



Suffolk County Landbank Corporation
H. Lee Dennison Building
100 Veterans Memorial Highway, 2nd Floor
P.O. Box 6100
Hauppauge, New York 11788

Wednesday, June 14, 2017

**Request for Qualifications (RFQ) for
Lawrence Aviation Superfund Site Reuse Feasibility Study**

**SECTION 1
INTRODUCTION AND GENERAL INFORMATION**

1.1. Introduction and Purpose.

The 153-acre Lawrence Aviation Industries (LA) Superfund site is located in the north central portion of the unincorporated hamlet of Port Jefferson Station, Town of Brookhaven, New York. The study area is located on the south side of Upper Sheep Pasture Road, approximately 0.4 mile west of the intersection of NYS Route 112 and Hallock Avenue. The site is adjacent to the Long Island Rail Road's Port Jefferson Branch, and is also 0.4 miles west of the Port Jefferson rail station and the "Upper Port" area of Port Jefferson Village. In December 2014, the Town of Brookhaven lifted a moratorium on development at the site and adopted its Lawrence Aviation Land Use Plan, which amended underlying zoning as well as imposing a zoning overlay district.

The Land Use Plan can be downloaded at:

https://www.brookhavenny.gov/DesktopModules/Bring2mind/DMX/Download.aspx?Command=Core_Download&EntryId=8137&language=en-US&PortalId=0&TabId=134

The EPA's information page regarding this site can be found at:

<https://cumulis.epa.gov/supercpad/CurSites/csinfo.cfm?id=0201335&msspp=med>

Of the 153 acres included in the Land Use study, 128 acres have been in tax arrears in excess of 20 years.

The Suffolk County Landbank Corporation ("SCLBC") is exploring the possibility of obtaining the outstanding tax liens and marketing the 128 acres for resale. The SCLBC is seeking a consultant or consultant team to conduct a Feasibility Study for the reuse of the site, taking into consideration land use restrictions currently in place. It is anticipated that reuse of the site could serve a multitude of public and private uses which would stabilize the tax rolls while preserving the suburban nature of the surrounding parcels. The site features multiple dilapidated industrial buildings, the reuse of which are likely unfeasible. The site is bisected by a New York State Department of Transportation ("NYSDOT") right of way, which has been recently paved with a walking-biking trail. While a portion of the site had past

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industrial uses which has resulted in federal and state cleanup efforts and continued oversight the majority of its acreage remains undeveloped.

1.2. Suffolk County Landbank Corporation Background.

The SCLBC is a not-for-profit corporation established pursuant to Article 16 of New York State's Not-For-Profit Corporation Law ("The Land Bank Act"). The overall purpose of the SCLBC is to facilitate the redevelopment of distressed and underutilized properties within Suffolk County. The SCLBC is staffed by County employees via a memorandum of understanding agreement.

The creation of the SCLBC was the result of extensive collaboration with the Executive and Legislative branches of Suffolk County's government, as well as the Suffolk Town Supervisors Association, all of which are represented in the board of directors, as well as State and community stakeholders.

The SCLBC is the sole entity tasked with the sale of tax liens on brownfield and superfund sites, many of which have been in arrears in excess of 10 years. The SCLBC's process involves the acquisition of tax liens from Suffolk County at nominal value, and the resale of those liens to a developer(s) with the qualifications to redevelop the sites, considering the environmental condition thereof. Generally, developers who acquire tax liens from the Suffolk County Landbank are then entitled to a Tax Deed to the property free and clear of back taxes and responsibility to repay past New York State remediation costs incurred by the New York State Department of Environmental Conservation ("NYSDEC" or Oil Spill Fund). The resale of the tax liens provides for the private sector cleanup of contaminated sites, recoupment of back taxes by Suffolk County, and future tax revenue. The subject properties, however, are burdened by Federal liens, other NY State liens and private judgments which would need to be separately resolved.

