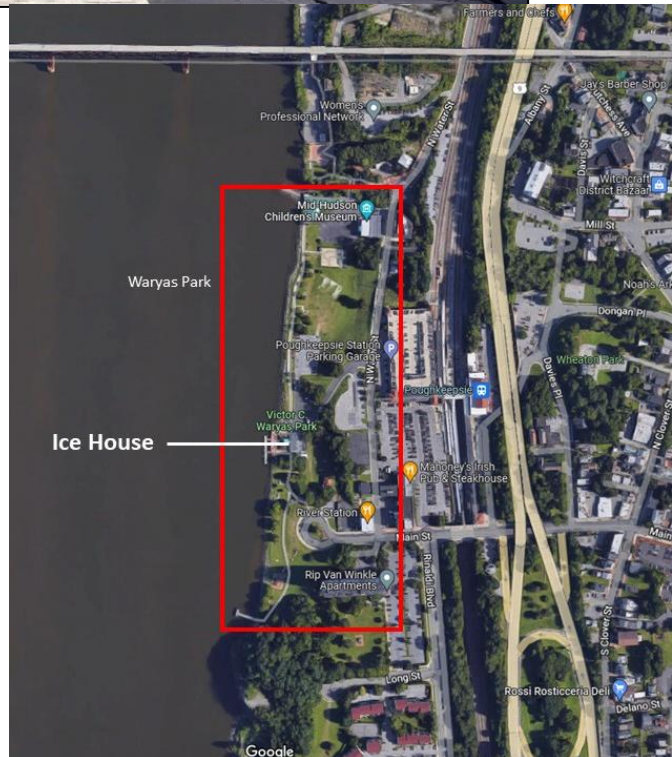


## REQUEST FOR PROPOSALS

THE CITY OF POUGHKEEPSIE SEEKS PARTIES INTERESTED IN SECURING A LICENSING AGREEMENT FOR THE OPERATION OF THE ICE HOUSE AT WARYAS PARK



**Hon. Marc Nelson, Mayor**  
**City of Poughkeepsie**  
**62 Civic Center Plaza**  
**Poughkeepsie, NY 12601**  
**Released: October 10, 2023**



The City of Poughkeepsie is seeking parties interested in operating the Ice House at Waryas Park. The Ice House is a highly visible, highly desirable location within the city's most well-used waterfront park.

The city's goals for this site include:

1. To attract proposals consistent with local zoning and the Local Waterfront Revitalization Program update.

2. To maximize each site's potential and contribute to the vibrancy of the city's waterfront and near southside.
3. To ensure that public access is not inhibited but rather enhanced by the operation's presence.

**PROPOSAL DEADLINE:** November 6, 2023 at 3:00pm.

Proposals are due in the City Chamberlain's office on the 1<sup>st</sup> floor of City Hall, 62 Civic Center Plaza, Poughkeepsie NY, 12601 in the format described below no later than 3:00pm on November 6, 2023.

### **GOALS:**

The city wishes to engage an operator who is enthusiastic about Poughkeepsie and creative in their proposal, given the unique settings. The Ice House is the only food and beverage opportunity within the Waryas Park proper. We are looking for proposals that will complement existing park uses as well as create a new draw for residents and visitors alike. Proposers could consider different uses during different times of day or different seasons. Regardless, the city would like the Ice House to be a destination-quality venue at our premier waterfront park. Please note, it is imperative that any responses incorporate how they intend to keep public access along the promenade undisturbed, along with a commitment to abide by all rules and regulations governing refuse disposal and correct placement of any dumpsters on site.

### **BACKGROUND INFORMATION**

#### **Waryas Park**

Waryas Park is the most active of the city's waterfront parks. It is located at the foot of Main Street and is adjacent to the Poughkeepsie Train Station, just off of the Main Street exit from Route 9. At more than eight acres, the park contains a variety of amenities for a diverse user base, including:

- grills and picnic tables,
- a children's playground,
- fishing access,
- public promenade,
- deep water pier,
- public transient boat docking and launch,
- boat trailer and public parking,
- open lawn and event space,
- skate park.

There are two prominent multi-family residential developments in this area. Just south of Main Street is the Rip Van Winkle apartment building. This 18-story building was constructed in 1968 and provides affordable housing near the waterfront. At the northern end of the waterfront, a multi-family development known as One Dutchess is currently being built in phases, with the first phase completed in 2019 and second phase largely completed in 2022. One Dutchess offers more than 300 units of luxury rental apartments and nearly 14,000 SF of commercial space. There are also smaller scale residential neighborhoods to the east of Route 9, along Perry Street, Bridge Street and Delafield Street.

Commercial uses in this area of the waterfront are limited to a cluster of buildings at the intersection of Main and North Water. This includes several businesses—Luxe Salon & Spa and Mahoney’s Irish Pub, among others—which are housed in the building complex located along the southwest corner of the train station parking lot at Main and North Water Street. The River Station Restaurant is located at the northwest corner of Main and North Water, and Erin O’Neill’s Pub & Grill is farther north on North Water Street.

