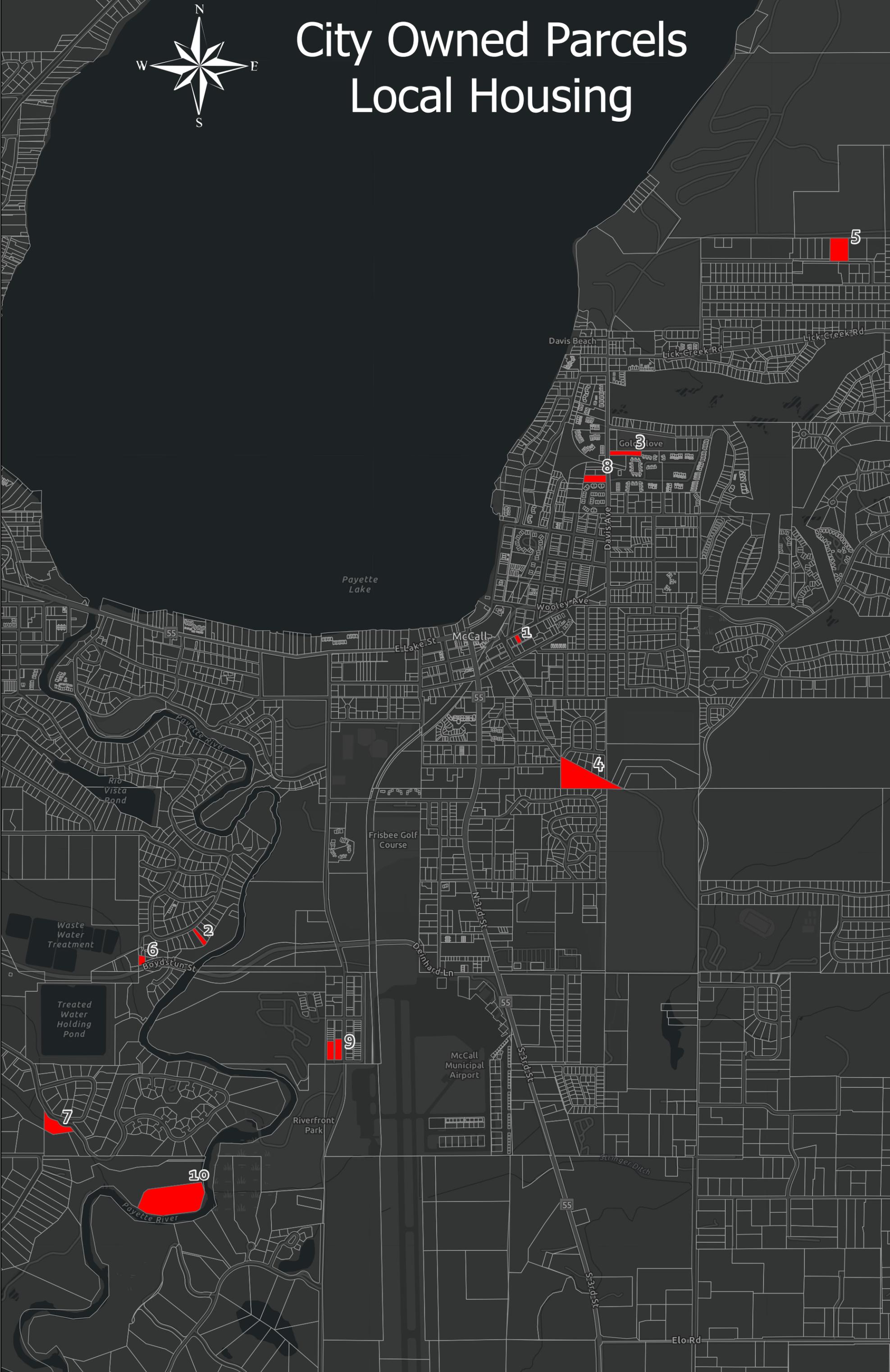
These Bylaws may be amended at any regular meeting of the Committee by a two-thirds vote of the members thereof, provided, however, that the amendment must have been submitted in writing at the previous regular meeting of said Committee.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chairperson



