



TOWN OF ERVING

REQUEST FOR INTEREST

20211117 - RFI: ACQUISITION & REDEVELOPMENT OF THE FORMER INTERNATIONAL PAPER MILL SITE

Issued Date: September 29, 2021

TOWN OF ERVING | 12 EAST MAIN STREET, ERVING, MASSACHUSETTS 01344 | PHONE: (413) 422-2800

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REQUEST FOR INTEREST (RFI)
20211117-RFI: ACQUISITION & REDEVELOPMENT OF THE
FORMER INTERNATIONAL PAPER MILL SITE

PUBLIC ADVERTISEMENT

In accordance with the provisions of Massachusetts General Laws, Chapter 30B, §16 the Town of Erving, acting through the Select Board, seeks written submissions in response to this Request for Interest (RFI) regarding the potential to purchase the so-called former International Paper Mill site (Parcel ID: 4-0-32). The Town-owned site is located at 8 Papermill Road, Erving, MA 01344.

The approximately 49.3-acre parcel has approximately 6 acres of developable land with quick access to Massachusetts Route 2 and Route 63. The developable portion of the property is zoned Central Village and is serviced by public water and sewer. The site is located along the Millers River and is a short distance from residential areas with a newly renovated playground and the downtown Village of Millers Falls in Montague, MA. Current assessment has the property valued at \$1,484,700 (land / building). The Town intends on subdividing the parcel to retain ownership of the undevelopable portion of the parcel for riverbank protection.

The Town hopes to hear from a variety of individuals and organizations who will present submissions regarding their interest in redeveloping this business-zoned site.

Copies of this Request for Interest (RFI) may be obtained free of charge as a PDF document by visiting www.erving-ma.gov/bids and registering.

The Town intends on conducting a subsequent Request for Proposals (RFP) process to select a purchaser for the property. Written submissions from interested proposers to the RFI will be considered as highly advantageous when assessing formal proposals received during the RFP process. The Town reserves the right to reject in whole or in part any and all submissions. This RFI and any anticipated RFP processes may be cancelled if the Town determines that cancellation serves the best interests of the Town of Erving.

Submission Deadline: Interested proposers are asked to submit one (1) original copy and one (1) electronic copy of their submission to the Town Administrator's Office, by the **3:00 PM Wednesday, November 17, 2021**, submission deadline.

Site Visit: The Town will conduct one (1) informal session and tour of the site at **10:00 AM on Wednesday, October 13, 2021**. Participation in the on-site tour requires registration as outlined in the RFI document. The Town requests interested parties meet at the site (8 Papermill Road, Erving, MA).

Additional Information: The Town of Erving invites you to examine reference documents found on the Town's website: www.erving-ma.gov.



Town of Erving

12 East Main Street, Erving, Massachusetts 01344
Phone: (413) 422-2800 | Fax: (413) 422-2808 | www.erving-ma.gov

REQUEST FOR INTEREST (RFI) 2021117-RFI: ACQUISITION & REDEVELOPMENT OF THE FORMER INTERNATIONAL PAPER MILL SITE

1. SUMMARY

The Town of Erving, acting through the Select Board, seeks proposals in response to this Request for Interest (RFI) from qualified development teams to seeks written submissions interested in the potential purchase and redevelopment of the so-called former International Paper Mill (Parcel ID: 4-0-32). The Town-owned site is located at 8 Papermill Road, Erving, MA 01344.

IMPORTANT DATES

- Pre-Proposal Meeting/Site Tour: **10:00AM on Wednesday, October 13, 2021**, at 8 Papermill Road, Erving, MA 01344.
- Proposal Submission Deadline: **3:00 PM on Wednesday, November 17, 2021**.

