National Park Service
U.S. Department of the Interior

Gateway National Recreation Area
Sandy Hook Unit

Request for Proposals

Leasing Opportunity for Not-for-Profit or Educational Facility
at Fort Hancock, Sandy Hook, New Jersey
(Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60, 70)

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LEFT: Building 25 one of three original barracks built in 1898-1899, housed dozens of soldiers each and contained 17,145 square feet. Barracks faced the Parade Ground. NPS PHOTO.

COVER: Between barracks (the larger buildings) and former mess halls. 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 national 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 and 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.

Right: One of the factors in locating within a national park is the occassional presence of military reenactors. Revolutionary War reenactors on the Parade Ground, near the old barracks. NPS PHOTO.

The Pilot Project

The Fort Hancock 21st Century Federal Advisory Committee (Commitee) 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. 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 December 2013 Request for Expressions of Interest (RFEI). The map includes five basic zones: residential; residential/

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

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 ce: any two of the buildings located between Buildings 8-17 (on Officers Row).
2. Not-for-profit: any two of the buildings within the educational 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.

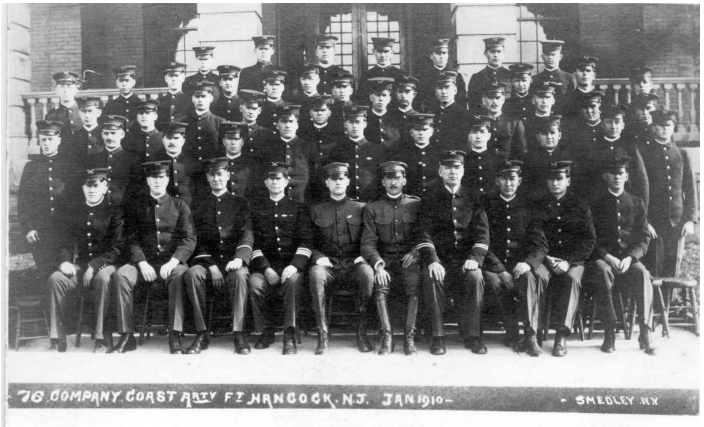
This RFP applies to Building 23, 24, 25, 40, 53, 55, 56, 57, 60, and 70. Separate RFPs will be developed for the other Pilot Buildings.

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



78th Company Coast Artillery, Fort Hancock, 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 this 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 organizations that can demonstrate the capability to operate not-for-profit commercial, educational, or other community-based activities, as well as rehabilitate, manage, maintain, and operate historic buildings located within Gateway under a lease term.

Overview

Responses may include plans for any one or two buildings offered in this group, in any combination.

- Proposals should also include any suggested improvements to areas immediately surrounding the buildings, for which such improvements are proposed.
- Proposals addressing only a portion of any 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:
- Not-for-profit commercial, educational, or other community-based activities subject to any restrictions identified in this RFP, NPS guidance, or other applicable federal regulations.

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 similar to the Sample Lease, found at http://www.nps.gov/gate/parkmgmt/index.htm.

Any time of year, Sandy Hook sparkles with opportunity. The park is rich with both natural and historic wonders that enhance life on the Hook--perfect for inspiring those who work here and provoking learners of all ages. PHOTO: Volunteer-in-Parks Stan Kosinski.

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 Sample Lease is included on the park website: http://www.nps.gov/gate/parkmgmt/index.

htmLease 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 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 Sample Lease).

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 indoor-only events and indoor-outdoor events.

One of four mess halls built across from four barracks. Mess halls were built in 1905 and offer 6,676 square feet.
NPS ARCHIVES

10. 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

Lessee has no preferential right of renewal for the Lease.

1. Construction of new or additional facilities is prohibited, however NPS may consider proposals that request appurtenances or minor additions.

2. National Park Service must approve any sub-lease.

3. Candles and other open flames are not permitted. Fireplaces are for decorative use only.

4. 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.

5. Parking is limited.

Historic Treatment and Improvements

1. All rehabilitation/ improvements must be made in a manner consistent with the Department of Interior (DOI) Secretary's Standards for the Treatment of Historic Properties;

2. Rehabilitation must be undertaken in accordance with the Architectural Barriers Act Accessibility Standards (ABAAS). Plans (specifications, drawings, etc.) must be reviewed and approved in advance by the NPS and in consultation with the State Historic Preservation Office (SHPO) where required.

A heron finds a tasty snack in the waters of the bay. Sandy Hook is not only the home of dozens of historic structures, but also a habitat for both rare and common plants and wildlife.
NPS PHOTO

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

1. 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 system wide utilities) 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 responsible 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.

