

Request for Proposal

The Town of East Haddam offers 2.75 +/- acres of land with three (3) existing structures for mixed use development within the village Historic District on the scenic East bank of Connecticut River

**1 & 7 Main Street
EAST HADDAM, CONNECTICUT**



LEGAL NOTICE

TOWN OF EAST HADDAM, CONNECTICUT

REQUEST FOR PROPOSAL (RFP)

Issued: September 19, 2019

A Sealed Proposal is being requested for the sale, lease or other venture of publicly owned property, in accordance with all terms and specifications contained in the Request for Proposal (RFP), and will be received by the Town of East Haddam, CT until the following deadline:

2:00 P.M., March 19, 2020

The Proposal package with appendices for the above project may be examined and/or obtained from the Town of East Haddam website www.easthaddam.org under Town Departments, Selectman's Office, Bids - RFP's - RFQs.

Twelve (12) bound paper copy submittals and one electronic copy on a flash drive must be delivered by mail or hand-delivered in sealed envelopes addressed to the Town of East Haddam, Attn: First Selectman. The submittals should be marked referencing "RFP for 1 & 7 Main Street, East Haddam, CT".

Questions regarding this RFP should be directed to the Selectmen's Office at admin@easthaddam.org no later than 12:00 P.M. on October 17, 2019. Responses to all questions will be available by Thursday, November 7, 2019 in the form of an addendum and posted on the website.

THERE WILL NOT BE A PUBLIC OPENING. PROPOSALS RECEIVED WILL NOT BE RELEASED TO THE PUBLIC UNLESS AND UNTIL A FINAL RECOMMENDATION IS MADE BY THE BOARD OF SELECTMEN AND A PUBLIC HEARING DATE SET.

ADMINISTRATIVE POINT AND PROPERTY CONTACT

Selectmen's Office
1 Plains Road
Moodus, CT 06469
(860) 873 - 5021
admin@easthaddam.org

Dated this 19th day of September, 2019

Emmett J. Lyman,
First Selectman

TABLE OF CONTENTS

1. Project Overview	Page 4
2. Development Opportunities	Page 5 - 6
3. Site History	Page 6
4. Community Background and Village Assets	Page 7 - 9
5. Current Zoning and Historic District Guidelines	Page 10
6. Access and Roadways	Page 11
7. Utilities	Page 11
8. Environmental Assessment and Remediation	Page 11 - 12
9. Development Guidelines	Page 12
10. Project Incentives	Page 13
11. Evaluation Criteria	Page 13 - 14
12. Municipal Process	Page 14
13. Submittal Requirements	Page 14 - 16
14. Submittal Deadline and Review Schedule	Page 16 - 17
15. General Conditions and Terms	Page 17 - 18
16. Resources and Attachments	Page 18 - 19

Attachment A – Non-collusion Affidavit

Attachment B – Anti-Kickback Acknowledgement

Attachment C – Proposal Transmittal Sheet

Attachment D – Listing of Officers Sheet

1. Project Overview:

The Town of East Haddam, with its Village Revitalization Committee (“committee”) is soliciting a Proposal from its selected development team (“team”) in response to the Town’s request for qualifications. The primary objective of the Town is the planned and timely redevelopment of this property in a way that maximizes financial & community benefits and compliments the Town’s historic character. The Town desires for the property to realize its highest and best use and to contribute to East Haddam’s economic development and tax base.

The site, located at 1 & 7 Main Street (Assessor’s Map 17, Lots 1 & 2), is owned by the Town of East Haddam and was the former Town Office site and Municipal Public Works Garage. The site contains 2.75 +/- acres and has three (3) existing buildings on it. This unique property is adjacent to and overlooks the Connecticut River and the East Haddam / Haddam Swing Bridge; and is directly across the street from the award winning Goodspeed Opera House and the Gelston House Restaurant. Main Street in East Haddam had an Average Daily Trip (EDT) of 10,700 vehicles per day according to a 2012 CT DOT count.

The team is encouraged to view the Town of East Haddam’s webpage for “RFP for 1 & 7 Main Street” project found at www.easthaddam.org. The webpage serves as the primary data source for this property including project description, property card and assessor’s map, photos, environmental conditions, environmental reports, survey, zoning regulations, historic district guidelines and more.

