

September 29, 2015

Town of Sprague, Connecticut

Request for Proposals

Eagle Place formerly the Baltic Mill Site

Mixed Use Retail / Commercial / Housing

PROPERTY LOCATION: The corner of North Main and Bushnell Hollow Road, along the scenic Shetucket River in the village of Baltic

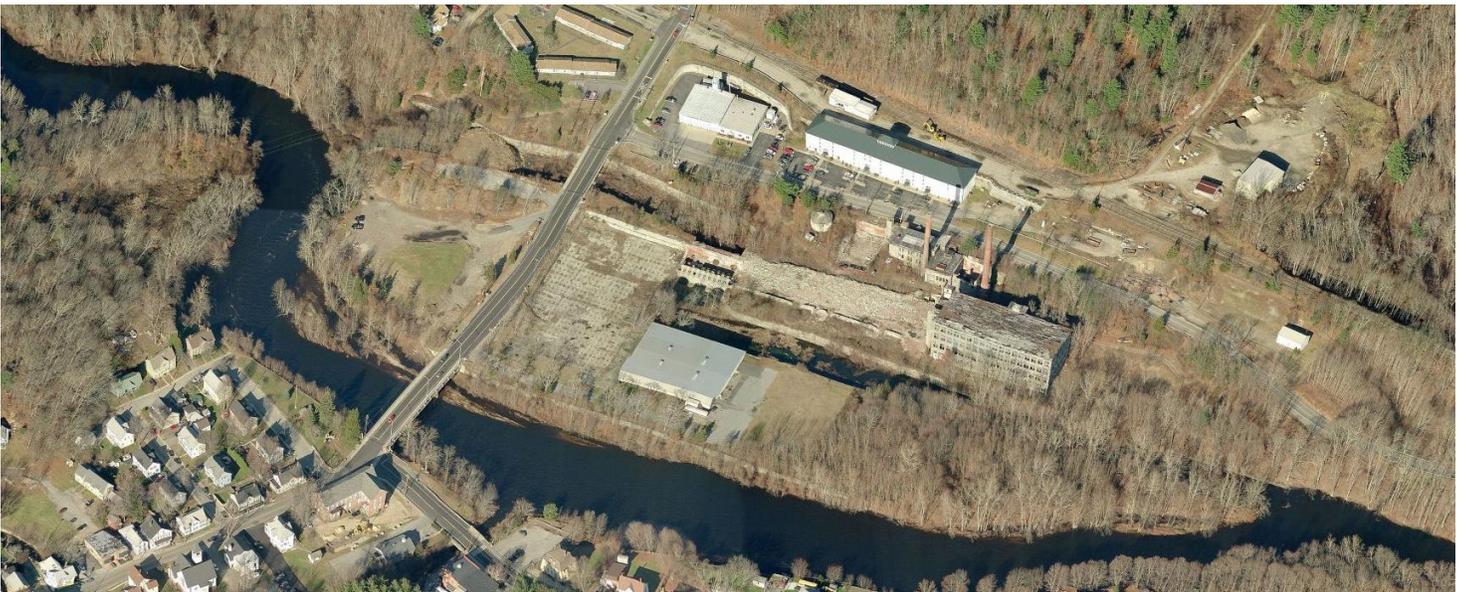
NOTICE TO PROPOSERS / DEVELOPERS
TOWN OF SPRAGUE, CONNECTICUT

IMPORTANT DATES:

Release Date: **September 30th**

Town Informational Meeting with Potential Proposers and Site Walk: **October 30th, 2015** (10:00 a.m.)

RFP Submission Due Date: **November 15th, 2015** (4:00 p.m.)



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The Town of Sprague will receive responses to this Request for Proposals (RFP) in the Office of the First Selectman, 1 Main Street, Sprague, CT 06330, for the furnishing of information pertaining to: **The development of MIXED USE RETAIL / COMMERCIAL / HOUSING on a 16-acre parcel of property currently owned by the Town of Sprague.**

The Town of Sprague assumes no liability for any costs incurred by the vendor in the preparation or delivery of the response to this RFP, or other pre-contract award meetings. The Town of Sprague is an equal opportunity provider and employer and prohibits discrimination in its practices and policies on the basis of sex, race, religion or national origin.

1. Opportunity and Background

The Town of Sprague (the “Town”) is seeking Proposals for qualified development entities for the purposes of developing **MIXED USE RETAIL / COMMERCIAL / HOUSING on a 16-acre +/- parcel**. The Town of Sprague is a rural community with a population of 3,000 persons and 1,164 housing units, only 20 of which contain subsidized senior housing. The Town has a median income of \$53,545 (2013) and an aging demographic.

