National Park Service
U.S. Department of the Interior

Gateway National Recreation Area
Sandy Hook Unit

Request for Proposals

Bed-and-Breakfast Opportunities for Buildings 6 and 27 at Fort Hancock

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LEFT: Building 27, formerly a Bachelors Officers Quarters, was built in 1899. NPS PHOTO.

COVER: Buildings 6 and 27. NPS PHOTO.

The National Park Service and Gateway NRA

The National Park Service (NPS) was created by Congress to "conserve the scenery and the natural and historic objects and the wildlife therein, and to provide for the enjoyment of the same in such a manner and by such means as will leave them unimpaired for the enjoyment of future generations." (16 U.S.C. 1)

Additionally, Congress has declared that the National Park System should be "preserved and managed for the benefit and inspiration of all the people of the United States." (16 U.S.C. 1) To learn more about the NPS, visit our website at http://www.nps.gov. This site includes information about our mission, our policies and more than 400 individual park units.

Congress established Gateway National Recreation Area (Gateway) 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 areas. It is the only national park to contain a wildlife refuge within its boundaries.

The park's 26,000 acres extend across two states and three boroughs of New York City: Staten Island, Brooklyn, and Queens. Nearly nine million people visit this park as their "gateway" to a national park experience in the New York metropolitan area. To learn more about Gateway, please visit: http://www.nps.gov/gate.

Most visitors to Gateway come from the New York metropolitan area and the suburbs of New York and New Jersey. Gateway is unique in its status as an urban park unit of the National Park Service and has recently received accolades resulting from the Secretary of the Interior's focus on urban parks. Gateway is an oasis of open space in this densely populated area.

Fort Hancock and Sandy Hook Proving Ground National Historic Landmark District encompasses the entire Sandy Hook Unit of Gateway. Its environs epitomize the critical defenses necessary to the protection of New York Harbor spanning multiple periods in our nation's history. The Sandy Hook Unit is located in Monmouth County, New Jersey, 55 miles southwest of New York City by car and 14 miles from Manhattan by ferry. Sandy Hook draws roughly 2.2 million visitors per year from several nearby states, a standout among the 150 miles of New Jersey beaches visited by tourists each summer.

Gateway National Recreation Area is one of ten New York Harbor Parks featuring 23 unique destinations. Learn more about New York Harbor Parks at http://www.nps.gov/npnh.

History of Fort Hancock

The buildings offered for lease in this Request For Proposals (RFP) are located in Fort Hancock cantonment area, 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, vital to the defense of New York City from 1895 through the Cold War Era until it was decommissioned in 1974.

The areas of historical significance and recreational value in the Sandy Hook Unit include Fort Hancock, Battery Potter, Battery Gunnison, and History House, a restored home on Officers Row. The Sandy Hook Lighthouse, Keepers' Quarters and Barn tell the story of the lonely life of a sentinel of the sea.

The Sandy Hook Unit 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, surf fishing, are some of the highlights for visitors to the Sandy Hook Unit, as is picnicking in areas with views of New York City.

Left: Fishing at Sandy Hook. Photo by Jason Philibotte.

The Pilot Project

The Fort Hancock 21st Century Federal Advisory Committee (Committee) was appointed by the Secretary of the Interior to be responsible for recommendations to the National Park Service on the adaptive reuse of buildings within the Fort Hancock Historic District. Together we have been working closely over the past two years to identify how we can preserve and rehabilitate historic structures at Fort Hancock, in the Sandy Hook Unit of Gateway National Recreation Area (Gateway) and create a thriving community. With the help and advice of the Commitee, NPS determined that a phased approach is best suited to return Fort Hancock into the viable, vibrant community that it was during its peak years.

Objectives and Goals

Gateway is eager to sustain the excitement generated in connection with the proposed rehabilitation of Fort Hancock, but we also want to do this right. We are laying the groundwork for a new community, one which will contribute to the communities surrounding the park.

During this initial phase, we will learn more about the rehabilitation costs, understand potential hurdles, and realize successes which will guide future phases of the program. Phase I will commit us to action while allowing us to build a solid foundation, as we continue to preserve the park's natural, cultural, and recreational resources. This will ensure that at a later phase we address the use of additional buildings in a thoughtful and sustainable manner.

In addition to considering a phased approach, NPS has adopted a use map which will guide future development. The map was informed by written responses to Gateway's

Use Map (fall 2014) shows how the park envisions the growth of different areas of concentration to create a new, vibrant community at Fort Hancock. NPS GRAPHIC

December 2013 Request for Expressions of Interest (RFEI). The map includes five basic zones: residential; residential/office; bed and breakfast/lodging; community/commercial; and educational/commercial. This map is not permanent, but is the basis for Phase I rehabilitation efforts.

The Pilot Buildings

A total of six buildings will be available in the pilot program, two each for the categories identified below. We chose these use categories because they generated the most interest during the RFEI stage and offer us the best chance for early successes.

1. Residential and Residential/Office: any two of the buildings located between Buildings 8-17 (on Officers Row).
2. Not-for-profit: any two of the buildings within the education and commercial area. These include former barracks, mess halls, and other unique structures.
3. Bed and Breakfast/Lodging: Building 6 (on Officers Row) and Building 27 (former Bachelors Officer Quarters).

The park plans to continue rehabilitation efforts underway at Building 7. We are aggressively pursuing fund sources for this project. Building 7 is one of two buildings receiving a new porch that is being rebuilt to historic specifications. A successful park-funded rehabilitation of the lieutenant's quarters on Officers Row will serve as a pilot program which will assist Gateway to inform Leaseholders what needs to be done when they rehabilitate other buildings at Fort Hancock.

This RFP applies to Building 6 and 27 only. Separate RFPs will be developed for the other Pilot Buildings.

The Future

NPS is dedicated to addressing climate change and planning for sustainability. Please visit these sites for more information:

http://www.nature.nps.gov/climatechange/docs/NPS_CCRS.pdf

http://www.nps.gov/sustainability/sustainable/index.html

Fort Hancock was a vibrant Army community for over 70 years, reaching its peak in population during World War II. NPS ARCHIVES.

Our objective is to save historic buildings and the corresponding historic landscape, and to create a newly revived community at Fort Hancock that will serve the needs of park visitors and the local communities, breathing life back into a national historic landmark.

While time is a consideration in saving these buildings, a thoughtful phased approach (pilot project) is most sustainable, and will properly guide future development.

We will need your help to identify our future community needs. In particular, we are looking to:

1. Build upon the lessons learned from the first (proposed) phase of rehabilitation efforts;
2. Identify infrastructure demands and improvements needed;
3. Shrink or grow “Zones”;
4. Better understand rehabilitation hurdles as they relate to costs, the Architectural Barriers Act Accessibility Standards (ABAAS), and the Americans with Disabilities Act (ADA) or more commonly referred to as the ADA-ABA Accessibility Guidelines requirements, egress, historic treatment, and State Historic Preservation Office (SHPO) considerations;
5. Determine whether current staffing levels are sufficient to manage the anticipated future growth.

The Lease

NPS is seeking proposals from interested individuals or business organizations that can demonstrate the capability to rehabilitate, manage, maintain, and operate historic buildings located within Gateway under a lease term not to exceed sixty (60) years.

Overview

Responses may include plans for one or both Building 6 and Building 27.

- Proposals should also include any suggested improvements to areas immediately surrounding the buildings, and should identify the corresponding areas that are adjacent to the facility and for which such improvements are proposed.
- Proposals addressing only a portion of any one structure are not acceptable.

Applicant(s) (Offeror, proposed Lessee, Applicant, 'you', 'your') must:

- Address financial commitment to completion of the proposed project.
- Include a schedule of performance with clearly defined benchmarks and final completion date.

Applicant(s) authorized use(s) of the Premises will be for the following:

- Bed and Breakfast or other reservation-based lodging; and as a venue for private events such as weddings, corporate retreats, and family parties, subject to any restrictions identified in this RFP, NPS guidance, or other applicable federal regulation.

NPS anticipates that the Lease will become effective once NPS has determined the proposed Lessee can meet all terms and conditions. Key information about the authorized use is summarized below..

The Lease awarded under this RFP will contain the provisions required by 36 CFR 18 as well as other provisions determined by NPS. This is necessary to assure use of the leased property is in a manner consistent with the purposes of the park area, and to assure the preservation of historic property where applicable.

The selected Applicant (Offeror, proposed Lessee, Lessee, Applicant, 'you', 'your') will have exclusive rights to negotiate and enter into a Lease that is not materially different from the Sample Lease Attached.

Terms

Individual Lease terms will vary. NPS is prepared to award a long-term Lease for a term of up to 60 years. The minimum term for any Lease issued pursuant to this RFP is 10 years. The Lease does not convey ownership. Applicants should indicate their preferred Lease term length. NPS will negotiate the length of Lease terms individually with the successful RFP applicant. Neither land nor buildings will be sold and other than the proposed Lease, no other real property interest will be conveyed nor will any additional lands or facility-related transaction be considered. The Lease is included as an Attachment.

