

TOWN OF CHESTERFIELD

REQUEST FOR PROPOSALS

For sale of:

**Single Family Home, Barn, and
Associated Two Acres of Land**

6 North Road Chesterfield, Massachusetts

Issue Date

July 31, 2019

Due Date

September 3, 2019 by 10:00 a.m.

Submit To

Susan M. Labrie, Town Administrator

Town Offices

422 Main Road, PO Box 299

Chesterfield, MA 01012





Request For Proposals 6 North Road Chesterfield, Massachusetts

The Town of Chesterfield is seeking proposals from any party interested in the purchase of a single family, home, barn, and associated two acres of land located at 6 North Road Chesterfield, MA. Constructed in 1950, this wood framed building is a single story, 2 bedroom residence with a full basement. It has approximately 1,200 square feet of space. The barn is approximately 20' by 30'. The buildings will be situated on 2 acres of land in the center of Chesterfield. The buildings and associated 2 acres of land are part of an 11 acre parcel purchased by the Town and will be surveyed and divided with the remaining 9 acres of land being retained by the Town.

Selection under this request will be based on the proposal which best meets the needs of the community as determined by a review of the price offered and final use designated for the property by the buyer.

Environmental Conditions / No Warranty

The property is being sold in an “as is” condition, and the Town makes no representations or warranties regarding the current structural or environmental conditions, or general environs including, but not limited to, termite infestation, the presence of asbestos or lead paint, soil contamination, or any other contamination. The selected purchaser will accept the property “as is” with no exceptions.

The selected purchaser shall acknowledge that no such representation or warranty has been made, and the property has been taken in an “as is” condition without recourse to, or remedy from, the Town for any condition, liability, or event connected to the property.

The Town hereby gives notice that it will not be bound by any statement, representation, or information pertaining to the property or its condition by any employee, agent, elected or appointed official, or any other person or persons acting, or purporting to act, under color of authority of the Town of Chesterfield.

Zoning and Use Considerations

The property is zoned Town Center (TC) under the Town of Chesterfield’s Zoning Bylaw (available on the Zoning Board of Appeals page at www.townofchesterfieldma.com).

Any use inconsistent with the Zoning Bylaw will require a variance from the Zoning Board of Appeals, or a zone change approved by Town Meeting. Specific uses may require special permits, site plan approval, or other approvals from the Planning Board, Board of Health, or other Town agencies.

The Town makes no representations or guaranties regarding the applicant’s success in obtaining such approvals, variances, or permits.

Walkthrough

A walkthrough and inspection of the buildings at 6 North Road will take place on Saturday, August 10, 2019 at 10:00 a.m.

Questions

Questions regarding this proposal must be made in writing to: Town Administrator, P.O. Box 299 Chesterfield, MA 01012, or emailed to townadmin@townofchesterfieldma.com.

Deadline for submitting written questions is Friday, August 16, 2019. A compilation of written responses to all questions will be mailed or emailed on August 22, 2019 to all bidders on record as having picked up the RFP.

Submission

Proposal response forms are attached. Responses, which do not contain the required information, may be corrected as to form only. The Town reserves the right to accept or reject any proposals made under this request. All proposals must identify the name, address, email, and telephone number of the person and/or the organization making the proposal and a description of the proposed use of the property. All building and/or zoning permits required for the proposed use of this property will be the responsibility of the successful Bidder.

Bidders shall include a deposit of \$5,000 by certified or bank check. Deposits shall be returned to unsuccessful bidders.

Sealed proposals will be accepted in the Town Administrator's office, 422 Main Road P.O. Box 299, Chesterfield, MA 01012 until 10:00 a.m. on Tuesday, September 3, 2019, at which time they will be publicly opened. **The outside of the sealed envelope must be marked "6 NORTH ROAD RFP"**. The Select Board reserves the authority to review each proposal and to determine which, if any, is in the best interest of the inhabitants of the Town of Chesterfield.

General

This proposal is governed by the provisions of MGL Chapter 30B.

All proposals must include a non-collusion form. All proposals must be signed by an authorized individual(s).

If any changes are to be made to this Request for Proposals (RFP), an addendum will be issued. Addenda will be mailed or emailed to all on record as having picked up the RFP.

After the proposal opening, a bidder may not change any provision of the proposal in a manner prejudicial to the interests of the Town or fair competition. Minor informalities will be waived or the bidder will be allowed to correct them. If a mistake in the intended proposal is clearly evident on the face of the proposal document, then the mistake will be corrected to reflect the intended correct proposal, and the bidder will be notified in writing; the bidder may not withdraw the proposal. A bidder may withdraw a proposal if a mistake is clearly evident

on the face of the proposal document, but the intended correct proposal is not similarly evident.

The bidder, by making a proposal, represents that the bidder has read and understands the proposal documents, and that the proposal is made in accordance therewith. By submitting a proposal, the bidder further represents that he or she has complied with the intent to visit the site, become familiar with local conditions, and has correlated the bidder's personal observations with the requirements of the governing documents. In addition, the bidder represents through his or her proposal that the contract documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work of this contract.

The bidder shall carefully study and compare the RFP documents with each other, shall examine the site and local conditions, and shall at once report to the Town Administrator errors, inconsistencies or ambiguities discovered.

All proposal prices submitted in response to this RFP must remain firm until the Town voters approve to sell such property for the proposed amount and the purchase and sale agreement is executed.