The Discovery Museum, immediately to the north of Waryas Park, is the primary institutional use in this area. The museum is located to the west of North Water Street, across the Fall Kill outfall from Upper Landing Park. Upper Land Park provides quick access to the Walkway Over the Hudson State Historic Park via a 21-story glass enclosed elevator. Upper Landing and Waryas Parks are connected via pedestrian bridge over the Fall Kill Creek.

One of the core assets in this area is the Poughkeepsie Train Station. The station serves both Metro-North and Amtrak, providing a resource for local commuters and a way for tourists to visit Poughkeepsie. Metro-North operates 32 trains per day from Poughkeepsie to Grand Central Terminal in Manhattan, with peak-hour trains approximately 100 minutes to Grand Central Terminal. Amtrak operates 11 trains per day from New York Penn Station, with destinations in Toronto, Montreal, Niagara Falls, and Rutland, VT. The station provides parking for commuters, with more than 1,100 commuter parking spaces in surface lots and a three-level parking structure.

Since the early 2000s, the Ice House has been leased for commercial use, initially offering concessions and eventually a full-scale restaurant beginning in 2012. Past licensees have obtained a liquor license from the State Liquor Authority. Alcoholic beverages will be permitted on premises subject to approval from the SLA.

### **Planning Framework**

The waterfront is one of the City's greatest assets and represents exceptional opportunities for balancing high value development with public access to riverfront recreational and entertainment activities. While the potential operator of the Ice House at Waryas Park will not be subject to Planning Board approval, it is helpful to understand the standards in the Waterfront Transit Oriented Development section of Poughkeepsie’s zoning code, which are designed to achieve the following objectives:

- To encourage a mix of water-dependent and water-enhanced recreational, public, residential, and compatible commercial uses, which complement each other and take advantage of this unique location along the Hudson River and around the Railroad Station.
- To support the most desirable and appropriate use of land and building development based upon consideration of land characteristics and other environmental features, adjacent neighborhoods, and overall community needs, while also protecting historic buildings, enhancing the value of land and buildings, and increasing the tax revenue base.
- To enhance public access to the river and ensure that development and land or water use activities occur in harmony with the parkland and ecological systems that exist along the Hudson River.
- To promote new mixed-use development at levels sufficient to encourage an active waterfront walking district, bicycling, car-sharing, and other transportation alternatives, and public transit use for residents and visitors.

- To create a more complete and diverse neighborhood with a balanced mix of housing types and incomes.
- To ensure that development of the waterfront is consistent with the City's Local Waterfront Revitalization Program as described in the LWRP.

## REQUIREMENTS

1. Proposals must be submitted in the proposal format required. Sealed proposals will be received by the City Chamberlain, located on the 1<sup>st</sup> floor of City Hall, 62 Civic Center Plaza, Poughkeepsie, New York 12601 at the time stipulated.
2. Five copies of the Proposal and an electronic version of the report in Adobe Acrobat (PDF) format shall be submitted. The information included therein should be as concise as possible.
3. Proposals must arrive no later than November 6, 2023 at 3:00 p.m. local time. Proposals received after the deadline will be deemed unacceptable for further consideration. Regardless of the delivery method, the Submitter is responsible for the actual delivery of the proposal to the City Chamberlain as of the deadline. Submitters agree to honor their proposals for a period of one hundred twenty (120) days from the proposal due date. All proposals become the property of the City of Poughkeepsie after the deadline whether awarded or rejected.
4. All information in a Submitter's proposal is subject to disclosure under the provisions of the Freedom of Information Act. It should be noted that submission contents will not be deemed proprietary information, and individuals who submit proposals will be provided opportunities to review other proposals, if requested, after the submission deadline.
5. The City accepts no financial responsibility for costs incurred by any Submitter in responding to this RFP. By responding to this RFP, the Submitter agrees to hold the City harmless in connection with the release of any information contained in its proposal.
6. Should any prospective Submitter be in doubt as to the true meaning of any portion of this RFP, or should the Submitter find any ambiguity, inconsistency, or omission therein, the Submitter shall make a written request for an official interpretation or correction. All questions concerning the solicitation and specifications shall be submitted in writing via e-mail to the name below.

City Chamberlain Jasmin Davis  
[jdavis@cityofpoughkeepsie.com](mailto:jdavis@cityofpoughkeepsie.com)

Questions must be submitted no later than October 26, 2023 at 4:00 p.m. to  
[Development@cityofpoughkeepsie.com](mailto:Development@cityofpoughkeepsie.com).

Potential respondents also can arrange for a site visit to see the interior of the building and must make such a request to [Development@cityofpoughkeepsie.com](mailto:Development@cityofpoughkeepsie.com) by Friday, October 13.

7. Any oral responses to any questions shall be unofficial and not binding on the City of Poughkeepsie. The City staff will make such interpretation or correction, as well as any additional RFP provisions that the City may decide to include, only as an RFP addendum. Staff will email or deliver addendums to each prospective Submitter recorded as having received a copy of the RFP. Any addendum issued by the City shall become a part of the RFP. Submitters should consider issued addendums in preparing his or her proposal.

## **NON-COLLUSION**

By submission of a proposal, the Submitter certifies in connection with this proposal:

1. The Submitter declares that this Proposal is made in good faith, without fraud or collusion with any person or persons submitting a proposal on the same Agreement.
2. The Submitter has carefully read and examined the “Request for Proposal” documents and understands them. The Submitter declares that it is fully informed as to the nature of and the conditions relating to the Subject Property.
3. The Submitter acknowledges that it has not received or relied upon any representations or warranties of any nature whatsoever from the City of Poughkeepsie, its agents or employees, and that its response is based solely upon the undersigned’s own independent business judgment.
4. The Submitter has arrived at the proposed proposal independently, without communication, consultation or agreement, for the purpose of restricting competition with any other proposal submitter or with any competitor.
5. No attempt has been made or shall be made by the proposed Submitter to induce any other person or firm to submit or not submit a proposal for the purpose of restricting competition.
6. Each Person signing the proposal certifies that he/she is the person in the proposal Submitter’s organization authorized to bind the organization and such person has full authority to act on behalf of the organization.
7. Employees of the City of Poughkeepsie and his/her immediate family members are disqualified from submitting a proposal.

## **RESERVATION OF RIGHTS**

This RFP is not an offer to enter into an agreement with Submitters. Only the execution of a written license agreement will obligate the City in accordance with the terms and conditions in such agreement. The City reserves the right to accept or reject any and all proposals received pursuant to this request, to

negotiate with one or all qualified respondents, to cancel in part or in its entirety this RFP, and/or to waive irregularities and/or informalities in any proposal if it is in the best interest of the City to do so.

### **SCOPE OF PROJECT**

1. Proposal must include a detailed plan of operations, including but not limited to an impact study of the activation of this site and a detailed work plan listing all elements necessary to accomplish activation of the site. The work plan will include a timeline schedule depicting the sequence and duration of plan components showing how the work will be organized and executed. Any additional project elements suggested by the Submitter are to be included in the work plan and identified as Submitter-suggested elements. Also include in the work plan proposed steps, if any, to expedite completion of the individual components within the project. This will be given due consideration during evaluation of proposals.
2. Proposals must include a statement that the Submitter agrees to defend, indemnify and hold harmless the City of Poughkeepsie, its officers, employees and agents from and against all claims, lawsuits, losses and expenses including attorney's fees arising out of or resulting from the performance of this award.
3. Proposal must include the time period by which this project will be initiated and completed. Failure to perform, initiate and complete work within an acceptable time period will trigger the City's ability to reject a proposal.

### **INFORMATION REQUIRED FROM ALL PROPOSAL SUBMITTERS**

Proposals should be submitted using the following format:

Section 1: Project Description: This section should provide a narrative summary description of the proposed project. Please clearly indicate whether you are submitting a proposal to operate both locations or only one of the locations.

Section2: Impact Analysis: This section should provide an analysis of the impact of the project upon the community, including economic impact. Response should be developed incorporating the development goals discussed earlier in this RFP.

Section 3: Plans: This section should provide a schematic plan including site plan data and schematic floor plans.

Section 4: Project Schedule: This section should include a project completion schedule including start and completion dates and other key dates as identified for action. Proposal must include the time period by which operations will be initiated.

Section 5: Professional Qualifications: This section should include the full name and address of your organization. Indicate whether it is operated as an individual, partnership or corporation. If as a corporation, include whether it is qualified to do business. This information shall be provided for all organizations participating in the development of the property. If the proposal is submitted by a lead



organization on behalf of several partners, list all key partners and their respective roles in the proposal. Identify the technical expertise which makes the organization(s) qualified for this proposal.

**Section 6: Prior Experience:** This section should provide a description of other similar operations this organization has successfully run.

**Section 7: Financial Capacity:** This section should provide a description of financial capacity of the organization, including appropriate documentation and banking references. Provide three (3) years of audited financial statements.

**Section 8: Anticipated Project Financing:** This section should include information regarding anticipated project financing. Include the anticipated time schedule to assemble needed financial commitments, types of financing expected and letters of interest from banks or other sources. Financial partnerships (e.g., public/private; nonprofit/profit) must be identified.

### SITE PHOTOS

Please note, it is imperative that any responses incorporate the manner in which public access along the promenade (pictured below) remains undisturbed.



*Public pathway in front of Ice House, Looking north*



*Toward Ice House from public transient dock*

