



REQUEST FOR PROPOSALS

RFP No. Y-10245-WL

Issue Date: September 16, 2021

**County of York, Virginia
CENTRAL PURCHASING
120 Alexander Hamilton Blvd.
Yorktown, VA 23690
Phone: (757) 890-3680**

<https://www.yorkcounty.gov/571/Central-Purchasing>

Title:	Disposition of County Property Interests (Former Fire Station Number 1 on Route 17 in York County)
Proposals Due:	Tuesday, November 30, 2021 at 4:00 PM local prevailing time.
Project Overview:	This Request for Proposals seeks offers from all interested parties regarding the disposition of land and improvements on U.S. 17 in the Grafton section of York County; specifically identified as parcels 29, 29A, and 30, having the collective street address of 5751 George Washington Memorial Highway.

The Central Purchasing office of County of York, Virginia (the “County”) is seeking unsealed proposals concerning the disposition of the former fire station property (building, land, and improvements), as described herein. Proposals will be received at the office of Central Purchasing, County of York, Virginia, 120 Alexander Hamilton Blvd., Yorktown, VA 23690, through the due date and hour shown above (local prevailing time), and may be delivered prior to the specified time to the Central Purchasing office or emailed to the Contract Officer named below.

Questions: Questions or comments related to this solicitation shall be directed to the Contract Officer not later than 1:00 p.m. on November 1, 2021. All questions shall be submitted in writing (email is preferred). Telephone inquiries will not be accepted.

Contract Officer:	Bill Lindsey, CPPO, C.P.M., Procurement Officer william.lindsey@yorkcounty.gov
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This solicitation is posted on eVA, Virginia’s eProcurement Portal (www.eva.virginia.gov) and is available as a free download. A direct link to all York County solicitations on eVA is available on Central Purchasing webpage (<https://www.yorkcounty.gov/571/Central-Purchasing>) by selecting “Solicitations” from the left side bar. Offerors and potential subcontractors may communicate and collaborate using the B2B Connect through the B2B Connect tab on the eVA solicitation webpage.

SECTION A SCOPE OF SOLICITATION

1. **PURPOSE:** This Request for Proposals seeks offers from all interested parties regarding the disposition of land and improvements on U.S. 17 in the Grafton section owned by York County; specifically identified as parcels 29, 29A, and 30. A plat image is attached.
2. **SCOPE:** This RFP seeks offers that identify future opportunities for the use of County land, buildings, and/or improvements located on the three (3) parcels listed in this solicitation (the former Fire Station site on Route 17). Presently, an interim County use of the property will continue until November 1, 2022, after which it will become available.

Parcels 29 and 29A are the sites of a former fire station. Parcel 30 is a small, contiguous lot containing a former voting precinct building, entitled the “Grafton Voting Place”. This structure is considered a historical structure and proposals should identify how it could protected and/or relocated.

The County is unsure of the interest and possible re-use potential for these properties. Therefore, advertisement of this solicitation seeks submittals that include ideas, future improvements and/or opportunities that would enhance the property’s use. Options could include demolition and retention as a green space, construction of a connector road from Route 17 to Grafton Drive, or offering the property for sale to an adjacent business. Notwithstanding these opportunities, alternative use ideas regarding the sale, redevelopment, reuse and/or improvements of the property to a new enterprise may also be considered. In summary, creative re-use of the property is encouraged.

Any proposal should include an estimated value of any investment, impact on county tax revenue, and a narrative description of how the proposed re-use of the property would benefit the citizens of York County, as well as an estimated time frame for project implementation.

SECTION B SUBMISSION PREPARATION, SUBMITTAL, EVALUATION AND AWARD

1. PROPOSAL PREPARATION

An electronic copy of the proposal should be prepared. The proposal should be not more than ten pages, and may include supplemental sketch plans. The proposal should describe how the property would be used, to include redevelopment or reuse of existing elements. The proposal should include the estimated value of any investment, estimated county tax revenue, and a narrative description of how the proposed use would benefit the citizens of York County as well as the time frame of project implementation. If possible and applicable, the proposal should address zoning (and if changes would be necessary), public access to the new use (if applicable), and tax benefits (if any).