2. Development Opportunity:

East Haddam has a multitude of strengths upon which we can capitalize. It starts with our world class natural resources (the Connecticut, Salmon, and Eightmile Rivers, Chapman's Pond, large undeveloped areas including 2,000 acres of State parks and forest, and a diversity of animal and plant life). Added to that are the rich historical settings (4 historic districts and 17 sites and structures listed on the National Register of Historic Places), the Town's resorts, golf courses, inns, specialty shops, and the cultural foundation of the Goodspeed Opera House and other cultural venues.

A 2004 report published by the Connecticut Commission on Cultural Tourism, stated "Arts, film, history, and tourism together accounted for over 14 billion dollars in economic activity and 170,000 jobs in Connecticut". East Haddam has all of the components for Resource Based Tourism (cultural – Goodspeed Opera House and the arts, historic – historic structures and villages, environmental – State parks and forest). Presently, 500,000 tourists visit East Haddam annually. Finally, the Town's centralized location makes East Haddam accessible to many. Hartford, New London, and New Haven are only forty minute drives. Lower Fairfield County is within ninety minutes, while New York, Boston, and Providence can be reached within two-and-one-half hours.

The subject property is within the village sewer district, opening up development opportunities which could not be permitted prior to installation of the sewage treatment facility. The East Haddam Planning and Zoning Commission revised land use regulations for East Haddam and Moodus Village to allow flexibility in uses while preserving the historic and cultural integrity of the villages. From 2002 to 2005, the Planning and Zoning Commission participated with village residents and business owners to develop a vision statement for East Haddam Village aimed at preserving the neighborhood and architectural character, scale, scope, and views and vistas that have historically characterized the village.

A Vision for East Haddam included six (6) project guidelines to ensure the development will enhance and restore the character of East Haddam Village, while improving many existing issues.

Aesthetics – East Haddam Village is a nationally recognized historical district with multiple historical structures. It is the vision of the committee that both the River House and the former Town Office buildings be incorporated into the team's overall plan.

Economic Development – the committee believes that in order for the Village to be vibrant and viable, there must be a mixture of developments.

Roadway and Traffic Flow – not only do the existing roads, including the East Haddam Swing Bridge, suffer from heavy traffic volumes, but the layout of the roads fragment the community. The committee strongly supports the use of traffic calming measures to slow traffic through the Village. Additionally, pedestrian safety and access to the Village are issues needing attention. Therefore, the committee supports the development of improved and expanded sidewalks and crosswalks.

Parking – Currently, there is not an adequate amount of parking to allow an increased number of tourists. The committee supports additional parking, designed as small, dispersed, interconnected areas necessary for the Village to be commercially viable.

Natural Resources – East Haddam Village offers access to unique features along the Connecticut River Valley. The committee desires the development of the Village to provide easy public access to these areas for pedestrians while maintaining the integrity of the natural resources.

Community Involvement – The committee desires to achieve a development plan that reflects the wants and needs of all aspects of the community.

The future development of East Haddam Village and the Town Office site, in conjunction with the recent expansion and renovation of Goodspeed Opera House Foundation housing facilities, could create the critical mass that would sustain significant economic growth.

The Town has contracted consulting firms over the past several years to develop conceptual plans for the site as talking points. Recently the East Haddam Revitalization Committee held a public hearing to listen to community comments and concerns. Ultimately it will be up to the development team to decide what is feasible physically and economically.

Attached in Appendix A - E are the following;

Appendix A – Mobility Improvement Study for the Village of East Haddam Concept Design Phase by Fuss & O’Neill – July 9, 2004

Appendix B – Town Office Site Re-Use Study East Haddam, CT by Harrall – Michalowski Associates August 2006

Appendix C – East Haddam Village, East Haddam Village Revitalization Committee – Fellner Associates Architects 2010

Appendix D – East Haddam 2008 Plan of Conservation Development

Appendix E – Minutes from the September 26, 2018 East Haddam Village Revitalization Committee Public Hearing

3. Site History:

The site was once occupied by the residence of William H. Goodspeed and after the building was destroyed by fire, the site served as a commercial site and lumberyard. The River House building that exists on site (1 Main Street) was constructed for the bridge operator of the East Haddam / Haddam Swing Bridge around 1911. The former Town Office Building was built as an office for the lumberyard in 1874. In the 1930’s the Connecticut Department of Transportation took over the site and constructed garages for their equipment. Eventually the entire site was occupied by the Town of East Haddam for town offices and a municipal garage. The Town moved the Public Works Department out in 2000 and the Town Offices in 2018. The State of Connecticut has a perpetual easement for the bridge generator building on the southwest corner of the property.

