

City and Borough of Wrangell, Alaska
Request for Proposals for
Wrangell Institute Master Plan Development and
Subdivision

Submittal Deadline: October 28, 2015; 2:15 pm Alaska Time

City and Borough of Wrangell
PO Box 531
Wrangell, Alaska 99929
www.wrangell.com/rfps
907-874-2381

INTRODUCTION

The City and Borough of Wrangell (CBW) is seeking to develop a Wrangell Institute Master Plan and Subdivision for 134 acres of CBW owned land adjacent to residential property and the Shoemaker Bay Recreation Area. The property is located at approximately 5 Mile Zimovia Highway near Shoemaker Bay Harbor. Approximately 12 acres along the highway of the 134 acre site were previously subdivided and the home of the former Wrangell Institute constructed in the 1040's. The rest of the property is forested, undeveloped land. The CBW is interested in developing the land for residential development, or possibly a mixed-use development of small commercial and residential. The Master Plan is proposed to include multiple elements including residential and possibly some commercial, but also development consideration for natural drainages and trails, access, storm water infrastructure, and forestry resources.

SCOPE OF WORK

The CBW is seeking to contract for professional services with one or multiple firms/individuals for the development of the Shoemaker Bay Master Plan. This Request for Proposals seeks qualified firms with a combination of experience and expertise in, new residential, commercial, and recreational facility design and construction, public-private partnerships and innovative funding mechanisms.

The Wrangell Institute Master Plan will cover the area of the CBW owned property at 5 mile Zimovia Highway, but should also take into consideration future expansion opportunities onto adjacent State owned property if feasible. The Master Plan should primarily serve potential local housing growth needs creating a unique development functioning in harmony with the surrounding uses including single family residential and recreation. Inclusion of space for small commercial may be appropriate.

The Master Plan subdivision is proposed to include residential development, small commercial if appropriate, green belts, potential trail network, utility infrastructure, storm water infrastructure, and road and pedestrian access. The Master Plan will assess and identify utility and storm water infrastructure needs, use and protection of wetlands, access to and through the site, other land uses, environmental issues, potential development and financial partnerships, and fiscal impact analysis. A previous Master Plan was prepared in 2000 and the proposed plan at that time had merit and was supported by the community. This RFP requests a review of that document for validity, but needs the assessment to go further, into more detail per the Detailed Scope of Work and complete a Subdivision.

The development of the Wrangell Institute Master Plan and Subdivision will require engagement with multiple stakeholders including residents, Planning and Zoning Commission, Parks and Recreation Board, Economic Development Committee, CBW staff, Wrangell Cooperative Association, CBW elected officials and Alaska Mental Health Trust Land Office.

Basic property information:

The site is located at 5 Mile Zimovia Highway adjacent to the US Forest Service maintained Rainbow Falls Trail, across the street from Shoemaker Bay Park and adjacent to residential property as well as lands owned by the Alaska Mental Health Trust Land Office. The property is comprised of approximately 134 acres, including 12 acres of filled previously developed and subdivided lots. Tyee Hydro electric lines cross the northeast corner of the property. Zimovia Highway separates the property from beach access.

The buildings of the former Wrangell Institute were demolished in the late 1990's and the asbestos contamination was disposed of properly. Clean-up of contaminated soil was completed in 2009. Details can be found <http://dec.alaska.gov/Applications/SPAR/PublicMVC/CSP/SiteReport/25786> .

Recently, a forest road was constructed on the south end of the property to access timber on adjacent Mental Health Trust Lands and in the southeast corner of the subject property.

The attached land prospectus prepared as part of a previous development RFP is attached with much more detailed property information.

Currently the CBW's interest in the site would be for residential or mixed use residential and commercial, with greenspace for trails and surface drainage as needed. The CBW has up to \$96,000 available for this project.

Detailed Scope of Project:

1. Identify and assess utility infrastructure requirements for serving the site, including water, sewer, storm water, electrical, alternative power generation if necessary, cable, internet and telephone/cell services, access and roads.
2. Perform a site and engineering analysis, assessing site characteristics, soil conditions, geotechnical, topography, roads and property access, potential wetland plan and mitigation and corridors, streams, trails and green space opportunities.
3. Review the environmental clean-up documentation and provide any additional environmental assessments that might be needed for proposed developments.
4. Communication plan addressing coordination with City Staff and/or community.
5. Develop subdivision proposal for final design approval, including site mapping of utility needs, internal circulation and access, possible commercial areas, green space and trails, surface drainage, police and fire protection access and other development needs.
6. Prepare a fiscal impact analysis estimating the costs and revenues associated with land use decisions, infrastructure needs, improvements costs, phased construction, and project future CBW budget requirements.
7. Identify possible funding sources and financing strategies, including private investment partnerships, external funding opportunities such as government or private grants, loans, local improvement districts.
8. Determine the financial feasibility of the CBW purchase of the site considering sale revenues, grant/loans, local improvement districts and site and infrastructure investment.
9. Provide a final report that will a) detail all findings above, including background review, assessment of existing conditions, infrastructure needs, economic and land use and development profiles and development costs; b) subdivision developed for phased construction; c) identify negative factors or barriers to development of the site and for desirable types of uses
10. Provide digital GIS versions of mapped data and subdivision design as well as final report and data inclusions.

