



REQUEST FOR QUALIFICATIONS (RFQ)

Affordable Housing Development
145 Eastman Lane

RFQ Publication Date:	Friday, August 29, 2025
Site Visit & Pre-Submittal Meeting:	Tuesday, September 16, 2025, at 11am
Deadline for Questions:	Tuesday, September 23, 2025, at 4pm
Submission Due Date:	Friday, October 3, 2025, at 2pm
Selected Proposer Presentations:	Week of October 13-17, 2025

Introduction

The City of Auburn, Maine is seeking concept proposals for the development of affordable housing on the city owned lot at 145 Eastman Lane, Auburn, Maine 04210, (PID #079-004).

The City is prepared to enter into an agreement with a development partner that, after selection based upon a concept proposal, will finalize a design, a financial plan, a schedule, an ownership approach, and a general land use approach, and will pursue the appropriate permits for construction of an affordable housing development. All responses to this RFQ must be submitted directly to the City of Auburn and must be responsive to the requirements outlined in this RFQ.

Submission Requirements

Proposals must be submitted in accordance with the following instructions to bidders. Please mark sealed envelopes plainly: **"2025-037 Affordable Housing Development-145 Eastman Ln."** Late submissions will not be accepted or considered.

Please submit your proposal in a sealed envelope to the City of Auburn **by 2:00 p.m. on Friday, October 3, 2025**. Please include an electronic copy of your proposal in the sealed envelope. Proposals must be received by **Emma Burns, Purchasing Analyst, 60 Court Street, Auburn, Maine 04210**, on or before the date and time appointed. Proposals will be opened at 2:00 PM at Auburn City Hall.

This RFQ is not a contract offer, and no contract will exist unless and until a purchase and sales agreement, or similar agreement is signed by the City and the Project Developer Partner(s). The City of Auburn reserves the right to accept or reject any or all responses and, at its discretion, may select a firm outright or select a finalist(s) for in-person, video and/or

telephone interviews. The City is governed by Title 1 M.R.S.A. § 401-410, otherwise known as the Freedom of Information Act, which considers bid specifications as public documents. Proposers shall be current on all amounts due to the City prior to the City entering into any contract agreement.

Site Visit & Pre-Submittal Meeting

There will be a site visit and pre-submittal meeting for interested respondents on Tuesday, September 16, 2025, at 11am. Attendance is not mandatory but recommended. Please register for the site visit and pre-submittal meeting via email to Jenna-Rae Brown at jrbrown@auburnmaine.gov. Please reference "**2025-037 Affordable Housing Development-145 Eastman Ln**" in the subject line.

Questions

Questions are to be submitted via email to Jenna-Rae Brown at jrbrown@auburnmaine.gov. Please reference "**2025-037 Affordable Housing Development-145 Eastman Ln**" in the subject line. All questions are due by Tuesday, September 23, 2025, at 4pm. Late submissions will not be accepted or considered. A "Questions and Answers" document, containing all questions received and answers provided, will be posted on the City of Auburn website in the form of an addendum at <https://www.auburnmaine.gov/Pages/Government/Bid-Notices> on Friday, September 26, 2025.

Proposer Presentation

The city will schedule proposer presentations for selected finalists the week of October 13-17, 2025.

Affordable Housing Need

The population of the City of Auburn is approximately 24,500. There are approximately 11,000 housing units in the city. According to the US Census, the median family income in the city is \$66,552 while the US Housing and Urban Development median family income (HAMFI) for the Lewiston-Auburn area is \$85,400. The Comprehensive Housing Affordability Strategy data estimates that there are 4,760 households in the city falling within or below 80% of the HAMFI.

The City of Auburn has experienced an underproduction of housing units and requires additional housing development to meet current needs and to support future growth. While there has been a significant increase in market-rate housing units over the past five years, the development of all types of low-to-moderate income housing has not met current needs nor is it sufficient to accommodate future growth.

