

National Park Service
U.S. Department of the Interior

Gateway National Recreation Area
Sandy Hook Unit, Fort Hancock and Sandy Hook Proving Ground National Historic Landmark



Request for Proposals

Leases for Not-for-Profit or Educational Facility
(Buildings 23-25, 40, 53, 55-57, 60, 70)
at Sandy Hook Unit's Fort Hancock Historic Post



Fort Hancock Historic Post Use Map





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1. **Cover Page.** Rename the title of this RFP to
"Leases for Educational or Commercial Facilities".

Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60, 70, are not available for not-for-profit or educational use *only*. Modify footers and references to the original title on subsequent pages.

The Project

The Fort Hancock 21st Century Federal Advisory Committee (FAC) 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 year to identify how we can preserve and rehabilitate historic structures at Fort Hancock, in the Sandy Hook Unit of Gateway and create a thriving community. With the help and advice of the FAC, 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 determine 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/office; bed and breakfast/lodging; community/commercial; and educational/commercial. This map is not permanent, but is the basis for Phase I rehabilitation efforts.

Barracks buildings once housed dozens of enlisted men. This early photo reveals porches on the first and second floors, which provided some protection from rain and summer heat. NPS ARCHIVES.



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2. Page 6. In the section Objectives and Goals, edit the last two sentences to read:

"The map includes three basic zones (decreased from five zones): compatible use; community/commercial; and educational/commercial."



Seining at sunset in the bay. Leasing a building at Sandy Hook offers leaseholders access to its rich natural resources--perfect for education and other non-profit organizations that value the coastal environment. NPS PHOTO.

Buildings

Ten buildings are available under this RFP: Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60, 70, which are those identified in the "yellow zone" in the map on the inside cover, referred to as the "education" zone.

The Future

NPS is dedicated to addressing climate change and planning for sustainability. Please visit the following sites for additional information:

http://www.nature.nps.gov/climatechange/docs/NPS_CCRS.pdf
<http://www.nps.gov/sustainability/sustainable/index.html>

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:

- Build upon the lessons learned from the first (proposed) phase of rehabilitation efforts;
- Identify infrastructure demands and improvements needed;
- Shrink or Grow "Zones";
- 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;
- Determine whether current staffing levels are sufficient to manage the anticipated future growth.

3. Page 7. In the section Buildings, edit:

"referred to as the "education" zone."

to "referred to as the "education/commercial" zone."

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 no more than any 2 of the buildings offered in this group, in any combination.

- 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 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 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 attached Draft Lease (See Attachment A).

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 Attachment A (look for link at www.nps.gov/gate/index.htm).

Men were not the only soldiers in the Barracks. During World War II, the Women's Army Auxiliary Corps occupied Barracks Building 25. Since their efforts were recognized as essential to the war effort, the word "Auxiliary" was removed from the Corps' name in 1943. NPS ARCHIVES.



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4. **Page 8.** Edit and remove "not-for-profit" references in the header and Overview sections.

Revise "Responses may include plans for no more than any 2 of the buildings offered in this group, in any combination" to "Responses may include plans for more than one building in this group, in any combination".

Leased Premises

Location

The park is offering Buildings 23, 24, 25, 40, 53, 55, 56, 57, 60, 70. Any combination of more than two buildings is 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).

RFP Buildings Plan Overview

Authorized Use: Not-for-profit or commercial/educational use.

Building Name	Building	Square Feet	Built
<i>Enlisted Barracks</i>	23	20,394	1899
<i>Enlisted Barracks</i>	24	20,394	1899
<i>Enlisted Barracks</i>	25	20,394	1899
<i>YMCA</i>	40	18,890	1903/ 1941
<i>Post Exchange / Kitchen</i>	53	6,180	1905
<i>Mess Hall</i>	55	7,412	1905
<i>Mess Hall</i>	56	7,412	1905
<i>Mess Hall</i>	57	7,412	1905
<i>Gas Station</i>	60	1,325	1936
<i>PX / Gym</i>	70	8,554	1909

RIGHT: One of the three former Barracks offered for lease. NPS PHOTO

OPPOSITE PAGE: Building 40, former YMCA, front entrance. NPS PHOTO



5. Page 12. Change "Any combination of more than two buildings is available for consideration" to "Any combination of buildings is available for consideration". The size of the all the buildings included in this RFP needs to be confirmed and corrected.

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, 70.

1. Buildings 23, 24, 25: Enlisted Barracks

Each structure is a large buff-brick two-story structure overlooking the parade grounds, Officers Row, and Sandy Hook Bay. 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. West facade is dominated by central, gable roofed, projecting bay, which is flanked by 2 tiered open porches. Gable roof has plain box cornice w/partial returns on gable ends. Under peak of the roof in each gable end is an oval bull's eye window. All buildings have 12/12 double hung windows with wooden sashes. Windows have stone sills and flat, keyed arches. The first floor has one dormitory, one lavatory, and eight squad rooms. Second floor had two dormitories. Internal brick chimneys are located centrally. East facade has single story open porch. Limited public parking is available across from Building 57.

RIGHT: Building 40, former YMCA, showing both the front entrance and the basketball court extending forward. NPS PHOTO



6. Page 14. Remove "Not-for-profit" in the Building Description and Plans section; remove "non-profit" from subsection 1.

National Park Service employees who do *not* work at the park will review all responses to this RFP through an evaluation panel, assisted by technical consultants as deemed appropriate.

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 with complement 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 Attachment D Form, 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

7. Page 30. Remove "not-for-profit" in section Criterion 1, Required Response.

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 is important.

NPS Objective:

To lease the Premises to an experienced Non-Profit entity with 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 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 take 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 within 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

8. Page 31. Remove "Non-Profit" in section Criterion 4, NPS Objective; remove "proof of your Non-Profit 501(c)3 status eligibility" in Required Response.