



REGIONAL  
HOUSING  
ALLIANCE

**La Plata County including Bayfield, Durango, and Ignacio  
Housing Needs Assessment 2024**  
*Request for Proposals | March 15, 2024*

## **BACKGROUND**

The Regional Housing Alliance (RHA) of La Plata County is a multi-jurisdictional regional housing authority created in 2004 by an Intergovernmental Agreement (IGA) between La Plata County, City of Durango, Town of Ignacio, and Town of Bayfield. The RHA is governed by a 9-member Board of Directors with two representatives from each of the parties to the IGA and one at large member appointed by the Board. Our mission is to facilitate and support the preservation, rehabilitation, and development of appropriate affordable/attainable housing for the workforce essential to the long-term economic sustainability and resiliency of La Plata County and its communities. The RHA's purpose is to cultivate and sustain communities through innovative partnerships and entrepreneurial housing programs.

The La Plata Economic Development Alliance (Alliance) is working on several workforce housing initiatives in La Plata County. These efforts include staffing the Regional Housing Alliance, managing a three-year investment strategy to increase workforce housing, and managing the Catalyst Fund, a predevelopment initiative that is cuing up a pipeline of workforce housing projects in the region. As such, the Alliance is aware of the significant shifts in the local housing market post-COVID 19. At the same time, the state of Colorado is now implementing Proposition 123 which allows communities designated as rural resort communities to provide housing for higher income households. The Alliance, and its partners desire to understand workforce housing needs in 2024 and beyond given the ability to create new initiatives for a broader income range and to take advantage of these new state funds.

In 2021, Root Policy completed a five-county housing needs assessment (attached). Although the assessment provides a snapshot on needs in La Plata County, the study did not have access to post-COVID housing data and could not provide the most accurate information on current housing needs. In the last two years, the local housing markets have become increasingly more unaffordable, and the RHA and its core partners are funding an update on countywide housing needs. Specifically, the RHA in partnership with the Alliance, is issuing this RFP to identify gaps between our current housing market and local workforce housing needs to inform an update to our existing three-year workforce housing strategy (attached) to assist with a strategic plan for our local multi-jurisdictional housing authority, and to adjust other initiatives to support potential housing developments and programs intended to serve the needs of La Plata County Workforce in 2024 and beyond.

Data from this assessment will help to inform project decisions (housing types, size, quantity, target demographics, price point, and location relative to jobs). The RHA and Alliance seek to confirm which product types are currently needed, and how many are projected to be needed in 5 years based on our current inventory and trending local demographics.

## **Scope of Project Work**

- The proposed geographic area of study is La Plata County, including the incorporated Towns.
- The study should focus on current conditions with 3-year and 5-year projections.
- The goal is to have this report completed in the third or fourth quarter of 2024.
- The budget for this study will be determined based on RFP responses.

### **Demographic Study**

- Update population and demographic trends using the most recent census data to see income, age, size of household, employment, and employment industry.
- Past studies have not provided sufficient data from local Hispanic/Latino residents. Please propose a methodology for ensuring that the needs of local Hispanic/Latino workers are sufficiently evaluated.
- Provide data on area workforce primary residence with breakdown of rental vs. home ownership.
- Delineate needs of housing based on segmented population i.e. hospitality, teachers, first responders, small business employees, government, etc. as well as single individuals, students, families, etc.
- Provide data on local workers experiencing overcrowding or homelessness, living in vehicles, or who are at risk of eviction or foreclosure.
- Please propose a methodology for examining workforce commuter patterns, both within La Plata County as well as in-commuting from surrounding counties, including the economic and carbon impacts of commuting patterns.

### **Assessment of Current and Projected Housing Need**

- Analyze housing built and planned since the 2021 Root Policy Study, and how new supply and demographics have changed post-covid and in this current high interest rate environment.
- Identify the housing needs and gaps for the local workforce by income (up to 160% AMI), industry, and tenure in 3- and 5-year projections. (La Plata County AMI Charts attached)
- The study should ultimately identify product types needed by: sale/rental/other, housing type/styles, size, bedroom and bathroom quantities, amenities, parking, cost ranges, etc. i.e. what should we be building?
- Describe characteristics of the local short-term rental market, including the effects of local short-term rental (STR) policies on the overall market and recommend best practices to mitigate the impact of short-term rentals in the County. Data should include the growth of the STR market, frequency of STR usage, and the number/percentage of owner-occupied STRs versus non-owner occupied STRs.
- Determine the number of long-term rental units in La Plata County and identify any discernible trends in the long-term rental market.
- Determine the number of La Plata County residents that are cost burdened and severely cost burdened by housing costs.

