

After careful consideration of all proposals that were submitted in response to the Township's RFP for the future of the Willows Mansion and Willows Cottage, the Board of Commissioners recommends the following four firms be moved to the 2nd phase of the selection process:

- **Jeffrey Miller Catering & Lake House Inn, LLC**
- **Cross Street Capital**
- **Open Aire Affairs**
- **Perfect Settings**
- **Conroy Catering/Dale Corporation**

The above listed-firms should work closely with Township staff to refine their proposals to address the following objectives and criteria:

1. The Township does not want to relinquish ownership of any portion of the Willows Property. Further, the public park, open space, pond, sledding hill and trails will continue to remain as public space with full access by members of the Radnor Township community.
2. The Township would like to eliminate its annual operating and maintenance expenses for both the Mansion and the Cottage.
3. The Township would like all renovations and other capital investment in the Mansion and Cottage to be at the proposing firm's expense.
4. The Township would like an annual fee paid by the lessee for the use of the properties. However, expenditures made toward renovation of and investment in the properties could be used to offset such fee. Alternatively, the Township would be interested in exploring a profit sharing arrangement on net profits.
5. The Township would like the character of any proposed re-development to match the surrounding neighborhood as well as incorporate the historical design elements of the Willows Mansion and Cottage.
6. The Township would like Radnor Township residents and community groups and organizations to have some opportunity to use the Mansion and Cottage at a discounted rate.
7. The Township would like the Recreation and Community Programming Department to have the continued use of the facilities, for a fixed and limited number of days each year that benefits the entire Radnor Community, at no cost to Radnor Township.
8. Individual proposals for the Willows Mansion or the Willows Cottage itself are welcomed and will be considered.

Submission of Final Proposals

Please include the following in your final proposals:

1. Detail your proposed use of the properties, particularly to the extent that it may deviate from your original proposal. Include the specific operation, size and scope of the adaptive re-use of the properties
2. Detail your plans for maintenance and code compliance for both the Mansion and the Cottage.
3. Detail your estimate of required ongoing maintenance expenses.
4. Detail the amount of investment you plan to make in the facilities and how this will be financed.
5. Provide a timeline for accomplishing any proposed re-development from assignment to final completion.
6. Detail any proposed improvements to the public park area, to include the infrastructure such as roads, parking areas, pond, entrance gates, fencing, lighting, etc.
7. Provide the terms, including the duration, of any long-term lease. Describe any incentives you would like the Township to consider, as well as the rationale for the length of any proposed lease.

Final proposals shall be submitted and publicly presented to the Board of Commissioners at the March 18, 2013 Board of Commissioners meeting. Final presentations will be made in public and shall be televised and recorded for playback to allow for full public input and discussion as to the future plans and adaptive re-use of the Mansion and Cottage.