



**SURPLUS PROPERTY – 6 WEST HENRY STREET
EVENT NO. 6470**

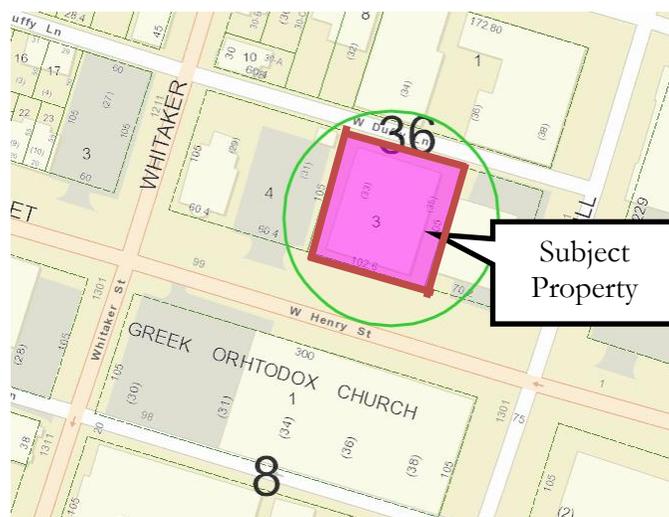
**SECTION II
SCOPE OF WORK**

2.0 Broad Description of Project: The City of Savannah is offering for sale to the public a prime commercial property located along West Henry Street and just four (4) blocks south of Forsyth Park.

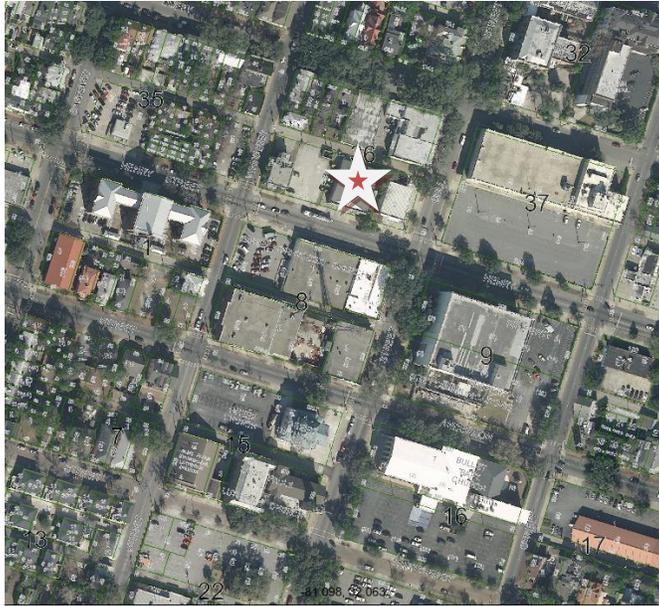
The subject property is the former home of the City of Savannah’s Fire Station No. 5. The property is improved with a one-story building containing approximately 5,370 square feet. The site is generally bounded by Duffy Lane to the north and West Henry Street to the south, between the primary traffic corridors of Bull and Whitaker Streets. The property is well positioned at the southern edge of the Thomas Square/Metropolitan Neighborhood, along a well-traveled one-way east/west street amid businesses, schools, and churches. It consists of approximately 102 feet of frontage along West Henry Street and approximately 105 feet in depth. Overall, the site contains an estimated area of 0.247 acre, more or less, subject to survey.

As depicted on the following maps, the property is strategically positioned east of the signalized intersection of Whitaker Street and Henry Street and just west of the signalized intersection of Bull Street and Henry Street. The site is in an area of active redevelopment. The City is seeking creative proposals to redevelop the property to yield a positive impact to the surrounding area, while also generating property sales proceeds and increased property tax income to the City.

Electronic submissions will not be accepted.



Location Map



Aerial (view south)



Street Scene along Henry Street
Source: Google Earth



Street Scene: View West Along West Henry Street, Subject on Right
Source: Google Earth

PROCESS

Georgia Code OCGA 36-37-6 governs the process by which municipalities of the State of Georgia dispose of surplus real property. The property was declared surplus and available for sale to the public by the Mayor and Aldermen during a regularly scheduled City Council meeting on March 15, 2018. Surplus real property is offered for sale to the public, either by sealed bid or auction, after due notice has been provided. If the property is offered for sale by sealed bid, the notice shall contain a detailed invitation for proposals and a description of any relevant conditions associated with the sale. Sales are awarded to the highest most responsible bidder, although the City reserves the right to reject all bids. The City is seeking to sell the property by soliciting bids and not by auction. This request for proposal invites bids and proposals and provides the conditions associated with the proposed sale.

All questions submitted by interested parties in response to this request are assembled by the City's Purchasing Department and posted, along with answers/responses, for the public to review. This public process ensures transparency and equity, and avoids potential conflicts of interest.