2. REQUEST FOR INTEREST & REQUEST FOR PROPOSALS

The RFI process is being undertaken to gauge the interest of developers and other interested parties in the redevelopment and reuse of the former International Paper Mill property. Proposers are encouraged to demonstrate experience and capacity to carry out a development project that best addresses the needs and goals of the community as described in this RFI. This RFI may lead to one (1) of the following outcomes:

- The issuance of a Request for Proposals (RFP) that is open to all potential development teams that responded to the RFI and other interested parties; or
- The cancellation of this RFI without the issuance of an RFP

No award will be made at the conclusion of this process. Proposers will be given priority or advantage with respect to the final disposition of the site. All proposals will be reviewed for the purpose determining how best to develop an RFP for the site disposition. If an RFP is issued, it will be issued in accordance with M.G.L. Chap. 30, Sec. 16 and shall be open to all proposers, and other interested parties, in accordance with the requirements of the RFP and applicable law.

The Town intends to enter into a Land Disposition Agreement with the developer selected through the RFP process, and convey the property to the developer, with deed restrictions.

3. DEVELOPMENT OBJECTIVES

The Town is seeking a developer to redevelop the former IP Mill site with a preference for a commercial and/or light industrial reuse that returns the property to the private market. Redevelopment proposals should be based on the site's capacity, good site planning and landscaping considerations, and the market and financial feasibility of the project. Further, the proposed project should stimulate economic development within the area, including the creation of new temporary construction and permanent living wage positions.

- Prospective Purchaser/Developers must be current in taxes, all water and sewer liabilities and any fines or fees on any and all real estate owned in the Town of Erving and the Commonwealth of Massachusetts.
- The sale of the property is subject to any easements existing and required for street, sewer and water or any other public purposes within the Property or in the streets abutting the Property.

Building & Site Design

The development's architecture should reflect the local existing buildings, design vernacular and be a stellar example of superior design; both interior and exterior. The Town has decided to be as non-prescriptive as possible regarding the design requirements so that Proposers will be creative with building design, site layout and landscaping. The Town of Erving is looking for creative use of the land and creative space design.

The final appearance of the proposed development should complement the existing norms for buildings in the neighborhood and region. The development should look like it "belongs in" Erving. Proposers are encouraged to use their creativity and experience in the choice of materials and methods of construction to minimize regular maintenance costs and promote energy efficiency.

Energy Efficiency

The Town is looking for proposals that include building and site designs that increase the tenants' energy and water savings and limit the project's environmental impact. Details regarding sustainable design features should be incorporated into the project description.

Affordability

If housing is proposed for the property, the proponent must describe affordability considerations for the property and specify the percentage of units that would be deed-restricted to persons earning, at a maximum, 80% of Franklin County area median income, and must meet the requirements for inclusion on the town's Subsidized Housing Inventory. The Town is interested in furthering the affordability, but not at the risk of the long-term feasibility of the project.

Site

This site has access to Town water and public sewer. The Town has a preference for the development of programmed outdoor space for the occupants as well as walking trails open to the public.

4. PROPERTY DESCRIPTION

The International Paper (IP) Mill property was built in 1902 in Erving, Massachusetts along the banks of the Millers River.

Site Details

- Owned by the Town of Erving
- 49.3 acres of land total/ project area is approximately 6.0 acres
- Project area zoning is Central Village (CV) District/ remaining parcel is in the Rural Residential District
- Proximity to Route 2 (adjacent), Route 63 (approximately 0.5 miles), and Interstate 91 (approximately 7 miles)
- Can be serviced by cable broadband
- Eligible for New Market Tax Credits
- Eligible for Economic Development Incentive Program (EDIP) Structure Tax Agreements (STA)
- Located in a U.S. Treasury designated Opportunity Zone
- Erving is a Massachusetts Commercial PACE Community
- Proximity to the downtown of the Millers Falls Village, Montague, MA

Utilities: The site has ready access to the following utilities

- | | |
|----------------------|------------------------------|
| ○ Water | <i>Public</i> |
| ○ Wastewater | <i>Public</i> |
| ○ Electric | <i>Eversource</i> |
| ○ Telecommunications | <i>Comcast & Verizon</i> |

There is existing 480 volt, 3 phase, 60hz electrical service which extends to the property.

5. RECENT SITE IMPROVEMENTS & PUBLIC INVESTMENTS

In 2020 the Town conducted remediation of asbestos and other hazardous materials through the MassDevelopment Brownfields Site Cleanup program. The Town invested \$85,000 and MassDevelopment provided \$200,000 in a recoverable loan for the remediation project that focused on the removal and abatement of transformers and asbestos. An updated hazardous building materials inventory report is available.

