



## REQUEST FOR QUALIFICATIONS

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Development Partnership with the City of Portsmouth

for Reuse & Redevelopment of the Thomas J. McIntyre Federal Property

80 Daniel Street

pursuant to the Historic Surplus Property Program

**RFQ #62-17  
REQUEST FOR  
QUALIFICATIONS**

**CITY OF PORTSMOUTH, NH**

**DEVELOPMENT PARTNERSHIP WITH THE CITY OF PORTSMOUTH  
FOR THE FEDERAL MCINTYRE PROPERTY**

**Sealed submissions responsive to this Request for Qualifications, plainly marked "RFQ #62-17 Development Partnership with the City of Portsmouth for the Federal McIntyre Property" on the outside of the mailing envelope, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, NH 03801 will be accepted until 2:00 p.m. on June 12, 2017.**

A pre-submission site inspection will be available to all interested respondents. It is scheduled for Thursday, June 1st, at 11 am, at 80 Daniel Street. To sign up for the tour, please email [ncolbertpuff@cityofportsmouth.com](mailto:ncolbertpuff@cityofportsmouth.com).

The City is interested in entering into a public/private partnership for reuse/redevelopment of the McIntyre Property, a 2.1 acre site in the City's central business district located at 80 Daniel Street. The City has been invited to submit an application for acquisition of the property for Historic Monument purposes from the General Services Administration (GSA).

As such, the City is currently accepting qualifications and letters of interest from prospective partners (real estate developers, joint ventures, etc.) who have proven experience with projects of similar size, nature and complexity, and can demonstrate sufficient financial resources to support a successful redevelopment of this magnitude.

This Request for Qualifications may be obtained by visiting the Finance/Purchasing Department section of the City of Portsmouth website at [www.cityofportsmouth.com](http://www.cityofportsmouth.com). Addenda to this request, if any, including written answers to questions, will be posted on the City of Portsmouth website under the project heading. If you have any questions please contact the Finance/Purchasing Department at: (603) 610-7227.

The City of Portsmouth reserves the right to reject any or all submissions, to waive technical or legal deficiencies, to proceed or not with any proposal or process, and to negotiate such terms and conditions of any proposal or contract that may be in the best interest of the City.

The City reserves the right to terminate or amend this process at any time.

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**I. INVITATION**

The City of Portsmouth is pleased to invite real estate development entities to submit their qualifications for consideration of a public/private partnership opportunity that would realize the transfer and redevelopment of the Thomas J. McIntyre Federal property located at 80 Daniel Street in downtown Portsmouth, NH. This RFQ seeks to solicit responses that will enable the City Council to select one or more preferred entities to develop and submit specific proposals for evaluation.

In March, the General Services Administration (GSA) invited the City to submit an application for conveyance of the property out of federal ownership to the City pursuant to the Historic Monument program (also known as the Historic Surplus Property Program). The City's primary objectives in pursuing ownership of the property are three-fold:

- To capitalize on the rare opportunity to shape redevelopment of a downtown block in the City's best interests by promoting public/non-profit/commercial use of its ground floor, re-connecting the site with Daniel, Penhallow, and Bow Streets via new pedestrian ways, introduction of open space and public parking uses, and revitalizing the area with new uses;

- To ensure redevelopment of the site that meets the city’s economic development goals; and
- To accomplish the above in a fiscally prudent manner, through a public-private partnership. The City contemplates a long-term land lease with a qualified partner, pursuant to applicable federal regulations.

The City seeks partnership with individuals or entities that have experience in developing, financing, marketing, and managing projects of a similar size, scope, and nature. Qualification packages must clearly demonstrate experience required to successfully redevelop this important site, including sufficient financial capacity to complete the project.

In addition to the professional qualifications of the project entity, the City desires a partner that will positively contribute to the community – fiscally, socially, and environmentally. To this end, respondents should include disciplines they deem appropriate to such a venture, such as but not limited to:

- Development entity (with lead member identified)
- Architect (historic preservation experience, required)
- Real Estate broker/ marketing support
- Property Manager
- Planner
- Civil Engineer
- General contractor
- Legal Counsel
- Financial partner (s)

## II. Pre-Submittal Briefing and Site Inspection

A pre-submission site inspection will be available to all interested respondents. It is scheduled for Thursday, June 1st, at 11 am, at 80 Daniel Street. To sign up for the tour, please email [ncolbertpuff@cityofportsmouth.com](mailto:ncolbertpuff@cityofportsmouth.com) .

## III. PROJECT OVERVIEW

The successful partner will be required to undertake development review and approval processes in collaboration with the City in order to provide opportunity for public input into the design and reuse of the site.

The development entity will be required to develop and prepare all necessary local, state, and federal permit and land use applications and attend regulatory board meetings as needed.