Currently there is a lack of senior housing, first time homebuyer ownership opportunities, and available rental opportunities for low to moderate income residents. The city desires to increase the housing opportunities for low to moderate income residents.

Preferred Development

The City of Auburn desires the development of affordable housing to support low to moderate income residents that are first time homeowners. The City of Auburn will consider proposals for rental units secondary to first time homeowner proposals.

The affordable housing may be of the following types, separately or in combination.

- One-family detached dwellings
- Attached single-family dwellings, as part of a planned residential unit development and subdivision.
- Two-family dwellings.
- Accessory dwelling units.

The affordable housing may include up to 20% market rate units by housing type.

Location

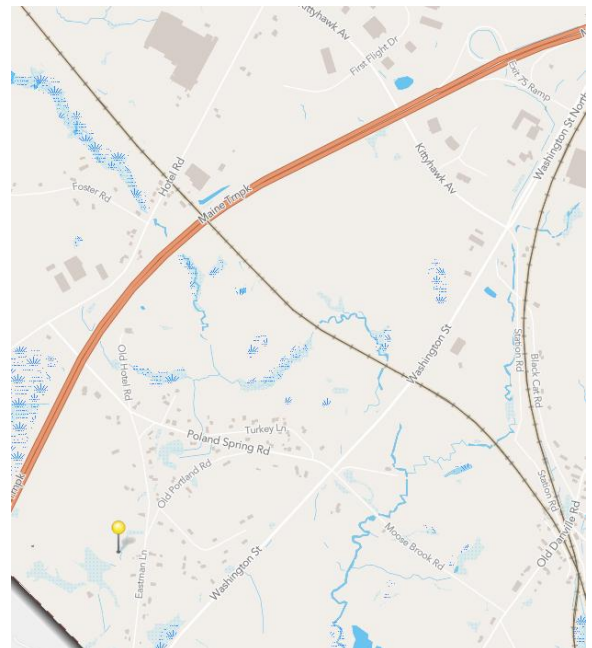
The property is located approximately 2.2 miles south of Exit 75 of the Maine Turnpike and approximately .25 miles off US Route 202 (Washington Street) at 145 Eastman Lane (PID # 079-004).

The property has approximately 985 feet road frontage on Eastman Lane.

Topography

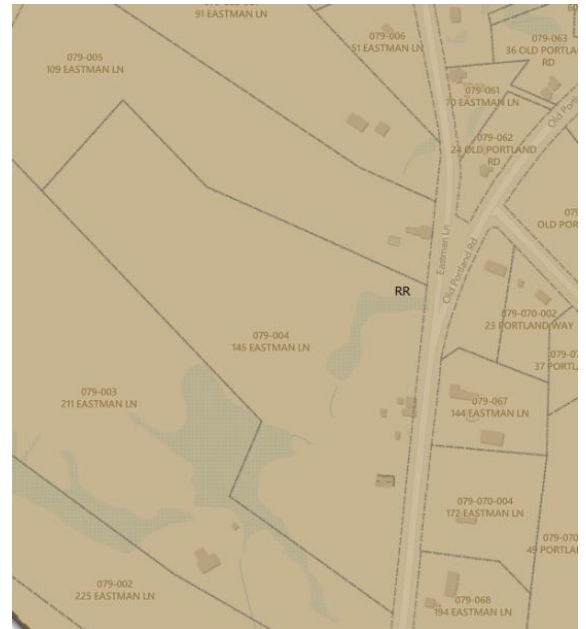
The parcel is approximately 16.88 acres in area. The property is relatively flat.

An updated survey would need to be conducted to accurately reflect site conditions.



Current Zoning

The parcel is in a designated limited growth area pursuant to the Auburn Comprehensive Plan and is zoned as Rural Residential (See Division 4, Low Density Rural Residence District at



https://library.municode.com/me/auburn/codes/code_of_ordinances?nodeId=PTIICOR_C_H60ZO_ARTIVDIRE_DIV4LODERURED.