In 2021 the Town secured \$500,000 in MassWorks funding for the design, permitting, and construction of a new pump station to service the property and the retrofit of the force sewer main to convey wastewater from the site. The previous equipment has been abandoned without maintenance for over 20 years and had been sized for the waste volume of a papermill. The improvements will be designed for sufficient capacity to support a mixed reuse of the property.

6. AVAILABLE STUDIES & REPORTS

The following studies and reports are available for use by proposers:

Assessment Reports

- Phase I ESA Report- Mar 2010
- [Phase II ESA Report- Jun 2011](#) (link)
- [Hazardous Building Materials Assessment- Oct 2015](#) (link)
- [Hazardous Building Materials Assessment- Updated Feb 2021](#) (link)

Feasibility & Subdivision Study

- [Former IP Mill Feasibility Study- Dec 2015](#) (link)
- [Former IP Mill Subdivision Study- Feb 2017](#) (link)

Franklin Regional Council of Governments Presentations & Reports

- [IP Mill Overview Presentation - Feb 2018](#) (link)
- [2018 CEDS Annual Report](#) (link)

7. SITE TOUR & BRIEFING

Interested Proposers are encouraged to attend an optional on-site briefing session at **10:00 AM on Wednesday, October 13, 2021, at 8 Papermill Road, Erving, Massachusetts 01344**. Pre-registration is required to attend the tour. Proposers interested in attending the on-site tour shall contact bids@erving-ma.gov. Proposers are encouraged to bring copies of this RFI with them to the on-site tour.

8. QUESTIONS & ADDENDUM

All inquiries should be made via e-mail at bids@erving-ma.gov and directed to: Bryan Smith, Town Administrator no later than **Wednesday, October 20, 2021**. Inquiries should have a subject line entitled: *Acquisition & Redevelopment of the Former International Paper Mill RFI Inquiry*. Any inquiries after such date will not be accepted.

All inquiries for which a response is provided will be written and posted on the Town website at www.erving-ma.gov/bids.

9. PROPOSAL SUBMISSION REQUIREMENTS

The Town is looking for conceptual plans to assess if there is interest in the development of this property. The following criteria should be used to develop conceptual plans to provide to the Town.

1. The Developer

The proposal must include a description of the development team, the individuals and organizations to be involved in the development, **in particular the project manager**, and their experience. The development team may include, without limitation, the developer, property manager, architect,

contractor, engineers, consultants, lenders and investors. Proposals must include:

- The name, address, e-mail address, and telephone number of the proposer, the name of any representative authorized to act on his/her behalf, the name and contact information of the contact to which all correspondence should be addressed, and the names and primary responsibilities of each individual on the development team.
- If the proposer is not an individual doing business under his/her name, a description of the firm and status of the organization (e.g. whether a for profit, not-for-profit or charitable institution, a general or limited partnership, a corporation, LLC, LLP, business association, or joint venture) and the jurisdictions in which it is registered to do business. If the proposer is a non-profit entity, please include a list of the organization's Board of Directors and areas of expertise they represent.
- The nature of the entity to enter into the purchase of the Property and the borrower and guarantors of debt, if any.
- Identification of all principals, partners, co-venturers or sub-developers participating in the transaction, and the nature and share of participants' ownership in the project.
- Discussion of whether the Property developer will also be the property manager and if this is not the case, the legal and financial relationship between the entities. If the developer will not be the property manager, the proposer shall describe the process for securing property management services.
- Identification of the anticipated development team, such as architects, engineers, landscape designers, contractor, development consultants. Background information, including firm qualifications and resumes for principals and employees expected to be assigned to the project, should be provided.
- A summary of the developer's and the development team's experience, both collectively and individually, and with similar projects. Particular attention should be given to demonstrate experience with projects of a similar scale and complexity of **site conditions, design and financing**, as well as location. Proposers should demonstrate the ability to perform as proposed and to complete the project in a competent and timely manner, including the ability to pursue and carry out design, permitting, financing, construction, and marketing/unit absorption.

