

Redevelopment Agency of Bountiful

Request for Proposals for Purchase and Preservation of the Historic Day-Mabey Home, 73 West 100 North

1.0 INTRODUCTION/PROJECT OVERVIEW

The Redevelopment Agency (RDA) of Bountiful, Utah invites proposals for the purchase and restoration/preservation of the historic Day-Mabey Home located at 73 West 100 North in Bountiful, Utah. The property is listed as a contributing building in the Bountiful Fort Historic District which provides the following description of the property: "The Day-Mabey home was built around 1903 with a rear addition built by the Mabey family in the 1910s. The house is a modest example of the central-block type and features a dogtooth brickwork and shingled gable trim." The property is approximately .48 acres in size and consists of the historic home, a small garage and an out-building. Over half of the property is currently undeveloped and was purchased by the RDA in order to construct additional parking in support of economic development activities in the Historic Downtown. The out-building and some dead vegetation on the lot will be removed before sale of the property. The RDA seeks proposals and offers of purchase for the building and land. The RDA desires to sell the historic home and up to 8,000 square feet of property to the individual or group selected by the RDA. The remainder of the property will be retained by the RDA for construction of additional downtown parking.

1.1 The primary objective and goals of this Request for Proposals (RFP) include:

1. Preserve and restore the historic home for either a residential or office use.
2. Preserve the maximum amount of property for future parking to support the economic development of Downtown Bountiful.
3. Complete a prompt restoration the Historic Day-Mabey Residence to limit further deterioration of the structure.

2.0 GENERAL PROPOSAL INSTRUCTIONS AND REQUIREMENT:

Proposed Schedule:

Proposals Due to RDA	November 1, 2018
Committee Review of Proposals	November 5, 2018
Committee Recommendation of Selected	
Respondent Available to Public	November 8, 2018
Approval of Selected Respondent by RDA Board	November 13, 2018

Submittal of RFP

The deadline for submitting proposals is **Thursday, November 1, 2018 at 5:00 p.m. MST**. Proposals should be addressed to:

Historic Day-Mabey Home Purchase and Restoration Proposal
Attn: Chad Wilkinson, Redevelopment Director
790 South 100 East
Bountiful, Utah 84010

Applicants shall submit one (1) original and four (4) copies of the proposal. The proposal shall not exceed eight (8) pages.

SECTION 3: REQUIRED ELEMENTS OF PROPOSAL

Each respondent must submit a complete and concise proposal for the purchase and restoration/preservation of the historic home which must include the following:

1. *Signed cover letter stating interest in project:* The cover letter shall include a general statement of the interest in purchasing and restoring the home. A written agreement between the RDA and the selected respondent detailing the terms and conditions of the purchase and restoration shall be required, which includes a deed restriction, a right of first refusal by the RDA to repurchase the property, and/or any other method or mechanism of restriction that will ensure the home will not be demolished and will be restored in a manner consistent with the proposal. The cover letter should indicate respondent's willingness to enter into such an agreement.
2. *Written narrative:* The written narrative shall include a description of the proposed use of the property, the size of the property in acreage or square footage which is desired to be purchased by the respondent, a description of the restoration anticipated (including a timeline for completion) and shall include information regarding the financial capability of the respondent to complete the project promptly.
3. *Examples of previous restoration work:* Provide examples of previous restoration work including details of experience working with historic homes and associated issues including but not limited to asbestos removal and abatement and preservation of historic architecture and materials.
4. *Site plan:* Provide a conceptual site plan detailing parking and yard areas for the proposed use and the size of the property proposed to be purchased including conceptual property lines.
5. *Proposed Purchase Price:* Provide a proposed purchase price for the property. The property appraisal completed by the RDA at the time of purchase will be available for review, upon request, in preparing the proposal.

Each respondent is solely responsible for any information submitted or omitted from its proposal. All materials contained in, or submitted with, a proposal shall become the property of the RDA, and may be returned only at the RDA's option. The format and style of the proposal, other than the requirements set forth above, is at the discretion of the respondent. Respondents are encouraged to provide any supplemental information and attachments relevant to the response. Bountiful City and the RDA are public entities and subject to the Utah Government Records Access and Management Act (GRAMA). Information submitted as part of the proposal will be considered a public record unless it can be lawfully restricted under GRAMA.

SECTION 4: RESPONSE EVALUATION

4.1 EVALUATION PROCESS

All proposals submitted in response to this RFP will be evaluated in a manner consistent with the procedures set forth in State law and City Code, and as set forth in this RFP. The RDA shall review all proposals received by the submission deadline. Any timely, yet non-responsive proposals (i.e., those proposals not conforming to the requirements set forth in this RFP or the Bountiful City Municipal Code) will be eliminated.

Any remaining submittals will then be reviewed and evaluated in detail. If the RDA discovers at any point in the evaluation process that a proposal is lacking required or requested information, the RDA may seek additional information or may remove said proposal from further consideration.

At the conclusion of this initial evaluation phase, responses will be evaluated based on the evaluation criteria outlined in Section 4.2. Based on these criteria, the selection committee will select one (1) finalist for recommendation to the RDA for detailed discussions regarding scope and fee. If the RDA is not able to reach an agreement regarding the price and scope of work proposed with the finalist, the RDA will move to the respondent in the second selection spot, and will continue until the RDA comes to a mutually acceptable agreement. Those respondents that are not selected as top three finalists will be notified at time of initial selection. Bountiful City RDA reserves the right to be the sole judge as to the overall acceptability of any response or to judge the individual merits of specific provisions within competing offers.

4.2 EVALUATION CRITERIA

In determining which respondent is the lowest responsible proposal, the RDA shall evaluate the proposals received in accordance with the following criteria:

1. The respondent's proposed use of the property.
2. The area of the lot proposed for purchase.
3. Proximity of the subject property to other land already owned by the respondent.
4. The respondent's ability, capacity, skill and financial capability to complete renovation of the home in a timely manner.
5. Proposed purchase price.

4.3 AWARD OF CONTRACT

Upon completion of the evaluation process the RDA may, but is not required to, negotiate with and award a contract to the respondent, who in the RDA's sole discretion, best meets the goals and requirements set forth herein.

4.4 RIGHT TO REJECT

The RDA reserves the right to reject any and all proposals and to waive any formality in the proposals received, to accept or reject any or all of the items in the proposal, and award the contract subject to this RFP, in whole or in part. The RDA reserves the right to negotiate any and all elements of the proposals if any such action is deemed in the best interest of the RDA.