Lease Term highlights include:

1. Payment of Fair Market Value Rent based upon building's condition, required level of investment, and length of term proposed.
2. Lease termination clause included for cause or default.
3. Facilities and premises must be appropriately insured. Certificates of Insurance must be provided to NPS upon Lease execution. All policies must name the United States of America as Additionally Insured.
4. Flood Insurance - Lessees must obtain Flood Insurance in sufficient coverage amounts. Applicants must provide evidence that such coverage is available in their response

to this RFP. Otherwise, as part of this RFP, Applicants may request a waiver from the requirement to provide flood insurance based on supporting evidence that flood insurance is not available or is so cost prohibitive as to render the Applicant's proposal infeasible.

5. Liability Insurance must be at least $1 million per occurrence and $3 million aggregate (see Lease template at: http://www.nps.gov/gate/parkmgmt/index.htm).
6. Property Insurance coverage provided in amounts equivalent to the selected applicant's level of investment.
7. Permits are required for any event proposed outside of the Leased Premises.
8. Park Management reserves the right to reject or cancel any event where it deems the activity a threat to the park's natural and cultural resources, the activity is unsafe or otherwise a threat to visitors, or otherwise conflicts with the park's mission and values. Park management also reserves the right to reject or cancel any event in case of emergency as determined by NPS, or in the event of parking restrictions and an inability to accommodate the proposed number of vehicles.
9. The Applicant's architect shall identify the building's capacity for occupancy in accordance with applicable codes for both indoor-only events and for indoor-outdoor events.
10. Parking for 12 vehicles is available behind Building 27. Parking for two vehicles is available in the driveway of Building 6.
11. Alcohol may be consumed within the Leased Premises and Lessee must comply with all applicable laws and maintain any required licenses, permits or certificates, including liquor licenses and corresponding insurance.

Restrictions

1. Lessee has no preferential right of renewal for the Lease.
2. Construction of new or additional facilities is prohibited, however NPS may consider proposals that request appurtenances or minor additions.
3. National Park Service must approve any sub-lease.
4. Candles and other open flames are not permitted. Fireplaces are for decorative use only.
5. In the event of a government shutdown, access to Leased facilities is permitted. However, no use outside of the Leased facility is permitted on park lands and waters.
6. Parking is limited.

Historic Treatment and Improvements

1. All rehabilitation and improvements must be made in a manner consistent with the Department of the Interior (DOI) Secretary of the Interior (SOI) Standards for the Treatment of Historic Properties.
2. Rehabilitation must be undertaken in accordance with the ADA-ABA Accessibility Guidelines. Plans (i.e. specifications, drawings, etc.) must be reviewed and approved in advance by NPS and in consultation with the SHPO where required.

The Sandy Hook Lighthouse is the oldest continuously operating lighthouse in the United States. It was built by the Colony of New York and first lighted in 1764.
NPS PHOTO

The NPS is prepared to award a long-term Lease for a term of up to 60 years. The minimum term for any Lease issued pursuant to this RFP is ten (10) years. Individual Lease terms will vary.

American oystercatchers and piping plovers nest at Sandy Hook during the summer months, along with piping plovers and many other migrating bird species.
Left: NPS PHOTO.
Right: Jeff Gould, Sandy Hook Foundation.

Condition of the Premises

1. All buildings will be delivered "As Is with all faults." All rehabilitation, repairs, maintenance, and alterations undertaken by the Lessee must be approved by and coordinated with the park.
2. Applicant will be required to conduct an independent evaluation of the condition of the facilities.

Costs

Fair Market Value Rent.

a. Applicant's offer must state the amount of rent proposed. When proposing rent payments, the Applicant should take into account restrictions on use of the Leased Premises and any requirements under the Lease for the Lessee to restore, rehabilitate, or otherwise improve the property.

b. The Lessee will be required to pay at least Fair Market Value Rent to NPS. Fair Market Value Rent will be determined by NPS after selection of the best proposal, and determined by an appraisal or other study. NPS will provide rental offsets for capital improvements in determining the Fair Market Value Rent.

c. Applicants should propose a preferred rent payment schedule (monthly, quarterly, or yearly basis, or make an upfront lump sum Base Rent payment).

d. Common Area Maintenance. NPS expects to impose a Common Area Maintenance (CAM) charge (snow removal, trash removal, mowing, and a pro-rata share of repairs to sytem wide utlilities) on all tenants based on a percentage of the costs of operating and maintaining common assets that benefit all Sandy Hook users. NPS is developing policies for the CAM at this time, and charges will be phased in as Fort Hancock is rehabilitated. As with Fair Market Value Rent, the CAM charges will be determined and formalized in the lease and will be subject to periodic adjustment.

e. Lessee is to pay a cost share of the park-supplied security services utilized which includes Law Enforcement Rangers, Emergency Fire, and Emergency Medical Services at Sandy Hook.

3. **Utilities.**

a. Lessee is responsible for all utilities costs whether or not these are supplied by NPS, as well as any pass through charges.

4. **Taxes and Assessments.**

a. Lessee is responsible for all applicable taxes and assessments on the leased facilities imposed by federal, state, or local agencies.

Record Keeping

1. Lessee must provide a set of as-built drawings to NPS at the completion of the project. Drawings must be submitted in the latest version of AutoCad. NPS requires four hard copies and one electronic copy of as-built drawings.
2. Lessee must provide detailed records of costs and expenditures, in Excel format, associated with the historic rehabilitation efforts on a consistent periodic basis, or at the completion of the project.
3. Lessee must provide a Repair & Maintenance Plan (R&M Plan) and establish a Repair and Maintenance Reserve after completion of rehabilitation. The R&M Plan will be made part of the Lease once accepted by NPS.
4. Copies of all warranties, including the provision that all warranties are transferable to the United States, and operation and maintenance records, manuals, and schedules provided by the manufacturer.

Buildings on Officers Row, circa 1910. Note the relative lack of decorative plants outside the structures. PHOTO: Library of Congress.

Leased Premises

Location

The park is offering Building 6 and Building 27, either one of the two or both buildings, or any combination of Building 6, Building 27. The locations of Buildings 6 and 27 are depicted below.

Land Area

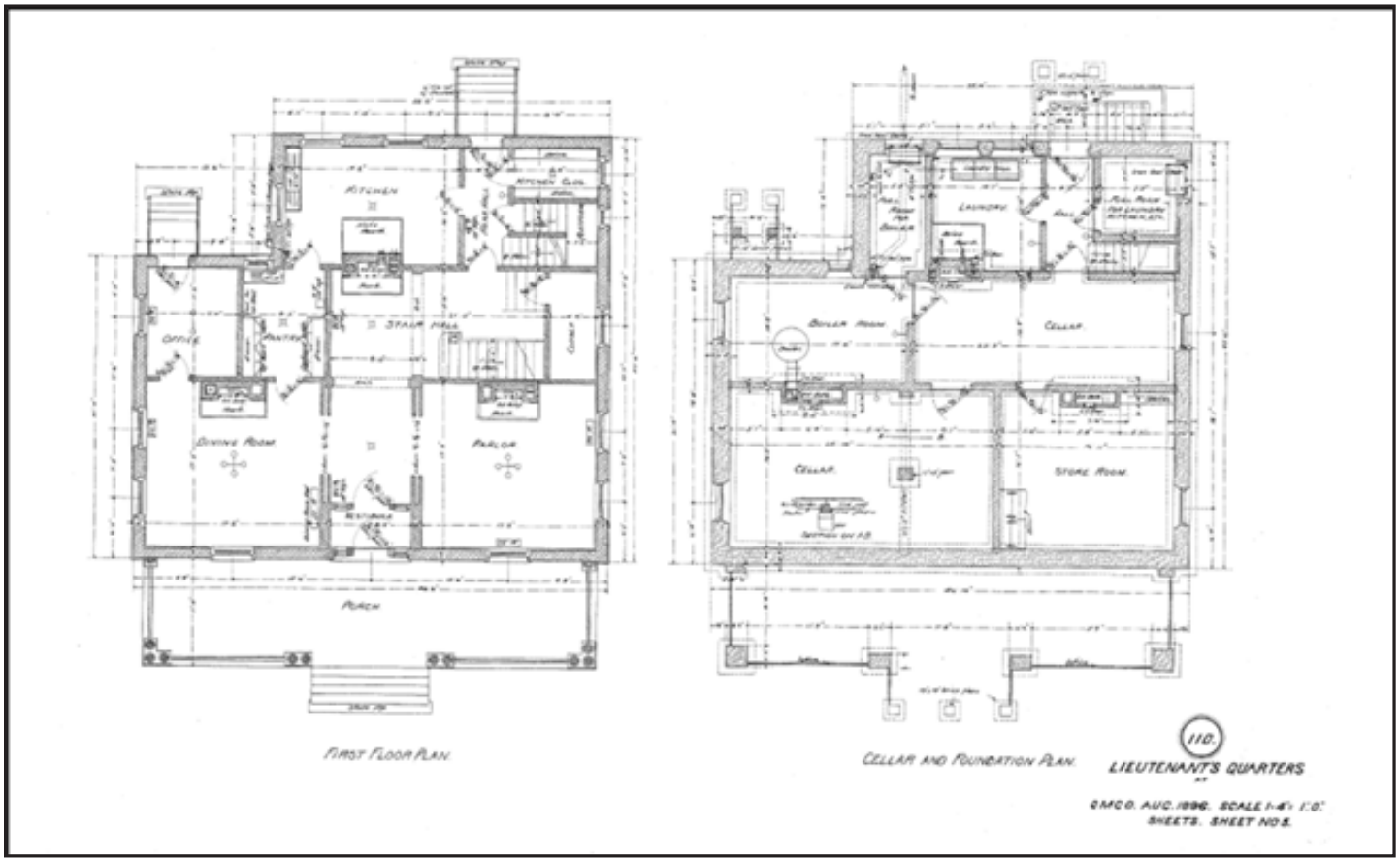
Under this Request for Proposals ("RFP"), the Leased Premises for both Building 6 and Building 27 include the front porch, back steps, corresponding ingress and egress and "Leased Premises" assigned lands (some of which may include adjacent driveways and parking areas) as depicted on pages 13 and 15 (Building 6 on page 13, Building 27 on page 15).