The following format should be used to submit the information required.

- For all reference projects: Project name, location, project type, project scope, start date, projected completion date and actual date of completion, total development costs, key project people.
- 1-to-2-page narrative on why your experience is relevant to the Former International Paper Mill Redevelopment project.

Development Concept: The proposal must include a conceptual description of the proposed

development of the property and its improvements, including but not limited to:

- Preliminary site design concept
- A conceptual narrative describing the process for preserving and creating green spaces including the identification of trees and buffers to be preserved, low-impact development, recreational areas.
- Provide a conceptual narrative discussion of the physical plan and architectural character of the project and the various programmatic and physical elements of the development, including:
 - **Architectural Character:** architectural style or theme that will be used for the project along with materials selection, color schemes, signage designs, etc.
 - **Infrastructural Improvements:** utility connections, energy savings, renewable energy, and green design elements of the building and site designs.
 - **Pedestrian & Traffic Circulation:** use of accessible sidewalks, bicycle lanes, vehicular traffic patterns and curb cuts, parking areas, and public transportation.
- Provide a conceptual construction staging plan and discussion of construction impacts, including but not limited to how the project will be managed to limit impact on neighbors with respect to noise and traffic during the construction period.
- Project financing – provide a conceptual source and uses pro forma, a year one operating budget, and a chart with unit square footage, income target, and proposed rents. Describe in detail what, if any, local, state, or federal subsidy money would be sought to create affordability and the timeline for securing those sources.

1. **Conceptual Design Drawings**

- The proposal must include 11 x 17 plans including:
 - site plan that describes parking layout and building footprints
 - landscape plan with sufficient detail on how the plan addresses limiting the project impact on surrounding areas
- PDF versions on a flash drive of all conceptual plans

2. **Management Plan**

- Description of the target market, e.g., pricing and the strategy for marketing
- The proposal must include a plan for the ongoing management of the development. In addition, if the Proposer is including a property manager as part of its team, all relevant information as outlined under ‘The Developer’ above should be included as well.

3. **Implementation Plan and Timetable:** The proposed development shall achieve substantial completion within three (3) years of the execution of the Land Disposition Agreement. The proposal must include a conceptual description of how the proposed development will be implemented, including but not limited to:

- A conceptual development timetable to reach key milestones, financing benchmarks, zoning approvals and compliance, and projected completion / occupancy timeframes.
- Outline of required land use, environmental, operational, and other governmental or regulatory approvals, including zoning, development and environmental permits. The proposer should provide a schedule for securing approvals as part of the proposal. The proposer should note what zoning variances, special permits, or modifications, if any, are required as part of the development plan.

10. PROPOSAL SUBMISSION

The Town has determined that this RFI process and any subsequent RFP process, related to this project, is subject to the Uniform Procurement Act. M.G.L. c. 30B. Therefore, the provisions of M.G.L. c. 30B are incorporated herein by reference. The Town of Erving's Chief Procurement Officer is Bryan Smith. Applicants shall submit on or before **3:00 PM on Wednesday, November 17, 2021**, a clearly marked original proposal and an electronic copy on a flash drive, to:

**Town of Erving
Attn: Bryan Smith, Town Administrator
12 East Main Street
Erving, Massachusetts 01344**

Proposals submitted after this time will not be accepted. Proposals should be marked "***Acquisition & Redevelopment Interest of the Former International Paper Mill Site***" and must include all required documents, completed and signed by a duly authorized signatory, including the following to be considered a complete proposal:

- Cover page labeled Former International Paper Mill Redevelopment Interest Proposal to Town of Erving, specifying the development entity, contact person and all contact information (this should be the person who will be the primary contact person)
- One clearly marked original, in a three-ring binder of the proposal with required attachments.
- An electronic version of the complete proposal submission on a flash drive.

The Town reserves the right to reject any or all proposals or to cancel this Request for Interest if it is in the best interest of the Town.

Proposals will be opened publicly. A Proposer may correct, modify or withdraw a proposal by written notice received prior to the time set for opening of proposals. After the opening, a Proposer may not change any provision of the proposal.

