



Request for Proposals for the Purchase of Methodist Hill Property

(Released April 9, 2024)

(Responses due by 12:00 P.M. EST on Friday, May 3, 2024)

General:

The Town of Enfield, NH (hereafter referred to as the “TOWN”) invites qualified people AND firms (hereafter referred to as the “PURCHASER”) to submit proposals for the purchase, development and/or conservation of a Town of Enfield owned 100-acre parcel (Map 2 Lot 29) off Methodist Hill Road in Enfield NH. More details will be specified in the scope of work section of this document.

Instructions:

Proposals must be submitted in a sealed envelope or electronically via email, to the contact below, no later than 12:00 P.M. EST on Friday, Friday, May 3, 2024. The envelope must be clearly marked “Methodist Hill Property” and will be opened publicly at that time. **Proposals delivered after the time listed above will not be accepted.**

Submit proposals to:

Ed Morris
Town Manager
PO Box 373
23 Main Street
Enfield NH 03748.
(603) 632-5026

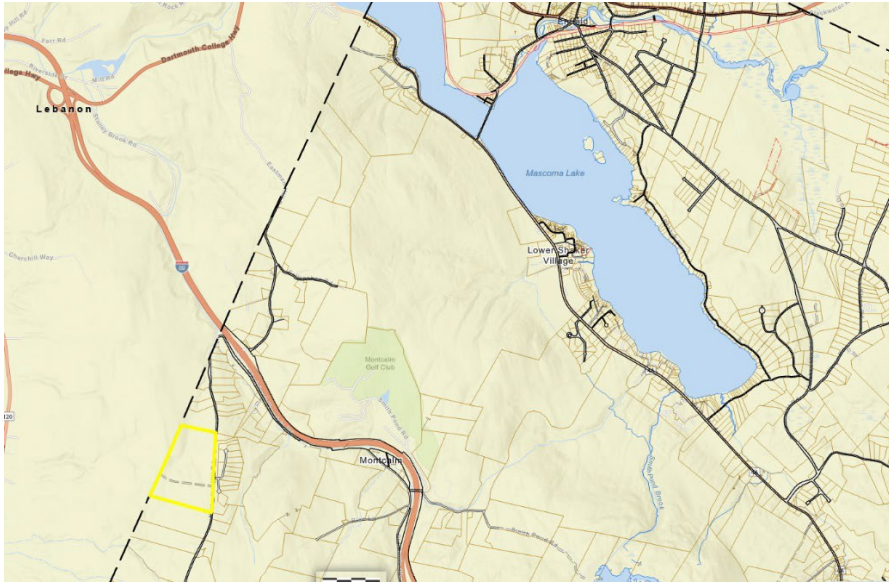
Proposals can also be submitted electronically to townmanager@enfield.nh.us

Proposal information is available on the Town’s web site at:

<https://www.enfield.nh.us/new-enfield-projects/pages/requests-proposals-rfps-qualifications-rfqs>

Scope of Work:

The Methodist Hill property owned by the Town of Enfield is a 100-acre undeveloped parcel in the southwest portion of Enfield NH, just south of Interstate 89 and approximately 15 minutes from Dartmouth Hospital. The parcel consists of some wet areas, some steep slopes and a flatter section in the southeast corner that may be suitable for development.



This parcel was taken by the Town of Enfield through the tax deed process in May of 2021. The Town has gone through an extensive committee process to determine what the Town would like to see done with the property. Below is a list of preferences that will be applied to the decision-making process to help determine the best overall proposal.

1. The development of 3-5 houses.
2. Deeded conservation of 75+ acres that will be open for public access.
3. Permanent preservation of the Class VI road rights-of-way on the property.
4. Development of trails and other recreational uses of the property.
5. Development of a parking area that will fit approximately 6 vehicles to provide public access to the conserved land.
6. Restrict motorized vehicle use in the conserved area to protect wildlife corridor and maintain natural serenity.

The PURCHASER shall be responsible for all aspects of the Project including pre- development planning, environmental review and design. The selected PURCHASER shall be responsible, at its sole expense, for obtaining all land use entitlements and other government approvals required for its proposed project.

