



# Sawmill Cove

INDUSTRIAL PARK

**Request for Proposals  
To Purchase the Lot 22 (Stores Building)  
Of the Sawmill Cove Industrial Park**



**Request for Proposals**  
**By the City and Borough of Sitka, Alaska and**  
**The Sawmill Cove Industrial Park Board of Directors**  
**Selection of a private entity(s) to purchase Lot 22 otherwise known as the Stores Building located at**  
**the Sawmill Cove Industrial Park.**

Proposals will be received at the Office of the Municipal Clerk, City Hall, City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska 99835 until 2:00 P.M., ?????, 2009. The time of receipt will be determined by the City Clerk's time stamp. Proposals received after the time fixed for the receipt of the bids may not be considered.

**For Proposal Specifications and Evaluation Criteria contact:**

City and Borough of Sitka  
Sawmill Cove Industrial Park Director  
329 Harbor Drive, Suite 212  
100 Lincoln Street, Sitka, Alaska 99835  
(907) 747-2660  
[garrywhite@gci.net](mailto:garrywhite@gci.net)

The project consists of selecting a private entity(s) to purchase Lot 22 otherwise known as the Stores Building located at the Sawmill Cove Industrial Park with the intent to develop business opportunities and provide jobs.

Please direct all questions regarding this project to:

Garry White  
Sawmill Cove Industrial Park Director  
907-747-2660  
[garrywhite@gci.net](mailto:garrywhite@gci.net)

Additional information regarding Lot 22 otherwise known as the Stores Building is available upon request.

Sitka reserves the right to accept or reject any and/or all proposals, to waive irregularities or informalities in the proposals, and to negotiate a contract with the respondent that best meets the selection criteria.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2009.

CITY AND BOROUGH OF SITKA

\_\_\_\_\_  
Jim Dinley, Administrator

Advertise:

## SAWMILL COVE INDUSTRIAL PARK

Sitka, Alaska is requesting proposals from qualified firms for the project described herein.

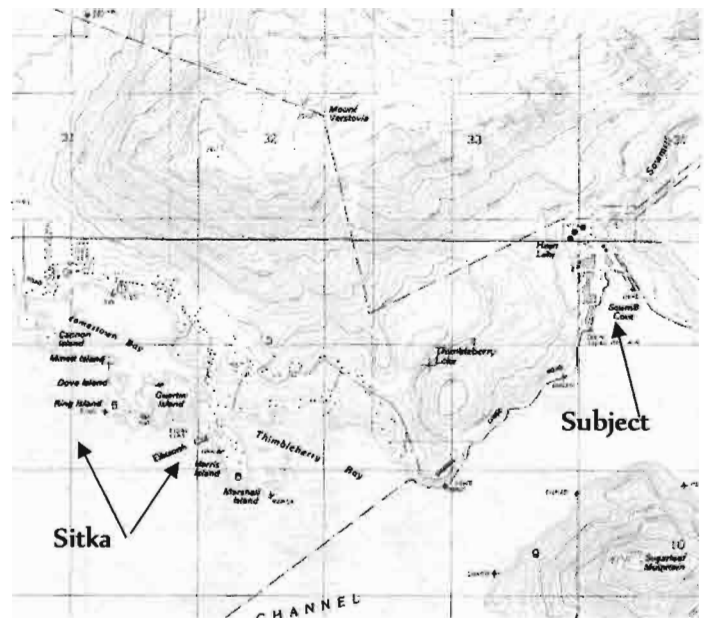
The following subjects are discussed in this RFP to assist you in preparing your proposal.

- I. Introduction
- II. Preferred Outcome
- III. Relationship with City and Borough of Sitka
- IV. Proposal Format and Content
- V. Evaluation Criteria and Selection Process
- VI. Schedule
- VII. Project Location Map
- VIII. Environmental Overview

### I. Introduction

The Sawmill Cove Industrial Park (SCIP) Board of Directors, through the City and Borough of Sitka (CBS), desires to select a private entity(s) to purchase Lot 22 otherwise known as the Stores Building. The site is located at the Sawmill Cove Industrial Park, the site of the former Alaska Pulp Company (APC) pulp mill located five miles southeast of downtown Sitka. The site is on the road system.

Sawmill Cove Industrial Park is under development by a five member board of directors appointed by the Sitka Assembly and chaired by Grant Miller, Vice-Chair Trevor Harang with Charles Horan, Chris Fondell and Lowell Frank as board members. The Board manages the day to day operations of the Park working with and through the City Administrator and a Park director. The Board serves in an advisory capacity to the Assembly, who has final authority on leases at the Park.