Building Description and Plans

1. **Building 6:** Building 6 was constructed in 1899, altered by the US Army in 1935, and stabilized by NPS in 1979. The Building itself is approximately 10,300 square feet. Building 6 was one of 11 Lieutenant Quarters constructed along Officers Row, and is one of the 110 significant structures that reflect the history of the military reservation. The 1896 master plan for development described the line of officer quarters along Hartshorne Drive as built from Quartermaster General's Office standardized military housing plan -- most likely housing plan 110 (ca. 1896). Building 6 is a two-and-one-half story L-shaped Georgian style structure. The building has an asphalt shingle gable roof, a rusticated ashlar granite

RIGHT: Like most buildings on Officers Row, Building 6 maintains basically the same layout that it did when it was constructed as a Lieutenant's Quarters in 1898. NPS ARCHIVES

OPPOSITE PAGE: Building 6 Land Assignment. NPS GRAPHIC



Gateway National Recreation Area
New York / New Jersey

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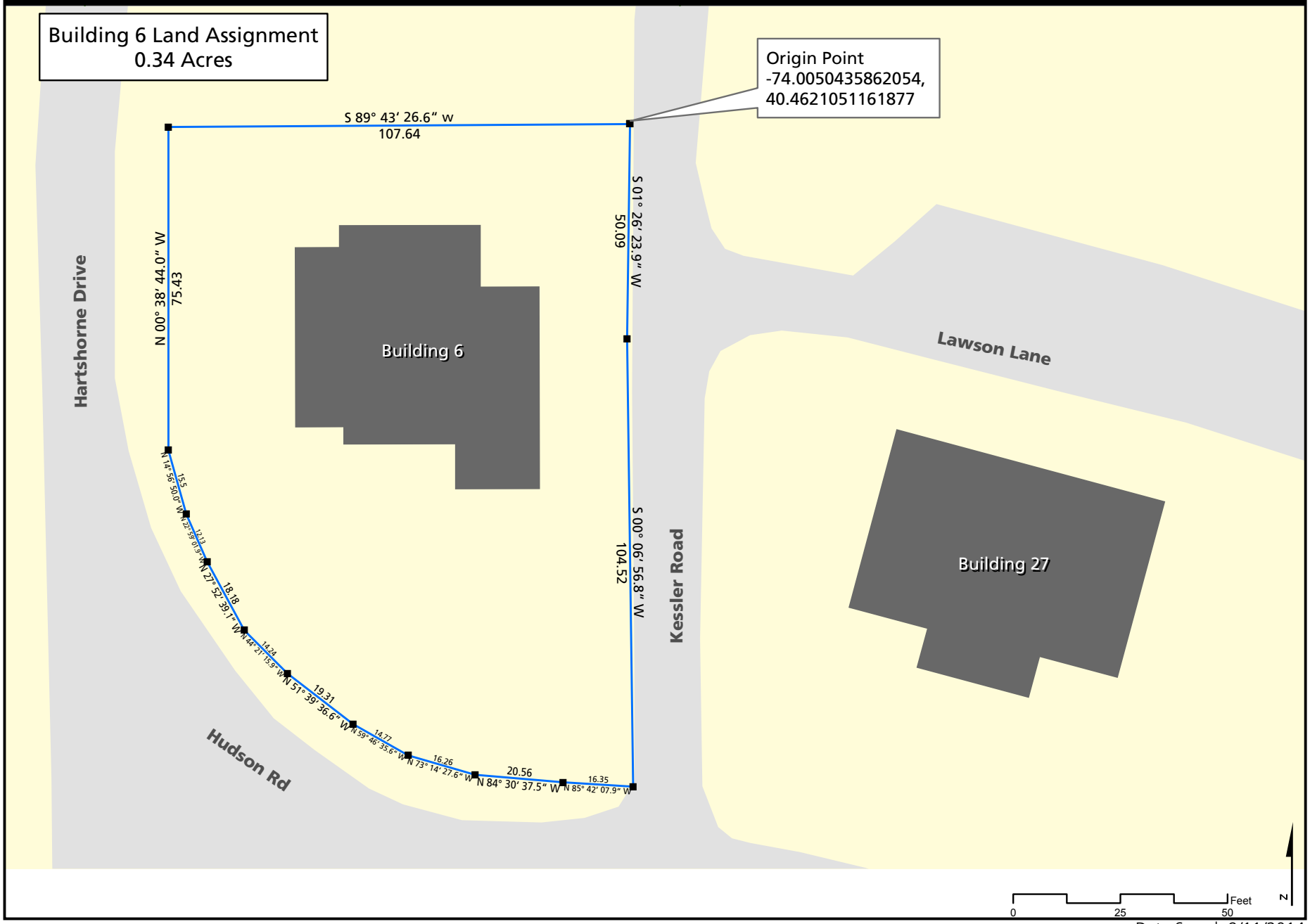

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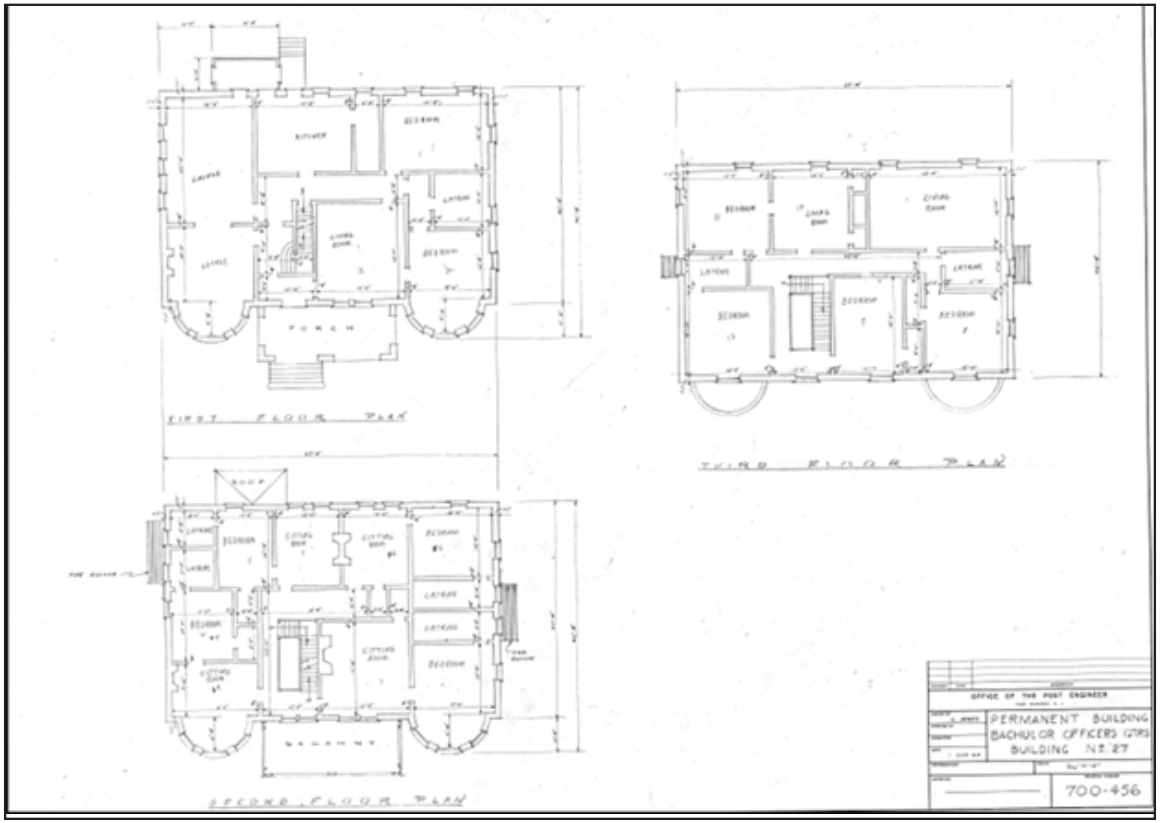
foundation with a limestone water table and brick walls. The original exterior buff brick walls have been covered with a stucco coat which was designed to imitate the original brick structure. The masonry walls support wood floor and roof framing. Windows are 6/6 wood double hung sashes with stone sills and brick flat arch lintels supported by concealed steel. The west-facing gable roof contains three dormers with triangular and elliptical pediments. The structure contains a single car garage.