### **SUBMITTAL REQUIREMENTS**

#### **Bids are due on April 30, 2024**

All questions should be submitted by March 29, 2024, and will be posted on April 1, 2024, for all registered bidders.

Bid emails should be addressed as follows and with appropriate text in the email subject line:

Email Address: sarah@yeslpc.com

Subject Line: <Vendor's Name> - Proposal for: La Plata County Housing Needs Assessment.

The proposal should include the following:

**Cover Letter.** Summarize the project approach and the key attributes that this firm will bring to the project. If the proposal describes a team approach with multiple firms, identify the lead firm and project manager, and provide the name and contact information for all project team members (include address, telephone numbers and email addresses).

**Qualifications.** Provide a general description of the expertise of each of the firms on the team, identifying the individuals that would be working on the project, with a description of their qualifications, credentials, and related experience; and details regarding their specific role proposed for the project.

**Project Examples and References.** Provide a description of relevant project experience developing a housing needs assessment/market analysis for other communities. Please include a description of the firm's resources and activities as they relate to knowledge and understanding of the public sector and list all public entities that the firm has provided both the same and/or similar services to, and the dates of these services. Please provide a minimum of three (3) professional references. The name, address, telephone number and email for a contact person for the local government/ organization shall be provided, along with a brief description of the work completed, including the project dates and project description.

**Project Approach.** Describe the proposal to complete the scope of work, including the techniques, approaches, and methods to be used in completing the project. This should include a description of the work program, including a description of the deliverables and activities. An outline of the proposed work plan should accompany the narrative, and any recommended revisions to the scope of work described above should be identified.

**Schedule.** Present an initial project schedule for identifying project tasks to be performed, including a timeline with milestones and deadlines for each task. Indicate the total time required to implement the tasks and prepare for ongoing administration.

**Fee Estimate.** Provide a detailed cost proposal with a breakdown of the costs to complete the project. Proposals should itemize individual project components in a manner that allows the Economic Alliance to differentiate between the costs of each service included in the overall proposal, based on hourly rates for team members and estimated hours to complete project tasks.

**Alliance Housing Staff Time and Resources.** Provide an estimate of Alliance staff time and any additional resources that will be required for input into this project. The information, assistance and/or other Alliance resources needed to complete the project should be identified in the proposal.

**Insurance and Independent Contractor Agreement.** The Housing Authority's standard Independent Contractor Agreement is included as Attachment E. Provide a summary of the team's insurance coverage, including public liability, property damage, workers' compensation, automobile, and professional liability; and a written statement confirming that the proponent has reviewed the standard agreement, and identifying any potential requested revisions.

**Acknowledgement of Addenda.** Fill out and sign the acknowledgement form included as Attachment F to this RFP.

Any additional information that would assist in evaluation of your team's qualifications for this project.

*Questions and Addenda*

Any questions can be directed to: Sarah Tober

Any changes, additions, or clarifications in connection with this RFP shall be issued by the Alliance in the form of written addenda posted to the website. Each proposer must sign the Acknowledgement of Receipt of RFP Addenda (Attachment F) and submit the executed form with the proposal. Questions shall be submitted by March 22, 2024.

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 (970) 828-HOME

 [www.yeslpc.com/rha](http://www.yeslpc.com/rha)

