



## Town of Middleburg

### **Request for Proposals for the Sale and Adaptive Reuse of Historic Property: The Asbury Church, Middleburg, Virginia**

#### **ADDENDUM #1**

**October 30, 2020**

The following questions were received in response to the RFP. Please see the Town's answers below:

- 1. In response to evaluation criteria # 2, would the plan for restoration and preservation of the Asbury Church be evaluated for the strength of the financial costs estimates or the details of the restoration plans?**

The RFP's criteria numbers 3 and 4 are focused on evaluating the financial ability of the Proposer in achieving both the short-term plans for the restoration work and longer-term plans around maintenance and future capital costs. Consequently, any evaluation of criterion number 2 will be less focused on the cost estimates and should instead focus on the plan to restore and preserve the interior as close to the traditional layout as possible.

- 2. In response to evaluation criteria #3, what is the time period that a "timely manner" consists of, and by which the Town would seek to see the project completed?**

The RFP's use of the term "timely manner" in criterion number 3 is not intended to suggest that speed is the most important factor for completing work on the Church building. Criterion number 3 is focused on "a realistic and complete funding plan, reasonable timeline for the work, and history of financial strength." The intent of the use of "timely manner" is to ensure that a Proposer has developed a reasonable and actionable plan for its proposal that will not result in the structure remaining in its current state for an extended period of time. Further, the intent is to ensure that the proposal is built upon a realistic plan and not merely on prospective or undefined ideas.

- 3. In response to evaluation criteria #6, how do you intend to evaluate the impact plan for the proposed use of the Church? Is it enough that we outline our proposed outreach efforts to community stakeholders that could include what we might propose in our RFP response? We will not be able to confirm any concrete plans with the stakeholders about actual programmatic purposes until an agreement is completed.**

Any proposed use will potentially impact adjacent property owners, neighbors, and the larger Town/community. If specific elements of a plan are not yet determined, the Town suggests developing a response to criterion number 6 by providing as much detail as is possible and/or discussing potential impacts and a plan to mitigate them.

- 4. In response to evaluation criteria #7, would a long-term lease of the church to an RFP respondent be considered a viable means of conveyance for purposes of the RFP, and also count toward any points for evaluation.**

The RFP is for the sale and adaptive reuse of the property. A proposal that does not articulate a mechanism to achieve a sale and adaptive reuse will not score as highly as other proposals that do.

- 5. Do you have copies of past cost estimates for adaptive reuse of the property/structure?**

The Town does not have any formal cost estimates. However, the Town has the structural analysis and stabilization plan developed by the Town's consultant for stabilization of the property. These documents are available by request to Jamie Gaucher.

- 6. If we wish to contact the neighboring property owners and/or HOAs, how would we do so?**

Contact info for neighbors and adjacent HOAs can be obtained by contacting Jamie Gaucher.

- 7. Can we take a tour of the property and/or inside of the building?**

Yes, any request for an in-person tour can be arranged through Jamie Gaucher.