2. **Building 27:** Building 27 was constructed in 1898, altered by the US Army in 1930, 1934, 1937, 1938, 1941, and 1974, and stabilized by NPS in 1990. Constructed as part of 1899 execution of the 1896 master plan, Building 27, also known as the Bachelor Officer Quarters, was used to house up to 10 unmarried officers. It is an excellent example of turn of century military housing, designed and constructed as part of the US Army's effort to create a coherent and cohesive post appearance. The Building itself is 7,290 square feet. Building 27 is a three-story brick building located on Hudson Road. There are two semi-circular bays on the south facade as well as a single-story porch spanning between the bays. There is an additional single-story porch on the north facade. The asphalt shingle roof has a simple box cornice and two bays have dentilated cornices. The windows are 6/6 wood double-hung sashes with keyed-flat arch brick lintels supported by concealed steel. The building contains 11 bedrooms. The building has a rusticated ashlar granite foundation with a limestone water table and buff brick walls with thin "butter" mortar joints. The masonry walls support wood roof and floor framing. There is an internal brick chimney in the center of the south roof line. The third-story windows are wider and shorter than the lower windows.

RIGHT: Original layout for Building 27, the former Bachelor Officers Quarters. NPS staff lived in this building into the 1990s.The basic floor plan, however, remains the same.
NPS ARCHIVES

OPPOSITE PAGE: Building 27 Land Assignment.
NPS GRAPHIC



Gateway National Recreation Area
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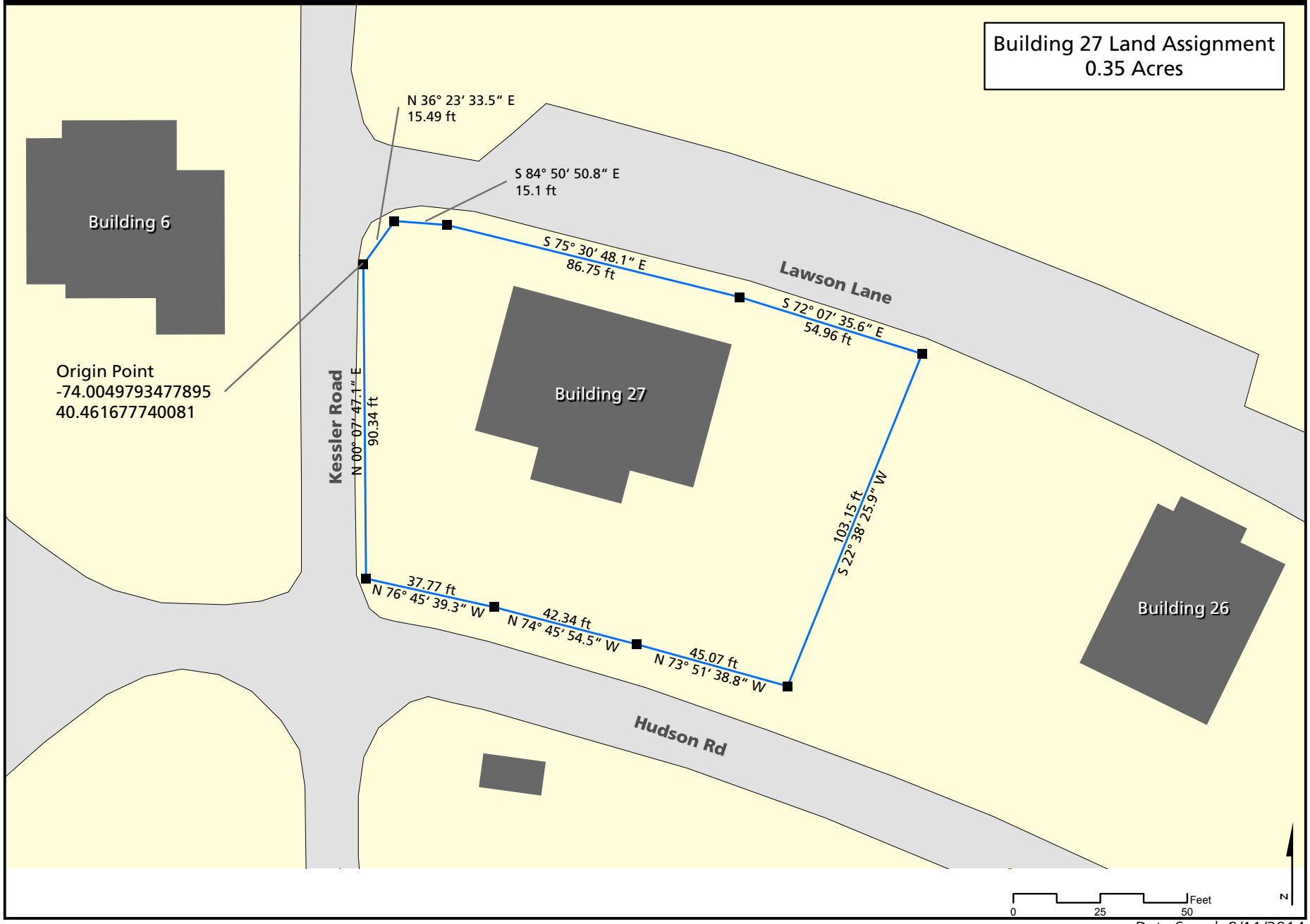

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You do not need a car to visit Sandy Hook. During the summer, more than 10,000 visitors take a privately run ferry from lower Manhattan to Sandy Hook and back, shuttling visitors inside the park by bus. The ferry dock is near the Chapel, within easy walking distance of Buildings 6 and 27.
NPS PHOTO

Onsite Utilities

1. **Electric:** Electric service is provided by JCP&L. The electrical system supports multi-tenant use. The Lessee will be responsible for installing individual meters at each building and for repair to the electrical system from the meter into the Leased Premises. The main trunk power line from the transformer and the individual spliced feeder cable to the building meter panel will remain the responsibility of the NPS. Costs associated with maintaining common lines will be prorated under the Common Area Maintenance charge.

2. **Telecommunication:** All of the buildings in the Fort Hancock campus are connected via direct burial copper cable of varying sizes and capabilities to Verizon's frame located in building 26. After Superstorm Sandy, Verizon repaired the existing copper cable to restore data and voice service for NPS and its partners. NPS has hired an Architectural-Engineering (A/E) firm to conduct an assessment and report on renewal and repair of the communications infrastructure at Sandy Hook. 1.

   a. Once the report is received, NPS will engage Verizon in negotiations to expand its fiber optic infrastructure on Sandy Hook.

   b. NPS has agreed to allow Verizon to install a 4G LTE antenna, on Sandy Hook. This will expand the cellular capabilities in the area immensely.

   c. A separate project to run the first leg of fiber optic cable from the Verizon microwave to Building 26 is ongoing.

   d. A new telecommunications underground infrastructure is being installed at Fort Hancock in a loop configuration. Only NPS buildings in use will be hooked up to the new infrastructure as part of this contract. The loop design allows for redundancy in service and future connections to other buildings. Each of the future tenants can connect to the infrastructure at specified new maintenance hole locations at their sole expense. NPS plans to install the new telecommunications underground infrastructure by spring 2016. At that time, Verizon service will be available when a building is connected by the tenant.