*Existing Conditions – Federal McIntyre Property, 80 Daniel Street, Portsmouth, NH (Map 106, Lot 8)*

The McIntyre Property comprises approximately 2.1 acres of land, with 245 feet of frontage on the northwest side of Daniel Street, 378 feet on the northeast side of Penhallow Street, and 186 feet on the southeast side of Bow Street. The property includes the McIntyre Building - a four-story (plus basement level) steel-frame masonry building containing approximately 107,000 square feet (sf) of gross building area with forty-four (44) indoor parking spaces and a two-tier outdoor parking lot with ninety-one (91) spaces. The Property is within a short walking distance to Market Square, Portsmouth's commercial/retail center, located at the intersection of Market and Daniel Street and Portsmouth's historic harbor and waterfront commercial areas.

Net rentable area is approximately 73,000 sf (exclusive of the basement, parking garage, and mechanical penthouse). The existing structure is 60+/- feet tall.

The City of Portsmouth, population ~ 21,000, recently completed a Master Plan which outlines the community's goals and policies for future growth.

#### A. Historic Preservation

All redevelopment proposals must be prepared in accordance with the *Secretary of the Interior's Standards for Rehabilitation*). Project entity qualifications must include familiarity with the Standards.

Constructed in 1966, the McIntyre building is an example of the New Formalist style, similar to many federal structures built during this period. The building is designated as a contributing structure in the proposed Portsmouth Downtown National Register Historic District which is undergoing National Park Service consideration. The City expects that upon transfer, the deed from the federal government will include terms and conditions that outline how the property may be maintained and protected into the future.

The Historic Monument program is described in part on the GSA's web site as follows (emphasis added):

"Title 40 U.S.C. 550(h) authorizes conveyance to any State, political subdivision, instrumentalities thereof, or municipality, of all the right, title, and interest of the United States in and to any surplus real and related personal property which in the determination of the **Secretary of the Interior is suitable and desirable for use as a historic monument for the benefit of the public**. Conveyances of property for historic monument purposes under this authority shall be made without monetary consideration to the United States: Provided, that no property shall be determined under this authority to be suitable or desirable for use as an historic monument except in conformity with the recommendation of the National Park Advisory Board established under section 3 of the Act of Congress approved August 21, 1935 (16 U.S.C. 463) and only so much of any such property shall be so determined to be suitable or desirable for such use as is necessary for the preservation and proper observation of its historic features. Property conveyed for historic monument purposes **may under certain circumstances be used for revenue producing activities to support the historic monument. All income exceeding the cost of repairs, rehabilitation, and maintenance shall be used for public historic preservation, park, or recreational purposes**. Deeds conveying any surplus real property under this authority shall be used and maintained

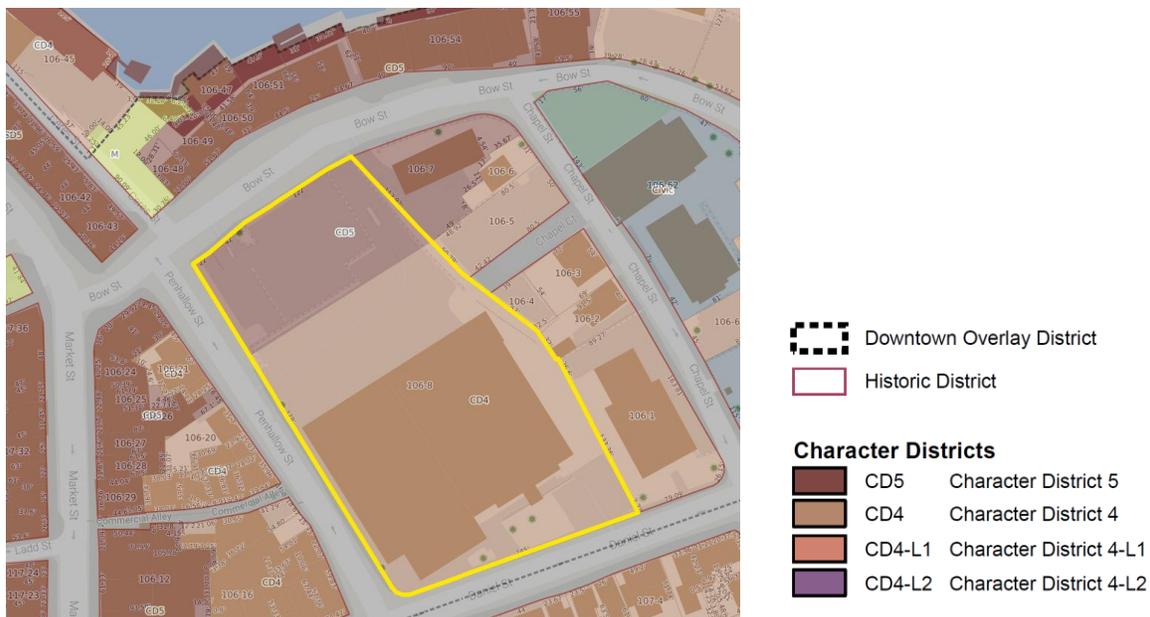
for the purposes for which it was conveyed in perpetuity and may contain such additional terms, reservations, restrictions, and conditions.”

