

My edits of Peer's excellent draft with reasons for proposed changes.

**TOWN OF CHILMARK REQUEST FOR PROPOSALS (RFP)
PEAKED HILL PASTURES Affordable (1 Housing Project,
Executive Summary Draft**

Introduction: At its Annual meeting in April 2022 the Town passed Warrant Article 25 which read as follows:

ARTICLE 25. To see if the town will vote to approve in concept affordable/community housing at Peaked Hill Pastures as follows:

1. Area to be developed for affordable/community housing will be 6 to 8 acres of the southern part of the overall 16-acre town-owned land.
2. 10 Rental units (20 bedrooms) on 2-3 acres in campus concept—by developer
3. 2 turnkey ownership units—by developer
4. 2 U-build ownership homesites to be coordinated with campus concept—by town
5. Design to preserve as much buffer and open space as possible/feasible
6. Green community standards including sustainable and energy efficient construction, nitrogen reduction—enhanced septic system design
7. Applicants from various AMI income levels up to 150%

The Town of CHILMARK, acting through the Peaked Hill Pastures committee invites proposals for construction of AFFORDABLE RENTAL APARTMENTS and HOMESITE HOUSING UNITS on Town-owned land at PEAKED HILL PASTURES. The Property is shown on the CHILMARK Assessor's Map as "MAP 20, LOT 47.1 (see attached).

Background— After the passage of Article 25, a Peaked Hill Pastures Committee (“Committee”) was appointed by the Select Board consisting of Richard Osnoss, Peter Cook, Lindsey Scott, Fred Khedouri and Andy Goldman. Bill Rossi was the Select Board’s liaison. At its first meeting, on May 23, 2022, Andy Goldman was elected Chair.

The Committee realized that a limited number of changes had to be made to the concept if it were to become a plan under existing town zoning and other rules and regulations concerning set backs, septics, wells, road frontage, etc. without interposing major delays.

The Committee sought to harmonize the aspirations of the concept with the constraints of the town zoning bylaws, the character of the site, and state requirements relating to septic systems and wells.

Faithful to that concept, while complying with Town and State requirements, the Committee devised a plan to include 3 rental triplexes with 3 apartments in each; each building to contain a three bedroom, two bedroom and one bedroom apartment for a total of nine apartments containing 18 bedrooms— instead of the ten apartments containing 20 bedrooms in the Article 25 concept. Both the concept and the plan contain four affordable homesites.

This site plan was able to accommodate this development in under 6 acres.

Request for Proposals

Project Description The purpose of this Request for Proposal (RFP) is to select a Developer who can demonstrate the experience and capacity to timely and successfully:

Conduct community outreach and design review. Before applying for permitting, the Developer shall present draft plans and specifications to

the community and neighbors. The Developer will hold at least two open meetings with the community and will reach out to the neighbors (within 600 feet including those across roadways) by certified mail. At the open meetings the Developer will field questions and comments pertaining to the project. This meeting shall be advertised in the local papers with details as to how to attend

Secure all appropriate approvals and permits, including Board of Health approval if using nitrogen credits or if otherwise necessary. It is anticipated that this project will be permitted under G.L. c. 40B, §§ 20-23 as a Local Initiative Program (LIP) Comprehensive Permit per DHCD Guidelines OR (OTHER OPTION: “LDA”)?

Design Plan A Site Plan prepared for the Town by Vineyard Land Surveying & Engineering, Inc. (see Attachment A) presents an estimated build envelope.

The selected Responder and the Town of CHILMARK will agree upon a Design Plan and Building Envelope prior to execution of the LDA. The Design Plan must include details on access and parking, and the Developer must obtain approval for access and parking areas from the Town’s Road Inspector and Fire Chief.

Any substantive changes from the approved Design Plan and Building Envelope made after the execution of the LDA will require written approval of the CHILMARK SELECT BOARD.

