

Notice: Request for Quotations

The County of Amelia will receive sealed quotations until February 12, 2021 at 5:00 P.M. Eastern Standard Time, from firms seeking to enter a contract to conduct a feasibility study for the Hindle Building (the old Amelia High School). Pursuant to the requirements of the Virginia Public Procurement Act, this procurement is being conducted using Small Purchase Procurement Procedures. A description of the project and instructions for quotation submission are available on the County website – www.ameliacova.com. Additional information requests or questions should be directed to A. Taylor Harvie, III, Amelia County Administrator by email addressed to taylor.harvie@ameliacova.com, or by telephone at (804) 561-3039.

Issue Date: January 28, 2021

Title: Request for Quotes to Conduct a Feasibility Study, Hindle Building

Notice:

The County of Amelia will receive sealed quotations until February 12, 2021 at 5:00 P.M. Eastern Standard Time, from firms seeking to enter a contract to conduct a feasibility study for the Hindle Building (the old Amelia High School). Pursuant to the requirements of the Virginia Public Procurement Act, this procurement is being conducted using Small Purchase Procurement Procedures. A description of the project and instructions for proposal submission are below. They are also available on the County website – www.ameliacova.com. Additional information requests or questions should be directed to A.Taylor Harvie, III, Amelia County Administrator by email addressed to taylor.harvie@ameliacova.com, or by telephone at (804) 561-3039.

Minority and/or female-owned businesses or firms are encouraged to apply. The County of Amelia is an Equal Opportunity Employer.

Scope of Work

Amelia County is seeking assistance in conducting a feasibility study to determine the most suitable uses for the Hindle Building, which was the site of the old Amelia High School.

The types of services to be provided shall include, but are not limited to:

- Conducting needed economic assessments/market analyses to determine the area's economic goals, competitiveness, leakage, potential markets, and opportunities. The consultant will use economic data available from local, state, and federal agencies. The consultant should provide in-depth analysis of the area's markets, including – but not limited to – an assessment of the visitor indicators, profile of visitors, and a review of local assets.
- Based on the results of the assessments and analyses conducted, identify appropriate and suitable uses for the building.
- Development of a marketing strategy to market the building to appropriate parties based on identified suitable uses.
- Identification of any needed repairs/improvements (above and beyond what was identified by the structural engineer) to make the building suitable for identified uses.
- Preparing any required plans and drawings for identified improvements to the building.
- Meetings with the Hindle Building Committee and/or Amelia County Board of Supervisors as needed to present findings and gather feedback,

- Preparation of a draft study report (for review by the Hindle Building Committee and/or Amelia County Board of Supervisors) and a final study report.

Background

The Hindle Building was constructed circa 1910, and has been identified by the Virginia Department of Historic Resources as eligible for listing on the state and federal historic registers. The building has been vacant for decades, since the mid-1990s, and constitutes a blight – both physical and economic – in the community. Ownership of the building was transferred from the Amelia County School Board to the Amelia County Board of Supervisors in 2012.

The vacant building constitutes a blight within the Amelia Courthouse Village area. Amelia County has been working for several years to revitalize this part of the Village area. The surrounding properties in this area have been revitalized/renewed, leaving the Hindle Building as the one remaining piece needed to complete the revitalization of this area. Renovation and reuse of this building would eliminate a physical and economic blight in the Amelia Court House Village area, in addition to eliminating a "dead zone" for business and economic activity in the area.

Previous attempts have been made to renovate and reuse the building; however, those attempts were not successful due to the lack of a solid plan for the use of the facility. A feasibility study is needed to determine how to best revitalize and use the building. There have been on-and-off discussions by the Board of Supervisors over the last 15 years regarding the building. The community has expressed support for doing something with the building through the years, via informal polls on Facebook and other means. Community fundraising efforts are currently underway, and more than \$5,000 in donations have been received from the public so far.

A Structural Review and Environmental Analysis has been completed on the building. The study, completed by SEMCO Services, found the building to be structurally sound but did identify some needed repairs. The analysis also identified asbestos, lead, and mercury that will need to be abated. Improvements to the building have been identified in the Amelia County Capital Improvements Plan (CIP). The building is one of five priority items identified in the CIP. The other items are being addressed, which leaves the Hindle Building as the remaining need to be addressed. Funding for improvements to the building have not yet been allocated. The CIP lists improvements starting in 2022 with a projected \$120,000 investment. Phase III in 2023 includes a \$387,000 investment for exterior renovations, basement work, ADA compliance, and the addressing of other structural needs. A parking lot is slated for 2024.

A number of different stakeholders - both public and private - have expressed an interest in the building. The Hindle Building Committee has been working over the last 11-12 months to explore possible uses, and have determined that a feasibility study is needed to determine the best use for the building. The Hindle Building Committee has discussed multiple ideas for potential use of the building. Additionally, the County has been in contact with different stakeholders - developers, businesses/restaurant owners, institutions of higher learning, other government agencies - about the building and many of them have expressed an interest in potentially using the building. The main hinderance at this point is a determination on how best

to use the building, which is why a feasibility study is needed. The study will assist the County in determining the best and most appropriate uses of the building before making any decisions regarding the building.

Submission Requirements

Sealed quotations should be submitted by the previously stated deadline to the County of Amelia, ATTN: A. Taylor Harvie, III, County Administrator, addressed as follows:

by US Mail:

P.O. Drawer A
Amelia Courthouse. VA 23002

in person or by private express:

16360 Dunn Street, Suite 101
Amelia Courthouse, VA 23002

Four copies of the proposal should be included in a sealed envelope or shipping container. The face of the envelope or container shall be clearly marked in the lower left-hand corner as follows: County of Amelia RFP: Hindle Building Feasibility Study

Modifications or corrections to quotations are not acceptable after quotations have been opened. Erroneous quotations may be reclaimed or superseded at any time prior to proposal opening time. Any new proposal must be marked: in the same manner as the original submission with the additional notation "Supersedes all previous submissions."

Quotations must be submitted by the date and time indicated above or they will remain unopened. No allowance will be made for postmark or error in delivery to an incorrect address. It is the sole responsibility of the proposer to ensure timely delivery of the proposal. No emailed or faxed quotations will be accepted.

The Amelia County Administrator and his designees will review all quotations and rank them based on the qualifications, past project experience, and other factors. Interviews may be used to further evaluate selected firms and their experience and expertise in providing the services outlined in this Request.

Offerors are requested NOT to submit questions via telephone. All questions or requests for clarification of this RFP should be submitted in writing and be directed to the County Administrator at the email or postal address shown above, Questions must be submitted no later than 72 hours before the deadline for receipt of quotations, to allow the County time to prepare and issue a response through eVA and to all firms on the proposers list.