SPECIAL CONDITIONS

Please note the following special conditions:

Deed Restrictions

The deed shall contain a covenant running with the land that the property cannot be owned by an entity exempt from real and personal property taxes, unless such entity enters into an agreement with the City to pay a voluntary equivalent payment in lieu of such property taxes over a specified period of time, or until this condition is waived by the Mayor and Aldermen of the City of Savannah. This covenant shall expire after twenty (20) years.

Preliminary Discussions

Prior to submission of proposal, proposers are encouraged to review conceptual plans of development with City Zoning and Metropolitan Planning Commission staff.

2.1 PROPERTY DESCRIPTION

2.1.1 General

The subject property, PIN 2-0044-36-003, consists of approximately 102 feet of frontage along West Henry Street with approximately 105 feet in depth. The lot borders West Duffy Lane to the north. The site contains an estimated area of 0.247 acre, more or less, subject to survey. The property is currently improved with a one-story building containing approximately 5,370 square feet.

Legal Description: Lot 33 & W PT 35 Gallie WD, City of Savannah, Chatham County, Georgia.

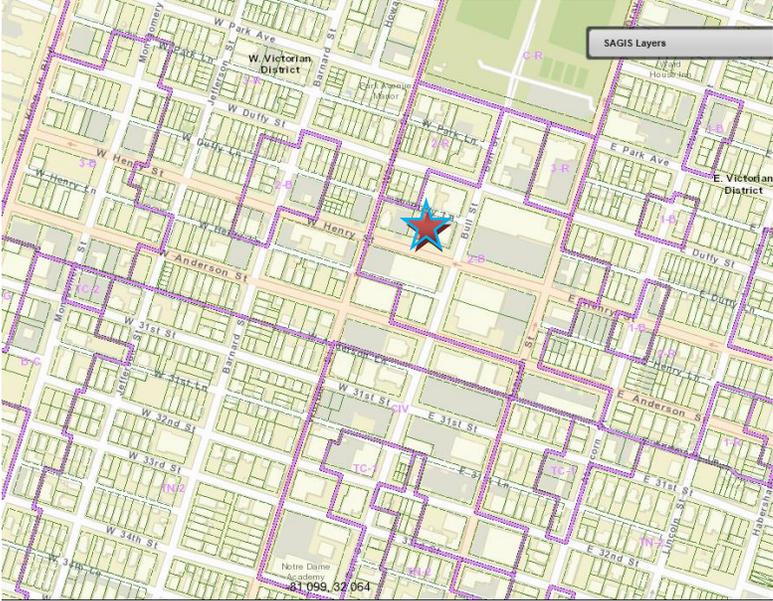
The awarded proposer can obtain a current survey as part of due diligence to verify these dimensions and areas.

2.1.2 Flood Zone

According to Flood Emergency Management Agency maps, the property is located in flood zone X, which is outside the 100 and 500 year flood hazard areas and offers the lowest risk of potential flooding.

2.1.3 Zoning

The property is zoned 2-B. An excerpt of the zoning map follows:



A complete description of allowable uses, setbacks, lot coverage, and other zoning information can be found at the Metropolitan Planning Commission website via the following link:

<http://www.thempc.org/docs/ord/zoning/city/3028.pdf>

2.1.4 Utilities

The site is served by all public utilities, including the following providers:

Water: City of Savannah

Sewer: City of Savannah

Electric: Georgia Power

2.2 CONTRACT AND DEPOSIT

Upon notice of award, the successful bidder will be provided 30 calendar days to finalize negotiations and execute a Purchase and Sale Agreement and any other related agreements with the City. If the parties cannot finalize mutually agreeable documents and execute them within this timeframe, then the City retains the right to terminate negotiations with the proposer.

As part of the Purchase and Sale Agreement, the successful bidder will be asked to provide an earnest money deposit in the amount of five percent (5%) of the accepted purchase price. The deposit shall be submitted by wire transfer or cashier's check to the designated escrow agent. The deposit will be refundable during a designated due diligence contract period. The deposit will become non-refundable after the due diligence period, but would be credited against the purchase price at closing.

2.3 Proposal Format: Proposals shall be submitted in a separate, sealed envelope in the following format and include the following information.

- a) Cover letter stating the qualifications, experience, and capabilities, as well as project phases, as requested. Cover letter must include acknowledgement of all addenda issued for this proposal. If addenda are not acknowledged in the cover letter, proposals will not be considered further.
- b) Detailed description of capabilities as requested
- c) Fee Proposals per instructions in Section III signed by responsible party. **Fee proposals shall be in a separate, sealed envelope.** Fee proposals or references to fees shall not be included in the body of the proposal. Inclusion of fees in the body of the proposal may be grounds for rejection of that proposal.

