

**Town of Altavista, Virginia**

**REQUEST FOR PROPOSALS (RFP)**

Notice of Development/Reuse Opportunity

Former Altavista Life Saving Crew Building

1510 Main Street, Altavista, VA 24517

**Proposal Due Date: Thursday, August 30, 2018 no later than 2:00 p.m.**



Town of Altavista  
P.O. Box 420/510 7<sup>th</sup> Street  
Altavista, VA 24517

## **INTRODUCTION**

The Town of Altavista is soliciting proposals for the redevelopment of the *Former Altavista Life Saving Crew Building and Property (1510 Main Street)*. Sealed proposals will be received at the Altavista Town Hall until, but no later than **2:00 p.m. on Thursday, August 30, 2018**. All proposals shall be addressed to Waverly Coggsdale, Town Manager, P.O. Box 420 Altavista, VA 24517. (Packages sent by UPS or FedEx or hand delivered should be addressed to “510 7th Street’ in lieu of the Post Office box.

The Town’s objective is to continue a vibrant use of this property. The site can accommodate a myriad of creative uses.

Primarily, the proposed use must reflect a thorough review of the resources, character, and demographic needs of the community and result in a creative, adaptive, reuse of the site. The proposal may or may not utilize the existing structure and layout. In this sense, there are no constraints to the proposal. This process is intended to allow the Town to offer the property for sale or lease and redevelopment.

The proposal is subject to local land use and state building code rules and regulations.

A non-mandatory walkthrough of the facility will be held on site on Thursday, August 16, 2018 at 2:00 pm.

## **SUMMARY OF PROPERT DESCRIPTION**

General: The real property is comprised of an approximate 45,800 square feet site located in Altavista. The site is shown as part of Tax Map/Parcel #: 69-4-2- 1A and Tax ID#: 800041520 in the Campbell County Real Estate Records. There is one vacant building (one story) occupying the portion of the site includes in this RFP.

The building was built in 1980 to serve as the Altavista Life Serving Crew facility. The building has approximately 10,600 square feet under roof; with 4,000 being office type space; 5,400 being enclosed bays with drive through doors; and 1,200 of open shelter (fuel area) and enclosed storage. The property is zoned Industrial (M-1) and is bordered on three sides by Industrial zoned property (M-1) and by Commercial (C-2) across Main Street.

A “Property Condition Report”, completed by Town staff, for 1510 Main Street is available. This report will cover the components of the building in additional detail.

## **PROPOSAL REVIEW AND PROPOSAL CONTENTS INFORMATION**

A written proposal should include descriptive narratives, images, graphics, and schematics as required. Proposals shall include:

- A cover letter including the candidate's contact information: name, address, phone and email and signature of an authorized person.
- Description of your vision for the proposal and a description of the proposals benefit to the community to include:
  - The impact(s) of the use on the adjacent neighborhood; natural environment;
  - Type of proposed use;
  - Intended user(s);
  - Time frame to implement proposed use;
  - Detailed description of proposed physical modifications;
  - Detailed information demonstrating the proven ability to financially support and sustain a comprehensive, long-term maintenance effort of the facility (this should include whether the developer/user intends to lease or seek to purchase the property); and
  - Ability to sustain long-term occupancy and use of the property.
  - A description of municipal services required, is any, to service the new development/reuse.

Proposals will be evaluated based on the following:

- What is the candidate's past record of performance in proposal development and/or management;
- What is the capacity and capability of the candidate to complete the proposal successfully;
- Completeness of the candidates response to the requirements or questions asked;
- Does the candidate make the case that the proposal is feasible? Sustainable?
- Is the proposal compatible with adjacent land use and consistent with the Town of Altavista Comprehensive Plan for the area?
- Will the proposal enhance the economic health of the community?

## **SUBMISSION REQUIREMENTS**

Proposals must be received by the Town of Altavista Town Manager's Office no later than 2:00 p.m. on Thursday, August 30, 2018. One (1) original and three (3) copies of all proposals must be submitted in a sealed envelope clearly marked, "Former Altavista Life Saving Crew Building RFP".

If forwarded by mail, the sealed envelope must be addressed to "Town Manager, Town of Altavista, P.O. Box 420, Altavista, VA 24517"; if by courier it must be addressed to "Town Manager, Town of Altavista, 510 7<sup>th</sup> Street, Altavista, VA 24517". Proposals must be at the office of the Town Manager by the time of the Public Proposal Due Date. Postmarks are NOT an acceptable waiver of this policy. Corrections and/or modifications received after the first proposal is publicly opened will NOT be accepted.

Proposals are considered valid for ninety (90) days after proposals are opened. Candidates may not withdraw, cancel or modify their proposals for a period of ninety (90) days after proposals are opened.

Proposals must be signed by an authorized person representing the legal entity of the Candidate.

The Altavista Town Council reserves the right to reject any and all RFD's received, and to accept an RFD which they believe is most consistent with their long-term vision for the betterment of Altavista. It is the Town's policy not to award proposals to those who owe the Town of Altavista prior year(s) property taxes.

Contact Information:

Questions should be submitted in writing to the Town Manager, 510 7<sup>th</sup> Street, Altavista, VA 24517 or email [jwcoggsdale@altavistava.gov](mailto:jwcoggsdale@altavistava.gov). All questions and answers will be posted on the Town's website: [www.altavistava.gov](http://www.altavistava.gov)