

REQUEST FOR
PRELIMINARY EXPRESSION OF INTEREST

**PROPOSALS FOR REUSE OF
RED BRICK SCHOOL HOUSE**

FOR

**TOWN OF FRANKLIN
ADMINISTRATOR'S OFFICE**



TOWN OF FRANKLIN
MASSACHUSETTS

January 17, 2019

www.franklinma.gov

REQUEST FOR PRELIMINARY EXPRESSIONS OF INTEREST

FOR LEASE OF FRANKLIN RED BRICK SCHOOL HOUSE

The Town of Franklin invites any interested parties to submit an expression of interest to the Town of Franklin for the lease of the Town Building located at 2 Lincoln St., Franklin, MA 02038 known as the “Red Brick School House,” and adjacent property. The property lease is limited to firms who are interested in using the property for a purpose involved in or related to education and non-profit activities. The property may not be leased or subleased to any companies in which education or not for profit goals are not the primary business models.

I. GENERAL INFORMATION AND SUBMISSION REQUIREMENTS.

1. Proposals of interest will be accepted at the Town of Franklin, Purchasing Department, Franklin, MA until noon on 3/15/2019. One copy of the proposal is required.
2. Questions concerning this request must be submitted in writing to John Bugbee, 355 East Central St., Franklin, MA 02038, jbugbee@franklinma.gov before Noon on 3/13/2019. Questions may be delivered, mailed, or emailed.
3. Town officials will be holding a general walk through of the property in an Open House format on February 14th from 10:00 AM to 11:00 AM to allow potential parties to view the building. If you plan to attend this Open House, please RSVP with Deputy Town Administrator, Jamie Hellen, at jhellen@franklinma.gov or at 508-553-4887. In the event of snow, Mr. Hellen will reschedule with RSVP'd parties.
4. The purpose of the Preliminary Expression of Interest is to identify potential parties who would be a tenant for the town building located at 2 Lincoln St., Franklin, MA 02038 at a reasonable rate; this is an informal and preliminary process, which is not legally binding upon either the Town of respondent(s).
5. Once expressions of interest have been received and reviewed, the Town will decide future steps, including issuance of a formal invitation to bid or request for proposals per Massachusetts General Law Chapter 30B, if legally required. The Town anticipates flexibility and a long term lease, if possible.

II. BACKGROUND

The Town of Franklin is seeking proposals from parties interested in leasing the “Little Red Brick School House,” located at 2 Lincoln St., Franklin, MA 02038. The purpose of the space shall be limited to those businesses which comply with current zoning regulations, which limit the businesses in this area to those involved in either education or not for profit business models.

Specific project goals and objectives

- Space requirements: the usable space consists of 575 square feet, mainly on one floor. Basement could only be used for minor storage.
- Space has various limitations including the following:
 - a) Limited parking
 - b) Sub-standard bathroom facilities i.e. two (2) kindergarten sized bathrooms

- c) No Wi-fi
- d) No Central AC

- Lease terms are flexible, but the Town is seeking a long term tenant with an ideal lease of ten years with potential options for the future.
- If the space will be opened to the public then the space will need significant upgrades to be made accessible.
- The Town of Franklin is seeking to lease this property to an entity whose proposed use will be consistent with the building's history and is in line with the character of the surrounding area.
- At a minimum, the owner (the town) will maintain the following:
 - Boiler and water heater
 - Fire alarm system
 - Fire extinguishers
 - Exterior envelope
- Interested parties must articulate the following:
 - a) Purpose and clearly and specifically identify what activities will be conducted in the space.
 - b) Level of interest in repurposing the building to suit the lessee's specific needs.
 - c) The potential use the respondent envisions for this site with as much detail as possible and expressing the vision of the interested party.
 - d) An indication of if / how the historic elements of the building can be featured.
 - e) Articulation of proposed benefits, financial, or otherwise, to the Town.
 - f) Articulation of any anticipated Town contributions, financial, or otherwise, to proposed project.