



1981 Blake Street  
Denver, Colorado 80202  
800.877.chfa (2432)  
www.chfainfo.com

348 Main Street  
Grand Junction, CO 81501  
970.241.2341

# chfa request for proposal

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## **COLORADO HOUSING AND FINANCE AUTHORITY**

### **REQUEST FOR PROPOSAL (RFP)**

COLORADO HOUSING AND FINANCE AUTHORITY  
1981 BLAKE STREET  
DENVER, CO 80202

#### Strategic Investment Consultant

#### **POSTED:**

**PROPOSALS DUE: 07.18.2025**

Colorado Housing and Finance Authority (CHFA) is a body corporate and political subdivision of the State of Colorado, established by the Colorado General Assembly for the purpose of increasing the supply of decent, safe and sanitary housing for low and moderate income families; and to promote sound economic development by supporting business enterprises. CHFA strongly values diversity, equity, and inclusion among our customers, employees, vendors, and partners. With respect to its programs, services, activities, and employment practices, CHFA prohibits unlawful discrimination against applicants or employees on the basis of age 40 years and over, race, sex, sexual orientation, gender identity, gender expression, color, religion, national origin, disability, military status, genetic information, marital status or any other status protected by applicable federal, state, or local law. More information on CHFA may be found at the CHFA website, [www.chfainfo.com](http://www.chfainfo.com).

### **Background**

CHFA currently maintains several funding partnerships, primarily with state and federal entities. As a quasi-governmental entity, our engagement has historically focused on these public-sector relationships.

While CHFA has not traditionally pursued external funding partners to support our programs, we have occasionally engaged in such opportunities as they have arisen. In recent years, however, we have begun to proactively explore partnerships with foundations, healthcare organizations, and other sectors whose missions align with our own—advancing affordable housing and economic development across Colorado.

Recognizing the potential to expand and strengthen these partnerships, CHFA is seeking to engage a consultant through this Request for Proposals (RFP). The selected consultant will assist in developing a strategic engagement roadmap to guide our efforts in identifying, cultivating, and securing funding partnerships that support and enhance our affordable housing initiatives.

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## Scope of Services

CHFA is seeking a consultant to develop a strategic roadmap for expanding funding partnerships beyond our traditional relationships. The consultant will identify and engage mission-aligned partners—such as foundations, healthcare organizations, and private sector entities—to support and enhance CHFA’s affordable housing and economic development initiatives across Colorado. This engagement will also include a feasibility study, development of impact and portfolio tracking tools, and alignment of funding strategies with CHFA’s priority programs and funding partner opportunities.

The outcome of this engagement is to secure approximately \$250 million in external investment over a 2–3 year period, supporting CHFA’s priority programs and initiatives.

As part of this engagement, the consultant will be expected to:

- Conduct a landscape and feasibility study of potential funding partners and sectors
- Develop an outreach and engagement strategy for prospective partners
- Align funding opportunities with CHFA’s priority programs, including:
  - Single family construction lending
  - Multifamily uninsured construction
  - Middle-income Access Program (MIAP)
  - Single family rate buydown initiatives
  - Business and nonprofit lending
  - Small-scale Housing Initiative Program (SHIP) financing for rural housing
  - Health and housing initiatives (e.g., neuro-inclusive, recuperative care, hospital redevelopment, employee housing)
- Identify and recommend appropriate funding structures (e.g., grants, guarantees, credit enhancements, loan participations)
- Support the cultivation of philanthropic, private, and institutional partners
- Assist in building a phased engagement roadmap for 2025 and beyond
- Develop impact reporting and tracking frameworks
- Create portfolio reporting and monitoring tools for third-party funding relationships

## Proposal Requirements

CHFA will consider all the following criteria in evaluating the proposals:

1. Ability and experience with respect to the following obligations and responsibilities
    - a. The selected consultant will be expected to, among its duties:
      - i. Proposing a clear and realistic project timeline and budget aligned with CHFA’s goals
      - ii. Conduct a comprehensive landscape and feasibility study of potential funding partners and sectors.
      - iii. Develop a strategic roadmap for identifying, initiating, securing and growing mission-aligned partnerships.
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- iv. Design frameworks for impact reporting and tracking.
  - v. Identify portfolio reporting and monitoring tools and/or best practices for third-party funding relationships.
  - vi. Engage CHFA stakeholders through interviews, focus groups, and surveys.
  - vii. Provide regular updates and participate in scheduled check-ins with CHFA staff.
  - viii. Deliver a final report and executive summary, with a presentation to CHFA leadership which may be in-person.
- 2. Anticipated Costs
  - a. Respondents must provide a detailed cost proposal, including:
    - i. Professional fees
    - ii. Travel and lodging (if applicable)
    - iii. Any additional expenses
- 3. Term and Termination
  - a. The following are subject to the terms of the contract entered into by the selected consultant and CHFA.
    - i. CHFA reserves the right to terminate the agreement with written notice if performance expectations are not met or if project needs change.
- 4. Additional Requirements
  - a. Proposals must include the following:
    - i. Description of your organization's sustainability philosophy and practices.
    - ii. Description of your organizations diversity, equity, and inclusion policy, philosophy and/or practices

