

REQUEST FOR INFORMATION

RFI NO. 001-14

Market Research for the Development of City Owned Fly
Creek Waterfront Building

for

City of Fairhope, Al

Harbor Board

ITEM I

ADVERTISEMENT
City of Fairhope. AL

REQUEST FOR INFORMATION (RFI)

RFI No. 001-14

Market Research for the Development and Lease of City Owned Fly Creek Waterfront Building

The City of Fairhope, Alabama hereby releases this Request for Information (RFI) to collect information, options and solutions related to the development and lease of a City owned waterfront property on Fly Creek.

Responses will be received by the City of Fairhope of Baldwin County, Alabama, in the City of Fairhope offices, 555 South Section St. Fairhope, Alabama, until 10:00 a.m. April 18, 2014, and then publicly opened thereafter.

An RFI packet will be posted on the City of Fairhope Website: www.cofairhope.com or a copy may be obtained by e-mailing: dan.ames@cofairhope.com. The RFI documents are also on file, and may be seen, in the Purchasing Department of the City of Fairhope, Alabama, 555 S. Section Street. Prior to opening, the RFI packet may be picked up at that location during normal operation, between 7:00 am and 4:00 pm local time.

Questions or comments pertaining to this RFI may be directed to:

Mr. James Gillespie
General Superintendent
P.O. Drawer 429, Fairhope, Al 36532
E-mail: james.gillespie@cofairhope.com
Phone 251-990-0144

This RFI is issued solely for information and planning purposes and it does not constitute a competitive solicitation, or a promise to issue a competitive solicitation in the future. This RFI does not commit the City of Fairhope to contract for any service or proposed solution whatsoever. Responses to this Request for Information are not offers and may not be accepted by the City of Fairhope to form a binding contract.

The City of Fairhope is an Equal Opportunity Employer and requires that all contractors comply with the Equal Employment Opportunity laws and the provisions of the Contract Documents in this regard. The City of Fairhope also encourages and supports the utilization of Minority Business Enterprises on this RFI, and all public bids.

All responses, should be enclosed in a sealed, opaque envelope, clearly identified on the outside as “**RFI Response**” with RFI Name, RFI Number, City of Fairhope’s Name and Address and Responder’s Name and Address

Daniel P. Ames,
Purchasing Manager
Posted 03-31-14

ITEM II

INSTRUCTION TO RESPONDERS

1. INTRODUCTION

Fairhope Alabama, a political subdivision of the State of Alabama, hereinafter referred to as the "City", is requesting information from qualified developers ("Respondents") with proven expertise and experience in property development.

- 1.2 This Request for Information (RFI) is being issued to understand the level of interest and feasibility of developing the property located at Sea Cliff Drive, Fairhope, Alabama (see Exhibit "A", Maps and Photos of Property).
- 1.3 All expenses involved with the preparation and submission of responses to the City, or any work performed in connection therewith, shall be borne by the Respondent.
- 1.3.1 Depending on the responses received, the City may, among other things, issue a solicitation(s) to select an experienced and capable entity for the development of the property or portions thereof.
- 1.4 Respondents are hereby notified that all information submitted as part of, or in support of, this RFI will be available for public inspection. Accordingly, do not submit any information in response to this RFI which the Respondent considers to be a trade secret, proprietary or confidential, or which violates any intellectual rights of a third party.

2. PURPOSE

Responses to this RFI will assist the City with establishing criteria for the development of the property that would best meet the needs of the surrounding communities and allow for the most effective use of the building.

3. PHYSICAL SITE

LOCATION

Sea Cliff Drive, Fairhope, Alabama. It is recommended that the Respondent contact the City's Planning Department to determine any specific zoning restrictions for the property, and City's Building Department to determine any construction restrictions for the property. Phone for both Departments: (251-928-8003)

Direct site visit requests to the City General Superintendent, James Gillespie, at: 251 990-0144 or email requests to james.gillespie@cofairhope.com.

PROPERTY DESCRIPTION (from Baldwin Co. Revenue Commissioner)

Building	The leased property will consist of one (1) building, approximately 896 ft ² , adjusted.		
Exterior	C B Plain		
Roof Type	Flat Shed	Roof Material	Metal, Corrugated
Heat	No HT / AC		
Plumbing	None		
Electric	Maximum		
Floors	Concrete Raised		
Interior	Unfinished		

Parking Lot Currently, the parking lot adjacent to the building serves public and commercial vehicle parking needs associated with activities in the immediate area. Parking is on a first come, first served basis. Please include parking lot requirements, if any, in your information submittal

Pier There is a pier adjacent to the property. Currently, the pier serves public and commercial temporary docking needs associated with marine activities in the area, on a first come, first served basis. . Please include pier requirements, if any, in your information submittal

4. PROCESS

The City will review and analyze the information received from this RFI to determine the best option(s) to address City needs. Responses to this request will be reviewed for informational purposes only and will not result in the award of a contract. Vendors submitting a response to the RFI are not prohibited from responding to any related subsequent solicitation. Not responding to this RFI does not preclude participation in any future procurement, if any is issued.

5. RESPONDER COSTS

Responders are responsible for all costs associated with the preparation, submission, and any potential meeting to discuss this RFI. The City will not be responsible for any vendor related costs associated with responding to this request for information.

6. SCHEDULE

The following is the current estimated schedule as defined by the City of Fairhope:

RFI Process Step	Date(s)
Release and Issuance of the Request for Information (RFI)	03-31-14
Responses due	04-18-14
Harbor Board evaluation	04-21-14

EXHIBIT A PHOTO AND MAP

Capture Map



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http://iss.kcsqis.com/albaldwin_revenue/Print.asp?Print.asp?svcsqis.com/albaldwin_revenue/Print.asp?Print.asp, 3/5/2013

Map Image

Right-click on the image below

- Choose keys to save the image in an image editor(Microsoft Paint or Photoshop) or into Word or Power Point.
- Choose "Save picture as..." to the image as an image file.



SUMMARY

PROJECT

Who? The City of Fairhope Harbor Board

What? Gathering information to develop waterfront property

Where? Property location is Fly Creek, Fairhope, Alabama

When? Submit information until April, 18, 2014

QUESTIONS

Who? Mr. James Gillespie, General Superintendent

Where? By Mail: P.O. Drawer 429, Fairhope, Al 36533

By Email: james.gillespie@cofairhope.com

By Phone: 251-990-0144

SUBMITTAL

Who? Daniel P. Ames, Purchasing Manager

Where? By Hand Delivery: Public Services & Utilities Bldg., 555 South Section St., Fairhope, Al

By Mail: P.O. Drawer 429, Fairhope, Al 36533

By Email: dan.ames@cofairhope.com

What? Your ideas for the development of the waterfront property

When? We would like to have your ideas in by April 18, 2014, 10:00 a.m., local time. However, this is not a bid, so, late submittals are not going to be turned down