2. Utilities

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

3. 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 must include the provision that all warranties are transferable to the United States, and operation and maintenance records, manuals, and schedules provided by the manufacturer.

Officers and enlisted soldiers celebrated holidays at Fort Hancock with parties, dances and entertainment. NPS ARCHIVES

Leased Premises

Location

The park is offering Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60 and 70. One or two buildings are available for consideration.

Land Area

Under this Request for Proposals ("RFP"), the Leased Premises for the offered buildings 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 page 13.

Building Description and Plans

Ten structures located in this area are offered for leasing proposals in this RFP and are designated for Not-for-Profit Commercial/Educational use: Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60 and 70. Two buildings will be leased in this pilot program.

Building Name	Building No.	Area (s.f.)	Built
Enlisted Barracks	23	20,394	1899
Enlisted Barracks	24	20,394	1899
Enlisted Barracks	25	20,394	1899
YMCA	40	18,890	1903/ 1941
Post Exchange (PX) / Kitchen	53	6,180	1905
Mess Hall	55	6,676	1905
Mess Hall	56	6,676	1905
Mess Hall	57	6,676	1905
Gas Station	60	1,325	1936
Fort Hancock PX / Gym	70	8,747	1909

1. **Buildings 23 – 25 Enlisted Barracks:**

   Each structure is a large buff-brick two-story structure overlooking the parade grounds, Officers Row, and Sandy Hook Bay. Designed to house up to 70 men, three of the original four barrack buildings are being offered for lease.

The fourth barracks, Building 24, is an excellent example of a successful rehabilitation. With 20,394 square feet of space, the interiors are predominantly open areas with high ceilings, making them ideal for a variety of non-profit educational or commercial uses. The exterior facades are buff brick set on the raised stone foundation; the roofs intersecting gables with asphalt shingles. Metal cornices with built in gutters originally adorned the rakes and eaves. The west facades are dominated by a central, gable roofed, projecting bay, which is flanked on each side by two story open porches; today the brick piers are all that remain of these porches. At the base of the projecting bay, rusticated arches with a central staircase mark the parade ground main entrance. Under the peak of the roof in each gable end is an oval bull's eye window. All buildings have 12/12 double hung wood windows. Windows have stone sills and flat, keyed arches. The plans of each building vary slightly but, in general, the first floor has one dormitory, one lavatory and eight squad rooms. The second floor has two dormitories. Internal brick chimneys are centrally located. The east facades have single story open porches. Public parking available across from Building 57.

TOP RIGHT: Buildings 23-25 are former Barracks for enlisted soldiers. NPS PHOTO

OPPOSITE PAGE: Buildings available under this RFP. NPS GRAPHIC

Gateway National Recreation Area
New York / New Jersey

National Park Service
U.S. Department of the Interior

Fort Hancock Buildings Educational / Commercial Buildings

Produced by Mark Christiano - GATE

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Date Saved: 11/13/2014

Building 40 YMCA:

This total building contains 18,890 square feet and includes a one-story wing to the north (auditorium) connected via a passageway to a two-and-one-half story main building that also has a two-story addition on its southern façade. The entire building is constructed of buff-brick and the building is configured in an L-shape. The auditorium section has a gable roof; main building has a hip roof with dormers on all facades. On the north and south elevations the dormers house the chimneys; the east and west dormers have hipped roofs with paired wood windows. The passageway and south addition have flat roofs. There is a one-story porch on the western facade of the main building. There is a steel fire escape on the western facade of the two-story addition and the north façade of the auditorium. The brick belt course is running the perimeter of building at second story level on the main building which is set on a raised stone basement. The auditorium and additions have a plaster base the height of which coincides with the raised stone basement of the original main structure. Windows in auditorium are 20/25. The gymnasium located on the northern side of the main building measures 120 ft x 80 ft. A raised balcony run is located on the second floor of the auditorium. The balcony is accessible from the interior of the main building and from the exterior via the north façade fire escape. Limited public parking is available across from Building 57.

TOP TWO PHOTOS: Building 40, former YMCA.
BOTTOM PHOTO: Building 53, former Post Exchange / Kitchen.
NPS PHOTOS.

2. Building 53--Post Exchange / Kitchen

This structure (left) was constructed in 1905 and contains 6,180 square feet. The building is one-story set on a raised stone basement with a limestone water table. Above the basement the walls are buff brick. The rectangular building has a hip roof with a one-story porche on the western and two egress stairs on the west façade. A concrete stair extends in front of the west porch. The windows are 6/6 wood double hung, with stone sills, and elliptical arched brick lintels. Above the windows is a brick belt. Limited parking is available next to the building.