Town-owned land formerly known as the Baltic Mill site was identified for possible development. It was acquired, and based on its previous use an assessment of possible brownfields was completed. Documents detailing what remains to be remediated are located on the Town website. The Town will assist the developer with applications to complete the necessary clean-up should a viable project be identified. The site has electric, gas, sewer and water utilities at the property line.

Prospective developers are requested to submit Proposals that are innovative, viable and sustainable. The preferred Proposal will best meet the overall financial, planning, zoning and social interests of the community.

SITE (Note this outlined area includes both the Nutmeg Wire and Mr. Fraser properties. Both are willing to talk with potential developers.)



DEMOGRAPHICS

	1 Mile	3 Mile	10 Mile
Population:			
2020 Projection	938	5,376	107,749
2015 Estimate	1,015	5,526	108,258
2010 Census	1,332	6,145	109,908
Growth 2015-2020	(7.59%)	(2.71%)	(0.47%)
Growth 2010-2015	(23.80%)	(10.07%)	(1.50%)
Households:			

	1 Mile	3 Mile	10 Mile
2020 Projection	354	2,179	42,049
2015 Estimate	383	2,235	42,250
2010 Census	502	2,474	42,928
Growth 2015 - 2020	(7.57%)	(2.51%)	(0.48%)
Growth 2010 - 2015	(23.71%)	(9.66%)	(1.58%)
Owner Occupied	243	1,672	26,889
Renter Occupied	140	563	15,361
2015 Avg Household Income	\$72,510	\$76,724	\$70,483
2015 Med Household Income	\$63,571	\$64,400	\$56,421

2. Project Overview

The Town will receive and consider Proposals from qualified developers for the development of the site into **MIXED USE RETAIL / COMMERCIAL / HOUSING**. The Town is interested in working with a developer that has substantial experience in the planning, construction and operation of housing. The Town expects each Proposal to evaluate all aspects of a **MIXED USE RETAIL / COMMERCIAL / HOUSING** development in detail, including site and building design, unit floor plans, elevations and materials, landscaping and amenities and should be based upon a thorough consideration of the local and regional market as well as development financing and operation.

The Town requests the submission of Proposals which express each development team's vision and capacity to develop and operate the requested development, as well as the details of the Proposal itself. Proposals must identify the Proposer as being responsible for *all* costs and expenses associated with the development of the site. The Town is open to Proposals seeking tax abatement, but no Real Estate Broker or other commissions will be paid.

3. Site and Design Criteria

Current access to the site is from Bushnell Hollow Road, Sprague, Connecticut. The site is the location of a former mill, of which some remains are still present. There is public water, sewer, electricity and natural gas available to the site. The site is accessible to the public for physical inspection during daylight hours but no equipment is to be brought onto the site.

The use of ADA compliance measures; energy efficiency; cathedral ceilings, skylights or other passive light sources ; building and pavement materials; landscaping; lighting; site amenities; sidewalks; and other design measures are of special consideration to the Town.

4. Request for Information

All questions that arise during the response period should be directed to the First Selectman via- email at firstselectman@ctsprague.org by 12:00pm on October 30th, 2015 (Telephone inquiries will not be accepted).

Responses to questions will be posted at www.Ctsprague.org. Information obtained from any other source is not official and should not be relied upon.

A mandatory meeting will be held with prospective developers at Sprague Town Hall, 1 Main Street, Baltic, Connecticut at 10:00 a.m. on October 30th, 2015 where questions may be asked. The meeting will be followed by a site walk of the property.

5. Submission Deadline

Written responses to the RFP will be accepted in the First Selectmen's Office until 4:00 p.m. on November 15th, 2015. All RFP packages should be clearly marked with the Respondent's name and the words: "Sprague **MIXED USE RETAIL/COMMERCIAL/HOUSING**". An original reply to this RFP and five (5) copies of respondent's information must be delivered to Catherine A. Osten, First Selectman, Town of Sprague, 1 Main St, Sprague, CT 06330 by 4:00 p.m. November 15th, 2015.

Responses become the property of the Town of Sprague. If the Town does not receive what it considers to be an adequate response to this RFP, the deadline may be extended. If the submittal deadline is extended, it will only be noticed on the Town website at www.Ctsprague.org.

