

Request for Proposals (RFP) Town of Akron, Colorado



Project Title: Akron Fast Track Implementation (Prop 123)

Introduction

The Town of Akron is seeking proposals from qualified consultants to support the implementation of a streamlined, "Fast Track" building permit and application review process. This initiative aligns with Akron's ongoing commitment to affordable housing development and the recent and future anticipated adoption of various land-use policies aimed at supporting new housing opportunities. The selected consultant will play a key role in developing and operationalizing this fast-track process, ensuring successful alignment with the Prop 123 program.

The Town of Akron is currently participating in a regional IHOP planning grant, set to conclude this year (2024), that provides a housing analysis and updated residential zoning codes. This analysis will help guide Akron's strategies for enhancing housing availability, including affordable options.

Scope of Work

The selected consultant will:

- **Develop and Implement Fast-Track Processes:** Design a new, efficient permit application and review process for new housing and housing developments, optimizing approval times and minimizing administrative barriers.
- **Train Town Staff:** Provide detailed training sessions to familiarize Town staff with the new processes, ensuring efficient and successful implementation.
- **Community Engagement:** Present the new process and policies to the Planning and Zoning Commission and the Akron Town Board.
- **Policy and Process Development for Infill:** Define and develop policies for infill development within the land use code, streamlining affordable housing opportunities in areas with existing infrastructure.
- **Subdivision Regulations Update:** Review the new DOLA Model Land Use Code for small communities, specifically the subdivision regulations, and assist in updating Akron's existing Land Use Code to include standardized subdivision regulations, which it currently does not have in place in its Land Use Code. This will involve virtual meetings with the Planning and Zoning Commission and the Town Board to finalize updates and prepare for adoption by the Town of Akron.
- **Assist in Prop 123 Compliance:** Ensure Akron's alignment with Prop 123 requirements of this project, facilitating effective participation in this statewide affordable housing initiative.

Proposal Requirements

Interested consultants should submit proposals that include the following:

- **Experience and Qualifications:** Detail relevant experience in fast-track permitting, affordable housing strategies, land-use policy, and subdivision regulations.
- **Approach and Methodology:** Describe the approach to implementing the fast-track process and training Town staff, as well as proposed strategies for infill development and subdivision regulations updates.
- **Timeline and Work Plan:** Provide a detailed timeline for the project, including key milestones and deliverables.
- **Budget:** Submit a comprehensive “not to exceed” budget, detailing costs for each project component.
- **References:** Include at least three references for similar projects completed within the past five years.

Selection Criteria

Proposals will be evaluated based on:

- Demonstrated experience with fast-track permitting processes and affordable housing development.
- Quality and feasibility of the proposed approach.
- Ability to meet project goals and objectives.
- Competitive pricing.
- References and past performance on similar projects.

Submission Details

- **Deadline for Submission:** December 30th, 2024 at 4pm
- **Submission Format:** Proposals should be submitted electronically in PDF format to glaycock@townofakron.com
- **Contact Information:** For questions or additional information, please contact Town Manager, Gillian Laycock at glaycock@townofakron.com or 970-554-0832.

Timeline

- **RFP Release Date:** December 2nd, 2024
- **Deadline for Questions:** December 12th, 2024
- **Submission Deadline:** December 30th, 2024 at 4pm
- **Anticipated Award Date:** January 20th, 2024

The Town of Akron reserves the right to reject any and all proposals and to waive any informalities in the proposal process.