

# Draft Outline for REQUEST FOR PROPOSAL (RFP)

- I. EXECUTIVE SUMMARY
- II. THE DEVELOPMENT PARAMETERS
  - a. Background History- Gateway Historic Information and Opportunities
  - b. NPS Objectives
    - 1) Preserve the building(s) & historic landscape without negative impact on environmental resources or existing recreational uses
    - 2) Create a community of interest that would enhance park use and mission as well as nearby communities
    - 3) Planned Development – Individual, Master Developer or Combination of both Individual or Master Developer
  - c. Lease Terms
    - 1) Lease Term
    - 2) Fair Market Value (FMV) Rent
    - 3) Common Area Maintenance (CAM) charges
    - 4) Insurance
    - 5) Proposed Lease Management Structure
  - d. Current Tenants/Occupancy
  - e. Buildings Available
  - f. Project Requirements: Historic Preservation, Historic Treatments, Applicable Building Codes, Environmental Review, Building Permit Process, Design Requirements, Floodplain, Sustainable Design, Signage, and Construction Requirements.
- III. NPS FUTURE INVESTMENTS ON THE PENINSULA
  - a. General Management Plan
  - b. What is our capital plan for SAHO? (Natural gas, Electricity, Seawall, Docks, Water, IT Infrastructure etc.)
  - c. Resiliency
- IV. SANDY HOOK UNIT OPERATIONS
  - a. Unit Organization /Post Lease Management Organization
  - b. Transit (Ferry, Car, Bike)
  - c. Current Services
  - d. Utilities
  - e. Access
  - f. Visitor Procedures and Security
  - g. Emergency Services
- V. SELECTION CRITERIA
  - a. Qualification and Experience
  - b. Financial Capability
  - c. Compatibility with NPS vision for Sandy Hook (General Management Plan)
  - d. Project Schedule

VI. PROPOSAL REQUIREMENTS

- a. Project Description
- b. Financial Offer
- c. Plans & Specs
- d. Construction Schedule
- e. Operating Plan
- f. Specific Qualification
- g. Proposed Lease Terms

VII. NPS RFP PROCESS

- a. Timeline (or maybe process—doesn't commit us to time)
- b. Due Diligences
- c. Maybe who to contact on our side?

VIII. Exhibits

- a. Building Profiles
- b. Sample NPS Lease Template

DRAFT