



REQUEST FOR PROPOSALS

TO LEASE A HISTORIC PROPERTY IN
CUYAHOGA VALLEY NATIONAL PARK

PACKARD / DOUBLER HOUSE

Independence, Cuyahoga County, Ohio

RFP 6160-09-0001

Proposals will be accepted until
3:00 pm (local prevailing time) Thursday April 23, 2009

Cuyahoga Valley National Park
15610 Vaughn Road
Brecksville, Ohio 44141
(440) 546-5903
Attention: Charlene Lamorgese



NATIONAL PARK SERVICE
February 14, 2009

Packard / Doubler Property



0 25 50 100 150 200 Feet

Aerial image courtesy of Cuyahoga County Engineer's Office (2002)



INTRODUCTION

This Request for Proposals [RFP] provides the opportunity for interested parties to submit proposals to the National Park Service [NPS] to lease on a long-term basis a historic property in Cuyahoga Valley National Park.

The property available for lease is the Packard / Doubler House, a modest brick farmhouse listed in the National Register of Historic Places. The house was constructed in 1864 and contains approximately 1600 square feet of living space. The National Park Service seeks proposals to use the property for residential purposes or other uses deemed consistent with NPS preservation goals and visibility of the property.

Basic Lease Information

- ✓ Preferred lease term: 20 years
- ✓ First Year Rent: \$675/month
- ✓ Cost of qualifying improvements offsets rent

THE PARK

Cuyahoga Valley National Park is a 33,000 acre unit of the NPS located between Akron and Cleveland. Congress established the park in 1974 “for the purposes of preserving and protecting for public use and enjoyment, the historic, scenic, natural, and recreational values of the Cuyahoga River and the adjacent lands of the Cuyahoga Valley...” Although situated between the two major urban centers, park land has been protected from the suburban sprawl which has extended up to its eastern and western boundaries. As described in the Park’s Statement for Management, “the Valley’s real magic and magnetism will always be rural charm set in relief against an urban background.”

DESCRIPTION OF THE PROPERTY

The property offered for lease includes the historic Packard / Doubler House and approximately one acre of land located in Independence in Cuyahoga County at 7634 Riverview Road. This property is in the northern portion of the park and is set on the western rim of the river valley. Although there is extensive suburban development to the south, this section of Riverview Road maintains its historic rural character. The property lies approximately one-half mile south of Pleasant Valley Road, a heavily-traveled, east-west road. Land use in the surrounding area is primarily under private ownership, including the fields adjacent to the house. Limited acreage nearby is owned by the National Park Service and Cleveland Metro Parks.

The Packard / Doubler House is a modest brick farmhouse characteristic of vernacular 'Western Reserve' architecture, incorporating modest Greek Revival detailing. It was built in 1864 by John Packard who sold it just four years later to Frances X. Doubler. While the house remained in the Doubler Family until acquired by the National Park Service from the estate of Elaine Doubler, all land associated with the Doubler farm had long since been sold. The house retains a great deal of historical and architectural integrity, and the site is listed in the National Register of Historic Places.

The original portion of the house is one-and-one-half story, gabled-roof brick structure. A one-story, wood-framed kitchen was added in the 1890s. The building contains approximately 1600 square feet of living space. Public utilities include electric, sewer, natural gas and phone; the property is served by well water.

Recent Work Performed by the National Park Service

During the summer of 2008, the NPS replaced the wood shingle roof on the Packard/Doubler House. In addition to new wood shingles, this significant project addressed all aspects of the roof system including new rafters, planking, flashings, gutters and downspouts, and chimney caps. To ensure adequate air circulation, a ridge vent and a fan in the second floor ceiling were installed. Other work included the installation of attic insulation and the replacement of deteriorated wood trim.



