



PURCHASING AUTHORITY
Town of New Milford, Connecticut
Sale of Town Property

The Town of New Milford gives notice pursuant to the Town Charter of the request for submission of proposals for the purchase and development of Town-Owned Real Property at 25 Church Street, New Milford.

Proposals are due no later than 3 p.m., Friday, September 29, 2017. Proposals received after that time will be considered informal and rejected. The Town reserves the right to reject any and all submissions.

The proposal package may be obtained at the Office of the Director of Finance or online at www.newmilford.org.

David Gronbach, Mayor
An Equal Opportunity/Affirmative Action Employer

Request for Proposals
Disposition of Town-Owned Real Property

ADVERTISEMENT

The Town of New Milford ("Town") gives notice pursuant to the Town Charter of the request for submission of proposals for the purchase and development of Town-Owned Real Property.

The property is a former mixed use retail building located at: 25 Church Street, New Milford, CT 06776. The subject property is comprised of a 0.376 acre lot. The site has varied topography, with public utilities available. The property is located within the Village Center District. Currently, the site is improved with an approximately 3,932 square foot, two story mixed use building as well as a two barns. The Town of New Milford is proposing to retain approximately 3,598 square feet of the parcel via a lot line revision to add to the adjacent New Milford Library property, resulting in a lot area of approximately 12,769 square feet, or 0.293 acres for disposition, or an area as more accurately determined by a Connecticut Licensed Land Surveyor. Bidders are encouraged to offer bids at a dollar amount they feel appropriate for this property.

Evaluation will be based on:

- Proposals that meet the needs and are consistent with the character of the community, including with respect to use, design, anticipated traffic, parking, and landscaping.
- Price that is offered.
- Bidders' ability to successfully complete the transaction and the contemplated development in a timely manner.

The property would be sold on an "As Is" basis. Bidders are required to make a firm offer for the Property, submit an earnest money deposit equaling 2% of the offered purchase price to be held by the Town in escrow pending evaluation of responsive bids, and provide a completed and signed Project Proposal Form on the form provided by the Town.

Upon acceptance of a responsive Proposal, the contemplated transaction would be contingent on (a) negotiation and agreement on an appropriate Contract of Sale, (b) approval of the Contract of Sale and conveyance by the New Milford Town Council, any Board required by statute, and Town Meeting approval. The successful Bidder shall be required to pay the balance of the purchase price at closing as provided in the approved Contract of Sale. If a selected Proposal fails to receive either Town Council or Special Town Meeting approval, any deposit will be returned to the Bidder. The earnest moneys of any Bidders not selected by the Town will be returned to each such Bidder.

The property will be made available for inspection by appointment by calling Kevin Bielmeier at 860-355-5001.

All Bidders must submit the Town of New Milford Project Proposal Form and earnest money deposit by **September 29, 2017, 3:00 p.m.** to the Town of New Milford Purchasing Department, Town of New Milford, 10 Main Street, New Milford, CT 06776. Mark the outside of the sealed envelope "RFP for the purchase of Town-Owned Property Located at: 25 Church Street, New Milford, CT 06776.)".

To obtain a Town of New Milford Project Proposal Form and other information applicable to the Project, you may access the Town website at <http://www.newmilford.org>. If a Bidder would like a Proposal package to be sent via U.S. mail, the Bidder should contact the Purchasing Specialist by calling (860) 355-6060 Ext. 1.

By making a bid, every Bidder accepts and acknowledges the following terms and conditions:

1. Proposals involving the demolition of the building will be considered.
2. The property will be sold "as-is".

In selecting a proposal, the Town is not bound to make the award on the basis of the highest monetary offer. It is the Town's goal to strengthen the mission and stability of the community and therefore, shall give preference to Bidders who intend on using the property in a manner consistent with its highest and best use, consistent with the Town's Plan of Conservation and Development and associated planning objectives. The Town reserves the right to accept or reject any and all proposals, either in whole or in part, with or without cause, waive any informality of any proposals, cancel this request for proposals, and to make the award in the best interest of the Town, subject to and contingent upon Town Council approval and the other approvals recited above.

Town of New Milford Project Proposal Form Disposition of Town-Owned Property Located at 25 Church Street, New Milford, CT 06776

Instructions: Please complete all sections of this Project Proposal Form. **Return completed form with the required 2% earnest money deposit in a sealed envelope and mark the outside of the sealed envelope “RFP Disposition of Town-Owned Property Located at: 25 Church Street, New Milford, CT 06776.”**

The envelope should be addressed to:

Attention: Purchasing Department
Town of New Milford
10 Main Street
New Milford, CT 06776

Questions: Kathy Castagnetta
Town Planner
Town of New Milford
10 Main Street
New Milford, CT 06776
(860) 355-6080

All Proposals must be submitted on this Town of New Milford Project Proposal Form with a 2% earnest money deposit by **September 29, 2017 3:00 p.m.** to the Town of New Milford Purchasing Department, Town of New Milford, 10 Main Street, New Milford, CT 06776. Bidders' submitted Project Proposal Forms will be used by the Town to evaluate responsive Bidders' overall concept, design, uses, and impacts associated with each proposed project, Bidders' financial ability to proceed, Bidders' demonstrated experience in designing and executing similar projects, any contingencies associated with each proposed project, and obtain appropriate professional references from each Bidder. In the event you need more space to answer, submit additional pages.