2.4 CRITERIA AND BASIS OF AWARD

Proposals are to include the following information and must be submitted on standard sized (8.5 inch x 11 inch) paper:

2.4.1 Qualifications, experience, and financial capacity of proposer

Factors to be considered to determine whether the proposer possesses the requisite qualifications and experience include:

- a) A resume of experience developing similar projects as the proposed project.
- b) Examples of similar projects actually developed, not just planned.
- c) Demonstration of ability to perform work.
- d) Leadership structure.
- e) Project manager's experience.
- f) Management approach.
- g) Financial condition of proposing entity - Include financing commitment letter or financial statements supporting ability to perform.
- h) Project ownership entity and form of ownership.

2.4.2 Proposed Use/Project

Factors to be considered in determining project characteristics include:

- a) Project definition.
- b) Proposed uses:
 - i. Number and type of housing units, if applicable.
 - ii. Amount and type of commercial space, if applicable.
 - iii. Other proposed uses as applicable.
- c) Civic Enhancements – The proposer shall specify the potential community and other non-monetary benefits of this development for visitors and residents of the City and define how the proposed project will provide quality infill development that promotes a live, work, play environment in the area.

The proposer shall include a preliminary site plan and rendering reflecting the layout and appearance of the proposed project upon completion.

2.4.3 Financial Return and Economic Impact

- a. Purchase Price for Property - **The proposer shall specify the price in a separate envelope to be offered in cash in U.S. dollars.** No contingent prices or price ranges will be accepted.
- b. Future Tax Revenues - The proposer shall provide an estimate of the value of construction of the proposed project and any associated furniture, fixtures, and equipment, as well as, the projected real and personal property taxes to be generated by the project over a 20-year period.
- c. If the acquiring entity is tax-exempt, the proposer may propose a voluntary payment in lieu of taxes over a specified period of time, if so desired.

2.4.4 Schedule for Design, Construction, and Occupancy

The proposal shall include a detailed schedule for implementing the project, including expected timeline for the following:

- Contract due diligence period.
- Contract entitlement period – please include any additional project time allowance for any proposed zoning amendments or variances, if required, prior to closing.
- Projected property acquisition date.
- Projected construction commencement date.
- Projected construction completion date.

2.4.6 Basis of Award

Proposals will be evaluated based upon all information submitted in response to this RFP. The City reserves the right to request clarification of information submitted and to request additional information from any or all respondents. The City may, at its option, request oral presentations.

Proposals shall be evaluated by a selection committee. A short list may be developed and interviews conducted with any or all proposers deemed to be most qualified. The City reserves the right to conduct interviews of any or all proposers at the City's discretion. The City also reserves the right to request a best and final offer (BFO) and to re-score evaluations based on the best and final offer. Proposers may be required to provide clarification of their proposal as part of the BFO response

Scoring Criteria

Qualifications, experience, and financial (10 points)

Qualifications, experience, and financial capacity of Proposer: Points will be awarded based on the overall qualifications of the project team, including past performance. This includes project team experience with the design and development of similar projects, particularly projects within the City of Savannah.

Proposed Use/Project (25 points)

The quality, comprehensiveness, and innovation of the proposed project, shall include:

- Integration of all aforementioned Design Criteria.
- Aesthetic quality of the building architecture as experience at the street level and beyond; be a superior infill project.
- The building design's maximization of the retail/office and residential space potential of the property.
- Appropriateness of the design within its context, taking into

consideration the character adjacent properties and neighborhood.

- Ability to engage the streetscape with a variety of creative and inviting outdoor spaces.
- Safe and attractive integration of off-site parking areas, as well as pedestrian, bicycle, and other vehicular circulation patterns.

Financial Return and Economic Impact (45 points)

Financial return and economic benefits to the City of Savannah shall include factors such as price, future tax revenues to be generated by the project, job creation potential, etc.

Schedule for Design, Construction, and Occupancy (20 points)

Schedule of performance shall include projected time periods for contract, acquisition, development, and occupancy.

- 2.5 Conveyance:** Seller is offering the property “AS IS – WHERE IS” with no warranties. Property shall be conveyed by Limited Warranty Deed.
- 2.6 Authority and Discretion:** The City of Savannah reserves the right and authority to reject any and all proposals in its sole discretion, or to negotiate with the highest responsible bidder.
- 2.7 Delivery:** Proposals, including all required documentation must be submitted manually in hard copy to the address listed in the bid document to ensure receipt by the Purchasing Department on or before 1:30 P.M. (EST) on the date specified in the web page listing for this event. Proposals must be in a separate, sealed envelope and clearly marked with the event number and property description. Electronic submittals will not be accepted.
- 2.8 Copies:** One (1) unbound, printed, and signed original, six (6) identical, printed copies, and one (1) electronic copy of the proposal and supporting documents (submitted via approved City file share website) must be submitted in response to the RFP. All responses must relate to the specifications as outlined. Fee proposals should not be included anywhere in the body of proposals.
- 2.9 Contacts:** Proposers must submit proposals in accordance with the instructions contained in this RFP. All requested information must be submitted with the proposal. Instructions for preparation and submission of proposals are contained in this package. All questions regarding this request for proposal should be submitted in writing and emailed to the person listed on the summary event page.
- 2.10 Inspections:** Interested proposers may contact the City Real Estate Services Department (912-651-6524) to schedule an inspection of the premises if desired. Inspections shall be done prior to the close of the question and answer period.