HISTORIC PRESERVATION CONSIDERATIONS

The Packard/Doubler House is presently unoccupied. While the basic structure is generally in good condition, there is initial work which must be performed prior to occupancy and/or shortly thereafter. This work will include, but is not limited to, the installation of a new boiler and hot water tank, as well as repairs to the front porch. It is the responsibility of the proposer to inspect the building and identify additional preservation needs and/or desired rehabilitation work.

The lessee will be required to maintain the property in good and serviceable condition for the duration of the lease. All improvements, as well as the cyclical and routine maintenance of the house and grounds, are the responsibility of the lessee.

Proposers must carefully assess the spatial requirements and any modifications to the structure and grounds considered necessary. New construction, major building additions, substantial

modifications, or demolition will not be permitted as they are incompatible with the preservation goals of this request.

The Packard / Doubler House is listed in the National Register of Historic Places. To ensure that the historic and architectural values of the property are respected, the NPS has established guidelines that the lessee must follow. All work performed at the property must comply with the Secretary of the Interior's Standards for Rehabilitation and all related policies and procedures. All proposed work to be performed by the selected lessee must be approved by the NPS and the Ohio Historic Preservation Office to assure consistency with these standards.



PRE-PROPOSAL OPEN HOUSES

The purpose of these meetings is to provide an opportunity for proposers to inspect the property, to review the requirements of this request, and to ask any questions which may arise concerning leasing and use of the property. Pre-proposal open houses are available by appointment by calling Charlene Lamorgese at 440.546.5903.

LEASING OF THE PROPERTY

This lease opportunity is open to all interested parties on a competitive basis. Whoever submits the proposal judged best under the proposal selection criteria will be given an opportunity to negotiate a lease with the National Park Service.

While the Park Service is flexible in negotiating the length of the lease, a 20-year term is the preferred lease term.

The lessee is required to pay at least fair market value rent [FMVR] to the National Park Service. The FMVR was determined by first obtaining a fair market appraisal, prepared by an independent, certified appraiser, which compared the residence with similar properties in surrounding communities. This number was then adjusted to reflect several limitations, restrictions, and requirements of leasing a historic property from the NPS. First year rent has been established at \$675 per month. NPS policy requires annual adjustments to the rent (positively or negatively) to account for market changes to the FMVR.

Consideration for capital improvements to be performed by the lessee during the lease period will be addressed when negotiating the lease terms and conditions. While lease terms must be sufficient to return to the Government the adjusted FMVR, the value of qualifying improvements will be used to offset rental payments.



CONTENTS OF THE PROPOSAL

Proposals submitted in response to this request need not be in any specific form, but must set forth complete and accurate information as required by this request.

Proposals should be persuasive as to their feasibility and should reflect a realistic understanding of the property and its value. Responses to this request for proposals should consist of four sections: [1] Proposer Identification; [2] Planned Property Use; [3] Historic Rehabilitation and Maintenance Plan; [4] Financial Plan; and [5] Lease Terms and Conditions.

1. PROPOSER IDENTIFICATION: Provide full identification of the person[s] responsible for the proposal submitted: Name, address, telephone number, fax number, and e-mail address. In addition, provide the names, addresses and phone numbers of two personal and two professional references.

2. PLANNED PROPERTY USE: Specify the proposed use of the property. Provide a full description of how the property will be used – building and grounds.

3. HISTORIC REHABILITATION AND MAINTENANCE PLAN: Specify the proposed improvements or modifications to the building and grounds. Include associated cost estimates and the time schedule for the proposed work. The proposal should demonstrate that any improvements or modifications to the property are consistent with the Secretary's Standards for Historic Preservation (see Additional Information section below). Provide any additional information about the long-term maintenance plans for the property.

4. FINANCIAL CAPABILITY: Proposers are strongly encouraged to complete and include the provided Financial Capability Information Form. In addition, proposers are asked to provide additional information as needed to substantiate that the proposer has sufficient financial resources to meet the lease requirements. Information should be provided in sufficient detail to allow the NPS to make an informed evaluation of the proposer's ability to make

payment of rent and to complete the proposed improvements, and perform cyclic and routine maintenance. (Final selection of the lessee will be conditioned on satisfactory results of a credit check.)

