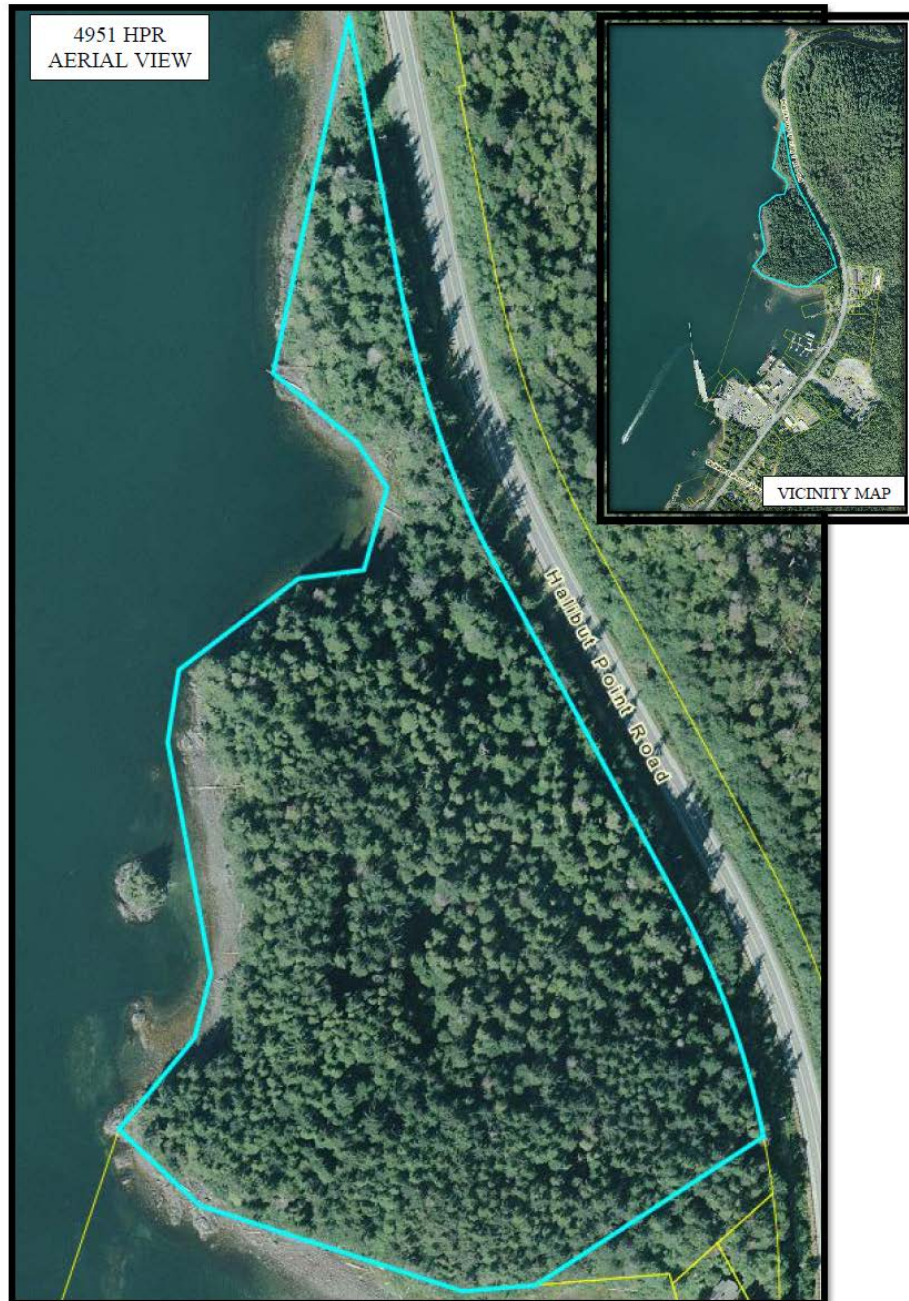


REQUEST FOR PROPOSALS (RFP)

Lease/Sale for Development of a portion of Lot 1, USS 3670
Physical Address 4951 Halibut Point Road, Sitka, AK 99835



Advertise Request for Proposals
Submittals Due

Month Day, 2020 to Month Day, 2020
Month Day, 2020

Request for Proposals (RFP)
by the
City and Borough of Sitka, Alaska
for
Lease/Sale for Development of a portion of Lot 1, USS 3670
Physical Address 4951 Halibut Point Road, Sitka, AK 99835

The City and Borough of Sitka (CBS) is requesting proposals from developers and qualified organizations for a portion of Lot 1, USS 3670 (physical address 4951 Halibut Point Road) to develop this parcel.