- 2.11 Qualifications:** Each proposer shall submit a summary of their qualifications and experience as requested. Additional information such as agency brochures, resumes, etc. may be submitted as appropriate.
- 2.12 Schedule:** Each proposer shall submit a proposed time schedule for the project.
- 2.12 Fees:** Proposer shall submit fees based on the detailed listing in Section 3 of the RFP. Fee proposals shall be in a separate, sealed envelope. Fee proposals or references to fees shall not be included in the body of the proposal. Inclusion of fees in the body of the proposal maybe grounds for rejection of that proposal.
- 2.13 Acknowledgement of Addenda:** Vendor is responsible for determining and acknowledging any addenda issued in connection with this RFP. Addenda must be acknowledged in the cover letter in order for proposals to be considered.

SECTION III

FEE PROPOSAL FORM

*****PROPOSALS MUST BE SUBMITTED ON THIS FORM IN A SEPARATE, SEALED ENVELOPE*****

- PLEASE REGISTER AS A CITY SUPPLIER AT WWW.SAVANNAHGA.GOV.
- ALL PROPOSERS MUST BE REGISTERED SUPPLIERS ON THE CITY'S WEBSITE TO BE AWARDED AN EVENT.
- DUE TO THE NATURE OF THIS EVENT, ELECTRONIC PROPOSAL SUBMISSIONS WILL NOT BE ACCEPTED.

Instructions:

Fee proposals shall be submitted on this form in a **separate, sealed envelope** clearly marked on the outside as "*Fee Proposal for Surplus Property – 6 West Henry Street, RFP Event # 6470.*" Also include the name of the proposer on the outside of the envelope. Fee proposals will only be opened if after the initial evaluation, proposer is deemed to be qualified. Fee proposals will then be considered in relation to the qualification points awarded to determine the overall best proposal in terms of fees and qualifications.

ALL PROPOSERS MUST BE REGISTERED SUPPLIERS ON THE CITY'S WEBSITE TO BE AWARDED AN EVENT. PLEASE REGISTER AT WWW.SAVANNAHGA.GOV. ELECTRONIC SUBMISSIONS WILL NOT BE ACCEPTED.

TOTAL PURCHASE PRICE PROPOSAL \$ _____

SUBMITTED BY: _____

PROPOSER: _____

SIGNED: _____

NAME (PRINT): _____

ADDRESS: _____

CITY/STATE: _____ ZIP _____

TELEPHONE: (____) _____
Area Code

FAX: (____) _____
Area Code

EMAIL: _____

I certify this proposal complies with the General and Specific Specifications and Conditions issued by the City except as clearly marked in the attached copy.

Please Print Name

Authorization Signature

Date

INDICATE MINORITY OWNERSHIP STATUS OF BIDDER (FOR STATISTICAL PURPOSES ONLY):

CHECK ONE:

- _____ NON-MINORITY OWNED
- _____ AFRICAN AMERICAN
- _____ HISPANIC
- _____ WOMAN (non-minority)

- _____ ASIAN AMERICAN
- _____ AMERICAN INDIAN
- _____ OTHER MINORITY Describe _____

CONTRACTOR AFFIDAVIT AND AGREEMENT

Employment Eligibility Verification

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Savannah has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Savannah, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Savannah at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY:

Contractor Name

Date

Signature of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

Title of Authorized Officer or Agent of Contractor

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Instructions for Completing Contractor Affidavit and Agreement Form

As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the “Employment Eligibility Verification (EEV) Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://everify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”

Affidavit Verifying Status for City of Savannah Benefit Application

By executing this affidavit under oath, as an applicant for a City of Savannah, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a City of Savannah contract for _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 *et seq.*) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date

Printed Name:

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
____ DAY OF _____, 20__

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires:

***Instruction for Completing Systematic Alien Verification
for Entitlement (SAVE) Form***

O.C.G.A. § 50-36-1, requires Georgia's cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain "public benefits" are legally present in the United States. Contracts with the City are considered "public benefits." Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for City of Savannah Benefit Application prior to receiving any City contract. The affidavit is included as part of this bid package but is only required of the successful bidder.