

**Request for Proposals – Mixed Use Developer  
Town of Newtown, CT  
Fairfield Hills Campus Building(s)  
March 5, 2021**

**IMPORTANT MEETING DATE CHANGE**

**Updated: March 17, 2021 (see page 11)**



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## Section I: Project Overview:

The Town of Newtown, CT is requesting ***mixed use proposals for the adaptive reuse of up to two existing buildings on the Fairfield Hills Campus***. The primary objectives of this RFP are:

- 1) To allow the Town to request services of qualified respondents with the experience and capacity to renovate up to two existing buildings on campus with a ***mixed use project***, consistent with the Fairfield Hills Master Plan. The buildings that are expected to be evaluated for the renovations include: Cochran House, Kent House, Newtown Hall, Norwalk Hall, Plymouth Hall, Shelton House and/or Stamford Hall.
- 2) It is expected that the agreement between the Town and prospective developer will be in the form of a land lease, with the building(s) being purchased by the developer, as-is;
- 3) To review and evaluate projects from respondents. Respondents must understand that the Town desires to choose a project that will complement the existing campus uses: economic development, passive recreation, sports fields, community and senior center and events.
- 4) Projects must be in compliance with the Amendment to Article III, Fairfield Hills Adaptive Reuse (FHAR) – 6.03.310, Page VI-3-4. (Regulations on following page)

### **6.03.310 Special Exception Uses**

The following principal uses and structures are permitted in the FHAR subject to obtaining a Special Exception permit in accordance with the standards, criteria, conditions, and procedures set forth in Article XI:

A. Rental Residential Housing shall be allowed in up to two (2) of the existing Fairfield Hills Campus Buildings. Residential housing may include assisted living, 55 and older, affordable and market rate units, with the following conditions:

1. A Lease agreement negotiated with the Board of Selectmen and Fairfield Hills Authority shall be submitted prior to and shall be contingent upon the Special Exception approval.
2. For-profit, taxable entities and uses and non-profit entities and uses will be considered. The for-profit projects shall not be exempt from real estate taxes, personal property taxes or sewer and water use fees. The non-profit projects shall negotiate a pay in lieu of taxes (PILOT) agreement with the Board of Selectmen. Other variations of municipal revenue sources can be considered by the Board of Selectmen.
3. Rental projects shall include a rental plan with a Management Officer or an independent Management Company to administer rental applications and agreements. The rental plan shall be in effect for the duration of the Lease, filed with the Town, and updated as necessary.
4. *Leases shall include at a minimum the following conditions:*
  - a. *Residential and commercial unit rental agreements shall contain a notification of Parks and Recreation activities, daily public use, other leased entity/tenant uses and special events held at the Fairfield Hills Campus.*
  - b. *Parking Agreement.*
  - c. *Common Area Maintenance (CAM) charges.*
5. *Existing historic exterior architecture shall be restored.*
6. *Apartments shall be limited to one and two bedroom units.*
7. *A Commercial component shall be included in any project proposal.*
8. *Adequate Campus Parking shall be proposed utilizing newly constructed parking spaces in compliance with Section 8.03.600, Schedule of Minimum Parking Requirements. Any potential parking structures must be in harmony with the character of the campus.*  
(Added effective 2/13/21)

Previous Information Sessions:

Numerous public forums were held from 2019 – 2020 which highlighted:

- 1) The history of the campus accomplishments since the purchase of the property of by the Town of Newtown;
  - a. [September 23, 2019 PowerPoint presentation](#)
  - b. [September 23, 2019 meeting video](#)
- 2) The financial overview of expenditures on the campus;
  - a. [November 18, 2019 PowerPoint presentation](#)
  - b. [November 18, 2019 meeting video](#)
- 3) Possible options for future uses for buildings on the campus;
  - a. [February 18, 2020 PowerPoint presentation](#)
  - b. [February 18, 2020 meeting video](#)

Section II: Town and Campus Information:

**Newtown Demographics:**

<b><u>Demographics</u></b>	
<b>Area:</b> 60.28 sq. miles	<b>Labor Force:</b> 13,616 (↓1,084)
<b>Population:</b> 27,778	<b>Median Household Income:</b> \$127,602 <small>*Per Census ACS, increased \$12,465 between 2017 to 2019.</small>
<b>Median Age:</b> 46	<b>Distance to Major Cities:</b>
<b>School Enrollment:</b> 4,097 (↓346)	New Haven..... 25 miles Hartford..... 40 miles
<b>Median Home Sale Price:</b> \$403,400	New York City..... 61 miles Providence.....100 miles Boston.....133 miles

Newtown is conveniently located near major airports, one mile from Interstate 84 as well as State Routes 25 and 34, making it an ideal location for residents commuting to cities such as Bridgeport, Danbury, Norwalk and Stamford, CT.

**Recreation:**

There are many options in Newtown for dining, playing, or exploring.

*Dine:*

Newtown has become a dining destination with 50 plus restaurants offering a variety of options like Asian fusion, farm to table, Indian, land and sea, and more. There are also two breweries and a vineyard where adults can indulge and be entertained. For a complete list visit:

[NewtownSandyHookEats.com](http://NewtownSandyHookEats.com).