# City Owned Parcels Local Housing



ID	Parcel location	size (acre)	City zoning	PLSD Zoning	Overlay zoning	Potential # of units	surrounding land uses	roadway access	Transit access	utility availability	topography	Trees /natural vegetation	waterways or wetlands	Urban renewal district?	Infill?	Comparable / Assessed value	Sell, trade or lease, Retain?	Other public use potential	Funding restrictions	Political acceptance	Easements / Restrictions	Encumbrances	Notes	Document Link
1	508 LENORA ST	0.168	R-8	R-8	NA	1	Residential	Y	Y	Y	Med	Y	N	N	Y	\$121,158.00	Sell	Housing, Park, Public Utility	None	Y	None	None	Deeded to the Village of McCall	<a href="https://www.mccall.id.us/media/GIS/City_Owned_Properties/T18N_R3E_Section9/T18NR3E59_Propser_MatildaAveline.pdf">https://www.mccall.id.us/media/GIS/City_Owned_Properties/T18N_R3E_Section9/T18NR3E59_Propser_MatildaAveline.pdf</a>
2	TBD Rio Vista Blvd.	0.352	R-4	R-4	NA	0	Residential	Y	Y	Y	Steep	Y	N	N	N	\$0.00	NA	Park, Open Space	Y	N	Deed Restriction	No Strutures	Can not be built upon. City must maintain natural look.	<a href="https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section17/T18NR3E517_WaterSewer_RioVista.pdf">https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section17/T18NR3E517_WaterSewer_RioVista.pdf</a>
3	TBD DAVIS AVE	0.831	R-8	R-8	Sceinic	7	Residential / Park / Commercial	Y	Y	Y	Flat	N	N	Y	Y	\$97,052.00	Retain	Housing, Parking, Snow Storage	Y	Y	Deed Restriction	None	65 Ft x 450Ft	<a href="https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section9/T18NR3E59_FairwayParkSouth.pdf">https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section9/T18NR3E59_FairwayParkSouth.pdf</a>
4	TBD N. Samason Trail	4.75	R-4	R-4	NA	41	Residential	Y	Y	Y	Flat	N	N	N	Y	??	Retain	Housing, Greenhouse, Parking, Snow Storage	None	Y	Brownfield Site	None	See Old City Dump Site Assesment (Brownfields)	<a href="https://www.mccall.id.us/media/GIS/City_Owned_Properties/T18N_R3E_Section9/T18NR3E59_OldCityDumpSite_Final%20TBA%20Report.pdf">https://www.mccall.id.us/media/GIS/City_Owned_Properties/T18N_R3E_Section9/T18NR3E59_OldCityDumpSite_Final%20TBA%20Report.pdf</a>
5	947 FLYNN LN	2.012	R-4	R-2	NA	8	Residential / Park / Commercial	Y	Y	Y	Flat	Y	N	N	Y	\$128,250.00	Retain	Housing	None	Y	None	None	Easy site to develop, Adjacent to Ponderosa State Park	<a href="https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section3/T18NR3E53_FlynnLn.pdf">https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section3/T18NR3E53_FlynnLn.pdf</a>
6	TBD W. Deinhard Lane	0.243	R-8	R-8	NA	2	Residential	Y	N	no	Steep	N	N	N	Y	\$45,000.00	Sell	Open Space, Housing	None	Y	Sewer Easement	None	Extremely steep	<a href="https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section3/T18NR3E53_FlynnLn.pdf">https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section3/T18NR3E53_FlynnLn.pdf</a>
7	TBD Chad Loop	1.599	R-4	R-4	NA	0	Residential	Y	N	no	Steep	N	N	N	N	\$0.00	NA	Park, Open Space	Y	N	Deed Restriction	No Strutures	For preservation of Open Space. No structures, roads, or parking.	<a href="https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section17/T18NR3E517_ParcelOffDeinhard.pdf">https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section17/T18NR3E517_ParcelOffDeinhard.pdf</a>
8	1614 DAVIS AVE	0.831	R-8	R-8	Sceinic	7	Residential	Y	Y	Y	Flat	Y	Y	Y	Y	\$97,052.00	Sell	Housing, Snow Storage, Open Space	None	Y	Wetlands	None	Currently MRA Owned	<a href="https://www.mccall.id.us/media/GIS/City_Owned_Properties/T18N_R3E_Section17/T18NR3E517_PreservedOpenSpace.pdf">https://www.mccall.id.us/media/GIS/City_Owned_Properties/T18N_R3E_Section17/T18NR3E517_PreservedOpenSpace.pdf</a>
9	TBD S Mission St	1.311	RR	UNK	Sceinic	Depends on Sewer District	Industrial	Y	N	Y	Steep	N	N	N	Y	\$40,000.00	Retain	PW Snow and Material storage, Park, Open Space	None	Y	None	None	Public Works Snow Storage and Material storage	
10	TBD Morgan Dr	7.9	RR	RR	NA	0	Open Space	N	N	no	Flat	Y	Y	N	N	\$0.00	NA	Wetland Remediation	None	N	Deed Restriction	Wetland Remediation	Must remain wetlands:	<a href="https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section20/T18NR3E520_ITD%20to%20City%20Wetlands.pdf">https://www.mccall.id.us/uploads/departments/community_development/GIS/City%20Owned%20Properties/T18N_R3E_Section20/T18NR3E520_ITD%20to%20City%20Wetlands.pdf</a>



# MISSOULA COUNTY REQUEST FOR PROPOSALS (RFP) AFFORDABLE HOUSING STRATEGY

**RFP Title:**  
Affordable Housing Strategy

**RFP Due Date and Time:**  
December 18, 2020, 5:00 p.m., MST

## ISSUING DEPARTMENT INFORMATION

**Procurement Officer:**  
David Wall

**Issue Date:**  
November 17, 2020

**Procurement Officer Address:**  
Missoula County  
200 W Broadway  
Missoula, MT 59802

**Procurement Officer Email and Telephone Number:**  
dwall@missoulacounty.us  
(406) 258-3526

## OFFEROR SUBMITTAL INSTRUCTIONS

**Return Proposal to:**  
David Wall  
dwall@missoulacounty.us

**Mark Subject Line:**  
Affordable Housing Strategy

**RFP Response Due Date:**  
December 18, 2020

## OFFEROR CONTACT INFORMATION AND AUTHORIZATION

**Offeror Name/Address:**

**Authorized Offeror Signature:**

*Print name and sign in ink.*

**Offeror Phone Number:**

**Offeror FAX Number:**

**Offeror Email Address:**

**OFFERORS MUST RETURN THIS COVER SHEET WITH RFP RESPONSE**

**INSTRUCTIONS TO OFFERORS**

**Follow the format presented in the RFP.** Points may be deducted during scoring for deviations from the prescribed format.

**Provide complete answers or descriptions.** Read all questions and requirements, and provide clear, concise responses. Do not assume Missoula County or the selection committee will have any familiarity with the firm’s capabilities. Proposals are evaluated solely on the information and materials provided in the response.