Financial information shall be used by the Government only for the purpose of evaluating the proposal.

5. LEASE TERMS AND CONDITIONS:

- a. Identify desired lease term and provide a justification (financial or otherwise) for any term other than 20 years.
- b. If appropriate, include a discussion regarding the value of improvements which will be performed during the lease period and the proposed offset of rental payments.



- c. Please indicate your willingness to sign the model lease as presented and state any concerns you have with the lease.

CRITERIA FOR SELECTION OF PROPOSAL

The criteria below will be used to evaluate all proposals submitted in response to this request.

1. The compatibility of the proposer's intended use of the leased property with respect to preservation, protection, and visitor enjoyment of the park;
2. the financial capability of the proposer to carry out the terms and conditions of the lease;
3. the experience of the proposer demonstrating the capability to carry out the preservation terms of the lease;
4. the ability and commitment of the proposer 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; and
5. The proposal that maximizes preservation of the property including the quality and nature of proposed improvements.

PROPOSAL INSTRUCTIONS

Each proposer is advised to furnish all the information required by this request. Failure to do so may result in a less favorable evaluation by the NPS or a determination of non-responsiveness. A non-responsive proposal is a proposal that is not timely submitted or fails to meet the material terms and conditions of this request.

Proposers are requested to examine this request for proposals to make sure all pages are included. The National Park Service assumes no responsibility for a proposal submitted on the basis of an incomplete package.

An original and three [3] copies of each proposal is required. The proposal should be on 8 1/2" X 11" paper. Telephone proposals, faxes, e-mail, and other means of transmittal will not be considered.

Proposals will not be re turned but will be retained by the National Park Service for the official record.

Proposals must be enclosed in sealed envelopes and submitted to reach the NPS office before the local prevailing time on the date stated on the cover sheet of this request. The face of the envelope must show the name and address of the proposer and the request number [RFP6160-09-001]. Proposals should be addressed to Cuyahoga Valley National Park, 15610 Vaughn Road, Brecksville, Ohio 44141, Attention: Charlene Lamorgese. Proposals must be signed by the proposer.



Any explanation desired by a proposer regarding the meaning or interpretation of this RFP must be submitted in writing at least thirty [30] days in advance of the submission date in order to allow NPS sufficient time to reply in writing to the requestor. Oral explanations or instructions given in reply will not be binding. Any proposal received at the designated location after the time specified for the receipt will not be considered unless: [1] It was sent by registered or certified mail not later than the fifth calendar

date prior to the submission date.; [2] It was sent by mail and it is determined by the Government that the late receipt was due solely to the mishandling by the NPS after receipt at the Park Service office; or [3] It is the only proposal received.

ADDITIONAL INFORMATION

The following information is available to assist proposers in their evaluation of the offering:

1. Secretary of the Interior's Standards for Rehabilitation
2. Draft Model Lease
3. 36 CFR 18, Leasing Regulations
4. Financial Capability Information Form

The documents are available by contacting the park or on line at <http://www.nps.gov/cuva/parknews/index.htm>.

PROPOSAL REVIEW AND SELECTION PROCESS

The NPS will review all proposals submitted in response to this RFP through an evaluation panel. The NPS reserves the right to reject any or all proposals and to waive informalities and minor irregularities in proposals received.

It is the intention of the NPS to select the best responsive proposal without further submittals or presentations; accordingly, each proposal should present the most favorable technical and financial terms acceptable to the proposer. The NPS may, however, request from any proposer clarification of their proposal.

Final acceptance of any proposal will be conditional upon completion of a background check and verification of reported financial capability (credit report), satisfactory negotiation and execution of a lease, and upon the approval of the lease by the Regional Director, Midwest Region, NPS.

