



# COUNTY OF YOLO

Office of the County Administrator

Date: November 1, 2013

To: All Interested Vendors

Re: Request for Ideas

The County of Yolo is issuing this Request for Ideas (RFI) in an effort to solicit creative input regarding the future use of the Yolo County Courthouse. When the Yolo Superior Court completes the construction of their new facility, the existing building will be vacant. The Board of Supervisors recognizes this as an opportunity to consider alternative and innovative approaches to the reuse of the building. The Courthouse comprises roughly 50,000 square feet and sits on 2.75 acres. It is listed in the national register of historic places. The County intends to use the ideas received from citizens, developers and others for planning purposes and to help it make strategic decisions regarding future use of this property. The County of Yolo invites all interested parties to submit a written response to this Request for Ideas (RFI).

RFI responses must be received prior to **5:00 p.m. on Monday, November 25<sup>th</sup>** via e-mail or at the following address:

County of Yolo  
Office of the County Administrator  
625 Court Street, Suite 202  
Woodland, CA 95695  
Attn: Mindi Nunes  
mnunes@yolocounty.org  
530-666-8426 office

All questions and answers may be directed to the procurement officer listed above.

County would like to thank you in advance for reviewing this RFI and assisting us in our efforts to plan for the potential reuse of the Yolo County Historic Courthouse.

## SECTION I. PURPOSE AND OBJECTIVES

The County owns this property and the underlying land. The Yolo County Superior Court currently occupies this facility. The Court is in the process of building a new courthouse which they intend to occupy in 2015. Therefore, the existing structure will revert to the County for its use upon the Court's departure. With the amount of vacant space currently owned by the County, there exists the potential for underutilization of this facility.

County seeks to understand the possible development potential and usage for this facility. As a result, is soliciting inventive ideas that will potentially generate new opportunities for full utilization of this property. Land in downtown Woodland is a valuable asset and any development should contribute to the city's suburban context. County's objective is to consider this property in that suburban context as a fully utilized and valued asset that invites innovative design. Potential use could involve a lease of the property from the County. Any future use would need to take into account historic preservation restrictions and environmental conditions.

With the ideas provided in response to this RFI, County will be better able to make informed decisions regarding the future use of this property.

## **SECTION II. PROJECT DESCRIPTION**

The subject property of this RFI is described in the attached Yolo County Historic Courthouse Due Diligence Report.

The building will be vacant when the court tenants move their operations into the newly constructed Courthouse in 2015.

## **SECTION III. RFI RESPONSE INSTRUCTIONS**

All interested developers should submit a cover sheet, company description and the attached completed questionnaire with appropriate supporting information clearly marked "Response to RFI – Yolo County Historic Courthouse". Tours of the facility can also be arranged by contacting the individual listed below.

For ideas from developers, the following information is requested:

County request for ideas questionnaire " Yolo County Historic Courthouse "

1) Cover sheet, including:

- company name
- company address
- name and contact information for company representative including:
- telephone numbers
- e-mail address
- signature of representative

2) Brief company description; size of company; years in business; type of entity; followed by response to RFI items in numerical order followed by any additional materials

Please limit submission to 20 pages. Pages must be numbered. You may attach supplementary materials outside of response.

For property, please respond to items 1 through 5, below, if applicable:

1. Indicate desired zoning, use and density.
2. Indicate why your proposed use would be appropriate for the identified property considering the constraints identified in the due diligence report.

3. Describe services to be offered onsite.
4. Describe any known potential obstacles to implementing your proposed use.
5. Provide any additional information you feel is relevant.

In addition to the items above, please respond generally to items 6 through 10.

6. Describe your overall vision for the property, development concepts, development approach, and general overview of a potential development timeframe.
7. Describe your design concepts, financial feasibility and hard cost estimates, along with potential transaction structures and financial terms.
8. Describe any government incentives necessary to achieve success and what guarantees you would provide to receive those incentives.
9. Please describe any additional forms of value or consideration generated by your proposal, other than financial, if applicable, and how they are of benefit to the county, the city or the local community.
10. Please provide any suggested criteria for evaluating subsequent proposals, should county elect to consider proposals.

#### **SECTION IV. NOTICE**

The County will not enter into a sale or lease agreement as a result of this RFI. County will not reimburse RFI respondents for any expenses associated with responding to this RFI, though County sincerely appreciates respondents' efforts and input. County may issue a request for qualifications (RFQ) or a request for proposals (RFP) at some point in the future, if County determines that development or reuse of this property would provide value to the government and community.

The County represents that this RFI, submissions from respondents to this RFI, and any relationship between county and respondents arising from or connected or related to this RFI, are subject to the specific limitations and representations expressed below, as well as the terms contained elsewhere in this RFI. By responding to this RFI, respondents are deemed to accept and agree to this statement of limitations. By submitting a response to this RFI and without the need for any further documentation, the respondent acknowledges and accepts county's rights as set forth in the RFI, including this statement of limitations.

The County reserves the right, in its sole discretion, without liability, to use any or all of the RFI responses in its planning efforts, and to develop and operate the property, in whole or in part, outside of this RFI process. County reserves the right to retain all the materials and information, and the ideas and suggestions therein, submitted in response to this RFI. All such material, information, ideas, and suggestions will become the property of county.

This RFI will not be construed in any manner to create an obligation on the part of county to enter into any agreement, nor to implement any of the actions contemplated herein, nor to serve as the basis for any claim whatsoever for reimbursement for any costs associated with the preparation of responses submitted to the RFI.

The submission of an RFI response is not required to participate in any potential future development process.

To the best of county's knowledge, the information provided herein is accurate. However, county makes no representations or warranties whatsoever with respect to this RFI or the site, including representations and warranties as to the accuracy of any information or assumptions contained in this RFI or otherwise furnished to respondents by county, site and environmental conditions on the property or the suitability of the site, or any portion thereof, for any specific uses or development. Respondents should undertake appropriate investigation in preparation of responses. A site inspection will be coordinated to give all respondents the opportunity to examine existing conditions.

This RFI is issued solely for information and planning purposes and does not constitute a solicitation. Responses to this notice are not an offer and cannot be accepted by county to form a binding contract.

No claims for broker's fees will be paid by county.

Respondents submitting business information pursuant to this RFI should consult 41 c.f.r. Part 105-60 and other implementing regulations concerning the release of such information to third parties under the freedom of information act. All information submitted by respondents that they consider confidential and not releasable to third parties outside of county, and its employees, agents, consultants, and representatives, must be clearly and conspicuously so marked.