



Town of Mansfield

Request for Proposals

The Town of Mansfield acting through the Mansfield Airport Commission is soliciting proposals from interested, qualified parties for the lease of space, within the new Mansfield Municipal Airport Administration Building, to establish and operate a restaurant. The leased space consists of approximately 1,120 square feet for a restaurant area, kitchen, utilities, and storage, plus the paved area directly outside the service door. There is shared parking for approximately 60 vehicles and shared restrooms. A five-year lease is being offered, commencing approximately January 1, 2017, with three (3) five (5) year options, for a total potential contract term of twenty (20) years.

This solicitation is being conducted in accordance with the provisions of Massachusetts General Laws Chapter 30B, Chapter 16 and all lease documents must be strictly awarded in accordance with the requirements of the Request for Proposal regarding Real Property Transactions.

Two (2) separate sealed envelopes, one (1) containing the non-price technical proposals marked "Non-Price Proposal Airport Tenant Lease" and one (1) separate sealed envelope containing the price proposal marked "Price Proposal Airport Tenant Lease" on the outside of the mailing envelope must be received by the Town of Mansfield Town Clerks Office, at Mansfield Town Hall, 6 Park Row, Mansfield, MA 02048 prior to 10:00 a.m. on November 29, 2016. It is the sole responsibility of the proposer to insure that the proposal arrives on time at the designated place.

Price proposals must be submitted separate from technical proposals. No reference shall be made to pricing in the non-price technical proposal. Failure to adhere to this requirement shall result in disqualification.

A building walkthrough will be conducted on November 17, 2016 at 10:00am on site at the Mansfield Municipal Airport located at 265 Fruit Street in the Town of Mansfield. All interested parties are encouraged to attend.

An award will tentatively be made within thirty (30) days and lease negotiations may begin at that time with the selected proposer.

This project is being E-Hosted through Projectdog, Inc. Go to www.Projectdog.com and click "Sign Up" for free, or login with your existing account. Enter Project Code **816062** in the

project locator box. Select “Acquire Documents” to download proposal documents, review a hard copy at Projectdog’s physical location, or request a free project CD. It is the sole responsibility of the contractor, subcontractor, vendor, individual and/or corporation to review all ADDENDA prior to bid or proposal submission at www.Projectdog.com or at Projectdog’s physical location. Questions regarding the website or project distribution should be directed to Projectdog at (978) 499-9014.

Proposers are reminded that the Town Officials neither individually nor collectively are to be contacted, nor will they discuss any Proposals prior to the submission deadline.

Proposal packages are **not** available via email.

The Town of Mansfield reserves the right to reject any or all proposals, to waive minor informalities or technical deficiencies, or allow the proposer to correct them. The Town also reserves the right to accept any proposal that it may deem to be in the best interest of the Town of Mansfield and to negotiate the terms and conditions of any proposal leading to execution of a contract.

No proposer may withdraw their proposal after the opening and prior to the execution and delivery of the contract. The proposal will remain in effect for a period of 60 days from the deadline for submission of proposals or until it is formally withdrawn, a contract is executed, or this RFP is canceled, whichever occurs first.

William Ross

Town Manager