2. PROPOSAL SUBMITTAL

Proposals must be submitted to the Central Purchasing office. Delivery can be made by either electronic means (preferred) as an email attachment sent to the Procurement Officer named on page one of this solicitation, or by physical delivery to the Central Purchasing office. Proposals are to be received by the date and time listed on page one of this solicitation. If submitting by email, please use the email subject line to identify the proposal, as “RFP Y-10245-WL – Disposition of County Property Interests”. If submitting by physical delivery to the Central Purchasing office, please identify the submittal in the same manner.

3. PROPOSAL EVALUATION

A committee of county staff will review all proposals received, and make recommendations to the County Administrator and the Board of Supervisors regarding any follow-up. The County reserves the right to reject any and all proposals at its discretion, to request additional information from any proposer, and to require additional submittals once the extent and nature of interest in the property is ascertained through this RFP. The County may simultaneously conduct discussions and negotiations with multiple offerors. The County shall be free to consider such criteria as may benefit the County overall, including but not limited to compensation to be paid to the County, the positive tax impact of redevelopment, and the enhancement of the business and economic development of the Rte. 17 commercial corridor, as the County may in its discretion determine.

4. AWARD

- a. Award shall be made to the responsible Offeror whose proposal is determined to be the most advantageous to the County and shall be at the sole discretion of the County. The award shall be based on the evaluation of all information as the County may request. The County reserves the right to accept or reject any or all proposals in whole or in part and to waive informalities in an Offeror's proposal. Further, the County reserves the right to enter into a contract deemed to be in its best interest. Following award, a contract/agreement will be executed between the Offeror and the County.
- b. A notice of award will be posted with the original solicitation on eVA, Virginia's eProcurement Portal (www.eva.virginia.gov). A direct link to all York County solicitations on eVA is available on Central Purchasing webpage (<https://www.yorkcounty.gov/571/Central-Purchasing>) by selecting *Solicitations* from the left side bar.

SECTION C QUESTIONS

NOTE: Direct contact with anyone other than Central Purchasing, including other County departments or the County's consultants, regarding this Request for Proposals (RFP) is expressly forbidden except with the permission of the Contract Officer. Violation of this directive may result in a determination that the Offeror is ineligible for award.

1. Questions regarding this Request for Proposal (RFP) should be emailed to william.lindsey@yorkcounty.gov, and must be received prior to the date and time posted on the cover page.

SECTION D TERMS AND CONDITIONS

1. **ETHICS IN PUBLIC CONTRACTING:** All provisions contained in County of York, Virginia ("County") Ordinance 021-13, inclusive of the Appendix, shall be applicable to all contracts solicited or entered into by the County. By submitting its proposal, the Offeror certifies that its proposal is made without collusion or fraud and that it has not offered or received any kickbacks or inducements from any other Offeror, supplier, manufacturer or subcontractor in connection with its proposal, and that it has not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

The Offeror certifies that to the best of his knowledge, no employee of the County, nor any member thereof, nor any public agency or official impacted by the solicitation or resulting contract has any pecuniary interest in the business of the Offeror, and that no person associated with the Offeror has any interest that would conflict in any manner with the performance of the contract resulting from this solicitation.

2. PRE-PROPOSAL AND PROPOSAL SUBMISSION REQUIREMENTS

- a. Direct contact with anyone other than the County of York, Virginia Central Purchasing, including other County departments or other participating localities, regarding this Request for Proposals is expressly forbidden except with the permission of the Procurement Officer. Violation of this directive may result in a determination that the Offeror is ineligible for award.
- b. All proposals must be signed by an officer or employee having the authority to sign on behalf of the firm.
- c. All proposals shall be submitted with the proposal number, date and time clearly marked on the outside of the envelope or package, or in the subject line if delivery is by email. Proposals received in Central Purchasing after the due date and time may not be accepted or considered. Failure to return required documents and information specified herein may result in a determination that the proposal is non-responsive. All costs associated with preparing a proposal, including any mailing costs, are the Offeror's responsibility.
- d. If Central Purchasing is closed for business at the time scheduled for proposal submittal, regardless of reason, proposals will be accepted on the next business day of Central Purchasing, at the originally scheduled time.
- e. The Terms and Conditions in this Request for Proposals shall supersede any terms and conditions offered. Any additional conditions an Offeror intends to be considered must be submitted as part of the proposal and be indicated on the Proposal Form. Such exceptions may result in the proposal being determined non-responsive.
- f. Submission of a proposal by the Offeror is not to be construed as an award or an order to perform services.
- g. A proposal by the Offeror certifies that they are not currently debarred or suspended by a local, state or federal government entity from doing business with that entity. If a debarment or suspension exists, supporting information shall be provided with the response. Suspension or debarment may disqualify the Offeror from award of a contract.

