

Appendix C | Volume 1 Technical Proposal

Volume 1 is to be completed by Developers, and includes three components:

- Team Composition and Experience
- Development Concept
- Development and Public Partner Approach
- Project Timeline

Volume 1 must be submitted as a PDF file and may include additional supporting information (e.g., development concept drawings, etc.) as separate files. As appropriate, any additional information included in the PDF submittal should be clearly referenced in the responses provided for C-1 through C-5 so Metro can easily identify its connection to the information requested.

The information in the PDF should be formatted with all columns fitting on 8 1/2 by 11" paper, maintaining the order established in this document. PDF submittals for Volumes I, Volume II, and Supplemental Materials are together limited to no more than 60 pages (30 double-sided pages), not including a title page or table of contents.

The electronic copies of PDF Volume 1 files must be physically separate from Volume 2. The Joint Development Concept Plan provided in Volume 1 should be consistent with the financial information provided in Volume 2.

The printed PDF copy of the Volume I submittal must be signed by an authorized representative of the developer.

Name of Development Team: _____

Team Leader Name: _____

Team Leader Signature: _____

Date of Signature: _____

Developers must respond to the following items in the space provided.

C-1: Team Composition and Experience		
1.1	Team Structure	Describe the role of each firm comprising the development team, which WMATA expects to include, at minimum, a real estate development lead, an architecture lead, and an engineering lead, and may include additional designers, consultants, or others expected to be actively involved in supporting the developer in the Joint Development project. Additionally, describe the overall management structure of the team as it relates to this Joint Development project. WMATA understands that respondents may seek to add additional firms, individuals, or both to their team at this stage in the process, to ensure the respondent team has the expertise and capacities needed to fully execute a development program that meets the identified objectives. Provide evidence of sufficient organizational capability to ensure successful and timely delivery of the project.
1.2	Team Member Experience	Provide any relevant experience for team members. Projects should demonstrate experience with: • Mixed-use development • Transit-oriented development • Joint Development partnerships and/or real estate transactions with public and non-profit sector partners • Complex zoning and entitlement processes within the City of Alexandria and Virginia, such as zoning map amendments • Working with WMATA's infrastructure requirements • Development with a similar income mix as the respondent intends for the Braddock Road site • Community engagement strategy
1.3	Litigation with Metro	Identify any past or ongoing litigation, or known threatened litigation, with Metro for any firm identified in 1.1 or team member identified in 1.5. If none, write "None."

1.4	Defaults, Bankruptcies, Criminal History, Debarments	List any past, current, or anticipated relationships with any members of Development Team with Metro. If none, write "None."
		List any appearance of a conflict of interests. If none, write "None."
1.5	Key Personnel	Identify all key personnel, including title and roles.
		Provide additional details on team members' working relationships with one another in the past and approach to project management.
		Respondents should include resumes for key personnel (limited to one page each), including title and qualifications (within current role or in previous roles), as part of the submission. In the space below, please confirm inclusion of this information in the Supplemental Materials PDF and note the page number/section in which the information can be found.
1.6	Experience	Provide details of the Key Personnel's collective knowledge and experience with local building codes, zoning and entitlement, regulations, source of funding, and commercial development in the metropolitan Washington, DC area and specifically the City of Alexandria.

C-2: Development Concept		
2.1	Development Program	In accordance with guidance provided in the joint development solicitation, provide the proposed development program by building/phase in the spaces below. If there are more than two

		phases planned, add additional rows in the same format to provide the same information requested for the additional phases.	
		Total development program	
	•	Types of uses included:	
	•	Total square footage (GSF):	
	○	Office square footage (GSF):	
	○	Retail square footage (GSF):	
	○	Hotel square footage (GSF):	
	○	Metro facilities (GSF):	
	○	Other (GSF):	
	•	Number of units/keys (as applicable):	
	•	Number of designated affordable units, AMI level, and terms of affordability (as applicable):	
	•	Total parking spaces and type of parking (e.g., surface or above/below grade garage, etc.)	
	•	Total FAR:	
		Phase I	
	•	Types of uses included:	
	•	Total square footage (GSF)	
	○	Residential square footage (GSF):	
	○	Office square footage (GSF):	
	○	Retail square footage (GSF):	
	○	Hotel square footage (GSF):	
	○	Metro facilities (GSF):	
	○	Other (GSF):	
	•	Number of units/keys (as applicable):	
	•	Number of designated affordable units, AMI level,	

