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Request for Bids  
Town of Cape Elizabeth  
Future Open Space Preservation Committee (FOSP)  
(issued June xx, 2011)

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Summary of project: The Future Open Space Preservation Committee (FOSP) is soliciting proposals to conduct an analysis of the costs and benefits to the town budget of development versus retention of open space.

“The analysis should draw on state and national resources to conduct this study. The objective is to determine the cost and benefits to taxpayers of housing growth versus the preservation of undeveloped land.” Emphasis should be on quantifying the cost for services and revenues of land if it is developed and if left undeveloped. The analysis does not need to include general assessments of the value of open space, such as its value for recreation and community health, wildlife habitat, water quality, etc. but should recognize enhancements to the value of property adjacent to open space.

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The analysis is described in more detail below:

A. Calculation of revenues and costs

The analysis should use the Community Impact Analysis prepared for the Dominicus Crossing (original name) development and calculate the actual revenues and costs of the now built Cross Hill neighborhood. Revenues and costs should also be calculated for the Hobstone (multifamily type housing), Hemlock Hill (typical housing) and Elizabeth Farms (traditional type housing) neighborhoods. An analysis of revenues and costs for one of the larger Cape Elizabeth farms should also be included. This effort will generate Cape specific data that will be applied to further parts of the analysis.

B. Cost Benefit Options

The second part of the analysis will project what it would cost the town to purchase and set aside land for open space that would otherwise be developed and compare it to the cost and revenues of land if developed as described above. [The cost/benefit analysis should include the residential development types described above, one category of commercial development that most typifies current commercial activity in Cape Elizabeth, agricultural uses and open space.]

### C. Future Adaptability

The analysis will be based on current land use ordinances, policies and goals as expressed by the Comprehensive Plan. However, the consultant must also provide a methodology for modifying the analysis to determine the costs and benefits of other development options that may be considered in the future. For example, if the current home buyer group changes, the methodology could be utilized to incorporate those changes into the analysis for purposes of evaluating possible zoning modifications that would allow additional types of development.

### Proposal

The proposal should include:

1. A statement describing the scope of work required as the consultant understands it, including a description of deliverables;
2. The principal doing the work should be identified and his/her qualifications provided;
3. The consultant should commit to four meetings included within the bid price. Those meetings will include:
  - a. a kick-off meeting with the committee after the consultant is selected in which the consultant outlines the specific steps to be undertaken;
  - b. a presentation of the draft final report;
  - c. presentation of the final report to the committee; and
  - d. a presentation to the Town Council upon completion of the FOSP committee work.
4. The consultant shall commit to a date when the analysis will be completed, if desired referencing b. and c. above.

5. The consultant shall include samples of work in the proposal.
6. The consultant shall submit information on payment terms.

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Evaluation of Bids: In determining the lowest best bid/quotation meeting specifications, the following may be considered:

1. The ability, capacity, and skill of the bidder to perform the contract,
2. Whether the bidder can perform the contract promptly, without delay or interference;
3. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
4. The quality of performance of previous contracts or services;
5. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services;
6. The quality, availability and adaptability of contractual services to the particular use required;
7. The number and scope of conditions attached to the bid or proposal;
8. In the event of a tie bid, quality and service being equal, preference may be given to a local vendor.
9. Assuming notification of a successful bid on April 15, 2010, when will the data be delivered.

Bid Opening: Proposals should be sent by email to the address below by the end of day, July 3, 2011. Review of the bids will occur at the July 13, 2011 FOSP Committee meeting.

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The Town reserves the right to accept, or reject any, or all bids.

Questions regarding this bid and scope of work shall be directed to:

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799-0115  
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