*Play:*

Newtown offers options for both children and adults to play with programs offered through the Newtown Community Center, Parks & Rec Department and Newtown Senior Center as well as many social clubs, private owned athletic facilities and yoga studios. In addition there are two golf courses, and four town parks. The Newtown Park and Bark offers a play place for dogs. The Edmond Town Hall is the town's entertainment venue with movies, plays and concerts.

*Explore:*

Many people come to Newtown for its hiking trails managed by the Newtown Forest Association. ([NewtownForestAssociation.org](http://NewtownForestAssociation.org)) The Everwonder Children's Museum offers hands-on exhibits and programming to spark imagination in the field of science technology, engineering, arts and math. ([EverwonderMuseum.org](http://EverwonderMuseum.org)) Newtown is rich in history which can be explored at the town's Matthew Curtiss House, by attending programs offered by the Newtown Historical Society or by walking the historic Main Street. ([Newtown Historical Society.org](http://NewtownHistoricalSociety.org)) People can also explore in Newtown's unique shops. ([NewtownSandyHookEats/ Shops.com](http://NewtownSandyHookEats/Shops.com))

**Fairfield Hills Campus Description:**

The 185 acre Fairfield Hills Campus was purchased from the State of Connecticut by the Town of Newtown in 2004. It is a central gathering place for residents and visitors alike.

The campus has become an important location for the thousands of people who visit annually to work, play organized sports, walk on trails and participate in a variety of increasingly popular special events. The town continues to work in conjunction with state and federal funding sources to invest resources targeted at improving the property. These improvements benefit both economic development and recreational uses. This development is crucial to increasing tax revenue, increasing housing diversity and creating jobs in Newtown.

Available Campus Buildings



Fairfield Hills Campus Available Building Details

	<p><b><u>Newtown Hall</u></b>                  Old Mile Hill Rd                  (At entrance of campus.)</p>	<p><b>Building Size:</b> 16,500 Sq. Ft.  <b>Stories:</b> 2                  1st floor 5,500 sq. ft.                  2nd floor 5,500 sq. ft.                  basement 5,500 sq. ft.  <b>Year Built:</b> 1930</p>
	<p><b><u>Kent Hall</u></b>                  D.G. Beers Blvd                  (Across from the Town's Municipal Center)</p>	<p><b>Building Size:</b> 238,000 Sq. Ft.  <b>Stories:</b> 3  <b>Year Built:</b> 1940</p>
	<p><b><u>Shelton House</u></b>                  Keating Farms Ave                  (At entrance of campus.)</p>	<p><b>Building Size:</b> 89,784 Sq. Ft.  <b>Stories:</b> 3  <b>Year Built:</b> 1933</p>
	<p><b><u>Plymouth Hall</u></b>                  Simpson St                  (Next to the Community &amp; Senior Center.)</p>	<p><b>Building Size:</b> 52,270 Sq. Ft.  <b>Stories:</b> 3  <b>Year Built:</b> 1956</p>
	<p><b><u>Stamford Hall</u></b>                  Keating Farms Ave</p>	<p><b>Building Size:</b> 43,446 Sq. Ft.  <b>Stories:</b> 3  <b>Year Built:</b> 1933</p>
	<p><b><u>Norwalk Hall</u></b>                  Keating Farms Ave</p>	<p><b>Building Size:</b> 30,732 Sq. Ft.  <b>Stories:</b> 3  <b>Year Built:</b> 1933</p>
	<p><b><u>Cochran House</u></b>                  Mile Hill Rd South</p>	<p><b>Building Size:</b> 140,770 Sq. Ft.  <b>Stories:</b> 3  <b>Year Built:</b> 1956</p>

Fairfield Hills Video



Click the image above to view the Fairfield Hills campus on our video of the town beginning at 2:48, or watch the entire video to get to know Newtown.

Links

[Fairfield Hills Master Plan](#)

[Fairfield Hills Master Plan Update - 2013](#)

[Fairfield Hills Master Plan Review committee \(2018\) Recommendations](#)

[Newtown, CT Branding Study presentation](#)

[Town of Newtown/Fairfield Hills Adaptive Reuse Zone Regulations – 6.03.310, Page VI-3-4](#)

[Town of Newtown website](#)

[Fairfield Hills website](#)

[Economic and Community Development Department website](#)

[January 21, 2021 Planning & Zoning Meeting Minutes, Pages 4 - 8](#)

Existing Entities at Fairfield Hills

[Newtown Volunteer Ambulance Association](#)



[Newtown Center for Support and Wellness](#)



[Newtown Municipal Center](#)



[Newtown Community Center / Newtown Senior Center](#)



[NewSylum Brewing Company](#)



[Newtown Parent Connection](#)



[Newtown Youth Academy](#)



## Section III: Existing Conditions

### Available Utilities

**Electrical service:** Three Phase Primaries available from Eversource

**Water:** Town operated supply system

**Roads:** Primary road system town accepted

**Storm Water:** Separate storm water system

**Sanitary Sewer** – Town operated separate gravity/1<sup>st</sup> floor service. 100,000 GPD capacity. The sanitary sewer system on the Fairfield Hills campus is undergoing a \$1.8 million upgrade to all mains.

**Internet/Fiber:** Service available

Providers: [Spectrum](#)  
[Frontier](#)

**Gas:** Service available from Yankee Gas, a division of Eversource

### Environmental Reports

[Hazardous Building Materials Inspection reports for: Cochran House, Kent House, Newtown Hall, Norwalk Hall, Shelton House, Stamford Hall, Plymouth Hall.](#)

## Section IV: RFP Process and Timeline:

<b>RFP release by Town of Newtown</b>	<b>Friday, March 5<sup>th</sup>, 2021</b>	By 4:30 PM
<b>Project Meeting</b> <b>Updated: March 17, 2021</b>	<b>Monday, March 22<sup>nd</sup>, 2021, 1:30 p.m.</b>  <i>Join by phone: (US) +1 801-449-1926 (PIN: 210178940)</i>  <i>Join by Google Meet: <a href="https://meet.google.com/fsm-gmxp-zgx">meet.google.com/fsm-gmxp-zgx</a></i>	Campus tour and limited building access. <b>Meet at 8 Simpson Street, Newtown, CT 06470 – Newtown Community Center.</b>  Virtual option available.  Contact <a href="mailto:Rick.Spreyer@Newtown-CT.gov">Rick.Spreyer@Newtown-CT.gov</a> for details.
<b>Tour snow date</b>	<b>Monday, March 22<sup>nd</sup>, 2021</b>	
<b>Preliminary RFP Questions appreciated by 4/5/21, but additional questions will be addressed as received as time allows.</b>	<b>Monday, April 5<sup>th</sup>, 2021</b>	Email questions to <a href="mailto:Rick.Spreyer@Newtown-CT.gov">Rick.Spreyer@Newtown-CT.gov</a>
<b>Final Submission:</b> <b>Town of Newtown</b> <b>Finance Department</b>	<b>Tuesday April 20<sup>th</sup>, 2021, 4:00 p.m.</b>	<i>Must include:</i> Four hard copies and electronic version of Developer Qualifications, Project

<b>3 Primrose Street Newtown, CT 06470</b>		Description and Conceptual Drawings
<b>Review and down select process</b>	<b>Timeline TBD</b>	
<b>Potential Project Award</b>	<b>Date TBD</b>	The town intends to complete this process in an expeditious manner.

Anticipated Selection Criteria

- 1) Qualifications and experience of the professional team in renovating similar buildings – list specific projects with links to additional information where possible;
- 2) Successful experience in meeting schedules and budgets on similar developments. Please provide references/contact information for town officials of locations of similar projects.
- 3) Project financials – provide information on past financing of similar projects and anticipated financing of proposed project
- 4) Company financials – demonstrate your financial capacity to secure the needed financing and provide financial backing and guarantees that a project of this nature calls for. Provide current financial statement and at least three (3) financial references and three (3) business references relative to this project.
- 5) Number and type of units anticipated in proposed project (market rate, senior, affordable....). Provide a preliminary plan to describe how interior will be renovated, including preliminary floorplans preferred.
- 6) Plan describing the mixed use element (housing and commercial) including:
  - a. The project must have a commercial component which will follow the master plan vision statement, *“Small retail stores, restaurants, and professional offices would be nestled harmoniously within a core section of the campus.”*
  - b. Outline commitment to meet the needs of the residents of and visitors to the Town of Newtown.
  - c. Overall public benefit beyond improving the buildings.
- 7) Fittingness of conceptual plan to the existing campus.
- 8) Proposal must be signed by an authorized representative of respondent.
- 9) Succinct and economical presentation of proposal and conceptual drawings.
- 10) Experience of company and key personnel.
- 11) Success with adaptive reuse projects, reuse of historic properties and experience with rehabilitation tax credits.
- 12) Ability to work cooperatively and constructively with the Town of Newtown.
- 13) Town resources required for project completion. Town does not intend to invest financially in the project.
- 14) Review of history of prospective developer’s compliance with tax codes, building and health codes, etc. of existing and prior developments;
- 15) Plan and ability of potential developer to retain ownership and management of property.

- 16) Plan to pay all relevant taxes, fees, common area maintenance charges, or payment in lieu of (PILOT).

#### Anticipated Selection Process

- 1) Following submission of proposals, select finalists will be invited for in person or virtual presentation;
- 2) A reasonable number of visits to a representative selection of developer properties will be facilitated by potential developer;

#### **Notes:**

- 1) The Town of Newtown assumes no responsibility and no liability for costs incurred relevant to the preparation of responses to this RFP.
- 2) In the event it becomes necessary to revise any part of this RFP, revisions will be available on the [Town of Newtown Purchasing Department's website](#). Prospective developers must acknowledge receipt of all addenda and revisions in their response to this solicitation.
- 3) Sale, lease, change to non-profit status or otherwise changing the ownership or management of completed development must be approved by the Town of Newtown.
- 4) Any prospective developer may withdraw its proposal at any time prior to the deadline established in this solicitation.
- 5) The Town intends to cooperate with necessary grant applications.