The process for obtaining the McIntyre Building from the federal government involves the City’s preparation of an Application for the Property that will be submitted to the National Park Service (NPS), acting on behalf of the Secretary of the Interior. The NPS will review the Application and work with the City to make any necessary revisions to ensure that all elements for the reuse and protection of the property in perpetuity are identified and addressed. The Application will require the input and review of the New Hampshire State Historic Preservation Office. The NPS makes a recommendation to the Administrator of GSA regarding the acceptability of the Application. General Services Administration is the agency that deeds the property and the deed will contain covenants regarding the proposed use of the property and will incorporate the Application so that it becomes a legally binding document. The selected partner will play an important role in assisting the City in completing the use and financial plan components of the application to the Historic Monument program.

## B. Zoning / Land Use Compliance and Permitting

In 2014, the City of Portsmouth adopted a character-based zoning ordinance that includes the property. The purpose of the Downtown Character District is to encourage development that is compatible with the established character of its surroundings and consistent with the City’s goals for the preservation or enhancement of the area. This is accomplished by providing a range of standards for the elements of development and buildings that define a place. More information on the Downtown Character District can be found at:

<http://planportsmouth.com/>.



The McIntyre building is primarily within the CD-4 district, with the rear parking area (approx. 20,000 sf) within the higher density CD-5. The site is also within the Historic District, as well as the Downtown Overlay District.

1. The development or redevelopment of this property shall comply with the City’s zoning ordinance and other related local permitting processes and regulations.
2. The development entity shall work with the City to identify and apply for any required State and Federal permits as applicable and any required documentation or additional studies.

### 3. Urban Design

1. Redevelopment of the site should be consistent with the surrounding historic context in terms of height, volume and massing.
2. New buildings and alterations of existing buildings must comply with the Zoning Ordinance, including the Regulating Plan and the applicable standards and requirements for the CD4 and CD5 zoning districts as indicated on the Zoning Map.
3. New buildings and alterations of existing buildings should be consistent with the [Design Guidelines for the Historic District](#) as adopted by the Historic District Commission.

### 4. Economic Development

1. All street-facing facades should include ground-floor commercial activities to activate the street edge. Residential use is prohibited from the first floor within the Downtown Overlay District.
2. Redevelopment is encouraged to incorporate upper floor office uses to support downtown economic activity.
3. It is preferred but not required that inclusion of US Post Office site at this location be considered.

### 5. Environmental Considerations

1. The structure is known to contain lead-based paint, asbestos containing materials, and underground storage tanks. Sprayed-on asbestos is believed to be considerable above all ceilings. The City expects to obtain further information on known environmental considerations from the GSA.

## 2. Public Space and Landscaping

1. Redevelopment of the site should enhance the pedestrian environment, incorporating wide sidewalks along public streets and, where feasible, public pedestrian alleyways through the site.
2. Redevelopment of the site should incorporate active public outdoor spaces such as plazas, courtyards and pocket parks.
3. Landscaping should be provided within the site and on the perimeter of the site to break up impervious areas, soften architectural and structural materials, and provide stormwater management benefits where possible.

## 3. Transportation and Circulation

1. Redevelopment of the site should include sufficient off-street parking to serve the needs of the site and to support future redevelopment of surrounding underutilized property. To this end, incorporation of a multi-level parking structure with access from at least two streets is encouraged.
2. Redevelopment of the site should include bicycle parking and long-term storage facilities.

## IV. Land Lease

As part of this partnership effort, the City intends to retain ownership of the land and lease development and management rights to a partner entity. Detailed terms of this arrangement are subject to regulations of the Historic Monument program and will be negotiated with the City.

## V. Project Schedule

The project schedule will be determined once the required federal process for conveyance of the McIntyre Property is complete. The City looks to select one or more qualified respondents to develop a specific proposal for the City Council's consideration in late summer.

## VI. Submission Requirements

Submissions must include the following elements:

1. **Statement of Interest:** Please describe your particular interest in this project, your familiarity with the community, how you envision a successful public-private partnership proceeding, and how you expect your entity to make a positive

contribution to Portsmouth’s central business district.

