

August 2017



# Gateway National Recreation Area



# Fort Hancock Redevelopment Opportunity

Information about Fort Hancock is available at:

<https://www.nps.gov/gate>



## Site Tours and Additional Information

Requests for site tours will be considered upon request.

Questions must be submitted via email to [Gateway\\_BMD@nps.gov](mailto:Gateway_BMD@nps.gov)  
or by mail to the attention of:

Business Management Division  
Gateway National Recreation Area  
210 New York Avenue  
Staten Island, New York 10305

<https://www.nps.gov/gate>

# Fort Hancock Redevelopment Opportunity

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# Updated Request for Proposals

The National Park Service is reissuing the Requests for Proposals (RFP) previously released in connection with opportunities to Lease historic structures at Fort Hancock, in the Sandy Hook Unit of Gateway National Recreation Area. Highlights of the newly updated RFP include:

- Consolidation of three RFPs into one
- Redesign making information and resources easier to locate
- Simplified instructions to the required responses to the selection criteria
- Proposal Template for Applicant's Use (not required as part of submittal)

This opportunity continues to be a rolling RFP. NPS may accept proposals until all buildings available under the RFP are leased or the NPS discontinues the solicitation. Until a Lease for any particular building or facility is executed, NPS reserves the right to reject one or all proposals, reject or accept any part of any proposal, discontinue the solicitation, or terminate Lease negotiations, at any time prior to executing a final Lease without penalty or liability.



# Introduction

The National Park Service (NPS) was created by Congress to “conserve the scenery, natural and historic objects, and wildlife . . . and to provide for the enjoyment . . . in such manner and by such means as will leave them unimpaired for the enjoyment of future generations.” (54 U.S.C. 100101(a)). To learn more about the NPS, please visit our website at [www.nps.gov](http://www.nps.gov).

Gateway National Recreation Area (Gateway) is a National Park created in 1972 to preserve and protect an area possessing outstanding natural and recreational features. The 26,000-acre national park is rich in water-based recreational opportunities. Please visit [www.nps.gov/gate](http://www.nps.gov/gate) for more information about Gateway. Frequently Asked Questions can be found here @ <https://www.nps.gov/gate> and are updated regularly.

The Fort Hancock 21st Century Federal Advisory Committee supports the NPS mission to preserve and rehabilitate historic structures. The Committee was established by the Secretary of the Interior to make recommendations to the National Park Service (NPS) on the adaptive reuse of buildings within the Fort Hancock Historic Post. Please visit the Committee’s website at: <https://www.nps.gov/gate>

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## Sandy Hook draws over 2.1 million visitors per year

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### Location

Sandy Hook contains five guarded beaches for swimming as well as a seven mile Multi-Use Pathway (MUP) shared by walkers, bicyclists and in-line skaters, which starts at the park entrance and loops around Fort Hancock. Hiking, birding, kite-surfing and surf fishing are some of the highlights for visitors, as is picnicking in areas with views of New York City.

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### Access

The Sandy Hook Unit is located 55 miles southwest of New York City by car and 30 minutes from downtown Manhattan by ferry. A commercial ferry provides daily runs from Manhattan to Sandy Hook throughout the summer. Year-round commuter ferry services are available at the SeaStreak Ferry Terminal in Highlands, NJ, approximately 14 miles from Fort Hancock. More information about the ferry can be found here: <https://seastreak.com/daytrips-and-getaways/sandy-hook-beach/>

### Objective

Gateway’s objective is to lease historic buildings to Lessees who demonstrate they are able to undertake rehabilitation of the structures in accordance with the Secretary of the Interior’s Standards for the treatment of Historic Properties and demonstrate the financial capability to carry out the rehabilitation they propose to undertake.

A 20% Historic Tax Credit benefit may be available to potential Lessees. The maximum allowable lease term by law is sixty (60) years. NPS will credit your capital improvement investment against the required Fair Market Value rent amount.

# Buildings Available for Lease

The buildings available for lease are identified in the Fort Hancock Use Map found below. The Use Map includes three basic zones. The proposed uses described below are examples only and Applicants are encouraged to submit proposals based on the use map:

- Compatible Use: residential, bed and breakfast, office space, commercial, etc.
- Community/Commercial: food and beverage, hospitality, brewery, bars, recreational commercial uses, etc.
- Educational/Commercial: office space, healthcare, nonprofit, food and beverage, hospitality, etc.

All buildings will be delivered “as is with all faults.” All rehabilitation, repairs, maintenance, and alterations undertaken by any Lessee must have prior approval and must be coordinated with the park.

Parking is limited. Onsite parking is limited to driveways, if any, associated with specific buildings. Otherwise, parking is available in lots open to the public, or as otherwise directed by NPS, on a first come first served basis.

Applicant will be required to conduct an independent evaluation of the condition of the facilities.

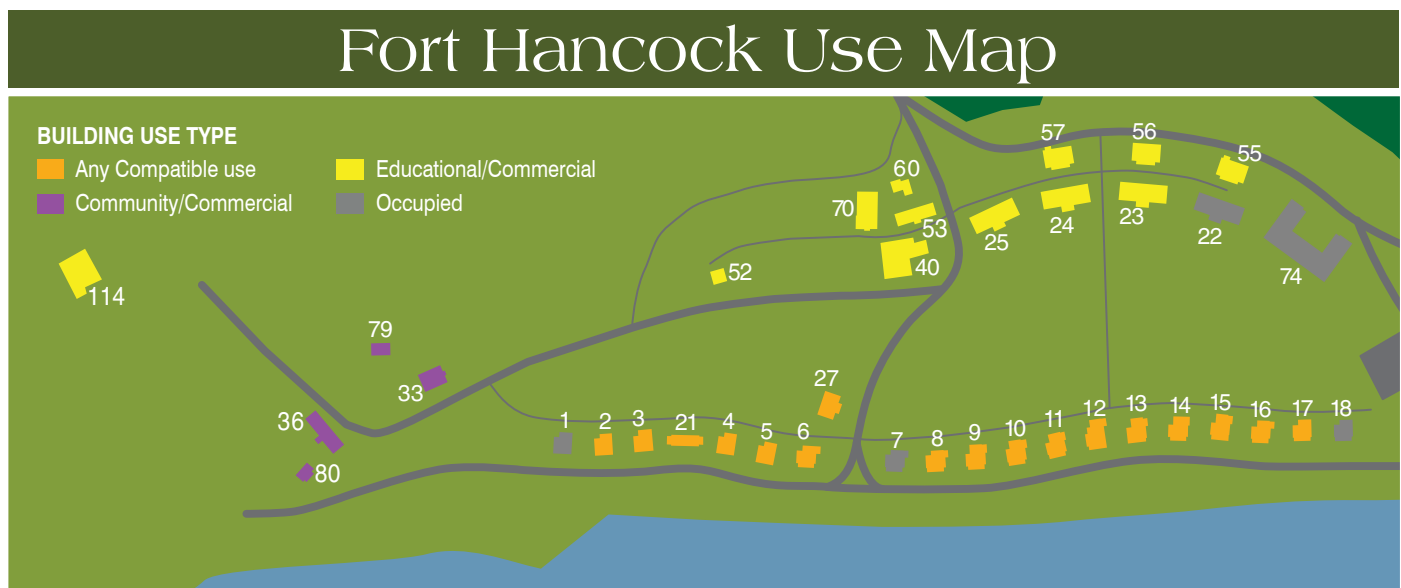
Applicants will be required to hire an independent third party licensed professional or architect to undertake a code assessment to ensure compliance with local code requirements.

Fort Hancock falls under the jurisdiction of Middletown, NJ, and your lease is subject to Property Taxes determined by Monmouth County.

Lessees are required to obtain and provide proof of liability, property, and flood insurance coverage.

Rehabilitation standards, code requirements, and permitting procedures will be spelled out in the corresponding Letter of Intent (LOI) as described in the Notification Section of this “RFP”. Building codes that apply are the strictest of federal, state, and/or local codes or the applicable national codes that are NPS standards, whichever sets a higher standard.

Additional important information about the site description, utilities, and taxes, can be found in Attachment A: Terms, Restrictions, Conditions, and Specific Requirements of Rehabilitation.



More information can be found about the buildings at <https://www.nps.gov/gate>. Click on “real estate”. This map, or any building use type, is not permanent and may change. As the Fort Hancock redevelopment project evolves, The Fort Hancock Use Map will be updated on the Fort Hancock website to reflect the current opportunities available under this RFP.

Buildings/Structures which are not shown on the Use Map are not currently available for lease under this RFP but may be considered if requested in conjunction with a proposal for any of the buildings identified in the Use Map.





# Fort Hancock Historic Post

The buildings offered for lease in this Request For Proposals (RFP) are located in the Fort Hancock Historic Post, in Sandy Hook, Monmouth County, New Jersey. The buildings overlook the Sandy Hook Bay and are among the 110 significant structures reflecting Fort Hancock's history as a US military base, which was vital to the defense of New York City from 1895 through the Cold War Era until it was decommissioned in 1974. Due to its significance as a National Historic Landmark District, new construction will be prohibited.