4. Community Background and Village Assets:

The Town of East Haddam was established as a society in 1704 and a Town in 1734. The first settlement was on Creek Row around 1670. The Town is 56.6 square miles in size and has a population of 9100 residents with a median owner household income of \$93,426. The median housing price was \$279,500 in 2016. The municipal facilities include a new Municipal Office Complex, a Public Works Department facility, three excellent schools, a senior center, and two libraries, along with multiple recreational fields and parks. The Town also has over 8600 acres of preserved open space and over seventy miles of trails open to the public.

East Haddam Village which encompasses this site, is situated on the east bank of the Connecticut River south of the entrance to the Salmon River and just north of Chapman's Pond. The Village is framed to the east by steep hills. The property from the east shore of the Connecticut River to the peaks of these hills is part of the Connecticut River Gateway Conservation Zone consisting of 25,000 acres spread over eight towns created to protect the natural, historic, and aesthetic values of the lower Connecticut River Valley. The lower Connecticut River is part of one of the richest and most complex ecological systems in the northeastern United States. The multiple designations ("Last Great Places", "Wetlands of International Importance", and American Heritage River) awarded to this watershed area emphasize the unique and abundant natural resources around East Haddam Village.



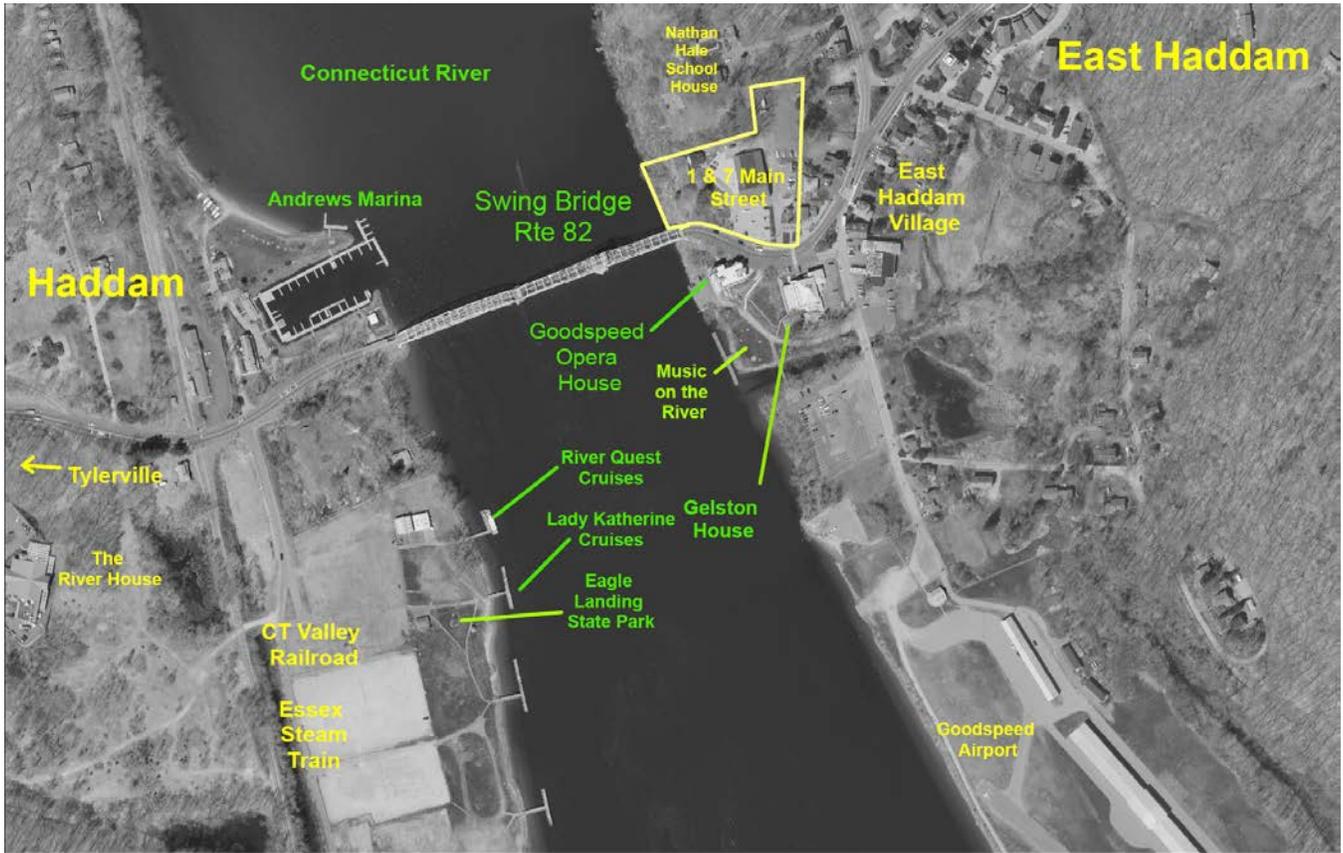
East Haddam is situated in the center of a triangle between Hartford, New Haven, and New London all about a forty-minute drive. It is also a 2 to 2.5 hour drive to Boston or New York. The economic future of East Haddam and the Lower Connecticut River is dependent on regional tourism and presently there is a great base to work with.



