

Request for Qualifications

**Town of Haddam, CT
Development Opportunity**

**Scovil Hoe Mill / former CTDOT Maintenance Garage
Candlewood Hill Road, Haddam, CT**

**Issued by:
Town of Haddam, Connecticut**

Date: July 15th , 2021

LEGAL NOTICE
TOWN OF HADDAM, CONNECTICUT
Development Opportunity
Developer Request for Qualifications
Scovil Hoe Property- Candlewood Hill Road, Higganum CT

The Town of Haddam hereby invites proposals from real estate developers to enter into a development partnership with the Town leading to the development and eventual ownership of a four (4) acre state owned parcel known as 11 Candlewood Hill Road.

The site is owned by the Connecticut Department of Transportation and is vacant and considered surplus. The CTDOT had the property appraised with the intent of transferring ownership to the Town of Haddam.

The site contains two (2) former mill buildings containing approximately 18,000 sq.ft. of gross leaseable area. The site is considered a brownfield property and the State Department of Economic and Community Development has committed \$1.8 million for its remediation to a commercial/industrial standard.

Sealed responses containing developer qualifications and project description for the development of 11 Candlewood Hill Road can be submitted to William Warner, Town Planner, Town of Haddam 30 Field Park Drive, Haddam, CT 06438 until 2:00 p.m. on Sept. 1st, 2021.

The documents comprising the Request for Qualifications may be obtained on the Town's website, www.haddam-ct.org. Each proposer is responsible for checking the Town's website to determine if the Town has issued any addenda and/or additional supplemental documents, needed to complete its proposal in accordance with the RFQ as modified by the addenda.

The Town of Haddam reserves the right to reject any and all responses to this RFQ, to advertise for new RFQ responses, or to accept any RFQ response deemed to be in the best interest of the Town.

Date: July 15th, 2021

Town of Haddam, Connecticut

DEVELOPER REQUEST FOR QUALIFICATIONS

11 Candlewood Hill Road Scovil Hoe Mill / former State CTDOT Maintenance Garage

INTRODUCTION

Overview

The Town of Haddam hereby invites proposals to enter into a development partnership with the Town leading to the development and ownership of a four (4) acre state owned parcel known as 11 Candlewood Hill Road.

The site is owned by the Connecticut Department of Transportation and is vacant and considered surplus. The CTDOT had the property appraised with the intent of transferring ownership to the Town of Haddam.

The property contains two (2) former mill buildings with approximately 18,000 sq.ft of gross lease-able area. Environmental Site Assessments have been completed for the property and a Remedial Action Plan has been prepared. The Connecticut Department of Economic and Community Development (DECD) has committed the \$1.8 million needed for remediation of the property to facilitate commercial reuse (see attached). As the recipient of the DECD funding, the Town and will retain a Licensed Environmental Professional to oversee the remediation.

The property will be enrolled into the Brownfield Remediation & Revitalization Program (BRRP) administered by DECD which provides various liability protections, exemption from the Connecticut Transfer Act, and does not require remediation of contamination that has migrated off-site. These protections afforded by the BRRP will transfer with the property to future owners of the site.

The selected developer will first enter into a developer agreement/Memorandum of Understanding with the Town. After coordinating with the Town in the planning of the remediation and the overall project, the Town will enter into an agreement to purchase the site from CTDOT and advance the DECD funded brownfield remediation. Once the town acquires the property the developer will complete building renovations and take ownership, after a certain level of investment has been made.

The final use will be a privately owned and operated small business center with a focus on professional offices, small scale retail, light manufacturing, maker spaces, arts and entertainment venues and microbreweries and similar compatible uses.

Project Goal / Development Objectives

Goal - To use the experience, scope and talent of a qualified development firm to achieve a viable adaptive historic reuse development of the four (4) acre parcel at one of the entrances to Higganum Center. The Town of Haddam is looking for innovative solutions to achieve the following objectives:

1. The elimination of blight and contamination from the property;
2. The introduction of a development that will be uniquely Higganum and contribute to the a pedestrian scale and sense of place in Higganum Center;
3. An adaptive historic re-use of the site in a manner that is consistent with the property history.
4. The creation of a project that will be mixed-use, creating employment opportunities, entertainment and shopping in a walkable environment.
5. The site plan and architectural details should preserve the existing buildings and materials and introduce new quality materials when necessary. The development shall comply with or exceed the existing Planning and Zoning Commission design guidelines for the Higganum Village District Regulations.

Infrastructure

The site is served by on site well and septic system. It is anticipated that these facilities will be upgraded and adequate to support a range of development activities. The town has additional funds which will be used to evaluate these systems and identify necessary upgrades. Power is provided to the site by Eversource.

SELECTED DEVELOPER'S RESPONSIBILITIES

Following the selection of the developer these responsibilities will be more specifically defined and detailed in a development agreement to be negotiated between the Town and the selected developer.

The selected developer will:

1. Negotiate with the Town and present a developer agreement and/or MOU within 90 days of selection. The developer agreement will include a purchase and sale agreement which will define a process that will subsequently lead, to the transfer of the property to the developer (subject to terms, conditions and approvals).
2. The Town and developer will work directly with the State Department of Transportation to facilitate the expeditious transfer of the property to the Town of Haddam and subsequently to the selected developer.

