

# Unsolicited Proposal Procedure for Joint Development of Real Property

## Step 3 - Unsolicited Proposal Application

TOD Tracking #

### About the Unsolicited Proposal Application

RTD will review the information provided for completeness and policy compliance. Once initial review is complete, RTD will send an acknowledgement letter to the Developer and begin to determine project's technical and financial merit and whether the applicant has appropriate financial capacity. If necessary, RTD may contact the Developer for an interview or clarification. If the proposal is deemed to have merit, RTD will issue a request for alternate proposals against which it will compare the original proposal. All developers will be notified when selection is complete.

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#### Contact Name, Company, Title

#### Address

#### Email

#### Phone

#### Project Location/Address

#### Name of RTD Facility

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#### Type of Facility (check all that apply)

Light Rail

Commuter Rail

Park N Ride

Bus Stop

Operating Facility

Other

#### Project Description

Proposed uses of the site, including as much information about the proposed project as possible, such as building area, number and type of dwelling units, number and size of proposed lots, proposed parking, etc.

**Summary of proposed changes to RTD owned property and all transit facilities.**

**LEGAL**

**Have you had a controlling interest in an entity that received a negative judgment against you? If so, please describe. Attach additional material if necessary.**

**Is there any pending or threatened litigation against you or your company?**

**TECHNICAL MERIT**

**Describe how the proposed use adheres to the local jurisdiction's master planning and zoning as well as RTD's TOD Design Criteria.**

**Respond to the operational impacts or hazards identified by RTD staff during the technical review. How have these concerns been addressed in the current proposal or how will they be addressed in the future? Please respond to the concerns in the order in which they were presented to you.**

**If transit operations are proposed to be modified or re-configured (rail, bus, parking, access), demonstrate continuity and functionality of operations during and after construction:**

**Proposed ownership structure, including phasing:**

**Proposed maintenance responsibilities for publicly accessible spaces:**

## **FINANCIAL MERIT**

**Summarize the market analysis that demonstrates the commercial viability of the development.** (Provide third-party preliminary market analysis and one-page pro forma as an attachment)

## **FINANCIAL CAPACITY**

**Describe the applicant's financial standing, capacity, experience, and resources to finance and deliver the proposed project.** (Provide documentation as an attachment)

**How do you propose to utilize RTD Small Business Office's Disadvantaged Business Enterprise/Small Business Enterprise (DBE/SBE) Program in your project?**

**Provide examples of completed projects of similar scale and complexity, including those undertaken with public entities or public financing.**

**Proposed sources, uses, and the timing of public financing.**  
(Provide full sources and uses as an attachment)

**Identify the key issues regarding entitlements, community preference, and public process:**

**RTD TOD EVALUATION FACTORS**

To evaluate the project’s conformance with the **RTD TOD Evaluation Guidelines**, refer to <https://www.rtd-denver.com/sites/default/files/files/2018-08/tod-evaluation-guidelines-2018.pdf>

**TIER ONE FACTORS**

**How much revenue will the project provide to RTD through a ground lease or land sale?**

**Describe the project's anticipated effect on ridership and fare revenue.**

**Describe any new or replacement operating facilities that will be part of the project.**

**Describe the proposed maintenance plan for the project as it relates to RTD's current maintenance responsibilities.**

**Summarize the local jurisdiction's involvement in the project.**

Attach any relevant documentation, such as a Pre-Application response, Concept Plan review, or letter from municipality or partner agency describing their support and/or direct involvement.

**Describe the project's effects on RTD operations at the project site.**



**TIER TWO FACTORS**

**Describe the project's effects on safety and security.**

**Describe the project's effects on rider amenities and access.**

**Describe any community facilities or affordable housing the project will provide.**

**Describe the project's effects on RTD's brand image.**

**Required Attachments:**

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|--|--|--|
| <input type="checkbox"/> Concept Plans   | <input type="checkbox"/> Demonstration of local jurisdiction support | <input type="checkbox"/> Demonstration of financial capacity |
| <input type="checkbox"/> Boundary Survey | <input type="checkbox"/> Third-party Market Analysis                 | <input type="checkbox"/> Sources and Uses                    |
| <input type="checkbox"/> Pro Forma       |  |  |