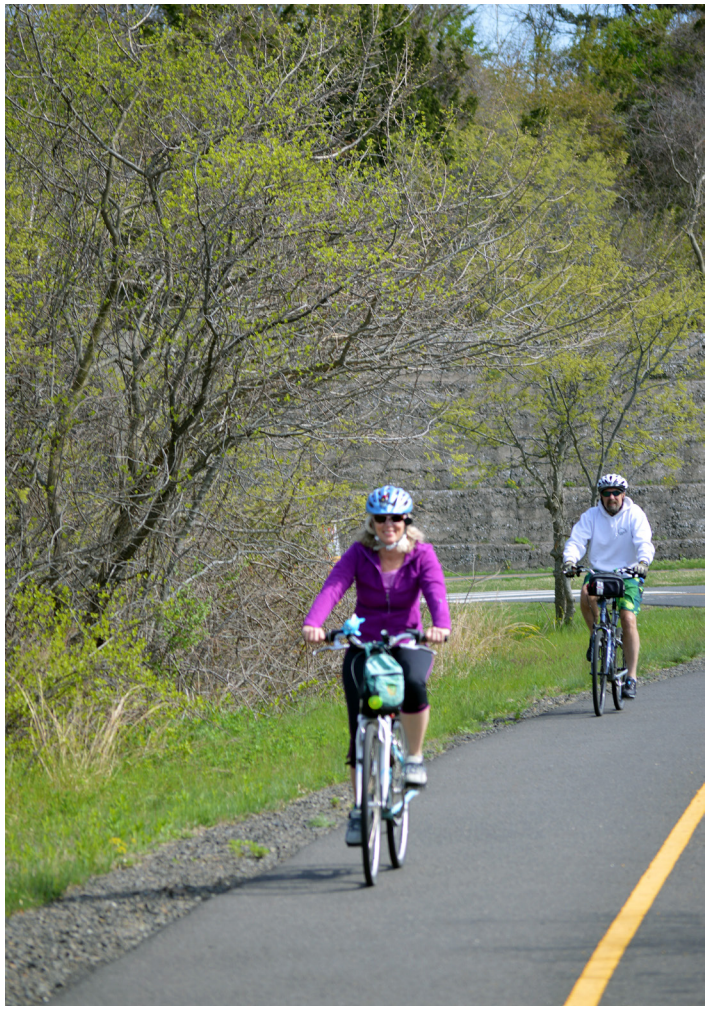
3. **Potable Water:** Potable water is available and sufficient to support the full development of the entire Fort Hancock. The Lessee will be required to install a new water meter provided by the park and billed to the Lessee. Also, the Lessee will be required to have the water service line inspected and tested by a qualified licensed plumber and an inspection report with recommendations must be submitted to the park for approval. The report must also indicate whether the current water line size is adequate for the proposed use of the building, and identify the material of the existing water line. Any defective, leaking, or undersized water lines must be repaired or replaced before the Lessee occupies the building. Water lines that require replacement must be replaced with copper. Areas of open cut construction will require NEPA and Section 106 compliance. Archeology monitoring shall be paid for by the Lessee. Asphalt and concrete repair and ground repair, i.e. seeding costs, must be borne by the Lessee and will be subject to the NEPA/106 compliance process. Any repairs will require NPS approval of plan and schedule. All work must be completed according to the most up to date New Jersey Code and constructed to industry standards.

   The capacity of the water system is 500 gallons per minute, not to exceed 7.5 million gallons per month. The

annual maximum for potable water is 50 million gallons. We currently average 100,000 gallons per day. Both buildings connect to a 6 inch water main. Both buildings are served by 1.5 inch pipes. Service to Building 27 will require an upgrade in service. Applicants should propose how they will upgrade service to Building 27 and address the proposed increase in the diameter of pipes servicing Building 27. For both buildings, Applicants should propose how they intend to replace any non-copper plumbing components.

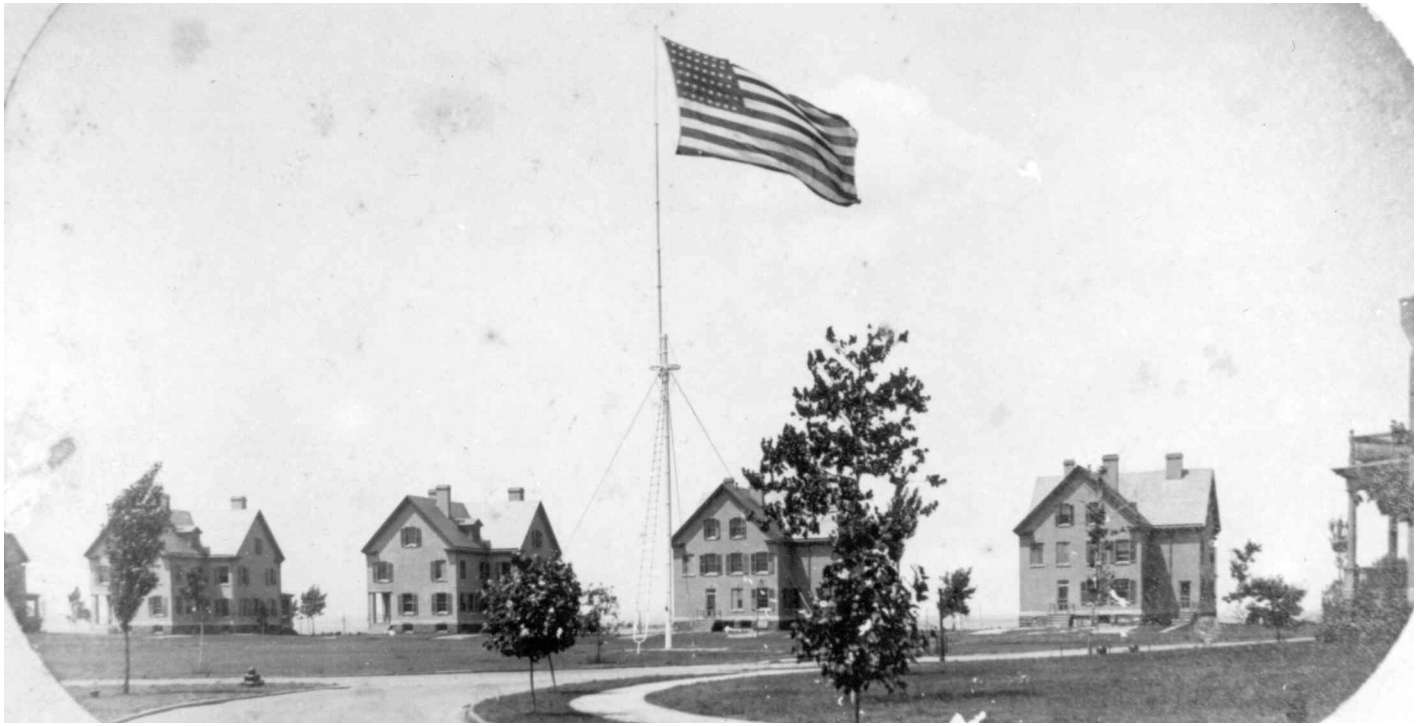
4. **Existing Heating Ventilation and Air Conditioning Systems:** The existing buildings only had heat. Heating Ventilation and Air Conditioning Systems (HVAC) must be installed and located so as to avoid flood and other damage. Lessee must provide plans and specifications for a HVAC system. No specific system(s) is mandated, however, the new system(s) must be designed to obtain a minimum of 90% Annual Fuel Utilization Efficiency (AFUE). The design must be sensitive to and respectful of the historic nature of the structure and will be subject to the compliance requirements of Section 106 of the National Historic Preservation Act.

5. **Sanitary Sewer:** The sanitary system (which is fully separate from the storm sewer system) at Fort Hancock is functional and sized appropriately to accommodate the anticipated future development. Gravity-fed distribution pipes bring sanitary waste to a pump station. From there, sanitary waste is fed by a force main into the park's wastewater treatment plant. NPS maintains the collection and force main system, and the Lessee will be responsible for repairs to the lateral system from the building to the main trunk line. The Lessee will have the sanitary sewer lateral line videoed, tested, and inspected by a qualified licensed plumber and an inspection report with recommendations will be submitted to NPS for approval. The Lessee will be required to make any repairs to the sanitary sewer prior to occupying the building. If any pipe is collapsed the pipe is required to be replaced with AWWA C900 DR-18 PVC pressure pipe. All connections to the trunk line and from the building shall be made using standard couplings and transition fittings. Areas may be of open cut construction and require NEPA and Section 106 compliance. Archeology monitoring shall be paid for by the tenant. Asphalt and concrete repair and ground repairs, i.e. seeding costs, must be borne by the tenant and will be subject to the NEPA/106 compliance process. If the video shows a deteriorated pipe, the park may allow that the pipe to be lined in lieu of open cut construction replacement. Any repairs will require park approval of plan and schedule. All work will be completed according to the latest New Jersey Code and constructed to industry standards.



A Multi-Use Path winds its way through Sandy Hook. Seven miles of paved surface make it easy to stroll, bicycle or skate through the park. Additions to the Multi-Use Path are planned for the near future. NPS PHOTO

Historic landscaping at Fort Hancock was sparse, reflecting Army regulations of the day. This is the basis for the recommendations of the Cultural Landscape Report (2006).
NPS ARCHIVES



Landscaping

1. The Lessor will be responsible for mowing within the Premises to ensure consistent lawn maintenance practice within Fort Hancock. The Lessee will be obligated to maintain the grounds of the Premises in good condition, including, without limitation, ornamental plantings, in-ground plantings, and other botanical maintenance for landscape improvements made by the Lessee. Landscaping plans will need to be approved in advance by NPS.
2. The Lessor will be responsible for all common area mowing and basic grounds maintenance at Fort Hancock.
3. Plans for tents, planters, plant and produce gardens, and outdoor seating should be submitted for NPS review and approval. Applicants must refer to the cultural landscape reports which can be found at: http://www.forthancock21stcentury.org/yahoo_site_admin/assets/docs/2006_0000_-_Cultural_Landscape_Report_for_Fort_Hancock_Part1.1263759.pdf

Parking

1. Onsite parking is limited to the current driveway configuration or parking assigned by NPS. Parking at Building 6 is limited to two vehicles which can be parked in the existing driveway. Parking at Building 27 is limited to 12 vehicles which can be parked immediately behind the building.
2. Additional parking will be identified by NPS and made part of the Lease terms and conditions. Please identify the number of parking spaces you expect to require in your proposal.
3. Lessee will be required to valet park vehicles for events in which Lessee's guests exceed available parking. In such instances, Lessee will have to obtain a permit from NPS so as to manage excess parking.

