

NATHAN FISHER HOUSE 2014

INSTRUCTIONS FOR SUBMISSION

WESTBOROUGH BOARD OF SELECTMEN
(Awarding Authority)

DISPOSITION OF PROPERTY LOCATED ON TURNPIKE ROAD,
WESTBOROUGH, MASSACHUSETTS

I. Instructions to Proposers

The Town of Westborough is seeking proposals for the purchase of property located at 146 Oak Street, currently identified as the Nathan Fisher House, and shown on Assessor ' s Map 33, parcel 44.

Sealed proposals shall be received by the Town Manager, Town Hall, 131 Oak Street, Westborough, MA 01581 until Thursday, August 7, 2014 at 12:00 P.M. Four copies of each proposal shall be submitted in a sealed envelope clearly marked Nathan Fisher House Proposal with the name and address of the proposer. Proposals received after this time will be deemed non-responsive and will not be accepted. Electronically transmitted proposals (either by fax or email) will be deemed non-responsive and will not be accepted. Applicants are cautioned to hand deliver their proposals or to allow sufficient time for their proposals to be received by the Town. All proposals must be accompanied by a bid deposit, either certified check or bid bond, in the amount of \$5,000, which will be returned to any unsuccessful proposer.

The Town of Westborough reserves the right to consider proposals for 120 days after receipt, and further reserves the right to reject any or all proposals, waive any defects, informalities and minor irregularities, to accept exceptions to these specifications; and make such award or act otherwise as it alone may deem in its best interest.

II. Site Visit and Briefing

There will be a tour of the building on Thursday, July 24, 2014 at 10:00 A.M. All inquiries or questions regarding this RFP should be in writing no later than Tuesday July 31, 2014 and directed to James J. Malloy, Town Manager, 131 Oak Street, Westborough, MA 01581, fax at (508) 366-3099, email jmalloy@town.westborough.ma.us.

III. Property Description

Set forth below is certain background information about the property that the Town has assembled from a variety of sources. While the Town has no reason to believe that the information provided by the Town in this RFP (including all attachments and supplements) is not accurate, the Town makes no representation or warranty, express or implied as to the accuracy and completeness of the information. Applicants should undertake their own review and analysis concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development, ownership, and legal considerations.

The property consists of 47,939 square feet of land, improved by a two story wood frame dwelling, constructed in 1820. It is a former single family dwelling/mercantile shop constructed for Nathan Fisher and was most recently used as a part of the Lyman School for Boys. The building contains 3,696 square feet of living area with forced hot water oil heat, an asphalt roof and is has access to town water and sewer. There is also a shed on the property. The property was listed in the National Register of Historic Places in 1980.

Zoning

The property is currently zoned Highway Business (see Attachment F for Highway Business Zoning Regulations). All proposals must indicate the proposed use for the property.

IV. Terms of Sale

1. The property is offered as is and no warranties or representations are made by the Town with respect to the property. Each proposer is responsible to make their own investigation of the property.
2. The property may be used in any way consistent with the applicable Massachusetts General Laws, the Town of Westborough By-Laws and Zoning By-Laws and compliance with the requirements of all Town Boards, Committees, Commissions and Departments which oversee land use.
3. The successful proposer will enter into a purchase and sales agreement mutually satisfactory to the Town and the proposer. Payment is due in full at the time of the execution of the deed.
4. Certification of Tax Compliance by the proposer.
5. Such other terms and conditions as the parties may incorporate into the purchase and sales agreement shall constitute the entire agreement between the parties.

V. Criteria for Evaluation of Proposal

Minimum Evaluation Criteria: Each proposal must be accompanied by a five thousand (\$5,000.00) dollar bid bond or certified check and include documentation that the proposer has funds or financing available to complete the sale as proposed and the qualifications to accomplish what has been proposed. Those proposals that do not meet the Minimum Evaluation Criteria will be judged unacceptable. Any proposal without the bid bond or check will be considered non-responsive.

Comparative Evaluation Criteria: Price is an important criterion but not the only criterion. In selling Nathan Fisher House the Town prefers proposals that meet a “double bottom line” in terms of both purchase price and community benefit. The Town reserves the right to select a proposal that is not the highest price offered if such a proposal ranks high on other criteria. All proposals will be rated on the following six criteria:

1. Price: The proposal that offers the highest price for the property will get the highest rating in this category. Offers through brokers are encouraged but they will ultimately be judged on the basis of the net price to the Town. The Town will consider prices for the parcels as follows (see Attachment A for the deed/plan of land):

Option 1: Lot E-1 only [equals 97,276 square feet ± (2.23 acres)]
Option 2: Lot E-2 only [equals 47,939 square feet ± (1.1 acres)]
Option 3: Lot E-1 & E-2 [equals 145,215 square feet ± (3.33 acres)]
Option 4: Lot E-1 with Nathan Fisher House Remaining intact
Option 5: Lots E-1 & E-2 with Nathan Fisher House Remaining intact
2. Restrictions/Conditions: The proposals that are subject to the fewest contingencies will be rated highest.
3. Preservation of the external historic appearance of the Nathan Fisher House building will be rated highest in this category. Proposals that include demolition of the structure will be rated in connection to the price offered for the property and may also be rated the same as the preservation of the historic appearance.
4. Cultural Impact Consideration will be given to any cultural or social impact that any proposal (i.e. Art gallery space) would have on the community. Those proposals that include a cultural impact will be rated higher than a proposal with no cultural impact.
5. Effect on the existing neighborhood: Proposals will be rated according to impact of proposed uses on the neighborhood in terms of type of use, density, traffic, noise and aesthetic effect. Those which are more favorable than existing conditions will be rated highest, those which maintain existing conditions will be rated lower and those which are less favorable than existing conditions will be rated lowest.
6. Economic impact: Proposals will be rated according to enhancement of the property tax

base, demand for municipal services, and the creation of employment. The proposal with the greatest enhancement of taxes and jobs and the lesser demand for services would be rated highest.

VI. Submission Requirements

Complete proposals must include the following:

1. Description of development team, including key consultants, property manager, architect, contractor and attorney. This description must include the following information:
 - A. The name, address and telephone number of the applicant, and the name of any representative authorized to act on its behalf. The names and primary responsibility of each individual on the development team.
 - B. A summary of the development team's experience, collectively and individually, with similar projects and references for those projects.
 - C. Description of other real estate owned, including address, type of property, number of units (if applicable).
2. The proposal must include evidence of the financial status of the applicant, demonstrating the financial strength to carry out the proposed development. Provide three (3) references including contact name, address and phone number.
3. A description of the proposed use of the property and a discussion of zoning issues related to the proposal.
4. Certification of Tax Compliance
5. A signed Certificate of Beneficial Interest

Price Proposal

Option 1: _____

Option 2: _____

Option 3: _____

Option 4: _____

Option 5: _____

ATTACHMENTS

ATTACHMENT A – DEED

ATTACHMENT B – PURCHASE AND SALE AGREEMENT

ATTACHMENT C – HIGHWAY BUSINESS ZONING DISTRICT REGULATIONS

ATTACHMENT D – OTHER REQUIRED FORMS