Located on the East Haddam side of the river and across the street to the south is the award winning Goodspeed Opera House, originally constructed in 1876, that attracts over 100,000 visitors annually to their shows. Next to it is the Gelston House Restaurant which was reconstructed in 1853 to its present configuration and can seat over 350 guests at one time. East Haddam Village Historic District is on the National Historic Register. Buildings within the district include the Nathan Hale School House and sixty-five other historic structures built between 1750 and 1880. All of these structures are within walking distance of this Main Street site. Further to the south is the Goodspeed Airport which is also within walking distance of the Village. There are a variety of other shops and stores with the potential for much more growth. It is a ten-minute drive to either Gillette's Castle State Park or Devil's Hopyard State Park. These parks attract over 250,000 visitors annually.

On the Haddam side of the river is Eagle Landing State Park, home to the Lady Katherine, River Quest, and Adventure Cruise lines which operate from the state park and offer a variety of spring,

summer, and fall cruises along with winter eagle cruises departing from the park's waterfront on the Connecticut River. When discussing regional importance, the Essex Steam Train and River Boat excursions bring over 160,000 visitors to the Connecticut River Valley and Middlesex County annually. The Essex Steam Train travels along the Connecticut River through Essex, Deep River, Chester, with a final destination in Haddam at the Swing Bridge.



Presently the Connecticut Department of Transportation has plans to start the rehabilitation of the Swing Bridge No. 01138 in late fall of 2019 or the beginning of 2020. The project will be completed by 2022. The intent of the rehabilitation is to preserve the structure for the next thirty years. The ConnDOT project cost for the bridge rehabilitation is \$45 million dollars.

See Appendix F - CERC Town Profile 2018,

See Appendix G - Partnership for Strong Communities Housing Data Profiles



5. Current Zoning and Historic District Guidelines

The zoning for this town owned parcel is part of the East Haddam Village District Zoning. The intent of the regulations is to protect the distinctive character, landscape and historic structures yet allow a greater amount of flexibility in permitted uses, lot coverage, side yard, and height typically for a commercial district. The regulations allow a mixture of uses from retail, commercial, country inn and hotel, to mixed residential. The full regulations are part of the appendices.

See Appendix H – East Haddam Zoning Regulations – Section 9.5 East Haddam Village District

The site is part of the East Haddam Historic District and those guidelines are also part of the appendices. Architecturally, the village reflects a long history including mill buildings, framed sheds and outbuildings, and more formally Federal, Georgian, and Greek revival, various Victorian styles (Second Empire, Carpenter Gothic, Italianate) and contemporary post World War II structures. The town owned River House on this property is on the National Historic Register.

See Appendix I – East Haddam Historic District Guidelines

The site is also part of the Connecticut River Gateway Conservation Zone. However, East Haddam’s Village District Regulations were accepted as an exception leaving the height limitations to match the Town’s regulations.

See Appendix J – Connecticut River Gateway Adoption of the East Haddam Village District Regulations from 2005.

6. Access and Roadways:

Access to the property is currently from Main Street (CT Route 82). However, there is frontage on the Town owned Broom Road to the north. The survey of the property is found in Appendix K.

7. Utilities:

The existing electrical service originates at the overhead utility poles on Main Street. There is an onsite potable water supply well that services all the structures. The site is served by the East Haddam Sewer District. The sewer treatment plant has a capacity of 50,000 gallons per day with existing average daily flows of 17,000 gallons per day, and peak flows of 34,000 gallons per day. The sewer treatment plant was designed for domestic waste and not industrial waste. The Water Pollution Control Authority Regulations are posted as Appendix L.

The Town of East Haddam is the Exclusive Water Provider under the Central Water Utility Coordinating Committee, so any community water system proposed will be constructed in coordination of the East Haddam Water Pollution Control Authority.

8. Environmental Assessment and Remediation:

Between March of 2002 and October of 2018 the Town of East Haddam has retained the services of multiple professional environmental consulting firms to assist with the evaluation of the site and initiate remedial action activities. These studies have included Phase I through Phase III environmental assessments and investigations, building hazard assessments to support potential renovation and / or demolition of the structure (s), as well as the preparation of a conceptual remedial action plan. Remedial actions already conducted have included the removal of several underground storage tanks and the remediation by excavation of both petroleum product and arsenic impacted soil. Copies of these reports and documents are provided as part of Appendix M.

In the event of a property transfer of ownership, it is anticipated that the site would be subject to the Connecticut Transfer Act. As such, a final remedial action plan should be developed to support the proposed redevelopment activities so that compliance with the Connecticut Remedial Standard Regulations can be demonstrated.

Based on previous studies, the primary environmental impacts at the site appear to be associated with former use of the property by the Connecticut Department of Transportation; historical property use from 1911 to 1973, including a blacksmith shop, machine shop, bridge construction fabrication, and paint storage; and petroleum product storage in underground storage tanks. Limited environmental impacts by the Town of East Haddam resulted from

vehicle maintenance and petroleum storage. Hazardous waste generated on the property appear to be a result of materials left behind by the CTDOT, specifically paint waste associated with bridge maintenance.

The property is located in an area that utilizes potable water supply wells (typically located on each individual parcels) as a source of drinking water. Abutting sensitive receptors includes the Connecticut River. Environmental impacts are shallow, typically within 2 to 6 feet above bedrock. Soil environmental impacts, mainly heavy metals (arsenic and lead) and petroleum products, in some areas extend to the bedrock surface. Environmental impacts exist both exterior to and below existing site structures. Outcrops are present along the south western corner of the site. Prospective developers should conduct their own environmental due diligence and should not rely on the accuracy and completeness of information provided by the Town.

The proposed remedial strategy by the developer should be beneficial to public health and the environment. It is anticipated that the remedial strategy may include strategies such as the removal of source soil impact areas that could continue to impact drinking water and the rendering of other soil impacts environmentally inaccessible in compliance with the Connecticut Department of Energy and Environmental Protection Remedial Standard Regulations.

9. Development Guidelines:

The Town of East Haddam desires the property to be developed in a manner consistent with the following development guidelines:

- a. Implementation of a quality development including use, design, and function, that will be an asset to the Town, creating a stronger tax base and supporting its historic character;
- b. Development which is complementary to the existing and surrounding neighborhood and leverages local assets and resources such as the Goodspeed Opera House, Goodspeed Airport, local attractions and businesses, and the Connecticut River and associated natural resources;
- c. Development which will be complementary to the regional tourist based businesses;
- d. Provisions for public access to the Connecticut River for river views and potential trail along the shoreline;
- e. Management of traffic circulation and pedestrian friendly access;
- f. Completion of the project in a timely, planned, and well-executed manner; and
- g. Provisions for providing the location for the existing town-wide radio system with town-provided antennae and equipment.

10. Project Incentives:

The Town's primary goal is to attract the best development team to redevelop the property in a timely, superior, and well-planned manner. The Town is also interested in receiving a competitive offering for the property, one that maximizes financial and community benefits to the Town. This specifically includes adding the property to the Town's grand list to generate property taxes or equivalent lease agreements.

The Town will entertain proposals that require incentives to improve project success. Such incentives would be entertained as a part of the competitive evaluation to be scored against other submittals. Additionally, the requested incentives are not guaranteed and are a part of a negotiated process involving the developer and the Town. Potential incentives may include, but are not limited to the following, and are subject to the quality and caliber of the development proposal:

- a. Local technical assistance with local and state permitting,
- b. Assignment of the East Haddam Village Revitalization Committee as the local project liaison to assist with project completion,
- c. Tax incentive programming if eligible,
- d. Infrastructure assistance funding.

Prospective developers may integrate these and other incentives into their proposals for review by the Town. The consideration and granting of incentives is contingent upon the total value of the developer's proposal. The decision to grant any incentives will be packaged with the final award to the selected development team after the Request for Proposal phase.

11. Evaluation Criteria:

Each proposal will be evaluated by the Town upon the following:

- a. Team Proposal and Experience:
 - i. Demonstrated experience in completing similar projects
 - ii. Strength of the team including project lead, engineering, architectural design, construction, financing, etc.
 - iii. References for key completed projects
- b. Project Approach:
 - i. Compliance with the RFP submission requirements
 - ii. Clear and comprehensive submittal
 - iii. Rational, detailed, and thorough approach to implementation
 - iv. Degree to which project complies with local plans and visions as discussed herein.