3. **Buildings 55 – 57- Mess Hall:**

Constructed in 1905, these buff-brick buildings have 6,676 square feet of space. Mess Hall Buildings 55-57 are three of four, originally identical, 140-man mess halls designed and constructed as part of the second phase of building at Fort Hancock during 1904-1905. Each building has a hipped roof with large, gable-end dormers to the north and south. Each building is symmetrical with seven bays on the east and west elevations and four bays on the north and south elevations. Each building has a large, five-bay wide porch on the west with a low slope, hipped roof. On the east, there is a smaller, two-bay wide porch with a low-slope roof. Limited public parking is available across from Building 57.

TOP PHOTO: Building 55, one of three former Mess Halls available for lease.
BOTTOM PHOTO: Building 60, former Gas Station. Behind Building 60 is the former gym, Building 70
NPS PHOTOS.

4. **Building 60 - Gas Station:**

Constructed in 1936, the Gas Station has 1,325 square feet of space. The building is a one-story buff brick L shaped building with three intersecting gable roofs, and a porte-cochere on western side. The western end of the porte-cochere is supported by brick piers set onto a concrete island. A shed roof addition was added on the east façade at the south end. The walls are brick every sixth course in headers, except for the east and west ends of the north gable which are wood framed finished with clapboard. The windows vary and include 6/6 wood double hung and multi- light metal sash. Limited parking is available next to the building.

5. **Building 70 - Fort Hancock PX/Gym**

This is a one-story rectangular building (see photo, right) containing 8,554 square feet. . It is located across the road to the east of the Sandy Hook Lighthouse. A single hipped roof with overhanging rafter ends and dormers on the east, north and south elevations covers the buff brick building. The first floor is set on a raised basement. The building features an enclosed porch with shed roof on eastern end. The windows are 6/6 wood double-hung and 4/4 light wood transoms with stone sills. There is an internal brick chimney on southeastern corner of building and a four-lane bowling alley in the basement. The first floor contains one large room with supporting storage areas that could be adaptable to a variety of purposes. Limited public parking available across from Building 57.

On-Site 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 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.

   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 area. 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. Buildings connect to a 6 inch water main. Buildings are served by 1.5 inch pipes. For any building, Applicants should propose how they intend to replace any non-copper plumbing components, if necessary.

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; 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

Ideas for Victory! During World War II, civilians served at Fort Hancock. The fort continues to hold great potential for ideas in community service and education. NPS ARCHIVES

Fort Hancock's own Marine Academy of Science and Technology (MAST), a Monmouth County vocational high school located here, offers both a Junior ROTC program and several classes with hands-on learning about coastal habitats.
NPS PHOTO

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 an 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.

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 must 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. Limited onsite parking is available next to buildings 70, 60 and 53. Public parking is available for the remaining buildings across from Building 57.
2. Additional public parking is available within Fort Hancock.
3. If a specific number of parking spaces is needed to support your proposal, please identity those needs in your proposal.

Design and Construction Requirements

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.

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 and 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 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.

The parade grounds as seen from the porch of one of the barracks.
NPS PHOTO

Buildings 23-25 were formerly used as barracks for dozens of soldiers. PHOTO: Volunteer-in-Parks Stan Kosinski.

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:

1. **Exterior**

a. **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.

b. **Thermal and Moisture:** Installation of thermal insulation in the attic and between the roof rafters will be accepted and is recommended.

c. **Doors and Transoms:** Existing doors will need to be repaired or, if beyond repair, replaced in-kind (i.e., paneled wood doors with paneled wood doors).

d. **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.

e. **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.

f. **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.

g. **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.

h. **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.

i. 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.

j. Steps: Existing steps to be repaired, or where previously replaced with an inappropriate design, are to be replaced to match the original.

k. Porches: All porches must be repaired. The porches on most buildings are deteriorated to the extent that full replacement will be required. Repair of the porches includes all framing, decking, roofing, flooring, balustrades, etc.

m. Chimneys: Repoint and cap all chimneys.

n. Accessibility: Buildings open to the public must be made accessible in accordance with the ADA-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.

o. Ingress and Egress: Secondary method of egress may be required. 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.

2. Interior

a. **Ceilings:** Pressed tin ceilings should be retained and repaired.

b. **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 accordance with SOI Standards.

c. **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.

