

PROFESSIONAL SERVICES PROPOSAL

To: The City of Douglas

From: Flywheel Community Development Services

Date: July 31, 2025

Re: Development Negotiation Support Services

PROJECT OVERVIEW

Flywheel Community Development Services is pleased to submit this proposal to provide professional consulting services to The City of Douglas for the strategic development of a 17-acre municipal parcel. Our services will focus on supporting the City through comprehensive negotiations with the selected developer to maximize community benefit and ensure the delivery of workforce housing solutions.

SCOPE OF SERVICES

Flywheel Community Development Services will provide expert consultation and negotiation support encompassing the following key areas:

Development Agreement Negotiations

- Support the City in negotiating all contractual terms, development standards, and performance expectations with the selected developer
- Review and advise on proposed development timelines, phasing, and delivery milestones
- Assist in establishing clear accountability measures and remedies for non-performance

Site Planning and Design Consultation

- Collaborate with the City and developer to inform and finalize the comprehensive site plan
- Provide expert guidance on optimal housing mix to serve diverse community needs
- Advise on density, layout, and design standards that align with community character and goals

Housing Affordability Strategy

- Develop and negotiate workforce housing requirements and affordability targets
- Structure appropriate price points to serve local workforce income levels

- Design long-term affordability preservation mechanisms

Incentive Package Development

- Analyze and structure municipal incentives to achieve workforce housing objectives
- Negotiate performance-based incentive delivery tied to affordable housing outcomes
- Ensure incentive packages provide appropriate public benefit and return on investment to the development team

Best Practices Implementation

- Apply proven strategies from successful housing and economic development projects
- Provide ongoing professional advice on emerging industry standards and innovative approaches
- Support the City in achieving development outcomes that serve as a regional model

PROJECT APPROACH

Our engagement will be characterized by collaborative partnership, transparent communication, and efficient project management. Flywheel will work closely with City staff and leadership to ensure our support aligns with municipal priorities and community vision while advancing negotiations that protect the public interest.

We are committed to providing highly efficient service delivery that maximizes value while minimizing billable hours through strategic preparation, focused communication, and leveraging our extensive experience in similar negotiations.

COMPENSATION STRUCTURE

Hourly Rate: \$195 per hour, inclusive of travel expenses

Billing Basis: Time and materials for actual hours worked

Payment Terms: Net 30 days from invoice date

Flywheel is committed to providing cost-effective service through efficient project management and strategic focus on high-impact activities that advance the City's objectives.

NEXT STEPS

Upon acceptance of this proposal, Flywheel Community Development Services is prepared to begin immediate coordination with City staff to establish project timelines, communication protocols, and initial strategic priorities for the development negotiations.

We appreciate the opportunity to support The City of Douglas in this important community development initiative and look forward to partnering with you to achieve exceptional outcomes for the community.

Contact Information:

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