**Adhere to the proposal due date.** Late proposals will **NOT** be accepted.

**The following items must be included in the submission to be considered responsive:**

- Signed Cover Sheet;
- Signed Acknowledgment of Addenda (if any);
- All mandatory proposal requirements;
- Correctly executed Missoula County "Affidavit for Trade Secret Confidentiality", if the proposal contains confidential or proprietary information as defined in MCA Title 30, Chapter 14.

**RFP TIMELINE**

<b>EVENT</b>	<b>DATE</b>
RFP issue date	November 17, 2020
Deadline for submitting written questions	November 30, 2020
Written responses posted to County website	December 7, 2020
RFP response due date	December 18, 2020
Offeror interviews	January 2021
Contract award	February 2021

**SECTION 1 - RFP OVERVIEW**

**INTRODUCTION**

Missoula County, (hereinafter referred to as “the County”) is seeking a contractor to develop a comprehensive strategic approach to address affordable housing issues in Missoula County and to provide a concise report detailing findings, recommendations, and action steps. See Section 3 for a complete description of the desired services or products.

**CONTRACT PERIOD**

The contract period is 6 months, beginning March 1, 2021, and ending August 31, 2021, with an extension option, dependent on progress on the project.

## **SINGLE POINT OF CONTACT**

The procurement officer will be the single point of contact for inquiries regarding this RFP from the date issued until the selection is publicly announced. Offerors may not communicate with any County officials or staff regarding this procurement, except at the direction of the procurement officer; and any unauthorized contact may disqualify the offeror from further consideration. Contact information for the procurement officer is:

Procurement Officer: David Wall  
200 W Broadway, Missoula, MT 59802  
Telephone Number: (406) 258-3526  
E-mail Address: dwall@missoulacounty.us

## **OFFEROR QUESTIONS**

Any questions or requests for clarification or interpretation of this RFP must be addressed in writing to the procurement officer on or before November 30, 2020 at 5:00 p.m. MST. For purposes of this RFP, "in writing" consists of email. Questions submitted must include:

- Company name and address;
- Contact information, including name, email address and telephone number;
- Clear reference to the section, page, and item in question.

Questions received after the deadline will not be considered.

The County will provide a formal written addendum by December 7, 2020 to questions received by the deadline. No other form of interpretation, correction, or change to this RFP will be binding upon the County. Any addendum will be posted on the County's website, <https://www.missoulacounty.us/government/administration/auditor-s-office/bids-proposals/test-rfp-page>. An Acknowledgment of Addendum must accompany the RFP response.

## **GENERAL REQUIREMENTS**

### **Mandatory Requirements of the RFP**

To be eligible for consideration, an offeror must provide all information requested in Section 4. A proposal that fails to provide any information requested may be deemed nonresponsive or be subject to deduction of points during scoring.

### **Understanding of Specifications and Requirements**

By submitting a response to this RFP, the offeror attests to an understanding of the specifications and requirements described herein and agrees to comply with such.

### **Prime Contractor and Subcontractors**

If this RFP results in a contract award, the offeror selected will be the prime Contractor and shall be responsible for all work of any subcontractors. The Contractor shall be responsible to the County for the acts and omissions of all subcontractors or agents and of persons directly or indirectly employed by such subcontractors, and for the acts and omissions of persons employed directly by the Contractor. Furthermore, nothing contained within this document or any contract documents created from any contract awards derived from this RFP shall create a contractual relationship between any subcontractor and the County.

### **Offeror's Signature**

The proposal must be signed by an individual legally authorized to bind the offeror. The offeror's signature is a guarantee that the proposal has been developed without collusion. The offeror shall provide proof of authority of the person signing the RFP upon the County's request.

### **Offer in Effect for 120 Calendar Days**

The offeror may not modify, withdraw, or cancel a proposal for a 120-day period following the RFP due date.

### **PROPOSAL REQUIREMENTS**

#### **Proposal Organization**

Proposals must be organized into sections that follow the format of this RFP. Pages must be consecutively numbered.

#### **Compliance with Instructions**

Scoring points may be deducted for failure to comply with these instructions. Furthermore, a proposal may be deemed nonresponsive and disqualified from consideration if it does not follow the response format, is difficult to read or understand, or is missing required information.

#### **Extraneous or Outside Information**

Selection and contract award will be based on the offeror's proposal and the evaluation of other information outlined in this RFP. Offeror responses may not include references to information located on Internet websites, in libraries, or at other external locations unless specifically requested in the RFP. Such information will not be considered, will have no bearing on any award, and may result in the offeror's disqualification from further consideration.

#### **Late Proposals**

Regardless of cause, late proposals will not be accepted and will be automatically disqualified from consideration.

#### **Preparation Costs**

The offeror is solely responsible for all costs incurred prior to contract execution.

## **SECTION 2 - RFP STANDARD INFORMATION**

### **AUTHORITY**

This RFP is issued under the authority of the Missoula County Purchasing and Contracts Policy. The RFP process is a procurement option which allows the award to be based on evaluation criteria in addition to cost. Section 6 states the relative importance of all evaluation criteria, and only the evaluation criteria outlined in the RFP will be used.

### **OFFEROR COMPETITION**

The County encourages free and open competition to obtain quality, cost-effective services and products. The specifications contained in proposal requests are designed to accomplish this objective.

### **PUBLIC INSPECTION OF PROPOSALS**

#### **Public Information**

All information received in response to this RFP, including copyrighted material, is deemed public information and with one exception will be available for public viewing and copying after the proposal deadline. A County copier will be available at a cost of \$.25 per page, but no County personnel will be provided to make copies.