A. Property Characteristics

The property is approximately 17 acres in size and with significant waterfrontage along Sitka Sound. The parcel is heavily wooded, with sloping and varying topography, some rocky/craggy areas as well.

The land is encumbered with a 100' perpetual public access easement (50' shoreward and 50' seaward of mean high water) along the shoreline with a 50' perpetual access easement to the shoreline. These easements are not yet platted and will need to be completed and approved by the State of Alaska before execution of lease or sale. In the case of a proposed sale, the land must be formally subdivided from the rest of Lot 1, USS 3670 prior to execution of the sale. The selected proposer will be responsible for all surveying and platting expenses.

The property is currently zoned as R-1, single family and duplex residential district. Rezoning may be considered by the CBS Planning Commission and Assembly for commercial or industrial endeavors. Proposals should include the requested zoning designation. Applicants are highly encouraged to reference Sitka General Code Title 22, Zoning, to best understand the intent and limitations of each zoning district.

Leases will be considered for recreational, commercial, and/or industrial developments. Sale of the land will only be considered for residential development.

The shoreline abuts both municipal tidelands and State tidelands (see Tidelands Map in appendices). Use of municipal and/or State tidelands will require a separate leasing request and approval process through the appropriate governing body. Anticipated use of tidelands should be indicated in the proposal and represented in the submitted site plan.

B. Existing Utilities and Construction Requirements

Water, sanitary sewer, and electrical utilities are available in the area along Halibut Point Road. Three phase distribution power line runs along the front property line on Halibut Point Road. Service voltage transformers would be needed to supply power to the property.

Water and sanitary sewer connections are on the upland/outbound lane of Halibut Point Road. The sewer system terminates across the street at 4802 Halibut Point Road. Extensions across the highway would be needed to connect the property to these services.

CBS utility connection permitting and fees will apply. The CBS subdivision regulations require that lots in major subdivisions shall not be sold unless served by utilities and roads that are constructed to municipal standards. The municipality must also accept those roads and utilities for maintenance prior to the sale of any individual lot.

All utilities must be sized and constructed to accommodate development adequate for the proposed development. The construction of municipal utilities shall meet the standards of the CBS, the State of Alaska, Department of Environmental Conservation, and all other applicable state and federal standards and regulations. Utility and road design shall be completed by a State of Alaska licensed Civil Engineer.

The proposed location and dimensions of utilities shall be shown in the proposed development plan so they can be evaluated along with the rest of the proposal elements.

Development of this land may increase stormwater runoff onto adjacent properties. If developed, the selected proposer for this property will be required to adhere to CBS Stormwater Design Standards and may be required complete a comprehensive hydrology study completed by a State of Alaska licensed Civil Engineer and accepted by CBS Department of Public Works.

Obtaining all necessary geotechnical information and applicable permits during planning, design and construction shall be the sole responsibility of the selected proposer or its contractors.

C. Requirements for Proposals

It is the goal of CBS for the selected proposer to purchase or lease this parcel, and for its development to spur economic development for the community of Sitka. Therefore, development must occur in a timely manner with total build out of the project expected within three years from the date of purchase/lease.

Proposers submitting proposals must include the following requested information arranged in this order:

1. Narrative statement of qualifications of your firm or enterprise and key consultants/contractors to be engaged, if applicable.
2. Qualifications of project manager, engineer(s) of record and surveyor, if applicable.
3. List of projects previously completed of a similar nature including a construction cost and start/completion dates for each project.
4. Submit an organizational chart showing a designated project manager and staff, including consultants/contractors, if known.
5. Statement of firm's experience working in Southeast Alaska or a similar environment.