## Leasing Opportunity

This Lease opportunity is available on a competitive basis to all interested persons; however, NPS is authorized to enter into leases directly with federally recognized nonprofits or with government entities.

To be selected by the NPS you must demonstrate that you have the capacity to plan and finance your proposal. Evaluation criteria and the process for selecting a Lessee are described in detail in the sections called "Proposal Selection Criteria" and "Evaluation and Selection Process" of this RFP.

The Applicant that submits the proposal judged best under the selection criteria will be given an opportunity to enter into a LOI which will allow the selected Applicant to undertake the due diligence necessary to negotiate a final Lease agreeable with the NPS. If an Applicant submits a proposal for more than one building, NPS reserves the right to determine whether it will issue an LOI for one, some, or all buildings in such a proposal.

NPS will execute only one LOI per building (or multiple buildings if a proposal for multiple buildings is accepted) at any one time. Notwithstanding, NPS may accept back-up proposals for later consideration in the event an LOI expires, is terminated, or the Lease negotiations fail.

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## Authority

NPS has the authority to lease historic buildings through the National Historic Preservation Act (54 U.S.C. 306121), as amended. The National Park Service General Leasing Authority is codified in 54 U.S.C. 102102 and authorizes NPS to lease federally-owned property within boundaries of the park.

This RFP is issued under the authority of 36 CFR Part 18. This RFP and the offered Lease are subject to and incorporate all terms and conditions of Part 18 as applicable. In the event of any conflict between the terms of this RFP and Part 18, Part 18 will control.



# Proposal Criteria

## CRITERION 1

### USE

The compatibility of the proposal's intended use of the Leased property with respect to preservation, protection, and visitor enjoyment of the park.

#### RESPONSE:

Please describe which building(s) you propose to lease and the intended use based on the Use Map included above.

## CRITERION 2

### FINANCIAL

The financial capability of the Offeror to carry out the terms of the Lease and the amount of rent offered. NPS will project costs anticipated with the project as proposed and determine whether Offeror is financially capable of undertaking the project based on supporting documents provided by the Offeror. NPS will consider cost estimates provided by Offeror.

#### RESPONSE:

Applicants shall complete and submit the following documentation:

- Attachment F - Financial Forms, explain the basis of all estimates included on the form.  
Please refer to Attachment E for instructions to complete the Financial Forms.
- Credit report in the name of the Offeror that includes scores and is dated within thirty (30) days prior to the date of submission to NPS. The report must be from a major credit reporting company such as Equifax, Experian, TRW, or Dun & Bradstreet. If the Offeror is not yet formed, include a credit report for each of the individuals or entities that will have ownership interests or control of the potential Lessee.
- Documentation of the source and availability of funds for the estimated investment costs through bank statements, bank financing commitment letters, or similar documents that substantiate your financial capability.



## CRITERION 3

### RENT

Offeror must propose, at minimum, an amount of rent equal to Fair Market Value Rent.

#### **ADDITIONAL INFORMATION:**

Fair Market Value rent has been determined by the NPS for some of the structures and be found at <https://www.nps.gov/gate>.

If no FMV rent has been determined, the rent will be determined by NPS, via an independent appraisal, after selection of the best proposal.

The NPS may provide rental offsets for capital improvements. The rent payment schedule will be negotiated with the selected Applicant.

The Lessee will be required to pay at least Fair Market Value rent to the NPS. State how much annual rent you offer to pay.

## CRITERION 4

### EXPERIENCE

The experience of the Offeror demonstrating the managerial capability to carry out the terms of the Lease is important.

#### **RESPONSE:**

Describe how your experience and background qualifies you to undertake the proposed rehabilitation.

## CRITERION 5

### SUSTAINABILITY

The ability and commitment of the Offeror to conduct its activities in the park area in an environmentally enhancing manner through, among other programs and actions, energy conservation, waste reduction, and recycling.

#### **RESPONSE:**

Describe in your proposal how you will manage and use the property in an environmentally-friendly manner.

## CRITERION 6

### PRESERVATION

The property is an historic property; the compatibility of the proposal with the historic qualities of the property and its place within the National Historic Landmark District.

#### **RESPONSE:**

Describe your experience completing historic rehabilitation projects (individually or utilizing the services of a professional).





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## Proposal Submittal Process

Applicants must submit their proposal in electronic or paper format. Proposals must be formatted to 8-1/2" x 11" page size. Please note, electronic submission of proposals will not have been deemed received until NPS issues a written response acknowledging receipt. Proposals will not be returned.