The City of Auburn Zoning Ordinance defines the district as: "This district is intended to provide for low density rural residential areas while protecting adjacent agriculture and resource protection districts, allowing a degree of residential development compatible with maintenance of environmental quality and preservation of the open character of the area."

Permitted residential uses include one-family detached dwellings, attached single-family dwellings (as part of a planned residential unit development), and two-family dwellings.

The density of dwelling units shall not exceed an average of one dwelling per acre. An accessory dwelling unit may be included with the primary dwelling unit counting the unit in the density requirement calculation. *Accessory dwelling unit* means a self-contained dwelling unit meeting a minimum of 190 square feet and not to exceed 1,500 square feet, that can be located within, attached to or detached from a single-family dwelling unit located on the same parcel of land. Lots must be at least 250' in width and at least 150' in depth.

This parcel is not eligible for the affordable housing bonus pursuant to 30-A MRSA §4364 as the parcel is not in a growth area or served by water and sewer service.

Infrastructure

The site does not have access to public water and public sewer service.

Financial Approaches

Developing affordable housing requires creative and complex approaches to financing the development. Funding for affordable housing often requires multiple layers of financing. The city recognizes that affordable housing developers may partner with municipalities for discounted land sales, and tax increment financing (TIF) based credit enhancement agreements to assist with affordable housing developments.

The city is prepared to consider such requests for assistance. It is assumed that proposals submitted will present approaches to financing without any committed financing. Applicants' experience working with complex financial structures and the probability of securing the necessary finances will be important considerations.

Response Content and Organization

Each response must contain the following.

1. An executive summary of the proposal.
2. A description of the proposer's organization.
3. A description of the experience of the management team of the proposer's organization.
4. A description of the organization's experience developing affordable housing. Provide examples of affordable housing projects completed or in development. Include the income targeting method used, numbers of units, types of housing, ownership model, and financing approach.
5. A description of the organization's experience working with municipalities to create affordable housing.
6. A description of the organization's general concept for the development of affordable housing at this site which includes the income targeting method, numbers of units, types of housing, ownership model, and financing approach.
7. A high-level estimated timeline for the proposed project listing major milestones and activities.
8. If the development includes rental units, describe the post development management plan for the property.
9. Explain how the development would maintain long-term affordability for low to moderate income residents.
10. Identify the organization's expectations for participation in the proposed project by the City of Auburn.

Where the word “organization” appears in this section, this means the proposer organization and any partner organizations participating in the proposed project.

Selection Criteria

The City of Auburn is not obligated to select any response to this RFQ and will make its selection based upon satisfactory review and due diligence of the respondents. The city will use the following criteria and point system in evaluating proposals:

- The concept proposal maximizes the ability to develop affordable housing of the preferred development type. (40 points)
- Affordable housing development experience of the proposer organization, with special consideration for successful history of completing affordable housing projects involving targeted populations and different types of housing on the same site. (30 points)
- Proposer organization’s capability and capacity. (20 points)
- Experience developing housing on municipal or public land. (10 points)

The proposal review panel may include:

- Executive Director of Public Services
- Director of Business and Community Development
- Director of Planning
- Mayor
- Member of the City Council appointed by the mayor
- Housing Committee Chair
- Member of the Housing Committee appointed by the Chair

RFQ Schedule

The following is the anticipated schedule.

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The City of Auburn reserves the right to extend the schedule and will post notice of any such extension on the City’s website at [Bid Notices](#).

Following the receipt of proposals, the review panel will conduct a preliminary review of the proposals and may down select to a list of finalists. Finalists will be invited to present their proposal to the review panel.

City of Auburn Rights

At any stage of the proposal process, the City of Auburn reserves the right to terminate, suspend, extend, amend, or modify this selection process; reject any or all submittals at any time; and waive any informalities, irregularities, or omissions in submittals, as the best interests of the City may appear. The RFQ process shall in all respects be governed by, and construed in accordance with, the laws of the State of Maine.