1.3. Contact Information.

All Communications concerning this RFQ or the RFQ process shall be directed to:

Mr. Andre Bermudez Project Manager Suffolk County Landbank Corp. H. Lee Dennison Building 100 Veterans Memorial Highway, 2 nd Floor PO BOX 6100 Hauppauge, New York 11788 631-853-6330
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Questions regarding this RFQ must be submitted via email to andre.bermudez@suffolkcountyny.gov by 4:00 p.m., Monday, June 19, 2017 and will be answered via email prior to the submission due date.

Qualification statements must be submitted to, and received by SCLBC, to the attention of Andre Bermudez listed above, via regular mail or hand delivery, by 4:00 p.m. on Friday, June 23, 2017.

Qualification statements must be submitted in tabbed and labeled binders, not permanently bound.

Respondents must submit five (5) printed copies of the proposal and one electronic copy via USB drive, in PDF format.

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SCLBC may modify, supplement or amend the provisions of this RFQ as deemed necessary or appropriate by and in the sole judgment of SCLBC.

Conditions Applicable to RFQ

Your submission of the qualification statement is deemed to be consent to the following:

- a. This document is an RFQ and does not constitute an RFP.
- b. This RFQ does not commit SCLBC to issue an RFP.
- c. This RFQ is not intended, and shall not be construed, to commit SCLBC to pay any costs incurred in connection with responding to this RFQ or to procure or contract for any services.
- d. All costs incurred by you in connection with responding to this RFQ shall be borne solely by you.
- e. SCLBC reserves the right (in its sole judgment) to reject for any reason any and all responses and components thereof.
- f. SCLBC reserves the right to select one or more firms to perform the services as described in this RFQ.
- g. SCLBC reserves the right to enter into contracts on a yearly or other basis with options to extend at SCLBC discretion.
- h. All qualification statements shall become the property of SCLBC and will not be returned.
- i. All qualification statements will be made available to the public in accordance with law.
- j. SCLBC reserves the right to conduct in-person interviews of any, or all, respondents.
- k. Neither SCLBC, nor its respective staff, consultants, or advisors shall be liable for any claims or damages arising out of or in connection with the solicitation or preparation of the qualification statement.

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SECTION 2 SCOPE OF SERVICES

2.1. Overview

The SCLBC is currently seeking qualification statements from consultants with the expertise to conduct a Site Reuse Feasibility Study (“Feasibility Study”) for the reuse of the Lawrence Aviation site located in Port Jefferson Station, NY. Leveraging the Land Use Plan adopted by Town of Brookhaven in 2014, the SCLBC is seeking a consultant (or consulting team) to study the feasibility, value, and potential impact of allowable uses at the site. It is anticipated that the final use of the site will include a mix of different uses, with the potential to include alternative energy, transportation/rail, light industrial, and open space, with access and allowances made for the ongoing groundwater remediation effort by the USEPA.

The Feasibility Study will serve as the guiding document for the SCLBC to strategize the future disposition of delinquent tax liens at the site and, effectively, the site itself, in conformance with local, county, state and federal regulations. The framework of the Feasibility should take into account the following facts which are impactful to the future use of the site:

- The site is a National Priority List site with ongoing groundwater remediation by USEPA
- Currently the property taxes of the site are paid by Suffolk County to make other jurisdictions (Town, School District, etc.) whole annually.
 - Approximately 70% of the annual property tax payment goes to Comsewogue School District
- The Town of Brookhaven adopted a land use plan and zoning overlay district for the site in 2014
- A portion of the property is currently undeveloped, and the site is bisected by a NYS DOT right of way, which has a paved walking/biking trail, the Setauket Greenway Trail
- The site is located adjacent to the Long Island Rail Road’s Port Jefferson branch, near the eastern terminus, and is minutes away from Port Jefferson Village’s Upper Port neighborhood, as well as the commercial district of Port Jefferson Station.
- The Long Island Rail Road has highlighted its need of a railyard on the Port Jefferson Branch and currently has \$8 million in its 2015-2019 Capital Program to progress with this effort.

A successful feasibility study will examine the market potential and demand for a multifaceted reuse of this site, taking into account best and highest use, community impact, overall traffic and parking concerns, regional impact, as well as tax revenue generation. Options for the site should be limited to allowable uses as defined by Town of Brookhaven zoning and the Lawrence Aviation overlay district.