The public will not be able to view bona fide trade secrets meeting the requirements of the Uniform Trade Secrets Act, Title 30, Chapter 14, Part 4, MCA. The procurement officer will remove any such trade secrets from the RFP prior to public viewing.

#### **Bona Fide Trade Secrets**

Confidential information meeting the requirements of Title 30, Chapter 14, Part 4, MCA will be available for review only by the procurement officer, the evaluation committee members, and limited other designees.

Before the RFP is made available to the public, the procurement officer will remove the confidential information if the following conditions are met:

- Confidential information is clearly marked and separated from the rest of the proposal.
- No confidential material is contained in the cost section.  
An affidavit from the offeror's legal counsel attesting to and explaining the validity of the trade secret claim is attached to the proposal. To make the trade secret claim, legal counsel must use the Missoula County "Affidavit for Trade Secret Confidentiality" form available at <https://www.missoulacounty.us/government/administration/auditor-s-office/bids-proposals/bids-proposals-policies-forms>

The offeror shall pay all legal costs and fees associated with defending a claim for confidentiality if a "right to know" request is received from another party.

### **CLASSIFICATION AND EVALUATION OF PROPOSALS**

#### **Classification of Proposals as Responsive or Non-responsive**

All proposals will be classified as either "responsive" or "non-responsive." A proposal is considered "responsive" if it conforms in all material respects to the requirements of the RFP. A proposal may be found non-responsive if:

- Required information is not provided;

- The cost proposal is excessive or inadequate as measured by criteria stated in the RFP;
- Cost information is contained in the body of the RFP rather than in a separate, sealed envelope; or
- The proposal does not conform to the specifications described and required in the RFP.

If a proposal is found to be non-responsive, it will receive no further consideration.

### **Determination of Offeror Responsibility**

The procurement officer and/or the selection committee will make a determination whether an offeror has met the standards of responsibility based on the requirements of the RFP. Factors used to determine the responsibility may include whether the offeror has:

- The appropriate financial, material, equipment, or human resources to meet all contractual requirements;
- A satisfactory record of integrity;
- The legal ability to contract with the County;
- Provided all information requested for use in the determination of responsibility; and
- A satisfactory record of past performance.

An offeror may be deemed “nonresponsible” at any time during the procurement process if information surfaces to support such a determination.

### **Evaluation of Proposals and Offeror Interviews/Product Demonstration**

The remaining proposals will be scored according to the evaluation criteria stated in Section 6. The selection committee may ask finalists to appear for interviews or product demonstrations or to provide written responses to items requiring clarification. Any costs associated with interviews or product demonstrations are the sole responsibility of the offeror.

### **County’s Right to Investigate and Reject**

The County may make such investigations as are deemed necessary to determine the ability of the offeror to provide the product or services specified. The County reserves the right to reject any proposal if the evidence obtained fails to satisfy the County that the offeror is properly qualified to perform the obligations of the contract. This includes the County's ability to reject a proposal based on negative references.

### **Offeror Selection and Contract Execution**

After an evaluation of the offeror interviews and/or product demonstrations, the selection committee will recommend a contract award, which the procurement officer will communicate to the offeror selected. If the offeror does not accept all material terms of the County contract, the County may move to next ranked offeror or cancel the RFP. The work described in the RFP may begin only after the contract is signed by all parties.

### **COUNTY'S RIGHTS RESERVED**

The RFP in no way constitutes a commitment by the County to award and execute a contract. If such actions are deemed in its best interests, the County, in its sole discretion, reserves the right to:

- Cancel or terminate this RFP;
- Reject any or all proposals received in response to this RFP;
- Waive any undesirable, inconsequential, or inconsistent provisions of this RFP;
- If awarded, suspend contract execution; or terminate the resulting contract if the County determines adequate county funds are not available.

## SECTION 3 - SCOPE OF PROJECT OF PRODUCT SPECIFICATIONS

The Community and Planning Services Department has initiated a Request for Proposal (RFP) process to identify professionally qualified consultants to develop a strategic approach to address affordable housing issues in Missoula County and to provide a concise report, detailing findings, recommendations, and action steps.

As part of this effort, the county seeks to increase housing options that are affordable for all Missoula County residents, but especially for working families and vulnerable populations.

The County has long identified housing affordability as an issue of significant concern, as evidenced by:

- Results of annual Missoula Organization of Realtors housing reports that highlight the growing disparity between household incomes and housing costs for both homeowners and renters.
- Results of annual community needs assessments completed by the city and county that consistently identify housing affordability as a critical issue in Missoula.
- Long-term county support for grants administration and coordinating and/or participating in community discussions regarding affordable housing and homelessness.
- Goal 10 of the Missoula County Growth Policy (aka comprehensive plan), “Provide opportunities for a wide range of housing choices, especially for those who are homeless or experiencing prohibitive costs for housing relative to income.”
- Climate-adaptation planning that has identified vulnerabilities related to energy efficiency, ability to withstand wildfire, and indoor air quality as major issues for new and existing building stock that can further affect affordability.
- Recent impacts of COVID-19 on employment and as a result, the ability of many Missoula County residents to afford housing.

In response to long standing concerns about housing needs and affordability, the City of Missoula created an Office of Housing and Community Development Department and adopted a Missoula housing policy called, A Place to Call Home (2019). The county does not have an equivalent program to tackle housing needs and affordability. The county needs to have a strong partnership with the city to help address housing needs in the urbanizing area, including areas where the city does not have jurisdiction. The county also needs to tackle housing needs and affordability issues in outlying communities such as Lolo and Seeley Lake.