Minimum Criteria and Conditions

1. Request for Proposal Form completed and signed
2. Deposit of \$5,000 by certified or bank check. (Deposits shall be returned to unsuccessful bidders.)
3. Non-collusion form
4. Tax Status form – Certification of compliance
5. Disclosure of Beneficial Interests

Other considerations/guidelines:

1. Closing shall occur within three months of the award date.

Proposal Evaluation

All proposals shall be evaluated by the Select Board and the Town Administrator.

Rule for Award

The proposal will be awarded by the Select Board, if the Town voters approve of the sale of the property for the proposed price. The contract may be awarded to the responsible and responsive bidder submitting the most advantageous proposal. The awarding authority reserves the right to reject any and all proposals and to dispose of the property through a negotiated sale, provided that the negotiated price is higher than the highest proposal received from a responsive bidder.

REQUEST FOR PROPOSAL RESPONSE FORM

Town of Chesterfield

Purchase of 6 North Road House, Barn, and Associated 2 Acres of Land

Name of Bidder _____

Organization (if any) _____

Street Address _____

Town, State, Zip _____

Email _____

Telephone _____

Proposed purchase price \$ _____

Proposed purchase price (written) _____

Proposed use of property _____

(Attach additional sheets as required)

Date: _____

Signature of Bidder

Title (if any)

Proposals must be received at the office of the Town Administrator, 422 Main Road, PO Box 299, Chesterfield, MA 01012 before 10:00 a.m. on Tuesday, September 3, 2019.

The outside of the sealed envelope must be clearly marked “6 NORTH ROAD RFP”.

ATTACHMENT A

LEGAL NOTICE

TOWN OF CHESTERFIELD

REQUEST FOR PROPOSALS

**SALE SURPLUS REAL ESTATE: 6 NORTH ROAD HOUSE, BARN, AND
ASSOCIATED 2 ACRES OF LAND**

The Town of Chesterfield seeks sealed proposals for the sale of surplus real estate at 6 North Road Chesterfield, MA 01012. The property consists of a single family home, barn, and associated 2 acres of land. It is offered “as is” and the Town makes no representation or warrantee as to its condition. The RFP may be downloaded from the Town’s website, www.townofchesterfieldma.com.

The property and buildings may be viewed and inspected on Saturday, August 10, 2019 at 10:00 a.m.

Deadline for proposal submittal is Tuesday, September 3, 2019 by 10:00 a.m.

Sealed proposals must be delivered to: Chesterfield Town Administrator, 422 Main Road, PO Box 299 Chesterfield, MA 01012.

Post:

Central Register

Daily Hampshire Gazette

Town of Chesterfield Website

ATTACHMENT B

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

(Signature of person signing proposal)

(Name of Business, if applicable)

ATTACHMENT C

DISCLOSURE STATEMENT
DISPOSITION OF REAL PROPERTY
(To be completed by successful bidder after award.)

For disposition of real property by the Town of Chesterfield, the undersigned does hereby state, for the purpose of disclosure to MA General Laws, Chapter 7, Section 40J, of a transaction relating to real property as follows:

- 1) Real Property Description: A single family residence, barn, and associated 2 acres of land located at 6 North Road in said Chesterfield, as a portion of property shown and described on Chesterfield Assessors' Map 19D, as parcel 18, with 200' of frontage on North Road.

- 2) Seller: Town of Chesterfield

- 3) Buyer:

- 4) Names and addresses of all persons who have or will have a direct or indirect beneficial interest in the property as Buyer.

<u>Name</u>	<u>Residence</u>
_____	_____
_____	_____
_____	_____

- 5) None of the above mentioned persons is an employee of the Town of Chesterfield or an official elected to public office in the Commonwealth of Massachusetts. Except as listed below.

<u>Name</u>	<u>Residence</u>
_____	_____

Signed under the penalties of perjury.

Name Date

Title

ATTACHMENT D

ARSON / TAX DELINQUENCY STATEMENT

(To be completed by successful bidder after award.)

Pursuant to the provisions of paragraph three of M.G.L c.60, Section 77B, I hereby certify that neither I nor any person who would gain equity in the property sold to me on _____ by the Town of Chesterfield, has ever been convicted of a crime involving the willful and malicious setting of a fire or of a crime involving the aiding, counseling or procuring of a willful and malicious setting of a fire, or of a crime involving the fraudulent filing of a claim for fire insurance.

I further certify that I am not delinquent in the payment of real estate taxes to the Town of Chesterfield, or if delinquent, that a pending application for abatement of such tax, or a pending petition before the appellate tax board or county commissioners has been filed in good faith.

Signed under the pains and penalties of perjury this _____.
date

Grantee

Grantee

ATTACHMENT E

CERTIFICATE OF VOTE
(To be completed by bidding Corporations only)

At a duly authorized meeting of the Board of Directors of the

_____ held on _____ it was VOTED that
(Name of Corporation) (Date)

(Name) (Officer)

of this company, be and hereby is authorized to execute contracts and bonds in the name and on behalf of said company, and affix its corporate seal hereto; and such execution of any contract or obligation in this company's name on its behalf by such officer under seal of the company, shall be valid and binding upon this company.

I hereby certify that I am the clerk of the above named corporation and that _____ is the duly elected officer as above of said company, and that the above vote has not been amended or rescinded and remains in full force and effect as the date of this contract.

Date

(Clerk)

Corporate Seal