The identified uses should complement area commercial districts, such as the Downtown Port Jefferson, Upper Port, and the Port Jefferson Station commercial areas.

The Feasibility Study will analyze the physical characteristics of the site, including existing structures and topography, adaptability for potential new uses, adequacy of existing utilities, sewer and water capacity, design compatibility, and preliminary cost estimates associated with necessary improvements. It will also analyze the potential new uses for their impacts on municipal services and the community’s tax base, the school district, the downtown business district, and the surrounding residential neighborhoods.

Finally, the study will include a narrative appraisal of the parcels included in the study, establishing an estimated fair market value for the site, given various scenarios identified in the study.

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2.2. Scope of Services

The following is a proposed scope of work for the Feasibility Study. The scope will be subject to further refinement/negotiation with the selected proposer.

- A.** Project Management and Coordination with the Suffolk County Landbank Corporation and other agencies

- B.** Data Review
 - a. Existing Conditions and Potential Allowances (zoning, environmental, etc.)
 - i. Land Use/Zoning Analysis
 - ii. Traffic, Parking, and Transportation Considerations
 - 1. Site access considerations – Tax Delinquent Parcels
 - 2. Site access considerations – Outlying Parcels
 - 3. LIRR long-range projections and current usage
 - iii. Environmental Considerations
 - 1. Hazardous Waste
 - 2. Topography/Geological Considerations
 - 3. Noise considerations
 - 4. Other transportation considerations (costs and benefits)
 - iv. Existing Infrastructure/Utility Considerations

- C.** Real Estate Market Analysis
 - i. Industrial/Light Industrial Demand
 - ii. Alternative Energy Demand
 - iii. LIRR usage Demand
 - iv. Other usage Demand

- D.** Potential Mix of Site Usage
 - a. Identify and examine up to 3 scenarios for a mix of multiple uses (solar, open space, transportation, rail storage yard, office, light industrial, other) analysis to include concept plans and estimated total development cost by use or parcel

- E.** Impact Screening of various scenarios
 - a. Jobs Impact
 - b. Property Tax Impact to various municipalities
 - c. Sales tax impact

- F.** As-Is property valuation/appraisal
 - a. Best and highest use with current zoning

- G.** Property valuation/appraisal considerations based on specific uses
 - a. Valuation of up to 3 Scenarios as identified in “D”
 - b. Economic Impact of various scenarios
 - c. Regulatory Considerations of scenarios

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- d. Job Creation of scenarios
 - e. Municipal & Tax Impact of scenarios
- H. Recommendations**
- a. Recommended Reuse Scenario
 - b. Concept Plan
 - c. Site Preparation Cost Analysis by use including total development costs and possible revenue sources
 - i. Demolition
 - ii. Investigation and/or additional remediation
- I. Final Report**
- a. A draft final report to be provided no later than November 1, 2017

SECTION 3 SUBMISSION REQUIREMENTS

3.1. General Requirements.

Your qualification statement must meet or exceed the professional, administrative and financial qualifications set forth in this Section 3.

3.2. Administrative Information Requirements.

1) General Information

- a) Please provide an executive summary (not to exceed one (1) page) of the information contained in all the other parts of the qualification statement.
- b) Provide the name, address, telephone number, and e-mail address of the contact person responsible for answering any and all questions regarding the qualification statement.
- c) Indicate the number of years your firm has been in business under the present name.
- d) Indicate the number of years your firm has been under the current management.
- e) Indicate the location(s) from which services will be performed.
 - i) Please note that the selected respondent(s) will be required to travel to SCLBC offices, and other locations within the New York Metro Area, as is necessary.
- f) Please include a statement of work that describes the Respondent's understanding of the Project. The Respondent is expected to discuss its understanding of the proposed "Scope of Services."
 - i) The complexity, challenges and problems involved in performing the work.
 - ii) Approach and philosophy for dealing with problems.
 - iii) Experience dealing with key issues.