### Submission Timeline and Requirements

Posting of Request for Proposal: 06.06.2025

Deadline for Submitting Questions: 06.20.2025

CHFA Posts Q&A to Website: 06.27.2025

Email Proposal Submissions Due: 07.18.2025

Anticipated Decision Date: 08.01.2025

Electronic responses to this request for proposal must be received by CHFA no later than 4:00pm, Mountain Time, on **Friday, July 18, 2025** at the following email address:

Renee Saia  
*Senior Project Manager*  
rsaia@chfainfo.com

Note: The email Subject line must be "RFP, Strategic Investment Consultant."

### Requests for Additional Information

Requests for additional information and/or questions and requests for clarification may be sent, via email, to Renee Saia. All such communications must be received by 4:00pm on 06.20.2025. All questions, as well as responses, will be posted in the Requests for Proposal section of CHFA's website, <https://www.chfainfo.com/rfps>.

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### Legal

1. CHFA and the selected consultant will enter into a contract, describing the terms and conditions of the services to be performed, including consultant compensation.
  2. All submitted proposals become the sole and exclusive property of CHFA.
  3. As a political subdivision of the State of Colorado, CHFA is subject to the Colorado Open Records Act (CORA) C.R.S. §§ 24-72-201, et seq., which requires CHFA to permit inspection and copying of certain public records. Responders to this RFP (each a "Respondent" and collectively, the "Respondents") acknowledge and agree that, notwithstanding anything contained therein or in any transmittal, all documents submitted to CHFA pursuant to this RFP are not considered confidential or proprietary in any way and may be subject to inspection by the public. By submitting a proposal, Respondents expressly authorize CHFA to disclose such proposals and any related information at CHFA's sole discretion. Respondents should not include any information deemed privileged or confidential in their responses.
  4. Additional information that is reasonably necessary for CHFA to fairly and comprehensively evaluate proposals may be enclosed with a proposal, as long as such information clarifies or substantiates written responses.
  5. During the evaluation and decision process, CHFA may request additional information or clarifications from Respondents. At its discretion, CHFA may request certain Respondents to make oral presentations.
  6. CHFA shall not be liable for any expenses, including travel expenses related to preparation of the proposal, any due diligence by the Respondent and/or CHFA, and the contract negotiation process, if applicable.
  7. CHFA reserves the right to reject any or all proposals after reviewing all responses to this RFP. CHFA is not required by law to conduct this RFP and reserves the right to cancel or withdraw this RFP at any time and for any reason.
  8. CHFA is committed to diversity and inclusion with its suppliers to meet the growing needs of its customer base. CHFA staff understands that the purchasing decisions that we, and our vendors make, can impact the community we serve through People, Planet, Purpose, and Price. The four-"P" (4P) procurement standards are embedded in our vendor diversity standards to ensure we are reducing the environmental impact of our purchasing decisions and expanding our diversity outreach, while maximizing the purchasing value of our funds.
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9. This RFP and the resulting contract shall be governed by the laws of the State of Colorado and venues for any actions shall lie exclusively in Denver, Colorado. By submitting a response to this RFP, Respondent irrevocably submits to the exclusive personal jurisdiction of the courts located in the City and County of Denver, Colorado.
10. Written approval from CHFA must be obtained for any media releases regarding an award of the contract by CHFA.
11. By submitting a proposal, Respondent agrees to waive any claim(s) it has or may have against CHFA and/or any of the current or former CHFA directors, officers, board members, employees, or agents arising out of or in connection with (1) the administration, evaluation, or recommendation of any proposal (2) waiver of any requirement under this RFP, (3) acceptance or rejection of any proposal, and (4) award of the contract.



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**RESPONSES TO QUESTIONS AND REQUESTS  
FOR CLARIFICATION**

COLORADO HOUSING AND FINANCE  
AUTHORITY 1981 BLAKE STREET  
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**REQUEST FOR PROPOSAL**

Strategic Investment Consultant

To facilitate a transparent and thorough RFP process, CHFA is responding to the following questions and/or requests for clarification, which have been submitted by one or more potential responders in response to CHFA's posted RFP. **[A small number of submitted questions related to confidential CHFA business operations will be addressed during the due diligence process.]**

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