

Affordable Housing Trust

16 Great Neck Road North Mashpee, MA 02649

REQUEST FOR QUALIFICATION STATEMENTS AND FEE/COST QUOTES FOR FEASIBILITY STUDY 51 Sampsons Mill "VFW Site" AFFORDABLE/WORKFORCE HOUSING DEVELOPMENT

1. Request

The Town of Mashpee Affordable Housing Trust ("MAHT") seeks statements of qualification and fee/cost quotes from qualified engineering firms to provide engineering/design services required to develop an Affordable/Workforce Housing Feasibility Site Assessment for a 65 acre (+/-) Town-owned parcel of land under the care and control of the Mashpee Select Board located at 51 Sampsons Mill Road, Mashpee, MA 02649, hereinafter referred to as the 'subject parcel.' The subject parcel is bisected by a Commonwealth Electric Utility Easement generally running east-west through the Town. Approximately 13 of the parcel's 65 acres are north of the Easement. The Town wishes to understand feasibility for affordable housing across the entire 65 acres.

2. Background

At its meeting of June 26, 2023, the Mashpee Affordable Housing Trust authorized staff to procure a consultant for determining the subject site's feasibility for development as affordable/workforce housing. Subsequent to determining the site's feasibility, the Town may elect to consider transferring this parcel into the care and control of the Affordable Housing Trust for purposes of affordable/workforce housing development and submitting a Town Meeting authorization/appropriation article for that purpose.

51 Sampson's Mill Road is a 65 acre (+/-) residentially zoned parcel in the Town's R3 Zoning District. It is bounded to the east by Sampson's Mill Road, to the west by Town-owned property along paper street Delphic Avenue and to the north by Route 28 (See attached locus). The Town's primary interest is determining feasibility for the entire 65 acres however understands feasibility may be impacted by the electric utility easement bisecting the property. The site is generally located across from the Sea Oaks Condominiums and is in close proximity to the site of the Mashpee Municipal Wastewater Treatment Facility (WWTF), which is presently under construction.

In consideration of the subject parcel's size (65 acres +/-) and advantageous location across from the WWTF site, staff recommended that this parcel be evaluated for potential transfer to the MAHT for development consistent with the Town's housing needs as defined in the Mashpee Affordable Housing Production Plan.

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3. Scope of Services

Task 1: It is anticipated that the selected consultant will meet with representatives from the MAHT, Mashpee Affordable Housing Committee (AHC), Mashpee Economic Development & Industrial Corporation (EDIC), Town Staff and other stakeholders to discuss the Town's goals, expectations, and any potential concerns regarding the proposed development of the parcel as affordable/workforce housing. This meeting will be coordinated by the Community Development Director. This level of engagement will be necessary to identify key elements of the proposed project and the desired use of the site. Generally, the Town is interested in pursuing the development of as many housing units as the site can reasonably sustain.

The consultant will be expected to perform such additional research as may be necessary, including review of the following:

- Mashpee Assessor's Data;
- Zoning Regulations;
- Barnstable County Registry of Deeds records;
- Utility Company records; and
- Town of Mashpee GIS and MASS GIS Mapping.

Task 1 Deliverables: Kickoff Meeting Summary

Task 2: In coordination with Town staff and other stakeholders, the consultant will conduct a field visit and site analysis to identify the natural and aesthetic features of the subject parcel and its surrounding neighborhood along with potential site access and infrastructure constraints, if any. If discrepancies exist between existing data and on the ground conditions, the consultant should note any such inconsistencies in its Summary of Existing Conditions.

Task 2 Deliverables: Memorandum – Summary of Existing Conditions

Task 3: Following the site visit, the consultant will be expected to conduct a comprehensive and detailed site analysis for both site access and infrastructure capabilities. The consultant will be expected to assess the available utility connections, onsite options for both sewer and water services, and areas of potential access. The consultant will be expected to identify any wetlands, assess and analyze soil conditions, preliminary wastewater treatment sizing (or sewer connections), hydrant flow testing and water availability, general stormwater management strategies, availability of gas and electric utilities, as well as a conceptual design scheme for affordable/workforce housing onsite.