Historic Tax Credit Program

Under the provisions of the Historic Tax Credit Program, a Lessee who completes a certified rehabilitation for a certified historic structure is eligible for a 20% tax credit. The 20% credit is available only to properties rehabilitated for income-producing purposes, including commercial, industrial, agricultural, rental residential or apartment use. This program is administered jointly by the National Park Service and the Internal Revenue Service.

Please visit the following sites to learn more about qualifying for tax credits:

http://www.nps.gov/tps/tax-incentives.htm
http://www.nps.gov/tps/tax-incentives/before-you-apply.htm
http://www.nps.gov/tps/tax-incentives/taxdocs/about-tax-incentives-2012.pdf

NPS will work with the selected Lessee to ensure that the Historic Tax Credit approval process is as expeditious as possible. The historic designation makes the rehabilitation of these buildings eligible for federal historic tax credits. To qualify for tax credits all work must be completed in conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

Design and Construction Requirements

Fort Hancock's proud military legacy is carried on by the Junior ROTC of the Marine Academy of Science and Technology (MAST), a Monmouth County vocational high school located at Sandy Hook. NPS PHOTO

Questions regarding financial or administrative aspects of the tax code should be directed to the Internal Revenue Service or to a Lessee's own advisors.

Questions regarding architectural or engineering aspects of the program should be directed to National Park Service.

All requirements of the Historic Tax Credit Program are entirely the responsibility of the Lessee.

NPS makes no guarantees that the Lessee's proposed work will qualify for Historic Tax Credits.

Treatment Standards/Requirements

Alterations and improvements to the historic structures and landscapes, within Fort Hancock and Sandy Hook Proving Ground NHL District, must be made in a manner consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties (SOI). They must also be reviewed and approved by NPS and may require consultation with the State Historic Preservation Office (SHPO) as necessary. Simple maintenance projects do not typically require this level of review. Exterior and interior character defining features must be maintained as part of any rehabilitation efforts made by the successful applicant.

Since its completion in 1941, the Sandy Hook Chapel has been popular for wedding parties. Barely a weekend goes by in the summer without a wedding taking place.
NPS ARCHIVES

The appropriate standard for most of the projects completed under this Lease agreement will likely be SOI standards. To be in conformance with the SOI standards all efforts should be made to retain and repair the historic fabric, and if deteriorated beyond repair, replaced in-kind. When developing cost estimates in conjunction with proposals and corresponding construction schedules, Applicants should consider the cost to repair existing character defining features and components, rather than replacing.

The successful Applicant will be required to share information pertaining to any rehabilitation project in order for NPS to utilize such information when undertaking future rehabilitation projects. The successful applicant may be required to complete and submit, among other documentation, "exit" or "close-out" surveys. Because this pilot project is the first of a number projects addressing preservation and use of additional Fort Hancock historic structures, NPS will rely on efforts made and records compiled by the successful applicant when addressing ongoing rehabilitation and preservation of additional structures. Examples of treatments that are in conformance with SOI standards are included, but not limited to the following:

Exterior

1. **Site work:** Existing parking spaces should be retained; modifications needed to meet accessibility standards can be made. The addition of tents, gardens, and landscaping can be considered. Landscaping should be in keeping with the cultural landscape plan prepared by NPS.

2. **Thermal and Moisture:** Installation of thermal insulation in the attic and between the roof rafters will be accepted and is recommended.
3. **Doors and Transoms:** Existing doors to be repaired or if beyond repair replaced in-kind, i.e. paneled wood doors with paneled wood doors.
4. **Hardware:** Existing hardware must be retained and restored to operating condition. New hardware to meet accessibility codes can be added to supplement the existing hardware.
5. **Windows:** Existing true divided light wood windows must be repaired, and if beyond repair, replaced in-kind with true divided light sashes to match the existing. To increase the R-value of the windows, the installation of storms is recommended; all storms should have narrow profiles so as to not obscure the window itself. Existing window hardware should be restored to operating condition.
6. **Masonry and Facade:** All existing masonry including the exterior buff face brick, the red brick backup and the stone base, sills, belt courses, and trim are to be repaired and repointed. All pointing to match existing in mortar mix including strength, color and tooling. It must be noted that on most of the structures the exterior buff brick has thin "butter" joints. The installation of a slurry coat to repoint these joints will not be permitted. The use of grinding wheels to remove loose mortar will not be permitted. In some locations the exterior buff brick has lost its bond to the red brick backup; the bond or tie between the face brick and structural backup must be restored.

   Building 6 Skim Coat Issue: A skim coat of mortar was installed over the buff face brick on Building 6 by the military. In some locations that coating has begun to fail. Full scale removal or patch and repair of the coating can be considered.
7. **Roof:** The form and material of the existing roofs must be retained. Existing roof materials to be patched or repaired, and if deteriorated beyond repair, replaced 'in-kind', meaning asphalt shingles with asphalt shingles, slate with slate, tin porch roofs with gray metal roofs. The park has most recently used stainless steel and terne coated copper roofing for the porches. Aluminum, bare copper, and galvanized or prefinished steel will not be accepted.

Windsurfing is a popular recreational activity on the bay side of Sandy Hook. "Regular" surfers may ride the waves on oceanside beaches.
NPS PHOTO

8. **Cornices and Rakes:** Historically the cornices and rakes were painted pressed tin. Some cornices and rakes have been removed and replaced with wood. In a few locations new fiberglass cornices and rakes have been fabricated and installed to replace the deteriorated metal. All existing metal cornices and rakes are to be repaired, and if deteriorated beyond repair, replaced in-kind or replaced with fiberglass.
9. **Entrance:** Where required by the code, options for meeting accessibility requirements will be designed at the back of the building or the side elevation. NPS has prepared a design to meet accessibility standards that includes the installation of an interior lift with access at grade.
10. **Steps:** Existing steps to be repaired, or where previously replaced with an inappropriate design, are to be replaced to match the original.
11. **Porches:** All porches must be repaired. The porches on most buildings are deteriorated to the extent that full

replacement will be required. For Building 6, follow plans developed for Buildings 7 and 17. For Building 27, historic research will be required. Repair of the porches includes all framing, decking, roofing, flooring, balustrades, etc.

12. **Chimneys:** Repoint and cap all chimneys.
13. **Accessibility:** Buildings open to the public must be made accessible in accordance with the Americans With Disabilities Act (ADA) and Architectural Barriers Act (ABA) Accessibility Guidelines. The manner by which exterior ADA-ABA Accessibility Guideline's for access is proposed or implemented is likely to require SHPO review. Applicants must propose the ADA-ABA Accessibility Guidelines for access by methods least intrusive to the landscape and the facility.
14. **Ingress and Egress:** Secondary method of egress may be required for buildings used as B&B or Lodging. This is a code issue and will be determined based on the code review by your architect. Please be sure to include this description with your plans.

Interior

1. **Ceilings:** Pressed tin ceilings should be retained and repaired.
2. **Plaster:** In as much as possible, the sound plaster should be retained and repaired. If damaged beyond repair, replacement with alternative materials including gypsum board or gypsum board with a skim coat of plaster can be considered. Full scale removal of all plaster because it is "old" is not in keeping with SOI Standards.
3. **Fireplaces:** All mantels are to be retained and repaired. Safe conversion to gas or electric fire will be permitted. The use of wood burning fireplaces will not be permitted.
4. **Staircases:** Railings, balusters, and newel posts must be retained and repaired.
5. **Doors:** Wood recessed panel doors, some with divided transom lights above. Existing doors to be repaired, if beyond repair, replaced in-kind, e.g. paneled wood doors with paneled wood doors.
6. **Hardware:** Existing hardware must be retained and restored to operating condition. New hardware to meet accessibility codes can be added to supplement the existing hardware.
7. **Carpentry:** Match existing original trim for new trim including baseboards and fireplace surrounds. To clarify, the SOI Standards will require some distinction between the original and new wood trim around original doors, especially trim including ventilated cap moldings, chair rail, wood wainscoting in stair hall.
8. **Floor Plan:** Original plan configuration may be modified to meet accessibility requirements, fire doors and safety ratings, utility location and reconfiguration required as a result of FEMA +1 practices. Replacement of building infrastructure (Mechanical and Electrical Equipment, HVAC), must be installed in a manner consistent with the FEMA recommendations at 1 foot above 100 year floodplain elevation as defined by current FEMA Advisory Base Flood Elevation maps at: http://www.region2coastal.com/bestdata
9. **Kitchen and Plumbing Fixtures and Equipment:** Existing kitchen and bathroom fixtures can be removed and replaced with new fixtures and equipment to meet current standards. Layouts and appliances can change.
10. **Sprinkler System:** The Applicant's architect shall identify requirements pertaining to sprinkler, egress, and fire rated materials necessary in connection with the use as proposed.