The Town makes no representations or warranties, express or implied as to the accuracy and/or completeness of the information provided in this RFI. This RFI, including all attachments and supplements, is made subject to errors, omissions, prior sale, lease or financing and withdrawal without prior notice, and changes to, additional, and different interpretations of laws and regulations.

Proposers' Responsibility for due diligence: Proposers should undertake their own review and analyses concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development and legal considerations.

11. EVALUATION

In evaluating responses, the Town will consider how the proposed project fits within the community. The Town may request additional information and conduct interviews with proposers as part of the evaluation process.

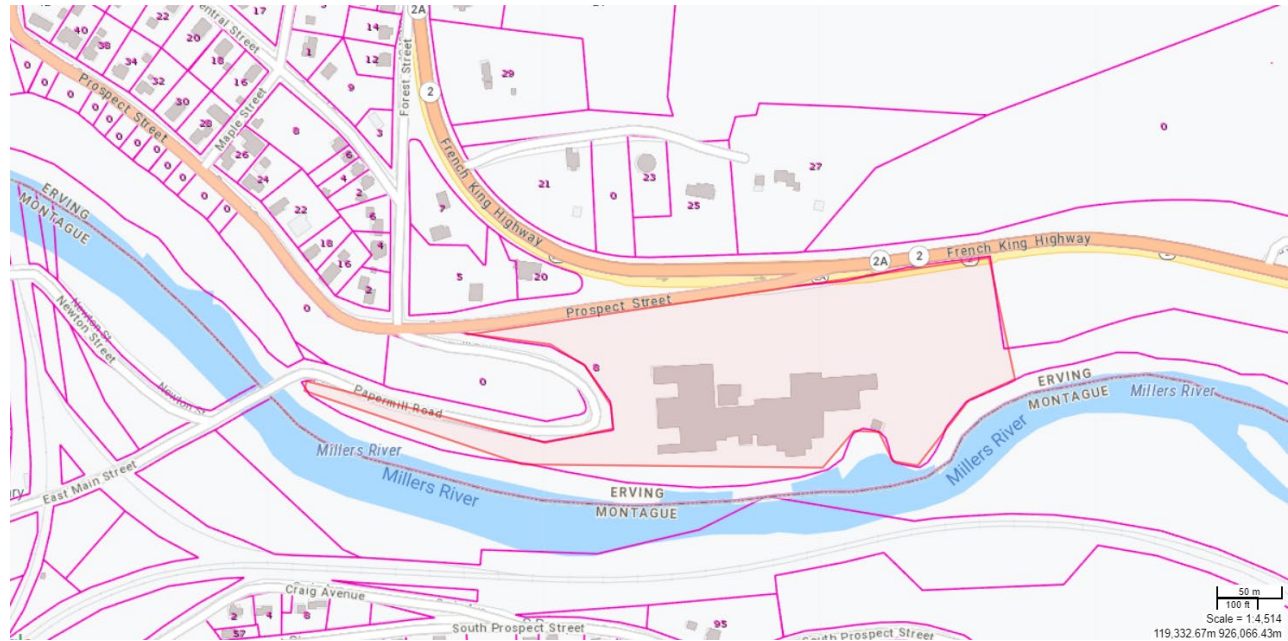
12. ATTACHMENTS

- A. Useful Resources
- B. Locus map

Attachment A | USEFUL RESOURCES

- [Town of Erving Zoning Bylaw \(updated March 26, 2018\)](#) (link)
- [Town of Erving Zoning Map](#) (link)
- [Town of Erving Subdivision Regulations \(updated May 17, 2001\)](#) (link)
- [Town of Erving Driveway/ Curbcut Bylaw](#) (link)

Attachment B | PARCEL MAP & SURROUNDING PARCEL INFORMATION



Parcel ID	Street Address	Owner Name	Notes
4-0-35	0 Papermill Road	Town of Erving	Previously used as a parking lot
4-0-21	0 French King Highway	Town of Erving	Previously used as Town Landfill – it has since been capped
4-7-20	20 French King Highway	Anthony Manzi	Commercial & residential property
4-7-21	5 Forest Street	Paul Curtiss	Residential property