An earnest money deposit equaling 2% of the proposed purchase price in the form of a locally drawn cashier's check, official bank check or money order made payable to the "Town of New Milford" must accompany the Project Proposal Form at the time the Proposal is submitted. Failure to meet this requirement will eliminate the Proposal. The checks of any Bidders not selected by the Town will be returned to each such Bidder.

Town-Owned Real Property For Sale:
25 Church Street, New Milford, CT 06776

1. Location:

Proposal is being submitted for the purchase and development of the Town-Owned property located at the following address:

25 Church Street, New Milford, CT 06776

2. Name of Bidder:

List the names, addresses and telephone numbers of the Bidder, along with its principals and any partners or joint venturers involved in Bidder's purchase and development of the property.

<i>Name</i>	<i>Address</i>	<i>Phone</i>	<i>Fax</i>	<i>Email</i>
(1)_____	_____	_____	_____	_____
(2)_____	_____	_____	_____	_____
(3)_____	_____	_____	_____	_____
(4)_____	_____	_____	_____	_____

3. Bidder's Prior Experience & Professional References:

Please identify previous experience, if any, in property development, especially experience in designing and implementing similar projects. If none, indicate it below on the following lines. Please also provide names and telephone numbers for at least three professional references with knowledge of your prior experience in property development.

4. Proposed Use, Design and Layout of the Property:

Please describe the proposed use of the property and provide visual depictions of the proposal. This is the Bidder's opportunity to lay out the vision and preliminary design for its development. Please describe proposed schedules for the retrofit or demolition of the Building and completion of the project as well as the Bidder's ability to meet time schedules proposed. Please address any visual, commercial, economic, residential, social, aesthetic, traffic, parking, and streetscape impacts that the proposal will

have on the Town. If your proposal would be contingent on financing, a change of zone for the subject property, or any other factors, explain the nature, amount, and any other available details relating to each such contingency.

5. Proposed Purchase Price:

Please indicate the purchase price that you are willing to pay for the property and attach a locally drawn cashier’s check, official bank check or money order made payable to “Town of New Milford” equaling 2% of the offered purchase price as an earnest money deposit for the proposed purchase of the property. The balance of the purchase price is due at closing. The earnest money deposit will only be processed if the Town approves the proposal for the purchase of the property as set forth in the Request for Proposals. **If the Town does not approve the proposal for the purchase of the property, the earnest money deposit will be returned to the Bidder.** Upon acceptance of a responsive Proposal, the contemplated transaction would be contingent on (a) negotiation and agreement on an appropriate Contract of Sale, (b) approval of the Contract of Sale and conveyance by the New Milford Town Council, any Board required by statute, and Special Town Meeting approval.

6. Closing/ Occupancy Schedule:

The Town anticipates closing within 60 days of approval of the Contract of Sale and conveyance as recited above. Indicate any conditions or special circumstances that would prohibit the Bidder from closing within this timeframe.

By submitting a Proposal, the Bidder waives and releases any claims it may have against the Town of New Milford relating in any manner to the Property, including but not limited to claims relating to alleged representations or oral agreements, except as may be otherwise set forth in an approved, executed Contract of Sale with the successful Bidder..

Incurring Costs & Site Visits

The Town of New Milford is not liable for any cost incurred by any Bidder. If Bidders wish to visit the Property for a tour, they should contact the Town Planner. Bidders will not be permitted to conduct any environmental reviews, investigations, or testing prior to submission of Proposals, although such site investigations will be permitted prior to Closing in accordance with the provisions of an approved, executed Contract of Sale.

Timing and Sequence

Timing and sequence of events resulting from this Request for Proposals and the transaction anticipated herein will be determined solely by the Town.

Oral Agreements

The Town of New Milford shall not be bound by any alleged oral agreements, arrangements, or representations pertaining to the Property made by the Town or any other person or entity.

Amending or Cancelling Request

The Town reserves the right to amend or cancel this Request for Proposals prior to the due date and time, if it is determined to be in the best interest of the Town.

Presentation of Supporting Evidence

A Bidder, if requested, must be prepared to present evidence of experience, ability, service facilities, and financial standing necessary to satisfactorily meet the requirements set forth or implied in its proposal.