The National Park Service hosts a number of special events for visitors during the year, where costumed interpreters depict Sandy Hook's history over the years. Revolutionary War reenactors camped here for the 250th anniversary of the Sandy Hook Lighthouse. NPS PHOTO

11. **HVAC:** The heating, ventilation, and air conditioning systems in many of the buildings have not operated in many years and do not meet current code and energy efficiency standards. It is assumed that the installation of new systems will be required. To limit the intrusion in the landscape of above ground oil tanks NPS has been converting its buildings to propane with underground tanks. The installation of underground propane tanks is recommended. Distribution systems in the buildings vary; most recently NPS has successfully installed a high velocity air duct system for heating and cooling. The installation of all new systems must be completed to minimize the impact to the historic fabric. The heating system must be designed to maintain a 55 degree temperature in the building during the winter months even if the building is not occupied. Replacement of building infrastructure (Mechanical and Electrical Equipment, HVAC), must be installed in a manner consistent with the FEMA recommendations at 1 foot above 100 year floodplain elevation as defined by current FEMA Advisory Base Flood Elevation maps.
12. **Light Fixtures/Electrical:** The electrical and lighting systems in many of the buildings have not operated in many years and do not meet current code and energy efficiency standards. It is assumed that the installation of new systems including fixtures, wiring, and panels will be required.

Jurisdiction

1. **Federal Jurisdiction:** Fort Hancock is under exclusive jurisdiction of the Federal Government and is not subject to the zoning regulations of the adjacent town and the County of Monmouth. Under exclusive jurisdiction, the Federal Government possesses all of the governmental authority with limited exceptions. For example, the State has the right to service civil or criminal process in the Park for activities which occurred outside the park and the State has a limited right to levy and collect certain kinds of State taxes.

   For construction design, authorization, and permitting, use one or several of the following: the Secretary of the Interior's Standards and Guidelines, National Historic Preservation Act (NHPA) and Section 106 compliance, The National Environmental Policy Act (NEPA), International Building Code (IBC), International Residential Code (IRC), NFPA 13, NFPA 101, NFPA Section 914 Protection of Historical Structures, Americans with Disabilities Act (ADA), and the Architectural Barriers Act (ABBAS).

Stairs leading to the third floor of Building 6. Photo taken September 2014.
NPS PHOTO

2. **Applicable Laws:** One of the Lessee's obligations under the Lease is to comply, at its sole cost and expense, with all Applicable Laws and Requirements. In addition, it is standard National Park Service practice to adhere to local building codes, in this case, those adopted by Middletown Township. Additionally, NPS may require consultation with state and local building officials (including Federal, state, and local laws, rules, regulations, requirements and policies) in fulfilling its obligations under the Lease agreement including but not limited to the National Environmental Policy Act, the National Historic Preservation Act, and the Federal Fair Housing Act. The National Park Service policy stipulates that construction meet nationally recognized model codes. These codes include but are not limited to the Uniform Building Code, State of NJ Rehabilitation Subcode, National Electric Code, Uniform Mechanical Code, Uniform Plumbing Code, Uniform Fire Code, Uniform Federal Accessibility

Standards, National Fire Protection Association Life-Safety Code, Uniform Code for Building Conservation and CABO One and Two Family Dwelling Code. NPS will review and approve building plans. No construction may be undertaken unless NPS has issued a written approval to proceed. Lessee will be required to hire an independent third-party licensed building code inspector to ensure compliance with local code requirements.

3. **Assessments:** It is the responsibility of the Lessee to determine whether it is subject to specific taxes and assessments. Any comments made by NPS in this RFP do not alter those responsibilities, nor should they be construed to imply or express a view on behalf of the Lessee.

Flood Plain

1. Applicants cannot raise buildings to meet FEMA requirements. Vulnerable mechanical or other systems within buildings may need to be relocated or replaced and located elsewhere in the buildings.
2. Applicants are required to consult the FEMA 100-year floodplain map found at: http://fema.maps.arcgis.com/home/item.html?id=cbe088e7c8704464aa0fc34eb99e7f30. Portions of the Historic District do fall within that floodplain area. During the most recent "Superstorm Sandy", Sandy Hook saw a storm surge of more than 15 feet above mean high tide line.
3. During this historic storm surge, water rose to the seawall and a majority of the buildings within Fort Hancock sustained water infiltration in the basement.

Sustainable Design

Renovating an existing building is already more "green" than constructing new buildings. Applicants should employ sustainable design practices as much as feasible in these renovation projects. NPS encourages efforts resulting in Leadership in Energy and Environmental Designs (LEED) certification or ratings. (See http://www.usgbc.org/leed.)

Signage

The Lessee will be required to follow NPS signage standards. NPS will provide information pertaining to sign specifications such as size, materials, and specifications. An example of signs acceptable to NPS includes the example below:

Notwithstanding, Applicants will be required to obtain NPS approval of any sign meant to be installed or affixed in connection with the project as proposed.

Building Permit and Notice to Proceed

1. **Pre Construction:** The Lessee must provide the following before the Lessor will issue any Building Permit, Notice to Proceed, or other Construction Authorization:

   a. Proposed Construction Documents including utility plans for the location of existing utilities that may be affected by any improvements made by the Lessee as well as utility plans and permits from the appropriate public utility companies;

   b. Construction documents will be submitted to NPS at the schematic design, design development (50% construction documents) and 90% construction document phase for review. Construction documents will include detailed information about the repairs and alterations including the extent of removal and replacement as well as a full set of specifications;

   c. Construction documents will be prepared by licensed architects and engineers. A licensed historic architect meeting the professional SOI Qualification Standards must be included as a part of the team;

d. Evidence that improvements and alterations to historic structures comply with the Secretary of the Interior's Treatment of Historic Properties, NPS 28 and other Applicable Laws, including, without limitation, NEPA and Section 106;

e. Documents submitted to NPS are reviewed for buildability, code adherence, National Environmental Policy Act (NEPA) compliance and adherence with the SOI Standards. All efforts shall be made to minimize the impact to the historic fabric. When the extent and nature of the work requires it, NPS will submit the documents to the NJ SHPO for review and concurrence.

f. A correct copy of any contract with the Lessee's general contractor, architects, or consultants must be provided to NPS.

g. If required by the Lessor, documentation that the required construction insurance and requisite bonds are in effect.

h. Other information as may be required by the Lessor.

The Lessor will not approve proposed Construction Documents unless it is able to determine, among other matters, that any proposed improvements are appropriate for Gateway and consistent with the requirements of Part 18, the Gateway's General Management Plan, and other Applicable laws.

2. **During Construction**

a. The Lessor is entitled to have on the Premises an inspector or representative who may observe all aspects of the work on the Premises.

b. Current annotated Construction Documents must be kept on site at all times for inspection by the Lessor.

c. Any material change in the approved Construction Documents and any deviation in actual construction from these documents are subject to the Lessor's prior written approval under the procedures identified in the Lease.

d. An approved change order will be issued by Lessor if proposed changes are approved.

3. **Post Construction:** Upon completion of the Improvements, the Lessee must provide the following:

a. Notice of Completion which must include a written assessment prepared by an independent third party inspector, hired by the Lessee, concluding the improvements have been completed in compliance with the requirements of applicable local building codes;

b. Satisfactory evidence of the payment of all expenses, liabilities, and liens arising out of or in any way connected with the Improvements;

c. Complete set of "as built" drawings showing all revisions and substitutions during the construction period, including field changes and the final location of all mechanical equipment, utility lines, ducts, outlets, structural member, walls, partitions, and other significant features of the Improvements which shall become the property of NPS; and a complete inventory of all Furniture, Fixtures, and Equipment (FF&E) in or on the Premises as of the completion of the Improvements.

4. **Certificate of Completion:** Upon Approval by the Lessor of the completion of the Improvements, the Lessor will issue a Certificate of Completion, or similar documentation stating the Improvements are acceptable and authorizing the Lessee's occupancy of the Premises.

Building 6 bedroom, second floor. NPS PHOTO

The Competitive Process

This Lease opportunity is open to all interested persons and businesses on a competitive basis. The Applicant that submits the proposal judged best under the selection criteria will be given an opportunity to negotiate a final Lease agreeable to both the selected Applicant and NPS.

Overview

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

NPS reserves the right to reject one or all proposals or terminate Lease negotiations at any time prior to executing a final Lease without penalty or liability.

Authority

NPS has the authority to lease historic buildings through the National Historic Preservation Act (16 U.S.C. 470h-3), as amended. The National Park Service General Leasing Authority is codified in 16 U.S.C. 1a-2(k) 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 controls.

Site Tour and Additional Information

Site tours will be considered upon request.

Responses to questions from proposed applicants which are not otherwise addressed in this RFP will be issued in the form of a Questions & Answers (Q&A) document which will posted on the Fort Hancock Federal Advisory Committee website: http://www.forthancock21stcentury.org/.

Questions must be submitted via email to 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

Proposal Submission Requirements

1. Requirement of Submission

Applicants should submit two hard copies of any proposal accompanied by a transmittal letter signed by the proposed Lessee or by the Principal of any organization submitting an application. Proposals must be printed on 8-1/2" x 11" paper, double-sided.