Sitka needs family wage jobs and the Park has both operational and capital requirements today and in the future so every effort is being made by the Board to secure tenants at the Park that will: 1) Create family wage jobs for Sitkans and; 2) Generate operating and capital funds for the Park.

The former Alaska Pulp Corporation and CBS reached agreement and APC transferred ownership of the site to CBS in 1999. Prior to that transfer, both APC and CBS reached agreements with EPA and the Alaska Department of Environmental Conservation (ADEC) regarding future uses of the site. Attached to this RFP is an overview of the environmental restrictions and agreements between CBS and ADEC and the Park management plan.

### II. Preferred Outcome:

The Sawmill Cove Board of Director's preferred outcome from this RFP is the selection of an experienced and well financed private entity(s) to purchase Lot 22 of the Sawmill Cove Industry Park to establish a business operation(s) and create jobs in Sitka. Once that selection is made, the Board would like to carry out further negotiations as might be necessary. The Sawmill Cove Board will make their determination of the ideal business operation(s) and forward that recommendation to the City & Borough of Sitka who has final authority in these matters.

**Retail Development:** The City and Borough of Sitka Assembly has set a retail and business use table for the Park. Please see attached Table.

**Additional:** The City and Borough of Sitka reserves the right to negotiate with the finalist(s). The City and Borough of Sitka retains the right to refuse or accept any and/or all proposals.

### **III. Relationship with City and Borough of Sitka / Sawmill Cove Industrial Park**

- a. Selected private entity(s) and CBS shall enter into a Buy/Sell agreement.
- b. CBS will charge Entity(s) property tax on the real property, the assessed value of facilities constructed by Entity(s) and upon the assessed value of the possessory interest.
- c. Entity(s) shall collect and remit CBS sales tax for services or sales Entity(s) provides at the Sawmill Cove site.
- d. Entity(s) will follow all CBS zoning and building codes.

### **IV. Proposal Format and Content**

Direct questions regarding this proposal to Garry White, Director, Sawmill Cove Industrial Park, (907) 747-2660.

Proposals, which do not address the items listed in this section, may be considered incomplete and may be deemed non-responsive by the City.

#### PROPOSAL FORMAT

- A. Letter of Transmittal
- B. Narrative
  1. Brief description of the entity including its legal structure, experience, and the experience of its key individuals. Brief resumes of the managers.
  2. Provide a concept level operations plan for the facility. Describe the estimated number of employees and how operation(s) would benefit Sitka.
  3. Provide proposed purchase prices offer.
  4. Provide a schedule for start of business operation(s).

5. Provide estimated environmental impact to the location and surrounding community.

**Submit six (6) copies of the completed Proposal in an opaque envelope marked as follows:**

**SAWMILL COVE INDUSTRIAL PARK  
Proposals for Lot 22 (Stores Building)**

**PROPOSAL DATED: \_\_\_\_\_, 20\_\_**

The Proposals shall be addressed to:

Municipal Clerk  
City & Borough of Sitka  
Office of the Municipal Clerk  
City and Borough of Sitka  
100 Lincoln Street; Sitka, Alaska 99835

**Proposals shall be received at the office of the City Clerk until 2:00 PM, ?????, 2009.**

**V. Evaluation Criteria and Selection Process**

A selection committee consisting of the Sawmill Cove Board of Directors and the CBS Public Works Department will evaluate the proposals and make a recommendation to the Borough Assembly.

The committee will use the following criteria in deriving a numerical score for each proposal:

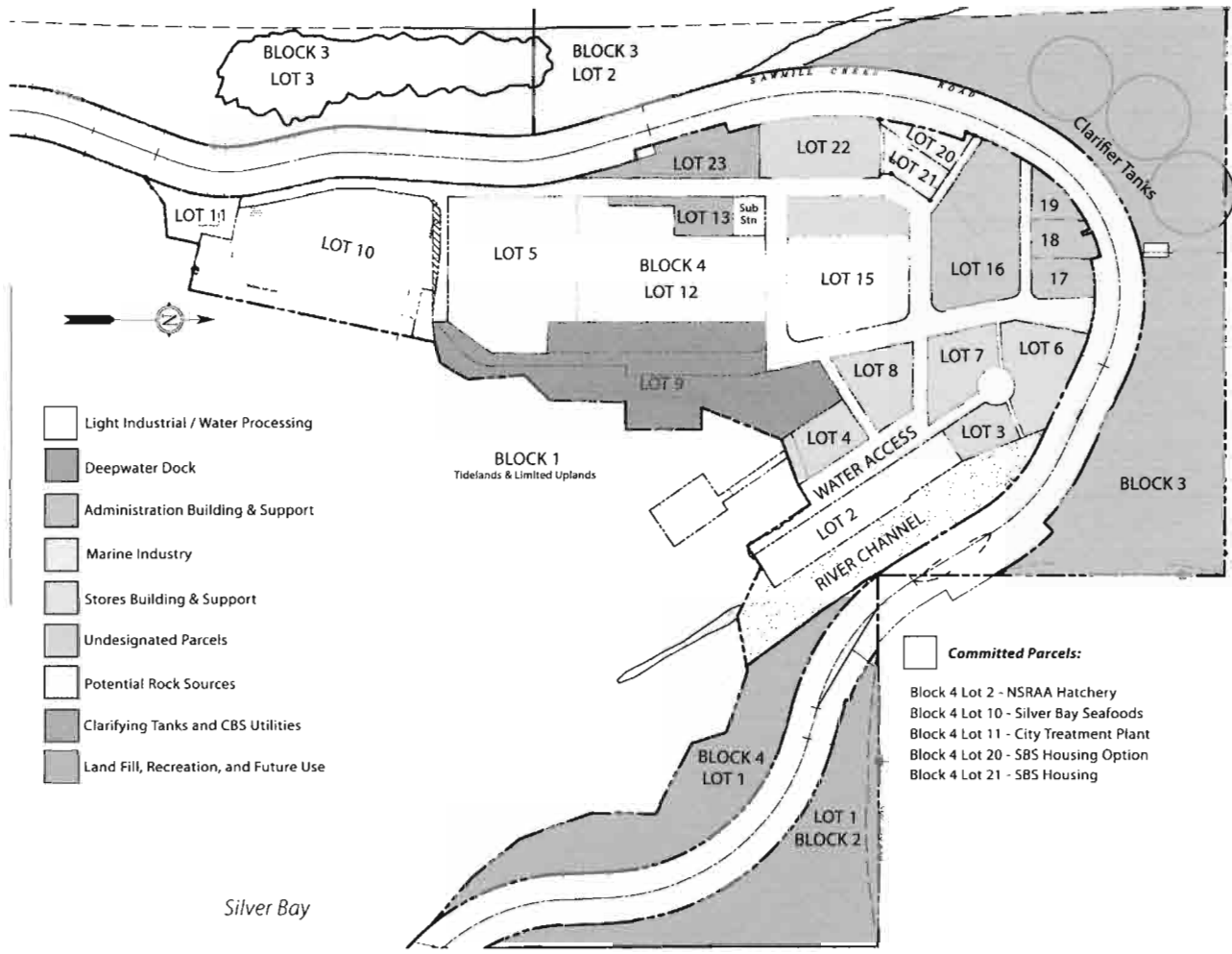
- a. Qualifications & Experience of the Entity(s). From the proposal and from your own knowledge of this firm, give from 1 to 20 points with the best score as 20.
- b. Concept Plan. Does the concept plan express and understanding of the Request for Proposals? Does the plan accommodate other uses of the Sawmill Cove waterfront and uplands? Does the plan provide jobs to the community? How many? Does the plan support the community of Sitka? Score from 1 to 30 points.
- c. Purchase Price. Does the proposal purchase price adequately compensate the CBS? Score from 1 to 25 points with higher purchase price receiving a higher score.
- d. Start up Schedule. What is the time frame for business start up to provide jobs? Score from 1 to 10.
- e. Environmental Impact. Are there environmental concerns with this project? Total of 15 points available with points lost for larger environmental impacts.
- f. Confidence in Developer(s). This is a judgment call based upon the subjective experience of the evaluator. Score from 1 to 5 points.

TOTAL POSSIBLE POINTS = 105

**VI. SCHEDULE**

**SAWMILL COVE INDUSTRIAL PARK  
MARINE HAUL OUT, SHIPYARD, OR OTHER RELATED MARINE INDUSTRY(S)**

- Proposals due 2:00 PM Date:
- Sawmill Cove Board Selection
- Assembly selection



Lot 22 = 49,846 SF

Building = 38,347 SF