ZONING AND PREFERRED PROPERTY USE

The CBW rezoned the entire 134 acres to Holding several years ago in order to be flexible and entertain any type of development proposal based on the merits for economic opportunity and benefits to the community. Currently, the CBW is now striving to get more lands out for residential development and is currently

looking to all or a portion of this tract to fill this need. A zone change would be required as part of the Master Plan Development process.

A map showing the location of the parcel of property is included in the Prospectus in Attachment A, along with additional property information and previous reports.

EVALUATION AND SELECTION PROCESS

Proposals will be screened and the top candidates will be selected by a review committee appointed by the Borough Manager. The Borough Assembly may interview the candidate(s) recommended by the subcommittee. The selection will be based on a combination of the criteria included in the Criteria for Proposal Evaluation section of this proposal.

TENTATIVE PROJECT SCHEDULE

- Request for proposals distributed October 2, 2015
- Proposals due by 2:15 p.m. October 28, 2015
- Contract Awarded November 2015
- Draft deliverables by June 1, 2016. The CBW requires a draft report and associated draft subdivision for review and comment to be completed within a 6-month time frame. The final report and subdivision should be completed by end of September. Proposers must describe their ability to deliver the requested products within this window.

CRITERIA FOR PROPOSAL EVALUATION:

Criteria used in evaluating proposals will include:

1. The consultant's demonstrated understanding of the project's purpose and intended outcomes;
2. The consultant's proposed work plan and the degree to which it meets the requirements of this RFP;
3. The qualifications of the firm and assigned personnel relating to this project;
4. Experience with similar projects;
5. Estimated Cost for the site assessment, subdivision, and development plan.

SUBMITTAL REQUIREMENTS

Firms/individuals interested in submitting a proposal to provide the necessary assessment for development potential shall submit a response to this Request for Proposal by 2:15 p.m. Alaska time, on October 28, 2015.

The proposals may be delivered electronically to the Borough Clerk (contact information listed below) with "Wrangell Institute Master Plan Development Proposal, Submittal Deadline: October 28, 2015" listed in the subject line. It is requested that at least one hard copy is submitted along with the electronic copy for proper formatting and print effects. If the electronic version is in by the deadline date, the hard copy can arrive within 5 days of the submittal deadline. If the document is exceedingly large, please contact the Clerk to establish

an alternative means to submit the document (via dropbox or other similar system).

Proposals may also be delivered by mail to the address below. If mailed, please mail one hard copy and one digital version, in a sealed envelope bearing the caption on the envelope, "Wrangell Institute Master Plan Development Proposal, Submittal Deadline: October 28, 2015." Please note that mail delivery by UPS or FED EX can be delayed in Anchorage or mail could be delayed due to weather, please plan accordingly. The envelope should be delivered to:

Kim Lane, Borough Clerk
Wrangell City Hall
P.O. Box 531
205 Brueger Street
Wrangell, AK 99929
907-874-2381
Electronic Delivery: clerk@wrangell.com

ADDITIONAL SUBMITTAL INFORMATION

The CBW will not reimburse for any expenses incurred in preparing and submitting a proposal, or for attendance at any interviews or meetings.

All responders should include descriptions of three similar type of projects that have been successfully completed with references and contact information.

If you should have questions regarding the land and request, please put them in writing and email to ecodev@wrangell.com. Staff will respond to them in writing as quickly as possible and post on the RFP website (<http://www.wrangell.com/rfps>). Any other updates will also be posted on the website. Notification of posted updates will attempted to be emailed, if staff is notified by email of your interest in submitting a proposal and a contact name and email is provided. Ultimately, it is the responsibility of any interested responder to check the website regularly for updates.

The Borough Assembly reserves the right to reject any or all proposals, to request additional information concerning a proposal for purposes of clarification, to accept or negotiate any modification to any proposal following the deadline for receipt of all proposals, and to waive any irregularities if such would serve the best interests of the Borough as determined by the Borough Assembly.

CONTACT INFORMATION

Jeff Jabusch, Borough Manager
Carol Rushmore, Economic Development Director
P.O. Box 531
205 Brueger Street

Wrangell, AK 99929
907-874-2381
ecodev@wrangell.com

ATTACHMENTS

Appendix A – Land Prospectus

Appendix B – Environmental Clean-up Closure Letter

Appendix D – Wetland Plan

Appendix E - Master Plan Development 2000

Appendix F - Maps