3. **ADDENDA:** Changes or supplemental instructions to this Request for Proposals will be in the form of written Addenda. All Addenda will be posted online with this solicitation. It is the Offeror's responsibility to check for Addenda prior to the proposal due date and time to ensure that all addenda are received.

The County posts all solicitations and related addenda on **eVA**, Virginia's eProcurement Portal (www.eva.virginia.gov). A direct link to all York County solicitations on **eVA** is available on Central Purchasing webpage (<https://www.yorkcounty.gov/571/Central-Purchasing>) by selecting *Solicitations* from the left side bar.

All Offerors shall acknowledge receipt of Addenda with the Proposal. Acknowledgement of all Addenda shall be in the space provided on the Proposal Form or by returning a copy of each signed Addendum. If all Addenda are not acknowledged, the Proposal may be determined non-responsive.

4. **GOVERNING LAW AND VENUE:** This solicitation and any resulting contract are subject to the laws of the Commonwealth of Virginia and the ordinances and regulations established by the County of York. Any litigation with respect thereto shall be brought in the courts of the County of York, Virginia, or the United States District Court for the Eastern District of Virginia.

Printed on July 21, 2021

"Grafton Annex" AKA former Fire Station 1
5751 George Washington Memorial Highway
York County, Virginia

THIS IS NOT A LEGAL PLAT.
 This map should be used for information purposes. It is not suitable for detailed site planning.

York County, VIRGINIA
 American Land Surveyors
 10000 York County, Virginia 23091
 (800) 845-1234
 www.yorkcountysurveyors.com



PROPOSAL FORM
(Completed Form Shall Be Submitted as Proposal Cover Pages)

URFP Number:	RFP No.Y-10245-WL
Proposal Name:	Disposition of County Property Interests
Due Date and Time:	Tuesday, November 30, 2021 at 4:00 PM local prevailing time

OFFEROR INFORMATION	
Firm/Company Name (Legal Name)	
Mailing Address	
Payment Address (if different from Mailing Address)	
Firm Telephone Number	() -
Employer Identification Number (EIN)	-
Social Security Number (only if a EIN is NOT provided)	- -
Representative Name/Title	
Representative Telephone Number	
Representative Email Address	

1. **ANTI-COLLUSION CERTIFICATION**

The undersigned certifies that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same product and that this proposal is in all respects bona fide, fair and not the result of any act of fraud or collusion with another person or firm engaged in the same line of business or commerce. The Offeror understands collusive activity is a violation of Federal law and that any false statement hereunder constitutes a felony and can result in fines, imprisonment, as well as civil damages.

2. **ADDENDA:** Offeror hereby acknowledges receipt of and incorporation of all requirements of any addenda issued for this Request for Proposals:

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

3. **EXCEPTIONS:**

Indicate if exceptions are requested by acknowledging the appropriate statement below, as applicable:

- ☐ Offeror understands and agrees to all terms, conditions, requirements, and specifications stated herein.
- ☐ Offeror takes exception to terms, conditions, requirements, or specifications stated herein
Offeror must itemize all exceptions below (attach additional pages if necessary):

The following exceptions are noted:

4.

PROPRIETARY INFORMATION
(Completed Form Shall be Submitted with the Proposal)

OFFEROR NAME _____

Trade Secrets or Proprietary information submitted by an Offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of this section prior to or upon submission of data or other materials to be protected and state the reasons why protection is necessary. Any price quotations in proposals submitted to the County are not “proprietary” or “confidential”. They are considered public information. Information leading to an award decision, including prices and other factors, shall be public.

Please mark one:

() No, the proposal does not contain any trade secrets and/or proprietary information.

() Yes, the proposal does contain trade secrets and/or proprietary information.

If YES, please list the *page numbers* and the *reasons* why the information is considered a trade secret or proprietary information. These pages shall be conspicuously labeled “PROPRIETARY INFORMATION” in red ink at the top and bottom center of each page. Do Not Mark the Whole Proposal Proprietary. Offerors are encouraged to provide a single redacted electronic copy of the proposal (i.e. CD or Thumb Drive) with the Original paper proposal if proprietary information is contained in the proposal.
