



## Town of Warren, Rhode Island

# Request for Proposals for 308 METACOM AVENUE

### Opportunity

The Town of Warren, Rhode Island offers qualified investors and developers an opportunity to purchase and adaptively reuse the property located at #308 Metacom Avenue, Warren, Rhode Island (Map 11, Lot 266). The Town of Warren seeks proposals that benefit the Town and complement the Village Business / Residential neighborhood on Route #136 in Warren. The Town intends to identify ONE Proposer with whom to negotiate the proposed redevelopment, sale price and conditions for property acquisition.

One original and ten (10) copies of the Proposals **MUST** be filed at the Office of the Town Clerk, 514 Main Street, Warren, RI 02885. Proposals must be sealed and clearly marked on the outside with the title “#308 Metacom Avenue” on the front. Proposals will be opened at **11:00 a.m.** at the **Warren Town Hall**, 514 Main Street on **November 30, 2012**. At that time, the Town Clerk will record all monetary bids on a bid sheet. Note, however, that this is NOT a highest bid selection process and the Town will evaluate each proposal based on all of the evaluation criteria.

All inquiries, questions, and requests for information related to the property or related to the preparation of the response to the Request for Proposals should be directed in writing to Town Manager’s Office, Town of Warren, and 514 Main Street, Warren, Rhode Island 02885. Phone 401-245-7554. Responses, clarifications, or interpretations and any supplemental instructions or form, if issued, will be issued in the form of written addenda. The Town of Warren will not be responsible for, and Proposers may not rely upon, any information, explanation or interpretation of the RFP rendered in any fashion except as provided in accordance with this RFP. The Town of Warren will post on its website (<http://www.townofwarren-ri.gov>) any notices or information regarding cancellations, withdrawals, modifications to deadlines or any other modifications or addenda to this RFP. Proposers have the responsibility to check the website for any such notices and information, and the Town has no obligation to provide direct notice to any Proposer(s).



Arrow indicates the VFD building at 308 Metacom Avenue (at the northernmost end of Metacom before it merges into Kickemuit Road).

## Location and Description

The Building located at #308 Metacom Avenue was previously utilized by the Town as a Veteran of Foreign Wars Post (see map of location, right).

The one story concrete, masonry and brick building was constructed circa 1928 and is situated on .129 acres of land. The net sub-area of the building totals 1,196 square feet (598 SF = First Floor, 416 SF = Basement and 182 SF =Garage).

The interior construction is a combination of concrete, wood framing and plaster with some hardwood flooring. The basement level includes an older kitchen area and two half baths. The entire building is heated by oil furnace / forced hot water and is serviced by public water and sewer.



## Known Concerns

The building is known to have roof deficiencies which may have caused damage to interior ceilings and walls.

## Requirements for Submittal

All proposals must be in narrative format on letter paper and include as a cover, the Response Sheet at the end of this RFP. To be considered responsive, a proposal must contain the following information:

1. Price Offered.
2. Intended Property Use. The proposer should describe all uses to occur in the building, anticipated hours of occupation or operation and parking needs. If the current zoning (village business) will need to be changed or special use permits ascertained, the proposer should mention the proposed changes in this section.
3. Negotiation: The period of exclusive negotiation shall be ninety (90) days from the date of notification by the Town. An executed purchase and sale agreement along with an irrevocable letter of credit, bank check or certified check in the amount of ten percent (10%) of the proposed purchase price must occur within the aforementioned ninety (90) days.
4. Town Council Approval: The Warren Town Council will consider the proposal Response at a regular or special meeting. The Town Council must vote to approve the offer and plan for the Financial Town Meeting. The Town Council, at its discretion, may add conditions to the proposer's plan.
5. Financial Town Meeting: All sales of town property are subject to a vote by a quorum of registered Warren voters at the Financial Town Meeting. A quorum of voters may add conditions to the proposer's plan which cannot be removed by the Town Council.

## Terms, Conditions & Reservations of Rights

1. The Town reserves the right to:
  - a. Cancel or withdraw the RFP at any time prior to or after the submission date.
  - b. Modify or issue clarifications to the RFP prior to the submission deadline.
  - c. Reject any submission it deems incomplete or unresponsive.
  - d. Reject all submissions in response to this RFP.
  - e. Modify the deadline for submission or any other portion of the RFP.
  - f. Reissue an RFP, a modified RFP or any other solicitation regardless of whether any submissions have been received in response to the initial RFP.
  - g. Exercise any one or more of these rights as it may deem necessary, appropriate or beneficial to the Town.