- c. Project Viability and Ability to Execute Project in a Timely Manner:
 - i. Demonstrated project marketability
 - ii. Demonstrated evidence supporting project financing
 - iii. Reasonable time frame to initiate and complete project
 - iv. Demonstrated on-time completion of past projects

- d. Benefits to the Town of East Haddam, including, but not limited to:
 - i. Improved aesthetics
 - ii. Enhanced economic development
 - iii. Better roadway and traffic flow
 - iv. Enhanced parking
 - v. Concentration on natural resources
 - vi. Demonstrated financial benefit to the Town
 - vii. Community involvement

Criteria	Possible Points
Team Proposal & Experience	25%
Project Approach	25%
Project Viability and Ability to Execute Project in a Timely Manner	25%
Benefits to the Town of East Haddam	25%

12. Municipal Process:

The team submitting a proposal will be required to make a formal presentation to the committee at an interview followed by questions and answers between the team and committee.

There will be detailed discussions regarding the creation of agreements specific to the future development with the committee before the final plan goes forward to the Board of Selectmen. Any agreement for sale, long term lease, or other joint venture will require approval through the municipal approval process, including a town meeting.

Following the Request for Proposal evaluation process, the proposal of the committee will be forwarded to the Board of Selectmen for further consideration.

13. Submittal Requirements:

Below are the submission requirements. The Town of East Haddam is not responsible for errors and/or omissions.

Submission Format: Respondents are required to provide twelve (12) bound paper copies of their submittal plus one electronic copy on a flash drive. Each submittal must contain all information as outlined below. Relevant supplemental information will be accepted within and in addition to the submission format. Submissions that omit requested information may be subject to disqualification.

- a. Executive Summary
- b. Contact information (names, phone, address, email) for the development team plus the identification of the primary contact person.
- c. Statement of Team Proposal
- d. General narrative description and site plan/sketch for the proposed project including basic elevation renderings.
- e. Previous experience with similar projects and references
- f. If applicable, estimated number, type, and salary range of created full and part-time jobs.
- g. A description of the proposed development including, but not limited to:
 - proposed use(s) for proposed building and land
 - building(s) proposed design, configuration, size, height, units, etc.
 - traffic circulation, road improvements, and parking
 - preliminary site plan, conceptual floor plans, and any other submissions that best illustrate the development.
 - infrastructure improvements needed (water, sewer, storm water)
 - proposed planning, design, approval, and construction schedule.
- h. Project timeline
- i. Construction budget
- j. Conceptual remedial action plan narrative that incorporates the redevelopment objectives with the need to demonstrate regulatory compliance with Remediation Standard Regulations.
- k. Description of requested technical or financial assistance from the Town including documented need.
- l. Intent to purchase or lease property or alternative proposal as well as disclosure of what surrounding properties may need to be purchased or leased as part of the project
- m. Financial offer (Proposals are subject to final negotiation).

- n. Evidence of financing availability, including the names and addresses of financial references and any other named sources of equity capital.
- o. Project pro forma demonstrating the financial viability of the proposed development.
- p. List of submitted information requiring confidentiality.
- q. For each individual with more than a ten percent (10%) interest in the development entity, respondents must execute a notarized affidavit of non-collusion. A copy of said affidavit must be attached.
- r. Domestic corporations and other limited liability entities must submit a certificate of good standing from the State of Connecticut Department of Revenue Services:
 Department of Revenue Services
 Collection and Enforcement Division-Lien Unit Request for a Status Letter
 25 Sigourney Street, Hartford, CT 06106 - [Revenue Services](#)
- s. Respondents that are foreign corporations and those corporations not chartered in Connecticut must hold a certificate authorizing said corporation to do business in the State of Connecticut. These certificates or certified copies are available from the Office of the Connecticut Secretary of State.

IMPORTANT: All proposal materials become the property of the Town of East Haddam.

14. Submittal Deadline and Review Schedule:

Submissions are due by the date and time specified unless a formal extension has been granted by the Town of East Haddam. Respondents must ensure that submittals are delivered on time to assure consideration by the Town. The Town of East Haddam reserves the right to modify the deadline and schedule.