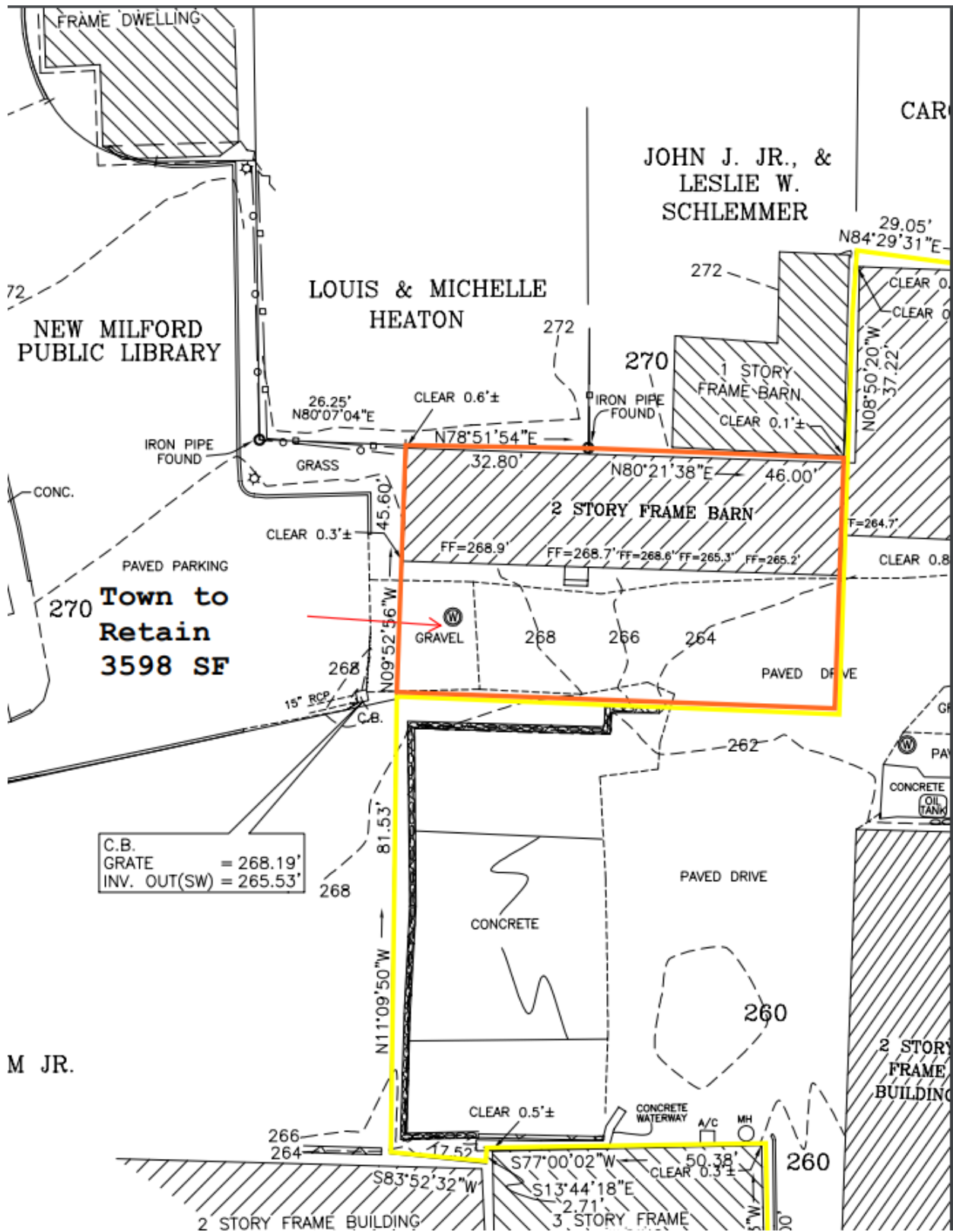
Changes to Proposal

No additions or changes to the original proposal will be allowed after submittal. Changes required by any local or state Board or Commission shall be considered as an exception and will require written approval by the Mayor. While changes are generally not permitted, clarifications at the request of the Town may be required.

Permit Requirements

It shall be the responsibility of the successful Bidder to obtain at its cost the appropriate permits as required by local and/or state law for proposed work. Local permit costs will not be waived.

In selecting a proposal, the Town of New Milford (“Town”) is not bound to make the award on the basis of the highest monetary offer. It is the Town’s goal to strengthen the mission and stability of the community. The Town reserves the right to accept or reject any and all proposals, either in whole or in part, with or without cause, waive any informality of any proposals, cancel this request for proposals, and to make the award in the best interest of the Town, subject to approval of the Town Council, Special Town Meeting, and any other required Board or Commission.



C.B.
 GRATE = 268.19'
 INV. OUT(SW) = 265.53'

M JR.