Missoula County staff are currently working on a variety of efforts to address housing needs and affordability, including grant acquisition and administration for infrastructure projects that support housing and for subsidized housing projects to address specific community needs; county fund administration that supports shelter, housing and housing-related services; land use policy updates that address community growth management and accommodate needed housing; and regulation updates that encourage density and development of a range of housing types in appropriate areas. Other county departments also help address housing and related service needs through infrastructure development, criminal justice system reform, health care and mental health services. However, there has been no single point person or program in the county that coordinates the various efforts in the county or that can serve as a liaison to the city’s efforts.

The county’s fiscal year 2021 budget includes funding for this study to develop a county strategy in addressing housing affordability and also funds a new position that will both oversee and carry out the priorities and action steps identified in the study.

### **Project Budget:**

The county has budgeted \$30,000 for this project.

**Work Product:**

Contractor will produce a concise report, approximately 20-30 pages without attachments, detailing a comprehensive strategic approach for the county to take to address affordable housing. The report will include an overview of findings, as well as specific recommendations and action steps.

**Focus of Study:**

Contractor will review existing affordable housing plans, reports, and policy documents, including city and county growth policies, annual housing reports issued by the Missoula Organization of Realtors, Making Missoula Home (MOR and community partners, January 2018), and A Place to Call Home, (city of Missoula, June 2019).

Contractor will identify the recommended role(s) for the county in addressing affordable housing issues in the Missoula urban area. Contractor will also outline strategies for the county to take to address housing affordability issues unique to the county outside the urban area. Topics to cover are expected to include, but are not limited to:

1. Outline the need for affordable housing based on income levels, housing inventory, and housing types and identify potential data gaps the county should work to resolve.
2. Establish mechanisms to fund and support affordable housing, including the possibility of creating and funding an affordable housing trust fund, or partnering with the City of Missoula on their affordable housing trust fund.
3. Align affordable housing development incentives with the City of Missoula's program, as appropriate.
4. Align other urban area efforts with city housing policy efforts.
5. Develop strategies to prioritize and fund infrastructure development in both urban and rural context to support affordable housing development.
6. Advise how to accommodate and encourage affordable housing in rural communities while ensuring that transportation costs and sustainability are considered.
7. Assess new opportunities for preservation of affordable housing and increased energy efficiency for new and existing homes.
8. Review existing efforts and provide guidance on identifying county land assets for affordable housing development.
9. Assess a range of tools for their impact on housing affordability and what the county's role should be in implementation. Tools may include condominium and townhome exemptions, buildings for lease or rent, short-term rentals, density bonus (if preserving or providing affordable housing), accessory dwelling units, community land trusts, low-income housing tax credits, CDBG-generated program income, wages, and community benefit agreements tied to wages or affordable units.
10. Identify key stakeholders and partners in county affordable housing efforts and define potential roles and responsibilities.
11. Identify potential support mechanisms for working with nonprofit housing partners.
12. Provide an implementation plan that includes recommendations for potential partnerships, priorities, action steps, and timelines.

**Community Engagement:**

Contractor will conduct community information-gathering efforts, which are anticipated to include the following; however, the county welcomes alternative or additional suggestions in response to this RFP:

1. Review information gathered in the A Place Called Home effort.
2. Create a 5-7 member Project Steering Committee to oversee and provide input on the process and product.
3. Conduct phone interviews or focus group meetings to identify additional needs and capacities of potential partners.
4. Engage community partners to ensure that plan is responsive to community input and needs, including the needs of more rural areas of the county.
5. Connect with community councils and other community-based organizations, the development and real estate community, the city of Missoula, key county departments (Commissioners, Communications,

Public Works, Health, GIS), non-profit organizations, policy makers, landlords, and tenants to identify unique needs in rural parts of the county.

6. Work with county staff to develop and implement additional outreach, including websites, social media, traditional media, community calendars, mailings, newsletters, surveys, and presentations to local groups.
7. Due to the COVID-19 pandemic, the workplan should emphasize digital connectivity (virtual meetings, email, etc.), rather than in person meetings.

**Data:**

Contractor will review key data elements in existing housing plans (city and county growth policies, existing housing reports, including Making Missoula Home and A Place to Call Home) to understand housing issues and needs in the county.

Contractor will explore the potential for the county to coordinate with the City of Missoula on the creation and distribution of an annual housing affordability assessment report.

Consultant will produce a data-driven report that is structured so that progress towards goals and outcomes can be measured.

**County Staffing Support:**

Community and Planning Services Department staff, including the Assistant Director, Grants and Community Programs Program Manager, and Housing Specialist will dedicate time to managing the study. The Housing Specialist position will help with making local contacts, coordinating meeting logistics, etc. during the process and then will help implement the action steps and strategies outlined in the plan.

**Project Timeline and Deliverables:**

All deliverables should be submitted to Missoula County in both electronic and hard copy formats. The proposal should provide a description or outline of the work plan and timeline for all deliverables for the project, as well as a general discussion of how timelines and project milestones will be met. At a minimum, the following project deliverables are expected between March 1, 2021 and August 31, 2021:

- Conduct project kick-off meeting
- Review existing plans and policies
- Conduct bi-weekly meetings with key Community and Planning Services Department staff
- Conduct monthly Project Steering Committee meetings
- Conduct stakeholder outreach plan
- Conduct public information campaign
- Prepare and disseminate Draft and Final Housing Plan Reports
- Present final report to Board of County Commissioners
- Present final report at a public meeting

**Payment Schedule:**

Missoula County will reimburse invoices on a monthly basis, after submission of an invoice by Contractor.

**Meeting Requirements:**

There are meeting requirements associated with this RFP as outlined below:

- Any meetings required by the contracting agency
- Monthly Project Steering Committee meetings
- Bi-weekly meetings with Community and Planning Services staff
- Project kick-off meeting with Board of County Commissioners
- Final report presentation to Community and Planning Services staff, Board of County Commissioners, Stakeholder Committee, and the general public

Meetings may be conducted remotely or face-to-face, as required and in accordance with Missoula City/County Health Department directives.

**Dispute Resolution:**

All communication about problems or issues should be directed to Melissa Gordon, Grants and Community Programs Manager.

**Insurance Requirements:**

Contractor will be required to maintain general liability insurance in the amount of one million dollars (\$1,000,000) per occurrence and three million (\$3,000,000) in the aggregate. Contractor will be required to provide three million dollars (\$3,000,000) professional liability insurance (medical malpractice).

In accordance with 39-71-401, MCA and 39-71-405 MCA, Contractor will be required to provide workers' compensation insurance for its employees while performing work under any contract resulting from this RFP. Contractor will be required to provide proof of compliance in the form of workers' compensation insurance or documentation of corporate officer status and maintain such insurance or corporate officer status for the duration of the contract.

All insurance policies required must be from an insurance carrier licensed to do business in the State of Montana. Contractor will be required to furnish proof of required insurance to the County prior to commencing work under any contract resulting from this RFP. The County must be listed as an additional insured on a primary and non-contributing basis on the general liability insurance certificate for this Agreement unless otherwise specified by the County.

**SECTION 4 - OFFEROR QUALIFICATIONS**

To enable the County to evaluate the capabilities of the offeror and its ability to supply the product and/or services specified in this RFP, the offeror must provide the following:

**Company Profile and Experience of Personnel (3 pages maximum)**

- Introductory letter or statement of interest that demonstrates an understanding of the local context and how the firm can help address local needs through this project;
- Firm name, address, and principal contact for this RFP;
- Senior management of the firm;
- A general description of the firm including its primary source of business, organizational structure and size, number of employees, and years of experience performing services or supplying products similar to those described within this RFP;
- A resume or summary of qualifications, work experience, education, certification, and skills for all key personnel, including any subcontractors, who will perform any aspect of this contract. Include each individual's anticipated role and years of experience providing services similar to those described in this RFP. The resumes/summary of qualifications will not count towards the 3-page maximum for this section.

**Project Approach and Timeline (3 pages maximum)**

- Provide an overview of the project approach suggested by the consultant including methodology, outline of work schedule and timeline; how you will work with the county and department leadership team, and additional elements the county may wish to consider including;
- Describe resources and support needed from department staff (including estimate of needed staff, committee, and other volunteer/stakeholder time, if appropriate);
- Describe the intended project management approach including coordination and monitoring of project schedule, communications, and quality assurance.

**Work Plan (2 pages maximum)**

The proposal should include a detailed description of the activities to be conducted by the consultant to complete the work.

- Specific activities to be conducted at each stage
- Sample timeline for the activity at each stage
- List of milestones & deliverables tied to the activities

**Firm Experience and References (2 pages maximum)**

- A detailed description of 3 similar past projects for similar or relevant services in comparable communities that demonstrate the firm’s ability to meet the project objectives and perform the elements outline in the scope of services;
- The dates the services/products were provided;
- The client for whom the services were provided; and
- Contact information for the client.

**Interviews or Product Demonstrations**

The County reserves the right to conduct interviews. If the County chooses to exercise this option, the offeror’s key personnel for this project must be available for the interview in Missoula, Montana or via a video-enabled call.

**SECTION 5 – COST PROPOSAL**

Provide a budget with detail on proposed costs associated with each component, milestone, and/or deliverable for the project. The budget for this proposal must not exceed \$30,000. If alternative or additional options have been recommended in the project approach, please provide cost estimates for those items separate from the project budget. The county will pay invoices on a monthly basis. Invoices must include a brief detail of services provided, along with a concise progress report.

**SECTION 6 – EVALUATION PROCESS**

The selection committee will review and evaluate the proposals according to the criteria that follow, based on a total number of 100 points.

<b>EVALUATION CRITERIA:</b>	<b>Points</b>
Demonstrated understanding of the local context	<b>15</b>
Suggested approach to the project	20
Experience on similar projects	20
Qualifications of the firm and individuals assigned to the project	15
Ability to bring the deliverables on time and on budget	15
Project cost	<b>15</b>
<b>TOTAL POINTS (out of 100 possible)</b>	

# Missoula County Standard Terms and Conditions

**By submitting a response to this invitation for bid, request for proposal, or limited solicitation, the vendor agrees to acceptance of the following Standard Terms and Conditions and any other provisions that are specific to this solicitation or contract.**

**ACCEPTANCE/REJECTION OF BIDS, PROPOSALS, OR LIMITED SOLICITATION RESPONSES:**

The County reserves the right to accept or reject any or all bids, proposals, or limited solicitation responses, wholly or in part, and to make awards in any manner deemed in the best interest of the County. Bids, proposals, and limited solicitation responses will be firm for 30 days, unless stated otherwise in the text of the invitation for bid, request for proposal, or limited solicitation.

**ACCESS AND RETENTION OF RECORDS:** The contractor agrees to provide the County, the County Auditor, or authorized agents, access to any records necessary to determine contract compliance. The contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of three years after either the completion date of the contract or the conclusion of any claim, litigation, or exception relating to the contract taken by Missoula County or third party.

**ALTERATION OF SOLICITATION DOCUMENT:** In the event of inconsistencies or contradictions between language contained in the County's solicitation document and a vendor's response, the language contained in the County's original solicitation document will prevail. Intentional manipulation and/or alteration of solicitation document language will result in the vendor's disqualification.

**ASSIGNMENT, TRANSFER AND SUBCONTRACTING:** The contractor shall not assign, transfer or subcontract any portion of the contract without the express written consent of the County.

**AUTHORITY:** The attached bid, request for proposal, limited solicitation, or contract is issued under the authority of the Missoula County Purchasing and Contracts Policy.

**COMPLIANCE WITH LAWS:** The contractor must, in performance of work under the contract, fully comply with all applicable federal, state, or local laws, rules and regulations, including the Montana Human Rights Act, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by the contractor subjects subcontractor to the same provisions. In accordance with MCA 49-3-207, the contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or nation origin by the persons performing the contract.

**CONFORMANCE WITH CONTRACT:** No alteration of the terms, conditions, delivery, price, quality, quantities, or specifications of the contract shall be granted without prior written consent of Missoula County. Supplies delivered which do not conform to the contract terms, conditions, and specifications may be rejected and returned at the contractor's expense.

**DEBARMENT:** The contractor certifies, by submitting this bid or proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency. If the contractor cannot certify this statement, attach a written explanation for review by the County.

**DISABILITY ACCOMMODATIONS:** The County does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Individuals who need aids, alternative document formats, or services for effective communications or other disability related

accommodations are invited to make their needs and preferences known to the County department issuing the solicitation. Interested parties should provide as much advance notice as possible.

**FAILURE TO HONOR BID/PROPOSAL:** If a bidder or offeror to whom a contract is awarded refuses to accept the award or fails to deliver in accordance with the contract terms and conditions, the County may, in its discretion, suspend the bidder or offeror for a period of time from entering into any contracts with Missoula County.

**FORCE MAJEURE:** Neither party shall be responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts, or any other causes, directly or indirectly beyond the reasonable control of the nonperforming party, so long as such party is using its best efforts to remedy such failure or delays.

**HOLD HARMLESS/INDEMNIFICATION:** The contractor agrees to protect, defend, and save the County, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands, causes of action of any kind or character, including the cost of defense thereof, arising in favor of the contractor's employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of the contractor and/or its agents, employees, representatives, assigns, subcontractors, except the sole negligence of the County, under this agreement.

**LATE BIDS AND PROPOSALS:** Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the vendor's risk to ensure delivery at the designated office by the designated time. Late bids and proposals will not be opened and may be returned to the vendor at the expense of the vendor or destroyed if requested.

**PAYMENT TERMS:** All payment terms will be computed from the date of delivery of supplies or services OR receipt of a properly executed invoice, whichever is later. Unless otherwise noted in the solicitation document, the County is allowed 30 days to pay such invoices. All contractors will be required to provide banking information at the time of contract execution in order to facilitate County electronic funds transfer payments.

**RECIPROCAL PREFERENCE:** The County applies a reciprocal preference against a vendor submitting a bid from a state or country that grants a residency preference to its resident businesses. Such reciprocal preference is applied only to competitively bid projects for construction, repair, or maintenance of a building, road, or bridge in excess of \$50,000.

**REGISTRATION WITH THE SECRETARY OF STATE:** Any business intending to transact business in Montana must register with the Secretary of State. Businesses that are incorporated in another state or country, but which are conducting activity in Montana, must determine whether they are transacting business in Montana in accordance with MCA 35-1-1026 and MCA 35-8-1001. Such businesses may want to obtain the guidance of their attorney or accountant to determine whether their activity is considered transacting business.

If businesses determine that they are transacting business in Montana, they must register with the Secretary of State and obtain a certificate of authority to demonstrate that they are in good standing in Montana. To obtain registration materials, call the Office of the Secretary of State at (406) 444-3665, or visit their website at <http://sos.mt.gov>.

**SEPARABILITY CLAUSE:** A declaration by any court, or any other binding legal source, that any provision of the contract is illegal and void shall not affect the legality and enforceability of any other provision of the contract, unless the provisions are mutually dependent.

**SHIPPING:** Supplies shall be shipped prepaid, F.O.B. Destination, unless the contract specifies otherwise.

**SOLICITATION DOCUMENT EXAMINATION:** Vendors shall promptly notify the County of any ambiguity, inconsistency, or error which they may discover upon examination of a solicitation document.

**TAX EXEMPTION:** Missoula County is exempt from Federal Excise Taxes (#81-6001397).

**TERMINATION OF CONTRACT:** Unless otherwise stated, the County may, by written notice to the contractor, terminate the contract in whole or in part at any time the contractor fails to perform the contract.

**UNAVAILABILITY OF FUNDING:** The contracting department, at its sole discretion, may terminate or reduce the scope of the contract if available funding is reduced for any reason.

**U.S. FUNDS:** All prices and payments must be in U.S. dollars.

**VENUE:** This solicitation is governed by the laws of Montana. The parties agree that any litigation concerning this bid, request for proposal, limited solicitation, or subsequent contract, must be brought in the Fourth Judicial District in and for the County of Missoula, State of Montana, and each party shall pay its own costs and attorney fees.

**WARRANTIES:** The contractor warrants that items offered will conform to the specifications requested, to be fit and sufficient for the purpose manufactured, of good material and workmanship, and free from defect. Items offered must be new and unused and of the latest model or manufacture, unless otherwise specified by the County. They shall be equal in quality and performance to those indicated herein. Descriptions used herein are specified solely for the purpose of indicating standards of quality, performance, and/or use desired. Exceptions will be rejected.