2. **Comparable Development Experience:** Please provide a brief description of the development entity including entity members and areas of specialization, location of corporate headquarters, and potential satellite office proposed to handle this project. Provide the entity’s demonstrated experience in similarly-scaled, mixed use projects, within a historic district and/or with a building listed in the National Register of Historic Places, including a description of financial capacity to develop such a project.

Respondents must include a chart or diagram explaining the intended form and structure of any proposed partnership or joint venture.

3. **Comparable Management Experience:** Respondents shall provide resumes describing key members of the development entity and/or brochures describing the entity and any similar projects in which the respondent has been involved. Respondents must provide a staffing plan indicating which Principals and staff members would have primary responsibilities for implementing the Project and their roles in day-to-day management of the Project. The project manager shall be clearly identified and a description of his/her relevant previous projects listed. A list of past relevant projects, which proposed project staff have played a central role in developing, shall be also provided. The Development entity’s experience shall be summarized in a matrix format.

4. **Relevant Public-Private Partnership Experience:** Describe relevant experience in working with public partners, presenting to public audiences, and ability to attract mixed use tenants. The development entity is responsible for articulating a clear project management approach to the public/private partnership and the development project with the objective of ensuring transparent information, project governance, smooth negotiations and communications, as well as risk management and quality control. Experience in the following should be clearly outlined:

- a. Historic Preservation and Rehabilitation
- b. Mixed-Use Development
- c. Urban Planning and Design within Historic Districts
- d. Collaboration with federal, state and local agencies
- e. Public/private development projects

In addition, detailed project descriptions of no more than five reference projects containing the majority of the focus areas listed above shall be included. The project descriptions shall be current and limited to a maximum of one full page per project, along with client references and up-to-date contact information (name, title, organization, phone, cell and email).

5. **Financial Capacity:** Entities shall submit information that will reasonably demonstrate financial capacity to undertake a project of this magnitude. Based upon submissions received, the City reserves the right to have a third-party contact potential partners directly to solicit additional information to assist in evaluating the financial qualifications of the potential partner.
6. **Project Understanding:** Respondents shall state in succinct terms their understanding of what is required by this project. Describe in narrative or outline form your initial thoughts on project tasks, financing, and schedule.

Twelve paper (12) copies of the qualifications must be submitted. Respondents are encouraged to avoid the use of synthetic report covers and partitions. A single CD/DVD with an electronic PDF copy of their proposal shall also be included.

## VII. Selection Process

The City anticipates the City Council will conduct a developer selection process and will choose a partner to facilitate transfer and redevelopment of the site. It expects do so by first receiving a response of prospective qualified developers, and then selecting respondents to proceed to submitting more specific proposals for consideration. The City will subsequently enter into negotiations with a preferred developer to develop a reuse/redevelopment plan, submit application to the Historic Monument program, and ultimately, if a successful transfer is made, lease the site and its improvements.

The selection process will include public input, and respondents may be asked to make public presentations of their qualifications as part of the process.

## VIII. EVALUATION CRITERIA

The intent of this RFQ is to identify qualified developers interested in partnering with the City of Portsmouth to realize the reuse and redevelopment of this 2.1 acre parcel in a manner that meets the community desires and enhances the long term vitality of this important City block.

Qualifications will be evaluated according to the following:

- Responsiveness to submission requirements
- Comparable development experience
- Strength of entity members
- Understanding of required project work and schedule
- Financial capacity

## IX. Selection Process

1. Upon review of all responsive Qualifications, the City may select, by vote of the City Council, one or more entities to invite to submit specific proposals for the site's redevelopment. Interviews may be part of the evaluation of qualifications at this time.
2. Following selection of preferred entities, the City will develop a Request for Proposals with guidelines for a specific development proposal to be submitted by late summer.
3. The City will enter lease and property management negotiations with a preferred development entity.
4. If the City is unable to reach agreement with the highest ranking proposer, the City may enter into negotiations with the next highest ranking proposer.

## X. Additional Information

Requests for additional information should be directed, in writing, to Deputy City Manager, Nancy Colbert Puff, at [ncolbertpuff@cityofportsmouth.com](mailto:ncolbertpuff@cityofportsmouth.com), no later than June 5, 2017. All responses, if applicable, will be posted to [Purchasing](#) web page by June 7, 2017.

## XI. Reservation of Rights

The City reserves the right to undertake such investigation as it deems necessary to evaluate the qualifications of the development entity and to evaluate its submittal. Respondents may be asked to submit releases as part of the investigation and review of qualifications. Failure to provide a release if requested will result in disqualification.

The City reserves the right to request additional information as part of this selection process.

The City of Portsmouth reserves the right to reject any or all submissions, to waive technical or legal deficiencies, to proceed or not with any proposal or process, and to negotiate such terms and conditions of any proposal or contract that may be in the best interest of the City.

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