Task 3 Deliverables: Memorandum – Summary of Site Analysis Findings

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Task 4: The consultant will provide to the Town a preliminary report with recommendations based on the consultant's findings. This report should include a summary of existing conditions, zoning analysis, existing site constraints, as well as findings and recommendations for both site access and infrastructure. The infrastructure assessment should include available utility capacity and potential onsite options for water, wastewater, and stormwater management.

Task 4 Deliverables: Preliminary Report and Recommendations (at least 1 hardcopy and a PDF electronic copy)

Task 5: The consultant will meet with Town staff to present its preliminary report and recommendations. Town Staff will provide the consultant with comments. Those comments should be incorporated into a final report to be presented by the consultant to the relevant stakeholders.

Task 5 Deliverables:

- Final Report (hardcopy and pdf)
- Attendance at meetings to deliver/discuss Report

4. Proposed Contract Price

Proposers shall provide a total proposed contract price, with an itemized break down by fees/costs to be paid for each service Task item and Deliverable set forth in Section 3: Scope of Services, above.

5. Proposal Submission Requirements

Please submit responses to the RFQ as indicated below. (The fee proposal and projected budget and costs must be submitted separately in its own sealed envelope). If these requirements are not met the submission will be considered unresponsive and will not be recommended for further consideration.

- A. Cover Letter Provide transmittal correspondence indicating the consultant's desire to be considered for the project signed by a principal of the firm. Include a summary statement explaining how/why the firm is qualified for the project and detailing the reasons that the firm should be selected. Demonstrate the level of familiarity the firm has with the Town of Mashpee and the study area described herein.
- B. Firm Qualification Statement/References Describe in detail the firm's qualifications and experience in Site Feasibility Analysis and provide at least three (3) references evidencing the consulting team's experience with projects of similar scope and nature.

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References should include the contact's name, title, email, and current telephone number. Resumes of all professional staff intended to work/consult on the project on the consultant's behalf should be included.

C. Fees/Costs – Please provide in a separate sealed envelope a statement and breakdown of the fee/cost proposed for each work item specified in the description of Services provided in Section 3, above.

6. RFQ Schedule

RFQ Released to Consultants

November 7, 2023

• Mashpee Website & Town Hall Posting

November 7, 2023

• Proposals Due

December 15, 2023 by 4:00 PM

• Consultant Selection

No later than December 22, 2023

7. Review and Selection Process

The Mashpee Town Manager/Chief Procurement Officer will review all submitted qualification statements and fee/cost quotes and shall award the contract based on the most advantageous fee/cost quote proposed by a duly qualified, eligible, and responsive proposer. The Town of Mashpee reserves the right to reject any or all proposals and to waive any informalities in the proposal responses received, and to accept the candidate which, in consideration of the totality of its proposal submission, is deemed to be the most advantageous to the Town.