<b>Resource</b>	<b>First name</b>	<b>Last Name</b>
Builder	Pete	Gambert
Consultant	Shellan	Rodriguez
Consultant	Wyatt	Schroeder
Developer	Bill	Truax
Developer	Clay	Carley (and Clarence Hobbs)
Developer	Casey	Lynch
Developer	Andrea	Clarke Roope
Developer	Dean	Pape
Developer/ Manager	Jim	Tomlinson
Developer/ Manager	John	Vance
Developer/ Manager	Thomas	Mannschreck
Developer/Builder	Meredith	Griffith
Developer/Manager	Kathryn	Almberg
Deveoper	Buddy	Compher
	Andrew	Mentzer
Policy	Vanessa	Frye
Policy	Diana	Lachiando
Public	Gerald	Hunter
Public	Erik	Kingston
Public	Nathan	Harville

**Out of State**

Consultant	Melanie	Rees
Developer	Heidi	Hill Drum
Developer/ Manager	Andrea	Davis
Developer	Andrea	Clarke Roope
Developer/ Manager	Christine	Walker

<b>Company/Agency</b>	<b>Position</b>
Indie Dwell (Caldwell)	Executive Chairman
SMR Development (Boise)	President
Anew Beck Consultants (Boise)	Senior Associate
Galena Opportunity Inc (Boise)	President
Old Boise , LLC (Boise)	General Manager
Roundhouse Development (Boise)	Project Manager
The Pacific Companies (Eagle)	VP Special Projects
deChase (Boise)	Partner
Tomlinson & Associates, Inc. (Boise)	President
Northwest Real Estate Capital Corporation (Boise)	Regional Project Developer
Thomas Development Company (Boise)	President, CEO and Co-Owner
ARCH Community Housing Trust (Blaine County)	Executive Director
The Housing Company (Idaho)	Vice President & Director of Operations
NeighborWorks Boise (Boise)	CEO
West Central Mountains Economic Development Council	Executive Director
BSU Idaho Policy Institute (Boise)	Director
Ada County	Commissioner
Idaho Housing and Finance Association (Boise)	President & Executive Director
Idaho Housing and Finance Association(Boise)	Housing Resources Coordinator
Blaine County Housing Authority (Blaine County)	Executive Director
Rees Consulting, LLC (Colorado)	
Tahoe Prosperity Center (South Lake Tahoe, CA)	
HomeWORD(Missoula, MT)	Executive Director
Mammoth Lakes Housing (CA)	
Navigate, LLC Workforce Housing Solutions (Jackson H Owner)	

e-mail address	website address
<a href="mailto:shellan@smrdevelopment.com">shellan@smrdevelopment.com</a>	<a href="https://www.indiedwell.com/caldwell-id">https://www.indiedwell.com/caldwell-id</a>
<a href="mailto:bill@galenafund.com">bill@galenafund.com</a>	<a href="https://www.smrdevelopment.com/">https://www.smrdevelopment.com/</a>
<a href="mailto:claycarley@oldboise.com">claycarley@oldboise.com</a>	<a href="http://agnewbeck.com/staff/wyatt-schroeder/">http://agnewbeck.com/staff/wyatt-schroeder/</a>
<a href="mailto:claycarley@oldboise.com"></a>	<a href="https://galenapartners.com/">https://galenapartners.com/</a>
<a href="mailto:irt@boisehousingcorp.com">irt@boisehousingcorp.com</a>	<a href="https://www.idahostatesman.com/news/local/community/boise/artic">https://www.idahostatesman.com/news/local/community/boise/artic</a>
<a href="mailto:ivance@nwrecc.org">ivance@nwrecc.org</a>	<a href="https://rndhouse.com/">https://rndhouse.com/</a>
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<a href="mailto:bocc1@adacounty.id.gov">bocc1@adacounty.id.gov</a>	<a href="https://www.tomlinsonassociates.com/">https://www.tomlinsonassociates.com/</a>
<a href="mailto:geraldh@ihfa.org">geraldh@ihfa.org</a>	<a href="https://www.nwrecc.org/">https://www.nwrecc.org/</a>
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<a href="mailto:Christine@NavigateJH.com">Christine@NavigateJH.com</a>	<a href="https://nwboise.org/">https://nwboise.org/</a>
<a href="mailto:bocc1@adacounty.id.gov"></a>	<a href="http://wcmcdc.org">wcmcdc.org</a>
<a href="mailto:geraldh@ihfa.org"></a>	<a href="mailto:sps-admin-support@boisestate.edu">sps-admin-support@boisestate.edu</a>
<a href="mailto:erikk@ihfa.org"></a>	<a href="https://adacounty.id.gov/commissioners/">https://adacounty.id.gov/commissioners/</a>
<a href="mailto:nharvill@bcoha.org"></a>	<a href="https://www.idahohousing.com/">https://www.idahohousing.com/</a>
<a href="mailto:melanie@reesconsultinginc.com"></a>	<a href="https://www.idahohousing.com/">https://www.idahohousing.com/</a>
<a href="mailto:Christine@NavigateJH.com"></a>	<a href="https://www.bcoha.org/">https://www.bcoha.org/</a>
<a href="mailto:melanie@reesconsultinginc.com"></a>	<a href="http://reesconsultinginc.com/resume/">http://reesconsultinginc.com/resume/</a>
<a href="mailto:Christine@NavigateJH.com"></a>	<a href="https://tahoeprosperity.org/">https://tahoeprosperity.org/</a>
<a href="mailto:Christine@NavigateJH.com"></a>	<a href="http://www.homeword.org">www.homeword.org</a>
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<a href="mailto:Christine@NavigateJH.com"></a>	<a href="http://navigatejh.com/">http://navigatejh.com/</a>

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