		and term of affordability (as applicable):	
		• Total parking spaces:	
		• Total FAR:	
		Phase II (if applicable)	
		• Types of uses included:	
		• Total square footage (GSF)	
		○ Residential square footage (GSF):	
		○ Office square footage (GSF):	
		○ Retail square footage (GSF):	
		○ Hotel square footage (GSF):	
		○ Metro facilities (GSF):	
		○ Other (GSF):	
		• Number of units/keys (as applicable):	
		• Number of designated affordable units, AMI level, and term of affordability (as applicable):	
		• Total parking spaces:	
		• Total FAR:	
2.2	Development Concept Information	For any proposed residential use, provide a narrative addressing the residential vision, target market rationale, market analysis and marketing strategy. For any proposed retail, office, or hotel uses, provide a narrative description of the character of each space. Letters of intent or interest from prospective tenants or operators may be included in the Volume I PDF submittal to demonstrate feasibility of the program. If any of these uses are planned, but no tenants have signed letters of intent or other indications of interest in the project, please note this.	
		Describe any placemaking elements and strategies to be implemented with the concept plan, both permanent and temporary (i.e. pedestrian plazas, public realm amenities, etc.), and how they enhance the environment.	

		Describe how this plan will maximize development on Metro's property.
		Provide a phasing plan that articulates the order of construction/delivery for proposed joint development.
		If there are any other proposed amenities or qualities of the proposed development project that have not yet been noted, please describe them here. If not applicable, note "None".
		Describe your marketing strategy for each proposed use.
		If the Developer proposes inclusion of any additional properties in the vicinity of the joint development site that the developer controls, then describe the impact to the overall development program and the benefit to Metro for inclusion of the property as part of a larger development plan.
2.3	Existing and Proposed Zoning	Indicate whether the proposed plan is consistent with the existing zoning and local jurisdiction's planning goals. If changes to zoning or the Comprehensive Plan are required, specify the changes needed and provide strategies to address potential community concerns and mitigate impacts.
2.4	Risk and Mitigation Strategies	Describe any significant project risks and suggest mitigation strategies.

2.5	Conceptual Drawings	Respondents should also provide a package of conceptual drawings based on the proposed development program, to be submitted as part of the separate Volume I PDF. This should include, at minimum, site plans, floor plans, massing, elevations and circulation elements. In the space below, please confirm inclusion of this information in the Supplemental Materials PDF and note the page number/section in which the information can be found.
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C-3: Development and Public Partner Approach		
3.1	Development and Public Partner Approach	<i>Respondent teams should provide detailed information about their approach to working with public stakeholders, specifically:</i> Technical approach to advancing the development plan and design, conducting stakeholder coordination, and negotiating public-private transactions. Describe a conceptual road map for getting to JDA execution in 6–8 months. Also, detail any anticipated challenges in getting the JDA and a substantially negotiated Ground Lease completed in 6–8 Months. Approach to working with the local jurisdiction to gain all approvals necessary for the development. Approach to community engagement strategy. Refer to the Solicitation for more specific instructions.

C-4: Project Timeline

4.1	Project Timeline	Provide an overall timeline for development of all phases in the table below to note the start, end, and duration of milestone dates. It is understood this timeline will be an estimate, and as such, milestones should be presented in relation to the assumed signing of the Joint Development Agreement. If there are more than two phases planned, add additional rows in the same format to provide the same information requested for the additional phases.			
			Beginning (MM/YYYY)	End (MM/YYYY)	Duration (# of Months)
		Project Start			
		Due diligence and pre-development activities, including:			
		Design			
		• Schematic design			
		• Design development			
		• Construction documents			
		Metro approvals			
		Local government entitlements and permitting			
		Community engagement			
		Construction duration by delivery phases (total duration)			
		Phase I			
		Phase II (if applicable)			
		Construction start and duration			
		Phase I (detailed phase information)			
		• Transportation Infrastructure			
		• Private development			
		• First space/units delivered			
		• Initial occupancy			
		• First stabilized month			
		Phase II (detailed phase information, if applicable)			
		• Transportation Infrastructure			
		• Private development			
		• First space/units delivered			
		• Initial occupancy			
		• First stabilized month			
		Note any potential disruptions to existing Metro facilities and their duration.			

		In addition to the timeline provided above, include a graphic representation and accompanying narrative of the development timeline as part of the separately provided Volume I PDF. In the space below, please note the page number in the Supplemental Materials on which the corresponding information can be found.