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

d. Staircases: Railings, balusters, and newel posts must be retained and repaired.

e. 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.

f. 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.

g. 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 and wood wainscoting in stair hall.

h. 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. Full scale removal of all interior partitions is not in keeping with the SOI Standards; some plan changes and/or new openings in the existing walls to meet program are usually permitted.

Women's Army Corps soldiers (WACs) cross out the A for "Auxiliary" when it was removed from the name of the WACs. Barracks Building 25 was called "the WAC's palace" after women soldiers occupied it during World War II--the first such barracks in the US.
NPS ARCHIVES

i. 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.

j. Sprinkler System: The Applicant's architect shall identify requirements pertaining to sprinkling, egress, and fire rated materials necessary in connection with the use as proposed.

k. **HVAC:** The existing ventilation is pre-open windows and there are no AC systems. The heating 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 a new HVAC system 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.

IN 1972, an Act of Congress created Gateway National Recreation Area. Sandy Hook was included. Once the US Army left on December 31, 1974, the new national park began offering a variety of programs for youth and students. NPS PHOTO

l. **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.

2. 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).

3. **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

Mess Hall, 1944.
NPS ARCHIVES

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.

4. **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.

Floodplain

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 LEED certification or ratings.

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 following:

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, 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.

Former mess hall, Building 55. PHOTO: Volunteer-in-Parks Stan Kosinski.

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.

New Jersey Sea Grant Consortium (NJSGC), one of the organizations leasing property at Fort Hancock, lovingly restored Barracks Building 22 following the Interior Secretary's Standards for Historic Rehabilitation. Being located at Sandy Hook greatly enhances NJSGC's hands-on education programs. Here, students build their own remotely operated vehicles during a STEM based program on underwater exploration. PHOTO: NJSGC. Used by permission.

The Competitive Process

Overview

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.

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 will overrule.

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 be 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.

The NPS balances preservation of historic structures with care for wildlife habitats and natural resources. Three varieties of seals overwinter here on a sandbar in the bay. NPS PHOTO

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

- Applicant identification 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 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. Applicants must have experience operating Not-for-profit commerical or educational organizations.

3. Required Documents

- Transmittal Letter - See template at the park website http://www.nps.gov/gate/parkmgmt/index.htm
- Applicant Identification
- Proposal:
  * Responses to Criteria 1 through 6
  * Supporting documentation for Criteria 1 through 6
  * Proposal not to exceed 25 pages, excluding attachments
  * Completed Financial Form (form and instructions at http://www.nps.gov/gate/parkmgmt/index.htm

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 community-based activities and 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 activities and programs that will foster community spirit, enhance quality of life for residents and other Fort Hancock inhabitants, as well as the surrounding community in Monmouth County, New Jersey.

Required Response:
Please describe in detail how you plan to operate a not-for-profit commercial or educational operation within Fort Hancock. Please describe in detail how your plans to operate at Fort Hancock during peak summer season will translate to year-round use of the facility. Applicants should describe, if applicable, what activities and community-based programs they would provide. Please describe in detail how your programs will compliment and further the NPS mission.

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 organizations. 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 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%)

The 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 the Financial Forms found at http://www.nps.gov/gate/parkmgmt/index.htm.

Criterion 4- Experience (20%)

The Offeror should demonstrate managerial experience in carrying out the terms of the Lease.

NPS Objective:
To be awarded a Lease, a Non-Profit entity should demonstrate a proven track record of managing and operating educational programs or commercial operations. 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 diverse educational programming that compliments the NPS mission.

Required Response:
Describe how your experience and background qualifies you to operate a Non-Profit education or commercial operation within a park with high seasonal demand. Submit a detailed business plan including financials describing the proposed operations including your mission statement, types of educational programs, and a vision for the commercial operation and proof of your Non-Profit 501(c) 3 status

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.

eligibility.

Criterion 5 - Sustainability (5%)

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.

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 equipment, and incorporate environmentally-friendly products into their operations.
- Preference will be shown to proposals that commit to these products and practices.
- 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

Buildings on Officers Row face west, to enjoy bayside sunsets. PHOTO: Volunteer-in-Parks Stan Kosinski.

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.

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.

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

Any time of year, Sandy Hook is spectacular. Leases for historic buildings will carefully balance the park's natural, historic and recreational resources, including this marsh at Horseshoe Cove, just south of the main post area of Fort Hancock.
PHOTO: KGS Photo.
Used by permission.

Request for Proposals

Leasing Opportunity for Not-for-Profit or Educational Facility
at Fort Hancock, Sandy Hook, New Jersey
(Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60, 70)

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.	