Development Guidelines: The Town of CHILMARK has established the following quality guidelines for development of the Property.

Priority will be given to Responders who demonstrate the best ability to address these guidelines, as determined by the evaluation criteria in this RFP

General Design and Construction Guidelines All structures must comply with any local applicable code, including “stretch code,” and Massachusetts State Building Codes, Electrical Code, Plumbing and Heating Code, Massachusetts Fire Code, and Sanitary Code. Modular, panelized construction, or traditional “stick-built” construction must be in the character of the neighborhood.

Building and Unit Specifications The ground floor living space in the units and walkways must meet ADA Accessible Standards (handicap visitability). One- or two-units shall meet ADA Accessible Design Standards (handicap liveable).

Energy Efficiency and “Green” Construction: The Town encourages design plans that maximize the energy efficiency and maintenance of the housing units, specifically “green” technologies, LEED construction or near Net Zero and Net Zero Building, including, but not limited to the addition of solar energy components, alternative energy components, and possibly fire suppression system.

Landscaping and Site Work Proposals will include finish grade (considering appropriate and reasonable drainage techniques), lawn, shrubs and appropriate driveways. All landscaping shall consist of native, sustainable, low-water species for Dukes County, Proposals shall provide a landscape plan that includes an area along the property borders of 50 feet setback if possible.

Readiness to Proceed and Timelines: The Developer shall demonstrate the ability to start on and complete the project within a reasonable timeframe.

Financial: The Developer shall demonstrate financial capacity to manage and complete the Project. The Town of CHILMARK will provide assistance in the form of documentation for any grant applications or subsidies for which the Developer may choose to apply with the prior approval of the Peaked Hill Pastures Committee.

Land Disposition and Ground Lease: The Responder will enter into a Land Disposition Agreement (LDA) with the Town of CHILMARK. When all permits are in place and a certificate of occupancy(1) is issued the Developer and the Town of CHILMARK will enter into a Ground Lease.

Submission Requirements Applicants must submit all of the following information:

Letter of Interest signed by all principals of the applicant organization.

Project Description

Project Narrative

Preliminary Site Plans and Architectural Plans, 11" x 17" format.

Project Timeline

Description of the proposed housing units, affordability levels, and accessibility.

Information on the Development team (i.e., developer, key consultants, property manager, architect, contractor, attorney, etc.), including details on previous experience and similar projects completed.

Project Proformas: Fund sources, Predevelopment Budget, Construction Budget,

20 year operating Pro Forma Proposals shall identify all principals, partners, co-venturers or sub-developers participating in the project, and the nature and share of participants' ownership in the project.

Developer Financials: Most recent federal tax forms and audited financial statements

Disclosure of any past, pending, or threatened legal or administrative actions that may relate to the Proposer

Letters of interest from lender(s) or other documentation of funding sources

Equity: Evidence of developer's financial capacity to cover equity requirement

References, including the project name and location, year completed, name, title, and contact information

List/description of other real estate owned

Confirmation that no local, state, or federal taxes are due for the development team or any in the team.

Forms and Certificates (Required from Responder)

- a. Certification of Tax Compliance (M.G.L. c. 62C, 49A) (Attachment F)
- b. Disclosure of Beneficial Interests (M.G.L. c.7, 40J) (Attachment G)
- c. Certificate of Non-Collusion (Attachment H)
- d. Information regarding any legal or administrative actions, past, pending or threatened that could relate to the conduct of the applicant's business (Attachment I).

OSHA Training Form

Selection Process: All packages received by the deadline will be opened in public and logged in. All information contained in the proposals is public. The Town of CHILMARK acting through the Peaked Hill Pastures Committee, will review and evaluate all proposals that have been received by the submission deadline. Evaluation of the proposals will be based upon the information provided in the Proposer's submission in accordance with the selection criteria. Final award shall be by vote of the Select Board. upon recommendation of the Peaked Hill Pastures Committee