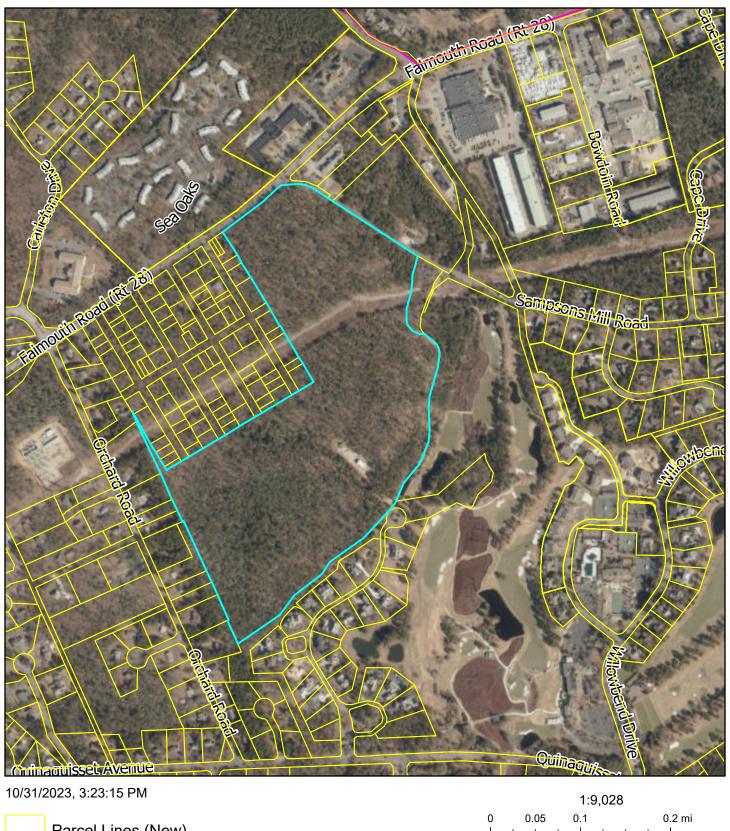
8. <u>Submission Deadline</u>

All proposals must be received at the Office of the Town Manager/Chief Procurement Officer by December 15, 2023 by 4:00 PM. They may be hand delivered or mailed to the above office at 16 Great Neck Road North, Mashpee, MA 02649.

9. Questions

Please direct any questions to Evan Lehrer, Community Development Director, at <u>elehrer@mashpeema.gov</u> or 508-539-1400 Ext. 8521.

ArcGIS Web Map



Parcel Lines (New) 0.3 km 0.07 0.15 Mashpee_Boundary

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Town of Mashpee - Fiscal Year 2023 Key: 3878 11/29/2022 2:35 pm SEQ #: 3,708 CURRENT OWNER PARCEL ID LOCATION CLASS CLASS% DESCRIPTION BN ID BN CARD 51 SAMPSONS MILL RD 9710 100 UTIL AUTH,ELECT,LGHT 2 2 of 2 62-67-0 MASHPEE TOWN OF 16 GREAT NECK ROAD NORTH TRANSFER HISTORY DOS SALE PRICE BK-PG (Cert) PMT NO PMT DT TY DESC AMOUNT INSP BY 1st % MASHPEE. MA 02649 CD T ADJ VALUE AC/SF/UN Area Infl-1 Infl-2 ADJ BASE SAF Lpi vc CREDIT AMT Topo Ν D TOTAL ZONING FRNT ASSESSED CURRENT **PREVIOUS** LAND Area BUILDING 120,100 Infl-1 DETACHED OTHER Infl-2 44 TOTAL TY QUAL COND DIM/NOTE YB UNITS ADJ PRICE RCNLD PHOTO 06/15/2007 (A) BAS (B) PAT F 23 5 BLDG COMMENTS BUILDING CD ADJ DESC **MEASURE** 6/15/2007 RJB MASHPEE WATER DISTRICT TREATMENT FACILTY MODEL CIM 5 (FILTERS WATER) LIST 6/15/2007 EST 58 0.91 UTILITY [100%] STYLE B QUALITY В 1.25 GOOD [100%] REVIEW U FRAME 1.02 METAL FRAME [100%] DESCRIPTION ELEMENT CD ADJ S BAT T DESCRIPTION UNITS ΥB ADJ PRICE RCN TOTAL RCN YEAR BLT 2007 SIZE ADJ 1.600 148,279 2 SLAB A BAS CONDITION ELEM CD FOUNDATION 0.98 L BAS AREA 2007 146.24 147,996 1,012 DETAIL ADJ 0.842 1,012 **NET AREA** D 3 ALUMINUM EXT. COVER 1.00 B PAT N PATIO 35 8.09 283 \$147 OVERALL \$NLA(RCN) 1.000 **ROOF SHAPE** 1 GABLE 1.00 CAPACITY UNITS ADJ ROOF COVER 1 ASPH/COMP SHIN 1.00 FLOOR COVER 10 CONCRETE 0.98 STORIES 1.00 8 MINIMUM 0.93 INT. FINISH ROOMS 1.00 9 WM/CL AIR PKGE HEATING/COOLING 1.03 **BEDROOMS** 1.00 0 2 GAS FUEL SOURCE 1.00 **BATHROOMS** 0 1.00 UNITS 1.00 EFF.YR/AGE 2007 / 14 **HALFBATHS** 1.00 0 COND 19 19 % % HEATED 100 1.00 % A/C 100 1.00 **FUNC** 0 % SPRINKLERS 1.00 **ECON** 0 DEPR 19 % GD 81

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