- a. RFP Issuance and Distribution to Short Listed Developer: September 19, 2019
- b. Questions due to Committee: October 17, 2019
- c. Responses to Questions due to Developer: November 7, 2019
- d. RFP Submittal Deadline: March 19, 2020 no later than 2:00 P.M.
- e. Review by Selection Committee: March 19 through April 2, 2020
- f. RFP Interview with Short Listed Developer: April 2 to April 23
- g. Recommendation of Developer to Selectmen: April-May, 2020
- h. Public Hearing: May 2020
- i. Town Meeting/Referendum: May-June, 2020

The outlined relative schedule is subject to change depending on the review of submittals, negotiations with potential developers, and other factors.

The RFP submittals and all supporting documents must be received by the above-stated deadline

at the following address:

Town of East Haddam
1 Plains Road – P.O. Box 385
Moodus, Connecticut 06469
C/O First Selectmen
Attention: RFP 1 & 7 Main Street

15. GENERAL CONDITIONS AND TERMS:

The Town of East Haddam (Town) reserves the right to accept or reject any and all proposals in whole or in part, to waive any technical defects, irregularities, and omissions, and to give consideration to past performance of the prospective respondents where the interests of the Town will be best served. The Town reserves the right to directly negotiate with any entity who submits a proposal in response to this RFP. The Town reserves the right to request interviews of developers, discuss all project details, and to select and negotiate a preferred development proposal that is in the best interest of the Town prior to final award.

The Town may determine that proposals are technically and/or substantially non-responsive at any point in the evaluation process and may remove such proposal from further consideration. Faxed proposals will not be accepted. Proposals arriving after the deadline may be returned unopened or may simply be declared non-responsive and not subject to evaluation, at the sole discretion of the Town. All original documents and drawings shall become the property of the Town once submitted. The Town is not responsible for any costs related to the preparation and/or submittal of proposals or any subsequent costs related to presentations or clarification pertaining to this RFP. All costs are the responsibility of the prospective respondent.

“Proposal” shall mean quotation, offer, qualification/experience statement, and/or services. Prospective respondents shall also mean vendors, offers, or any person or firm responding to an RFQ.

All prospective respondents are responsible for insuring that no addendums have been made to the original RFP or that all addendums have been reviewed and addressed. All addendums will be posted on the Town of East Haddam’s website.

The Town reserves the right to waive any informality or irregularity when it is in the best interest of the Town to do so, to discuss modifications to any proposal, to re-advertise for additional proposals if desired or necessary, and to accept or reject any or all proposals, for any and all reasons. The Town reserves the right to postpone or reschedule any of the actual or proposed dates or deadlines.

There is no official public opening of proposals. To best protect the solicitation and competitive negotiation process, the Town has determined that it is in the public interest to keep all proposals confidential until after a recommendation has been made by the Selection Committee. Proposal

materials become public information only after the recommendation to the Board of Selectmen following the Request for Proposal process.

The prospective respondent warrants, by submission of a proposal, that he/she is not an employee, agent, or servant of the Town, and that he/she is fully qualified and capable in all material regards to satisfying the requirements and fulfilling the proposal as submitted. Nothing herein shall be construed as creating any contractual relationship or obligation between the Town and the prospective respondent. The prospective respondent warrants that he/she has not, directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of fully competitive process. The prospective respondent warrants that he/she has not paid, and agrees not to pay, any bonus, commission, fee or gratuity to any employee or official of the Town for the purposes of obtaining any contract or award issued by the Town.

16. Resources and Attachments:

The following resources are available on the Town's web site at www.easthaddam.org.

No representation is made as to the completeness or accuracy of any document created or drafted by any entity other than the Town. Respondents should conduct their own independent due diligence and should not rely solely on any such resource materials.

Request for Proposal

Appendix A - Mobility Improvement Study for the Village of E. H. Conceptual Design Phase

Appendix B - Town Office Site – Re-Use Study – Harrall – Michalowski Associates – 2006

Appendix C - East Haddam Village, East Haddam Revitalization Committee – Fellner Associates

Appendix D - 2008 East Haddam Plan of Conservation

Appendix E - Public Input Information minutes from September 26, 2018

Appendix F - CERC Town Profiles

Appendix G - Partnership for Strong Communities Housing Data Profiles

Appendix H - East Haddam Zoning Regulation Section 9.5 East Haddam Village District

Appendix I - East Haddam Historic District Guidelines

Appendix J - Connecticut River Gateway Adoption of the E. H. Village District Regulations 2005

Appendix K – Property Survey

Appendix L – WPCA Sewer Regulations

Appendix M - Environmental Site Assessments

Appendix N - Property Card/Maps

Appendix O - Additional Photographs of the site.