2. The Warren Town Council must approve the sale of the property in accordance with the Town Charter including but not limited to a public hearing. The sale of the property must then be approved by a majority of voters at a Financial Town Meeting (to be announced).
3. In all cases, the Proposer will be required to accept the Premises in “as is” condition, without warranty by the Town as to the physical condition of the land or structure. Proposers will be responsible at their sole cost and liability for any improvements and for any environmental remediation that may be associated with the existing site improvements. In addition, for any development, Proposers will be responsible for all pre-development (including due diligence studies such as traffic, geotechnical, storm water management and other site preparations) and development costs.
4. Conflicts of interest are prohibited through this RFP. In making a submission under this RFP, the Proposer(s) represents and warrants the following:
  - a. No person or entity employed by the Town or otherwise involved in preparing this RFP on behalf of the Town has provided any information to the potential Proposer which was not made available to all entities potentially responding to the RFP, is affiliated with or employed by or has any financial interest in any potential Proposer, has provided any assistance to potential Proposer in responding to this RFP and/or will benefit financially if any Proposer is selected in response to this RFP.
  - b. No person has offered or given to any Town officer or employee any gratuity or anything of value intended to obtain favorable treatment under this RFP or any other solicitation or other contract, and Proposer has not taken any action to induce any Town officer or employee to violate the rules of ethics governing the Town and its employees. Proposer has not and shall not offer, give or agree to give anything of value either to the Town or any of its employees, agents, consultants, managers or other persons or firms representing the Town, or to a member of the immediate family (spouse, child, parent, sibling) of any of the foregoing. Any such conduct shall be deemed a violation of this RFP. As used herein, “anything of value” includes, without limitation, any favors, such as meals, entertainment, transportation etc. which might tend to obligate the Town employee to Proposer; and any gift, gratuity, money, goods, equipment, services, lodging, discounts and such not available to the general public, offers or promises of employment, loans or the cancellation thereof, preferential treatment or business opportunity. Such term shall not include work or services pursuant to any other valid Town contract.
  - c. The Proposer shall report to the Town directly and without undue delay any information concerning conduct which may involve corruption, criminal activity, conflict of interest, gross mismanagement or abuse of authority; or any solicitation of money, goods, requests for future employment or benefit or thing of value by or on behalf of any Town

employee, officer, or public official, any Proposer employee, officer, agent, subcontractor or labor official, or other person for any purpose which may be related to the procurement of this RFP by Proposer, or which may affect performance in response to this RFP in any way.

- d. Neither Proposer or any subcontractor or affiliate thereof, nor any employee of them, shall retain any material or items of any kind salvaged from the property at issue in this RFP as memorabilia or souvenirs or otherwise.
5. If information provided in a submission changes (i.e. change in financial information), the Proposer shall provide updated information in the same format for the appropriate section of the response to the RFP and the Town will consider the modified submission. All submissions shall be the property of the Town of Warren. The Town may use any and all ideas in any submission, whether the submission is selected or rejected. No Proposer shall be entitled to compensation or reimbursement of costs in connection with their submission of a response to this RFP. The Town may require clarification of any submission and/or additional information. The Town may request an oral presentation from any proposer.
6. Proposers should note that all submissions and all other information submitted in response to this RFP are subject to the Access to Public Records Act of the State of Rhode Island (Title 38 of the Rhode Island General Laws) which generally mandates disclosure of documents in possession of the Town upon request of any person unless the content of the document falls within a specific exemption category.

If a Proposer provides information that it believes is exempt from mandatory disclosure, the Proposer shall include the following statement on the title page and each page of the submission: "THIS PROPOSAL CONTAINS INFORMATION THAT IS EXEMPT FROM DISCLOSURE UNDER TITLE 38 OF THE RHODE ISLAND GENERAL LAWS". Although the Town will generally endeavor not to disclose information designated by Proposer as exempt, the Town will independently determine whether such information is exempt from mandatory disclosure. Further, such information may be disclosed by the Town, at its discretion, unless otherwise prohibited by law, and the Town shall bear no liability related to such disclosure.

**Response Sheet for #380 Metacom Avenue RFP**

By participating in this RFP process, the below signed Proposer agrees to all terms and conditions contained herein and to hold the Town of Warren, RI, its officers, employees, agents, representatives and consultants harmless from all claims, liabilities and costs related to all aspects of the RFP.

**Purchase Price for Property:**

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**Proposer's Signature:**

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**Printed Name:**

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**Proposer's Phone and Address:**

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**Date:**

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**Check List for Complete Proposal:**

- ( ) Formal letter stating the offer for purchase of the subject property, including the terms of the offer, purchase price and description of all conditions to which the offer may be subject.
  
- ( ) Narrative explaining the proposed reuse of the property, requirements for parking, proposed zoning changes.
  
- ( ) Estimated schedule for any renovations with estimated completion date(s).
  
- ( ) A statement affirming the proposer has the financial ability to complete the purchase and renovation.
  
- ( ) A statement of compatibility with the adjacent neighborhood.
  
- ( ) A deposit of ten percent (10%) of the proposal price is required with each proposal in the form of a bank check or certified check made payable to the Town of Warren, RI.