The expense of preparing and submitting a proposal in response to this solicitation is the sole responsibility of the PURCHASER.

Proposal Response Content:

To evaluate each proposal fairly written proposals should include, at a minimum, the following information in the order requested:

1. Cover Letter. A letter signed by the PURCHASER's legal representative binding them to all of the commitments made in the proposal.
2. Contact Information. The name, address and contact person of PURCHASER submitting the proposal. Include telephone and email.
3. Description of the PURCHASER's proposed project:
 - a. Number of residential lots proposed (if applicable).
 - b. Approximate number of acres to be conserved
 - c. Conceptual design
4. Description of the PURCHASER's experience developing the proposed type of project including references (if necessary).
5. The proposed general timeframe for the PURCHASER's proposed project. If multiple components or phases are planned, include a list of all.
6. Description of the benefit(s) your proposed project brings to the Town of Enfield including:
 - a. Land sale price
 - b. Projected property tax revenues
 - c. Other revenues proposed to the Town
 - d. Other benefits to the Town

All Proposals become the property of the TOWN and will therefore be considered a public document which will be open to public viewing, after the opening of proposals. This proposal, if accepted, will become a legally binding addendum to the eventual contractual agreement with the TOWN. This request for proposal in no way commits the TOWN to make an award or reimburse any PURCHASER for any expense incurred in responding to this request.

Evaluation Criteria:

All proposals received in response to this RFP will be evaluated to determine if they are complete and meet the requirements specified in this RFP. The PURCHASER will be chosen based on proposal, price and qualifications taking into consideration the most beneficial proposal for the Town of Enfield and who has met the requirements of this RFP. Only proposals judged to be responsive to the submission requirements set forth in this RFP will be evaluated.

The TOWN reserves the right:

- to accept or reject any or all proposals in whole or in part and to accept other than the lowest price proposal;
- to waive any technical defect, qualification, omission, informality, or irregularity in any proposal received;
- to amend, modify, or withdraw this Request for Proposal;
- to require supplemental statements or information from a PURCHASER;
- to extend the deadline for responses to this Request for Proposal;
- to waive or correct any irregularities in proposals received.

The TOWN may award a contract based upon the proposals received without discussion of such proposals with the PURCHASER. Each proposal should therefore be submitted with the most favorable terms the PURCHASER can make to the TOWN.

The Request for Proposal documents and Notice of Award shall be the agreement between the TOWN and successful proposer with respect to the matters dealt with herein, and such shall supersede all other oral and written proposals, representations, understandings, and agreements previously made or existing with respect to any such matter.

Each PURCHASER must be prepared to present satisfactory proof of their capacity and ability to successfully complete the requirements of this solicitation.

The TOWN reserves the right to make whatever investigations or inquiries necessary to determine the competency and ability of any PURCHASER to complete the requirements of this solicitation. A review may include, but not be limited to, inspection of the PURCHASER's facilities and equipment, references or previous contract performance.

The Town may require documentation during the closing process to ensure the proposal is completed in the manner in which it was proposed.

Revisions:

Any questions or inquiries must be submitted in writing and received by 12:00 P.M. on Friday, April 26, 2024), no later than 7 calendar days prior to the proposal due date. Answers to all questions or information given to a PURCHASER in response to a formal request of a substantive nature will be posted on the TOWN's RFP page on the Town of Enfield, NH website (<https://www.enfield.nh.us/new-enfield-projects/pages/requests-proposals-rfps-qualifications-rfqs>) no later than five (5) days prior to the due date.

Only such amendments, when issued by the TOWN, will be considered as being binding on the TOWN. Verbal explanations or instructions given by a TOWN employee to a PURCHASER in regard to this solicitation shall not be binding on the TOWN and shall be considered informal unless confirmed in writing by the TOWN. The PURCHASER should note that all clarifications and exceptions, including those relating to the terms and conditions of the contract, are to be

resolved prior to the submission of a proposal.

Contract:

The final contract will be negotiated with the chosen PURCHASER.

THE TOWN OF ENFIELD IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER