



# **Town of Hopkinton, NH**

## **Office of the Select Board**

330 Main Street, Hopkinton, NH 03229-2627

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## **REQUEST FOR QUALIFICATIONS/PROPOSAL TOWN OF HOPKINTON DEVELOPMENT POTENTIAL ANALYSIS**

**Date of Issuance: June 19, 2017**

**Deadline for Submission: July 6, 2017 – 2:00 p.m.**

The Town of Hopkinton, NH is soliciting Proposals from qualified organizations to assess the market development potential for two areas in town where parcels were recently rezoned commercial.

Bidders should act promptly and submit all questions concerning the project to Town Administrator Neal Cass at (603) 746-8242 at least five (5) days prior to the date set for bid opening.

Information concerning town zoning can be obtained at [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov) and/or by contacting the Hopkinton Planning Department at (603) 746-8243.

### **SCOPE OF WORK**

The organization will assess the market development potential for the specified areas. The assessment shall include but not be limited to the organizations view of the potential for best use of the properties for commercial, industrial, and/or residential applications which results in maximizing tax revenue to the town.

Areas to be assessed:

- Property near the intersection of NH Routes 202 and 127 (Maple Street) including the following parcels: Map 210-Lot 003-000, Map 211-Lots 007-000, 008-000, 009-000
- Property on Maple Street near Interstate 89 Exit 6 including the following parcels: Map 227-Lots 004-000, 006-000, 040-000, 041-000, 042-000, 043-000, 044-000, and 045-000

### **SUBMITTAL REQUIREMENTS**

Proposal shall include:

- A brief history of your company.
- Past experience in dealing with similar projects.
- References to contact for similar past projects.

- Outline of methodology to be used.
- Project tasks and timelines.
- Name and qualifications for individual responsible for performance of awarded proposal
- Project fee schedule and summary.

Costs incurred in the preparation of any response to this RFP shall be the sole responsibility of the firm.

Questions regarding this Request for Proposal should be addressed to Neal Cass, Town Administrator, Town of Hopkinton, 330 Main Street, Hopkinton, NH 03229.

Proposals SHALL BE SUBMITTED IN A SEALED ENVELOPE MARKED “2017 Development Potential RFP” to: Town of Hopkinton, 330 Main Street, Hopkinton, NH 03229.

**All submissions shall be received by 2:00 p.m. on July 6, 2017.**

The Hopkinton Select Board reserves the right to waive any informality and to reject any and all proposals.