The proposal must be enclosed in a sealed envelope and received at 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 Submission

Applicant must include a USB-compatible drive or CD with a file in PDF format of the entire proposal, including all attachments. Any financial attachments must be provided in Excel format or other compatible software.
Proposals may be delivered in person, by U.S. Mail, or

by another delivery service. Submission of proposals by telephone, fax, e-mail, or other methods will not be considered. Proposals will not be returned.

Proposals that are not received by NPS by the specified deadline will not be considered. NPS will not consider proposals that have been mailed or postmarked prior to the deadline but which are not delivered to the designated address by the deadline.

2. **Proposal Package Content**

a. Applicant Identification Proposals should include the following information for any Applicants involved and all principals of any corporate entity seeking to operate the site(s):

- 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 principals
- Proposals should also detail the nature of the Applicants' corporate entity or partnership details, existing or proposed.
- As applicable: relevant/related professional licenses or special skills/designations
- Required experience. Applicants must have experience operating Bed & Breakfast/Lodging facilities.

b. Required Documents

- Transmittal Letter (see attachment on park website)
- Applicant Identification
- Proposal:
  - Responses to Criteria 1 through 6
  - Supporting documentation for Criteria 1 through 6
  - Completed Financial Forms attached.

Snowy owls on the beach? Yes, during some winter seasons at Sandy Hook, which provides important habitats for birds and animals year-round. NPS PHOTO.

The NPS will balance preservation of the historic structures with care for wildlife habitats. Over the winter, three varieties of seals spend the winter at Sandy Hook. NPS PHOTO

Proposal not to exceed twenty-five (25) pages, not including attachments.

Proposal Selection Criteria and Required Responses

NPS wants clear and concise answers. You are asked to answer questions or supply specific information in response to specified items. Proposals will be evaluated based on the below criteria and each criterion has been assigned a weighting based on NPS priorities.

Please label your responses accordingly, and respond fully and accurately to all questions and requests. If the required information is not provided, the proposal may be determined non-responsive and will not be evaluated further.

Criterion 1 - Use (15 %)

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

NPS Objective:

- Fort Hancock is uniquely situated as a former military post and officer residences. The Premises lend themselves to lodging facilities. Proposals must be compatible with the long-term vision of the Fort as a vibrant year round community with a diverse mix of uses. Although there is high summer seasonal demand at Sandy Hook, NPS is interested in encouraging an extended operating season. Applicants are invited to propose outdoor activities and entertainment such as live music, poetry readings, movie nights, comedy shows, or other arts- or learning-based entertainment. The park also has a robust demand for wedding venue accommodations. Advanced booking for use of the Sandy Hook Chapel extends well into 2015. Expanding amenities for current and future weddings and other events is strongly encouraged.

Required Response:

- Describe in detail the how you plan to operate a bed and breakfast or lodging operation within Fort Hancock. Please describe in detail how your plans to operate a bed and breakfast or lodging operation at Fort Hancock during peak summer season will translate to year-round use of the facility. Applicants should describe, if applicable, what activities and entertainment they would provide.

Criterion 2 - Financial (30%)

The financial capability of the Offeror to carry out the terms of the Lease and the amount of rent offered.

NPS Objective:

- The rehabilitation of the Premises. As part of the rehabilitation process, NPS seeks credible cost estimates based on SOI standards. Provide evidence that funds for proposed Improvements are immediately or imminently available.
- NPS is interested in high quality bed and breakfast or lodging operation. The Applicant must be capable of making the financial investment required for the level of service the Applicant proposes.

Required Response: Applicant shall submit the Financial Forms attached explaining in detail the basis of all estimates included on the form.

- Applicant shall submit the Financial Forms (as seen at http://www.nps.gov/gate/parkmgmt/index.htm) explaining in detail the basis of all estimates included on the form.
- Submit documentation of the source and availability of funds for the estimated investment costs through bank statements, bank financing commitment letters, or similar documents that convincingly substantiate your financial capability.
- Describe the personal property investment including all Furniture, Fixtures, and Equipment (FF&E) you propose in connection with this opportunity.
- Provide a complete 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.

Criterion 3 - Rent (5%)

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

Required Response:

- State how much annual rent Applicant offers to pay. The lessee will be required by the lease to pay at least fair market value rent to the NPS. The fair market value rent will be determined by NPS after selection of the best proposal and determined by an appraisal. When determining the Fair Market Value Rent, the NPS will provide rental offsets for capital improvements. The rent payment schedule will be negotiated with the selected Applicant.
- The amount of rent offered should be entered where appropriate in Attachment D Financial Forms.

Criterion 4 - Experience (20%)

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

NPS Objective:

- To lease the Premises to an experienced operator with a proven track record of managing and operating a bed and breakfast or lodging operation. This operator will also need to demonstrate their ability to provide year round service in an area that has high seasonal demand. Additionally, the Applicant should demonstrate an ability to accommodate larger scale events, such as weddings, within or upon the land assignment designated as part of the premises.

Required Response:

- Describe how your experience and background qualifies you to operate a uniquely located bed and breakfast operation with high seasonal demand. Submit a detailed business plan including financials describing the proposed operations including theme or concept, and services, menu, marketing, and design.

Criterion 5 - Sustainability (5%)

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

NPS Objective:

- NPS seeks a Proposal that takes into account climate change and offers eco-friendly alternatives for operation of the facility. See: http://www.nature.nps.gov/climatechange/docs/NPS_CCRS.pdf
- Applicants should include in their plans the use of Energy Star or similarly efficient appliances, and incorporate environmentally-friendly products into their operations (see the Green Restaurant Association's endorsements at http://www.dinegreen.com or the list of certified "Green Seal" products at http://www.greenseal.org).
- Preference will be shown to proposals that commit to these products and practices.

Building 6 on Officers Row. NPS PHOTO

National Park Service employees outside the park will review all responses to this RFP through an evaluation panel, assisted by technical consultants as deemed approporiate.

- Offers should takes into account climate change risks and storm preparedness plans that address the potentially vulnerable location.

Required Response:

- Describe in your proposal how you will manage and use the property in an environmentally enhancing manner through programs and actions, energy conservation, waste reduction, and recycling.
- Describe your storm preparedness plan.

Criterion 6- Preservation (25%)

The property is an historic property; the compatibility of the proposal with the historic qualities of the property and its place in the landmark district.

NPS Objective:

- NPS is seeking a Lessee capable of assembling a competent and qualified team that has a proven track record of successful historic rehabilitation projects similar to those described here, and consistent with all described requirements.
- Contractors, architects, engineers, and subcontractors should all be familiar and compliant with Section 106 of the National Historic Preservation Act, the New Jersey State Historic Preservation Office, and national and local code requirements.

Required Response:

- Describe your experience completing historic rehabilitation projects (individually or team-based). List specific projects and address years of experience and background that qualifies you and or your team to manage and complete the necessary historic treatment.
- Submit detailed plans, specifications, construction costs, construction schedule and rehabilitation team qualifications, address SOI professional qualifications with respect to the historic architect you have hired (or will hire) to work on this project.
- Submit a description of how the building will be maintained. Address maintenance requirements in terms of a historic facility as well as practical maintenance considerations.

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 for selection to the Director of the National Park Service. The Director will make the final determination.

All proposals will first be screened for adherence to the requirements of this RFP. NPS will not consider non-responsive proposals. 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.

It is the intention of NPS to select the best-submitted proposal as determined under the selection criteria without further submittals or presentations. If this cannot be done, NPS will select those proposals that appear most suitable under the selection criteria, and from that group will request additional information or presentations so that the best proposal can be selected.

NPS will negotiate the terms of the final Lease with the Applicant determined to have submitted the best proposal under the selection criteria. Award of a Lease to that Applicant is dependent on successful negotiation of the final terms of the Lease. If negotiations fail, NPS may negotiate with other Applicants for award of the offered Lease or terminate this solicitation without liability to any person.

NPS, in its sole discretion, will determine whether the Applicant's experience and financial capability match the scale and scope of the proposal.

Additional Information and Modification of Proposals

NPS may request from any Applicant after the submission date additional information or written clarification of a proposal. 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.

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.

NPS reserves the right to reject one or all Proposals or terminate Lease negotiations at any time prior to executing a final Lease without penalty or liability.

Attachments: For sample leases and more, visit http://www.nps.gov/gate/parkmgmt/index.htm

Once proposals are screened for responsiveness, the NPS will select the best-submitted proposal under the selection criteria. NPS will then negotiate the final terms of the Lease with the Applicant.

Officers Row at sunset. Photo by Volunteer-in-Parks Stan Kosinski.

Request for Proposals

Buildings 6 and 27 at Sandy Hook Unit's
Fort Hancock as Bed-and-Breakfasts

Gateway National Recreation Area
Sandy Hook Unit, New Jersey

U.S. Department of the Interior
Washington, DC

Important Dates

RELEASE DATE: Friday, December 12, 2014	**Proposal Submission Deadline:** Monday, April 17, 2015 at 1 PM EST
Site tours available by appointment only	**Anticipated Date for Selection:** Five Weeks After Submittal Deadline
Question Submission Deadline: Monday, March 16, 2015	**Anticipated Lease Commencement:** Subject to negotiation

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