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- (1) Experience with reuse of large scale Superfund and NPL sites
 - (2) Experience providing real estate market analyses and valuations
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- iv) Why your firm should be selected.
 - v) Any unique qualities your firm possesses that other firms do not have.
 - vi) Any additional issues or matters relating to the “Scope of Services” which the Respondent wishes to address.
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- g) Describe the firm’s other practice areas, if any.

2) Staffing and Qualifications

- a) Identify and provide resumes of key staff you propose assigning to work with the SCLBC.
 - i) Include copies professional licenses and other affiliations for key personnel.
 - ii) For each professional listed above, describe his/her qualifications and provide information regarding:
 - i. Education;
 - ii. Professional and/or State licenses and other affiliations (copies of which shall be submitted with your qualification statement);
 - iii. Other relevant work experience or qualifications;
 - iv. The role each identified person would play.
- b) Describe other accounts involving similar services, in particular identify any governmental, public authority, public agency, and/or other quasi-governmental entities in New York for which you serve, or have served. Describe the role and experience of key personnel assigned to other similar accounts who will be assigned to this project
- c) Will temporary staff also be involved? If so, include details of their supervision and training.
- d) Please list the firm’s concurrent material engagements and outstanding current proposals that could impact the availability of the individuals listed in response above.
- e) Provide three (3) references for which the firm has provided services (governmental or quasi-governmental agencies preferred). Provide name of the organization, services, contact name, email address and telephone number. Please be aware that non-responsive references will not count toward a Respondent’s qualifications.

3) Financial Viability

- a) Submit a summary of all litigation, if any, against the Respondent within the last three (3) years and disposition or outcome of same.
- b) Please indicate whether your firm is now or has been involved in any bankruptcy or re-organization proceedings in the last seven (7) years. If yes, please explain.

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4) Compliance/Ethics

- a) If you foresee any potential conflicts of interest arising from a contract with the SCLBC, please describe each such potential conflict in detail.
- b) Any Respondent to this RFQ is charged with the continuing duty to disclose to the SCLBC the existence of any interests it may have, contractual or otherwise, ongoing or previous, with any companies or individuals with whom the County of Suffolk or the SCLBC does business with respect to the services required by this RFQ. This duty continues for so long as the Respondent is retained on behalf of the SCLBC.

3.3. Cost.

1) Fee Schedule

- a) Please propose a fee proposal per task for the scope of services identified in Section 2 outlined as follows.

Task A \$ _____
Task B \$ _____
Task C \$ _____
Task D \$ _____
Task E \$ _____
Task F \$ _____
Task G \$ _____
Task H \$ _____
Task I \$ _____

Total (Not to exceed \$80,000)

- 2) **Although proposed fees will be taken into account, SCLBC reserves the right to negotiate a lower or different fee structure with any firm selected.**
- 3) **Please note that pursuant to its procurement policy, SCLBC will not necessarily select the firm with the lowest rates for services.**

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**SECTION 4
EVALUATION**

SCLBC’s objective is to select a firm, or firms, that will provide high quality and cost effective services. Pursuant to its procurement policy, “Procurement contracts for professional services shall be selected based upon the Best Value to the SCLBC, which takes into consideration other factors in addition to costs, such as quality and efficiency.”

SCLBC will consider qualification statements only from firms that demonstrate the capability and willingness to provide high quality services to SCLBC in the manner described in this RFQ.

The selection process will begin with the review and evaluation of each of the written qualification statements. The purpose of this evaluation is two-fold:

1. to examine the responses for compliance with this RFQ;
2. to identify the complying firms that have the highest probability of fully performing the scope of services to the SCLBC at the best value.

The SCLBC will evaluate the qualification statements based upon the criteria for selection set forth below.

<u>Administrative Credentials</u>	
<ul style="list-style-type: none">• Past Success with Similar Projects• Financial Viability• Staff Resumes• Unique Capabilities• References	35%
<u>Technical Services</u>	
Understanding of and approach to project	35%
<u>Cost Proposal</u>	
Proposed Fees	30%
<u>TOTAL:</u> 100%	

We thank you in advance for your response to the RFQ.

Yours truly,



Andre Bermudez
Senior Project Manager – SCLBC