Appendix P – Additional Photos of the Village

Attachment A – Non-collusion Affidavit

Attachment B – Anti-Kickback Acknowledgement

Attachment C – Proposal Transmittal Sheet

Attachment D – Listing of Officers Sheet

Web links to area business and attractions:

- Goodspeed Opera House - www.goodspeed.org
- The Gelston House - www.gelstonhouse.com
- La Vita Restaurant - <http://lavita9main.com/>
- Goodspeed Airport - <https://airnav.com/airport/42B>
- Boardman House Inn - www.boardmanhouse.com
- Nathan Hale Schoolhouse - www.connecticutsar.org/historic-sites/Nathan-Hale-Schoolhouse-east-haddam
- Gillette's Castle State Park - <https://www.ct.gov/deep/cwp/view.asp?q=325204>
- Devil's Hopyard State Park - <https://www.ct.gov/deep/cwp/view.asp?q=325188>
- Salmon River State Boat Launch - <https://www.ct.gov/deep/cwp/view.asp?Q=384278>
- Essex Steam Train - <https://essexsteamtrain.com>
- The Lady Katherine Cruises - <https://ladykatecruises.com>
- Goodspeed Station - www.goodspeedsstation.com
- River Quest Cruises - www.ctriverquest.com
- The River House at Goodspeed Station - www.theriverhouse.com
- Andrews Marina - <http://andrewsmarina.com/>

Attachment A

NON-COLLUSION AFFIDAVIT

(Prime Respondent) _____

State of _____

County of _____

_____, being first duly sworn, deposes and says:

That he/she is _____ (partner or officer) of the firm of

_____, the party making the foregoing proposal, that such

Proposal is genuine and not collusive or sham, that said respondent has not colluded, conspired connived or agreed, directly or indirectly with any respondent or person, to put in a sham proposal or to refrain from submitting, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the proposal or affidavit of any other respondent, or to fix any overhead, profit or cost element of said proposal, or of that of any other respondent, or to secure any advantage against the Town of East Haddam or any person interested in the proposed award; and that all statements in said proposal are true.

Signatures:

Respondent, if the respondent is an individual; _____

Partner, if the respondent is a partnership; _____

Officer, if the respondent is a corporation; _____

Subscribed and sworn to before me

This _____ day of _____, 20__

Notary: _____

Printed Name: _____

My Commission expires: _____, 20__

Attachment B

ANTI-KICKBACK ACKNOWLEDGMENT

ALL RESPONDENT/OFFERORS MUST ATTEST TO THE FOLLOWING:

The vendor acknowledges, under the pains and penalties of perjury, that he/she has not been offered, paid, or solicited for any contribution or compensation, nor has he/she been granted a gift, gratuity, or other consideration, either directly or indirectly by any officer, employee or member of the governing body of the Town of East Haddam who exercises any functions or responsibilities in connection with either the award or execution of the project to which this contract pertains.

Further, the vendor acknowledges, under the pains and penalties of perjury, that he/she has not offered, paid, or solicited by way of any contribution or compensation, nor has he/she granted a gift, gratuity or other consideration either directly or indirectly to any officer, employee, or member of the governing body of the Town of East Haddam who exercises any functions or responsibilities in connection with either the award or execution of the project to which this project or contract pertains.

SIGNATURE OF RESPONDENT/OFFEROR

DATE

TITLE

COMPANY

Title of RFP:

Attachment C

PROPOSAL TRANSMITTAL SHEET –

RFP 1 & 7 Main Street, East Haddam, CT

Date: _____

I/We _____ the undersigned do hereby submit a proposal to the Town of East Haddam, Connecticut, for the sale or lease of 1 & 7 Main Street, in accordance with all terms and specifications contained within said RFP herein. The undersigned acknowledges that the submittal does not rely on the Town of East Haddam regarding the condition of the property and will make their own investigation on the condition of the property and its suitability for development.

NAME OF FIRM

SIGNATURE

TITLE

SIGNATURE

TITLE

SIGNATURE

TITLE

ADDRESS, CITY, STATE, ZIP CODE

TELEPHONE NUMBER

FAX NUMBER

E-MAIL ADDRESS

Attachment D

LISTING OF OFFICERS SHEET

List the Officers of your Corporation or Principals of your LLC. Evaluation cannot be completed without the attachment.

Complete Company Name

_____ Name	_____ Title/Officer/Position
_____ Name	_____ Title/Officer/Position