If submitting by mail or hand delivery, the proposal must be enclosed in a sealed envelope and received at the NPS office stated below by the date and time designated in this RFP. The face of the sealed envelope must state the Applicant's name and address along with the following information:

Superintendent  
Gateway National Recreation Area  
210 New York Avenue  
Staten Island, New York 10305  
SUBMISSION - Fort Hancock RFP

Any financial attachments must be provided in Excel or other compatible software format.

Submission of proposals by telephone, fax, or other methods will not be considered.

Proposals will be considered as they are received.

## Proposal Package Content

Applicants should include the following in their Proposal Package.

- Name of individual, title, address, phone number, and email address of primary contact person. If Applicant is an entity, provide names, and contact information of each partner, proprietor, or controlling principal.
- Proposals should also detail the nature of the Applicant's corporate entity or partnership details, existing or proposed.
- Proposals should provide relevant and related professional licenses or special skills and designations.
- Transmittal Letter - See attachment on website at <http://www.nps.gov/gate/index.htm>
- Responses to Criteria 1 through 6
- Completed Attachment F - Financial Forms.
- Proposal is not to exceed 25 pages, excluding attachments.

Applicants may also use the optional online application or pdf found at <http://www.nps.gov/gate/index.htm>

# Evaluation and Selection Process

NPS will review all responses to this RFP. An evaluation panel, assisted by technical consultants as appropriate, will make the final recommendation to the National Park Service selecting official.

NPS will select those proposals that appear most suitable to NPS under the selection criteria.

Proposals may be deemed non-responsive by NPS. A non-responsive proposal is a proposal that was not timely submitted or fails to meet the material terms and conditions of this RFP as determined at the sole discretion of NPS.



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## Additional Information and Modification of Proposals

NPS may request additional information or written clarification of a proposal from any Applicant after the submission date. However, proposals may not be amended after the submission date unless permitted by NPS. NPS may not permit amendment of a proposal unless all Applicants that submitted responsive proposals are given an opportunity to amend their respective proposals.



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## Confidentiality

### PROPOSALS CONSIDERED PUBLIC DOCUMENTS

All Proposals submitted in response to this Request for Proposals may be disclosed by NPS to any person, upon request, to the extent required or authorized by the Freedom of Information Act (5 U.S.C. 552). If you believe that your Proposal contains trade secrets or confidential commercial or financial information exempt from disclosure under the Freedom of Information Act, mark the cover page of each copy of the proposal with the following legend:

“The information specifically identified on pages of this proposal constitutes trade secrets or confidential commercial or financial information that the Applicant believes to be exempt from disclosure under the Freedom of Information Act. The Applicant request that this information not be disclosed to the public, except as may be required by law.”

Applicant must specifically identify what you consider to be trade secret information or confidential commercial or financial information on the page of the proposal on which it appears, and Applicant must mark each such page with the following legend:

“This page contains trade secrets or confidential commercial and financial information that the Applicant believes to be exempt from disclosure under the Freedom of Information Act, and which is subject to the legend contained on the cover page of this proposal.”

Information so identified will not be made public by NPS except in accordance with law.

NPS does not warrant and assumes no liability for the accuracy of the information provided in this RFP.

## Notification of Selection

NPS will notify the Applicant determined to have submitted the best proposal under the selection criteria and negotiate the LOI that will allow the Applicant to perform necessary due diligence prior to commencing Lease negotiations. Lease negotiations will commence once the terms and conditions of corresponding LOI are satisfied.

Please be advised that fully executed Letters of Intent are made available to the public in connection with the activities of the Fort Hancock 21st Century Federal Advisory Committee. Note also, Leases are subject to the Freedom of Information Act (FOIA) and can be made public.

Attachments identified in the RFP can be found here:

<https://www.nps.gov/gate/learn/management/fort-hancock-rolling-rfp.htm>

Attachment A: Terms, Restrictions, Conditions, and Specific Requirements for Rehabilitation

Attachment B: Sample Letter of Intent

Attachment C: Sample Lease

Attachment D: Transmittal Letter

Attachment E: Instruction for Financial Forms

Attachment F: Financial Forms

## Site Tours and Additional Information

Requests for site tours will be considered upon request.

Questions must be submitted via email to [Gateway\\_BMD@nps.gov](mailto:Gateway_BMD@nps.gov) or by mail to the attention of:

Business Management Division  
Gateway National Recreation Area  
210 New York Avenue  
Staten Island, New York 10305  
QUESTIONS - Fort Hancock RFP





GATEWAY NATIONAL PARK

[www.nps.gov/gate](http://www.nps.gov/gate)