 P.O. Box 2555 Durango, CO 81302



# Home Ownership Reference Charts

## Maximum Household Incomes of Buyers (2023 HUD-derived numbers)

AMI	Number of Persons in Household							
	1	2	3	4	5	6	7	8+
50%	\$36,400	\$41,600	\$46,800	\$51,950	\$56,150	\$60,300	\$64,450	\$68,600
60%	\$43,680	\$49,920	\$56,160	\$62,340	\$67,380	\$72,360	\$77,340	\$82,320
65%	\$47,320	\$54,080	\$60,840	\$67,535	\$72,995	\$78,390	\$83,785	\$89,180
70%	\$50,960	\$58,240	\$65,520	\$72,730	\$78,610	\$84,420	\$90,230	\$96,040
80%	\$58,240	\$66,560	\$74,880	\$83,120	\$89,840	\$96,480	\$103,120	\$109,760
90%	\$65,520	\$74,880	\$84,240	\$93,510	\$101,070	\$108,540	\$116,010	\$123,480
95%	\$69,160	\$79,040	\$88,920	\$98,705	\$106,685	\$114,570	\$122,455	\$130,340
100%	\$72,800	\$83,200	\$93,600	\$103,900	\$112,300	\$120,600	\$128,900	\$137,200
110%	\$80,080	\$91,520	\$102,960	\$114,290	\$123,530	\$132,660	\$141,790	\$150,920
125%	\$91,000	\$104,000	\$117,000	\$129,875	\$140,375	\$150,750	\$161,125	\$171,500
140%	\$101,920	\$116,480	\$131,040	\$145,460	\$157,220	\$168,840	\$180,460	\$192,080
160%	\$116,480	\$133,120	\$149,760	\$166,240	\$179,680	\$192,960	\$206,240	\$219,520

## Affordable Purchase Price (2023 HUD-derived numbers)

AMI	Number of Persons in Household							
	1	2	3	4	5	6	7	8+
50%	\$93,569	\$100,283	\$124,050	\$126,242	\$145,439	\$129,842	\$148,810	\$167,778
60%	\$126,844	\$138,311	\$166,831	\$173,731	\$196,767	\$184,964	\$207,725	\$230,487
65%	\$143,481	\$157,324	\$188,222	\$197,475	\$222,431	\$212,525	\$237,183	\$261,842
70%	\$160,118	\$176,338	\$209,612	\$221,219	\$248,095	\$240,085	\$266,641	\$293,196
80%	\$193,392	\$214,366	\$252,393	\$268,708	\$299,423	\$295,207	\$325,556	\$355,905
90%	\$226,666	\$252,393	\$295,174	\$316,197	\$350,751	\$350,329	\$384,471	\$418,614
95%	\$243,303	\$271,407	\$316,565	\$339,941	\$376,415	\$377,890	\$413,929	\$449,968
100%	\$259,940	\$290,421	\$337,955	\$363,686	\$402,079	\$405,450	\$443,387	\$481,323
110%	\$293,214	\$328,449	\$380,736	\$411,174	\$453,407	\$460,572	\$502,302	\$544,032
125%	\$343,125	\$385,490	\$444,908	\$482,408	\$530,399	\$543,255	\$590,675	\$638,095
140%	\$393,037	\$442,531	\$509,079	\$553,641	\$607,391	\$625,937	\$679,048	\$732,158
160%	\$459,585	\$518,586	\$594,642	\$648,618	\$710,047	\$736,181	\$796,878	\$857,576



# Home Rental Reference Charts

## Maximum Household Incomes of Renters (2023 HUD-derived numbers)

AMI	Number of Persons in Household		
	2	3	4
30%	\$24,960	\$28,080	\$31,170
50%	\$41,600	\$46,800	\$51,950
60%	\$49,920	\$56,160	\$62,340
80%	\$66,560	\$74,880	\$83,120
100%	\$83,200	\$93,600	\$103,900
120%	\$99,840	\$112,320	\$124,680
140%	\$116,480	\$131,040	\$145,460

## Affordable Rental Price based on Bedroom Size (2023 HUD-derived numbers)

AMI	Bedroom Size		
	1	2	3
30%	\$585.00	\$702.00	\$810.00
50%	\$975.00	\$1,170.00	\$1,351.00
60%	\$1,170.00	\$1,404.00	\$1,621.00
80%	\$1,560.00	\$1,872.00	\$2,162.00
100%	\$1,950.00	\$2,340.00	\$2,702.00
120%	\$2,340.00	\$2,808.00	\$3,242.00
140%	\$2,730.00	\$3,276.00	\$3,783.00

\* Calculations assume (1) an Interest Rate of 6.32, (2) ability to contribute 33% of income to housing costs, & (3) a 3% down payment.

\*\* Sources: Affordable Home Ownership rates based on HomesFund formula, Affordable Rental Rates based on Colorado Housing and Finance Authority (CHFA) formula.