3. Prepare a plan for the project, subject to Town approval;
4. Initiate a marketing effort to seek project tenants.
5. Submit all necessary documents to assure project financing is fully in place and secure necessary local and state land use approvals.

RFQ SUBMISSION REQUIREMENTS AND SCHEDULE

Submission Requirements

The Town intends to select a developer based on a review and evaluation of the information submitted in response to this RFQ, interviews and references. As such, the Town is not seeking a detailed development program and financial plan at this time. Rather, the Town seeks a conceptual development concept and information concerning the respondent firms' accomplishments, capabilities, and experience. Financial information indicating the developer's ability to complete the project should also be included.

Each Statement of Qualifications should be organized in the following order:

1. Title page. The title page should show the respondent's name, RFQ title, and date of submittal.

2. Letter of introduction. Within one page, the respondent should include the name, address, and statement of whether the respondent is an individual, partnership, corporation, joint venture, special-purpose entity, or other entity. The letter should also provide the name of the person(s) authorized to make representations for the respondent and his or her phone number and email. The person authorized to represent the proposal should sign the letter.

3. Project approach. Briefly describe, in general, the respondent's approach to the design, finance, construction and management of the project. Include a discussion of how the developer will interact with the Town throughout the development process.

4. Relevant project experience. Provide previous project descriptions that include scope, building use(s), cost, and geographic location of each project. The Town is most interested in projects completed in the past five years. Identify finance and development partners for each project. Also, describe the role the respondent performed in the development partnership.

5. History of respondent and key team members. Identify the legal entity that will serve as the principal in the proposed redevelopment, and provide a brief history of that entity and the parent company, if applicable. Provide resumes of the key individuals who will be responsible for managing the project. Describe the level of commitment for each member of the development team. Also, describe any litigation in which the respondent or a major

team member was/is a defendant (past 5 years or pending) or any bankruptcy filing by them or any entity they controlled.

6. Financing capability. Provide credible current information regarding the respondent's capacity to secure private capital and/or bank financing sufficient to complete the proposed project in a timely basis.

7. Project marketing and management expertise. Provide a summary of the respondent's experience with marketing and on-going management of projects of similar character and complexity.

8. References. Provide financial and development references (name, title, entity, telephone number, and contractual relationship to respondent) that can be contacted with respect to current and past project development experience. These should include banking or private financing references. Before final selection additional financial information may be required.

9. Concept plan. Prepare a concept plan and a discussion of the planned use of the property.

10. Investment. The proposal should state the level of total investment the developer plans to make in rehabilitating the buildings and the amount of required investment that would trigger a transfer of the property to the developer.

11. Contingencies. State the contingencies of the proposal including any financing, due diligence and entitlement contingencies.

12. Project Schedule. Provide a schedule from the time of entering into initial agreement with the Town to projected completion date.

Schedule

The following is the schedule for this developer RFQ process:

- Release of RFQ, including supplemental documents – July 15th, 2021
- Site and building inspection – TBD
- Statements of Qualifications due by 2:00 PM Sept. 1st, 2020;
- Potential interviews with respondents;
- Developer Recommendation by Haddam Board of Selectmen

Six (6) complete paper copies of the Statement of Qualifications and one electronic copy, as outlined above, must be submitted to:

William Warner
Town Planner
Town of Haddam

30 Field Park Drive
Haddam, CT 06438

The submittal package must be received at the above office by 2:00 PM September 1st, 2020.

Evaluation Process for Qualifications*

The following criteria will be used to evaluate responses to this RFQ:

1. Demonstrated ability to access and obtain private equity and debt for development projects in the last five years.
2. Experience working with projects of a similar nature and complexity.
3. Demonstrated quality of design and construction in previous projects.
4. Extent of development experience of specific individuals assigned by the developer to the proposed project team.
5. Demonstrated experience and financial strength to complete a project of this size and on budget and on schedule.
6. Respondent's proposed project approach, a concept plan and how your development will achieve stated project objectives.
7. Demonstrated success with the initial marketing and on-going management of units in projects of a similar nature and complexity.
8. Level of Investment.
9. Proposed timing.
10. References for the respondent and project team.

* Respondents (and related entities) are expected to be current with any tax owed to the Town of Haddam.

The evaluation of submittals in response to this RFQ does not constitute any form of commitment from the Town. It is anticipated that each submittal will be evaluated based on the information submitted plus any other independent information developed by the Town. The Town reserves the right to request clarification or additional information from a respondent if necessary.

LIMITATIONS AND GENERAL CONDITIONS

The Town of Haddam reserves the right to reject any and all responses to this RFQ, to advertise for new RFQ responses, or to accept any RFQ response deemed to be in the best interest of the Town. A response to this RFQ should not be construed as a contract nor indicate a commitment of any kind. The RFQ does not commit the Town to pay for the costs incurred in the submission of a response to this RFQ or for any costs incurred.