6. Submission Requirements and Proposal Format

Proposals shall be in writing and presented in the following format, using headings presented below for the organization of the responses. Respondents shall address all questions and provide a sufficient level of detail to enable evaluation of the Proposal.

- a. **Developer / Respondent Information.** Indicate the name, address, telephone numbers and email address of the developer and/or the proposed owner of project. Identify the individuals who will work with Town staff throughout the development of the project and their respective roles.

Identify the developers' area(s) of specialization, if any. Provide narrative detail describing completed developments, with particular emphasis on similar housing projects. Please provide detailed information about the location, size, amenities and building quality of former projects. Include a resume for all key personnel from all firms that the developer may assign to this project, including outside firms that will be part of the developer's project team. Describe your team's proposed operating structure for this specific proposal, including an organizational chart.

Provide references who may be contacted by the Town and who are willing to discuss the developer's completion of past projects. If the developer has worked with municipalities on similar projects, please provide the name of a contact person within those municipalities. Please also include the names of development officials who can attest to the developer's willingness to work with municipal staff.

- b. **Project Vision and Development Summary.** Describe your vision for the proposed development and how the site and its location within the surrounding community fulfill that vision. Describe how the proposed development fits into the overall business strategy of the development team. Discuss the type and quality level of the housing that would be developed, as well as the applicable marketing influences that would apply to the finished property. The submittal should include the total number of units, unit square footage, number of parking spaces and building materials including proposed finishes. The submittal should include concept plans including a site plan, unit floor plans, building elevations, and architectural renderings. If applicable,

specify the level of LEED standard expected with the finished property. The agrarian nature of Sprague should be reflected in the development.

- c. **Development Costs and Timeline.** The proposal shall include a detailed project budget and implementation plan that includes start date and time schedule for completion of each element. Financing, permitting and construction timetables should also be included. The respondent shall identify the long-term management and ownership of the development, and how this project complements the respondent's existing portfolio.
- d. **Site Purchase Price.** There is no minimum bid price established for the site. The proposed acquisition price of the site will be included as part of the total financial commitment of the developer, and will not be the sole deciding factor.

7. Proposal Evaluation

The Town (which will include the Board of Selectmen and member/s of the Economic Development Commission) will evaluate proposals based on the following:

- a. development portfolio and experience;
- b. conceptual design of buildings and site;
- c. schedule for project development; and,
- d. proposed site acquisition price.

8. Other Conditions

"This is not an offer that may be accepted, but a request for proposals that the Town of Sprague will consider in its sole discretion. The Town of Sprague reserves the right to waive any technical defects in the proposals received; waive any formalities; to reject any and all for any reason, including that it or they do not conform to the terms and conditions described herein, as determined by the Town in its sole discretion; to accept or reject any part of any proposal received; to present and negotiate terms of a contract together or separately with any party submitting a proposal or not; to issue further requests for proposals; to determine qualifications exclusively and finally; to continue to request proposals from other persons; to select any proposal or part thereof based on any combination of factors, including the amount bid, the time of completion, and Town best interests.

The Town of Sprague further reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected."

The Town shall not pay compensation to any person, whether a broker, finder, or business Agent, relative to the submission of a proposal, award of the development rights, or execution of the legal documents with the selected party. Further, the selected party will be required to indemnify and hold harmless the Town from and against any claims, causes of action, or liabilities for such compensation by a written indemnification satisfactory in form and substance to the Town.

In addition:

- a. Property is offered in an “As Is” condition and the Town, though having completed up to a phase 3 assessment regarding the environmental condition of the subject site, does not guarantee that other contaminants will not be discovered during construction.
- b. If housing is a part of the project, the Town will retain deed restrictions to assure that at least six (6) units are “affordable” as defined by State Statute. The Town encourages income diversity.
- c. The Town will be responsible for seeking zoning amendments and subdivision approval necessary to effectuate project.
- d. The developer will be responsible for obtaining all necessary municipal, State and Federal permits.
- e. Proposals must be valid for a period of 120 days from due date.
- f. Construction is expected to commence within one (1) year of executed contract / purchase and sale agreement.
- h. Because the qualifications of the developer and its constituent components may be critical to the Town in its selection process, all developers should be aware that the assignment of their contractual rights will be prohibited in the absence of express written approval by the Town.

9. Review Schedule

DATE	AGENCY
RFP Notice Distributed	
Open Response Time	
Responses Submitted	
Review of references and ranking	
Interview schedule, week of	
Selection of Preferred Developer (earliest)	
Begin Development Agreement negotiations	
Town Meeting Vote	