6. A site plan including detailed proposed lot and structure layout with approximate dimensions of parcels, buildings, and/or improvements. Anticipated use of tidelands should also be included in the site plan.
7. Details on proposed roads, utilities, and drainage improvements to be constructed along with notations as to whether they will remain in private lands or dedicated for public use.
8. Concept narrative of your development plan for the project including estimated time of completion, operating plan, all amenities/services offered, etc. Narrative should also include desired zoning designation that would enable proposed use.
9. Sources of funding for the project and a tentative development timetable. In the event the project is contingent on funding from another public agency, the deadline for application submittals and tentative award dates shall be provided.
10. Estimated revenues (both one-time and recurring/annual) CBS could expect from accepting your proposal.
11. Proposed purchase or lease price in U.S. dollars. In the case of a lease, desired length of lease (with justification regarding expected breakeven period for investment and loan requirements) should be included.
12. Responses are limited to no more than 20 pages.

Responses to this RFP will be evaluated and ranked based on the following criteria (100 points total):

1. Development Dollars Invested by Proposer (0 to 15 points)
Investments in development ripple throughout the economy. How much investment will be made in developing the property, and what are the local benefits of that investment?
2. Employment Impact (0 to 15 points)
What employment opportunities does sale/lease/development of this parcel create? Are the jobs created year-round positions with living wages?
3. Long-term, Recreational Benefits to the Community (0 to 15 points)
Public access easements to the waterfront must be maintained. What improvements will be made to enhance the long-term, recreational benefits to the community as a whole?
4. CBS Tax, Utility, and Special Revenues (0 to 20 points)
What are the anticipated revenues from property tax, sales tax, utility usage, and any special revenues (revenue sharing, royalties, etc.) that CBS can expect as a result of the proposal? Are all assumptions and background information for calculating anticipated revenues clear, reasonable, and replicable? How vulnerable are these anticipated revenues to changes in market/economic conditions? How soon after execution of a sale or lease will CBS realize these revenues?
5. CBS Sale/Lease Revenues (0 to 35 points)
What is the proposed sale/lease price, and how does that compare to other proposals? Points in this category will be based upon the following formulas:
Proposed Sale: $(\text{Your Purchase Price} / \text{Highest Purchase Price}) \times 35$ points
Proposed Lease: $(\text{Your Lease Price} / \text{Highest Lease Price}) \times 35$ points

D. Terms and Conditions

1. CBS intends that as a result of the transaction contemplated by this RFP it will have no further responsibility of liability for the subject property. CBS intends that the selected proposer would acquire its interest in the subject property “AS IS/WHERE IS” with all faults and defects.
2. The selected proposer, in order to acquire its interest in the subject property, must acknowledge and agree that CBS has not made and does not make, and CBS specifically disclaims, any representations, warranties, covenants, agreements, or guarantees of any kind or character whatsoever, whether express or implied, oral or written, past, present, or future, with respect to the subject property, which extends to the environmental condition, including natural hazards, and regulatory status of the property.
3. The selected proposer will have the responsibility to investigate and determine existing or pending regulation, restrictions, and potential defects, including natural hazards. The feasibility and costs to remedy defects will be the sole responsibility of the selected proposer.
4. The selected proposer must acknowledge and agree that use of the subject property may be subject to regulatory action by federal, state, and municipal regulators, which is the sole responsibility of the selected proposer to determine.

H. Submissions and Inquiries

Submit five (5) copies of your Proposal(s) to:

City and Borough of Sitka, Municipal Clerk
100 Lincoln Street,
Sitka, Alaska 99835

The exterior of packaging, containing the proposals, shall be clearly marked **4951 HPR Development Proposal**.

Proposals will be received until **4:00 p.m. local time XXday, Month Day, 2020.**

As a part of the review of proposals, the City and Borough may, at its discretion, require the submittal of additional detailed information.

The City and Borough of Sitka has not, as of the date of the preparation of this RFP, established a review timetable.

Prior to the submittal, inquiries may be directed to Amy Ainslie, Planning Director, City and Borough of Sitka at planning@cityofsitka.org. While phone inquiries can be made to (907) 747-1815, emails are requested to allow for tracking of potential questions.

The City and Borough of Sitka reserves the right to modify this Request for Proposals at any time. The City and Borough further reserves the right to evaluate the proposals in any manner the City and Borough deems appropriate.

The City and Borough of Sitka reserves the right to accept or reject any and/or all proposals, to waive irregularities or informalities in the proposals, and to negotiate a contract with the respondent that best meets the selection criteria.

The materials provided in this RFP and appendices are provided for informational purposes only. Potential submitters shall take responsibility for independently verifying all information. Any sale or lease of the land will be in the condition “as is”. Any buyer will assume the entire risk as to the quality and suitability of the land for their intended purpose(s).

Outline of Appendices