

# **REQUEST FOR STATEMENTS OF INTEREST**



## **DEVELOPMENT OF CONCORD MUNICIPAL AIRPORT LAND PARCELS**

**DEADLINE: FRIDAY, OCTOBER 29, 2021 AT 5:00 P.M.**

## RFI OVERVIEW

- A. Introduction:** The City of Concord, New Hampshire is seeking interest statements for the development of one or more of seven (7) development parcels indicated on the Attachment A map. The development parcels are along the north end of the Concord Municipal Airport.

The site consists of the following development parcels:

1. DZ-1A (5.27 acres); adjacent to New Hampshire National Guard building along Regional Dr;
2. DZ-2 (3.98 acres); adjacent to Chenell Dr business park, along Regional Dr;
3. DZ-3A (0.90 acres); accessible to Abandoned Runway and Regional Dr through a gate;
4. DZ-3B (0.92 acres); accessible to Abandoned Runway and Regional Dr;
5. DZ-3C (1.01 acres); accessible to Abandoned Runway and Regional Dr. with a hangar currently operating this space;
6. DZ-3D (2.91 acres); accessible to Abandoned Runway;
7. DZ-4 (0.89 acres); accessible to Abandoned Runway and through access easement along Chenell Dr.

More information about each development parcel, such as utility access, is provided both on the map in Attachment A and on each development information page in Attachment B.

- B. Overview:** The City of Concord has land available at the Concord Municipal Airport (CON) upon which facilities related to aviation may be constructed. Seven sites have been identified for development, based on the [Concord Municipal Airport Master Plan Update](#), May 2006, and the [Concord Airport Advisory Committee](#). These sites are designated to be available on a long-term, ground lease basis to private individuals or corporations for the construction of aviation-related structures including, but not limited to, office buildings to accommodate aviation technologies, commercial aircraft hangars, T-hangars, aviation repair facilities, etc. as permitted by the City's "[Minimum Standards and Procedures for Concord, New Hampshire, Municipal Airport](#)", adopted March 12, 1984; revised 2013. View the map (Attachment A) and site descriptions (Attachment B) for additional information.

Statements of Interest should take into account that the Developer shall be responsible for all site development, including—but not limited to—land surveying, architectural design, engineering, environmental compliance, extension of required utilities to the site, and approval by the Concord Planning Board.

Submitters are encouraged to be creative and should utilize the Concord Airport Master Plan as a resource in the planning and development of project(s).

Statements of Interest in response to this RFI will be reviewed by the Concord Airport Advisory Committee and City staff. The Airport Advisory Committee may follow-up with Developers submitting statements of interest for clarification and/or negotiation.

At the conclusion of the above-mentioned review and negotiation, should the Airport Advisory Committee deem a Statement to be satisfactory, it will seek to make a positive recommendation to the Concord City Council who alone have the final authority to commit the City to a Development Agreement.

The City reserves the right to reject any or all interest statements or any part thereof, to waive any formality, informality, information and/or errors in the statement, to accept the statement considered to be in the best interest of the City, or to seek development interest on the open market if it is considered in the best interest of the City to do so.

**C. Project Goals:** The following are the goals for this project:

- 1) To increase flight activity at CON.
- 2) To increase aircraft-related services at CON.
- 3) To maximize the contribution of CON to the City's economic base.
- 4) To maximize private investment at CON in order to increase the City tax base.
- 5) To enhance the CON as an asset capable of broadening community interest in aviation.
- 6) To increase awareness of and build advocacy for the CON

**D. Site Walk:** A development site walk through will be held on **Thursday, October 7 at 11:00 AM EST** for all interested parties. This time will allow interested parties to see the development site(s) and ask questions of the City staff or the Concord Airport Advisory Committee. Interested parties should meet at 65 Airport Rd. Concord, NH 03301 at the aforementioned time.

**E. Deadline:** Statements of Interest are due by **Friday, October 29, 2021 at 5:00 PM EST.**

## INSTRUCTIONS FOR RFI

### 1. STATEMENT PREPARATION:

In order to facilitate evaluation of the statements, Developers are required to include the following components in their Statement. **Each component must be clearly labeled and organized in the exact order outlined below. Statements that do not adhere to the outline, or do not contain the following required information, may be considered as unresponsive.**

- a) Development Project Narrative: The Developer shall identify the specific development zone of interest and provide the City with a detailed narrative fully describing what development he/she is envisioning at the site. If a Developer is considering multiple zones, each zone must have its own separate statement submitted.
- b) Schematics, Designs, Sketches, Layout(s) of Site(s): The Developer shall provide the City with any appropriate schematics, designs, sketches, or layouts of the site related to the proposed development. Please also include any other technical documents that would be helpful to explain the development.
- c) Ability to Perform: The Developer should demonstrate understanding and familiarity with projects of this type and scope, if any.
- d) Project Team- Contact Person: The Developer shall identify the Project Manager and individuals who will be assigned to work with the City, along with a copy of each of their resumes.
- e) Developer's Financial Offer: The Developer shall generally outline the proposed financing structure for the development (i.e. cash, loans, equity investment, etc.) and include a detailed financial offer to be considered by the City. Sale of the site to the successful Developer is not an option; the Airport, however, will consider a long-term lease.
- f) Work Program and Schedule: The Developer shall submit a schedule of the anticipated project development, including anticipated timeframes for Planning Board review and construction start and completion.



## GENERAL TERMS AND CONDITIONS

### PREPARATION OF PROPOSALS:

Statements must be signed by the Developer or Developer's authorized representative.

The Developer shall not divulge, discuss, or compare his/her Statement of Interest with the statements of any other party, and shall not collude with any other party.

### SUBMISSION OF PROPOSALS:

Statements must be typewritten. **Statements and all attachments must be formatted into a SINGLE PDF document and emailed to Deputy City Manager Carlos P. Baía at [cbai@concordnh.gov](mailto:cbai@concordnh.gov) by 5pm (Eastern Time) on Friday, October 29, 2021. The PDF shall be titled as follows:**

**2021 Airport RFI: DEVELOPER'S NAME-SPECIFIC ZONE REQUESTED**

### CITY DEVELOPMENT PROCESS QUESTIONS

The City of Concord's Community Development Department provides anyone seeking to build in the City an opportunity to ask questions and receive direction pertaining to the City's Planning Board review process. Development Team sessions are free and held on Thursdays by appointment. To schedule an appointment, please contact Lisa Fellows-Weaver at [LFellows-Weaver@ConcordNH.gov](mailto:LFellows-Weaver@ConcordNH.gov) or by phone at (603) 230-3633.

### PROPOSAL RESULTS:

All proposals received shall be considered confidential and not available for public review until after a developer has been selected for negotiation.

### LIMITATIONS:

This Request for Interest (RFI) does not commit the City to award a contract or agreement or to pay any costs incurred in the preparation of a response to this request. The City reserves the right to accept or reject any or all statements received as a result of this request, or to cancel in part or in its entirety this RFI, if it is in the best interest of the City to do so.

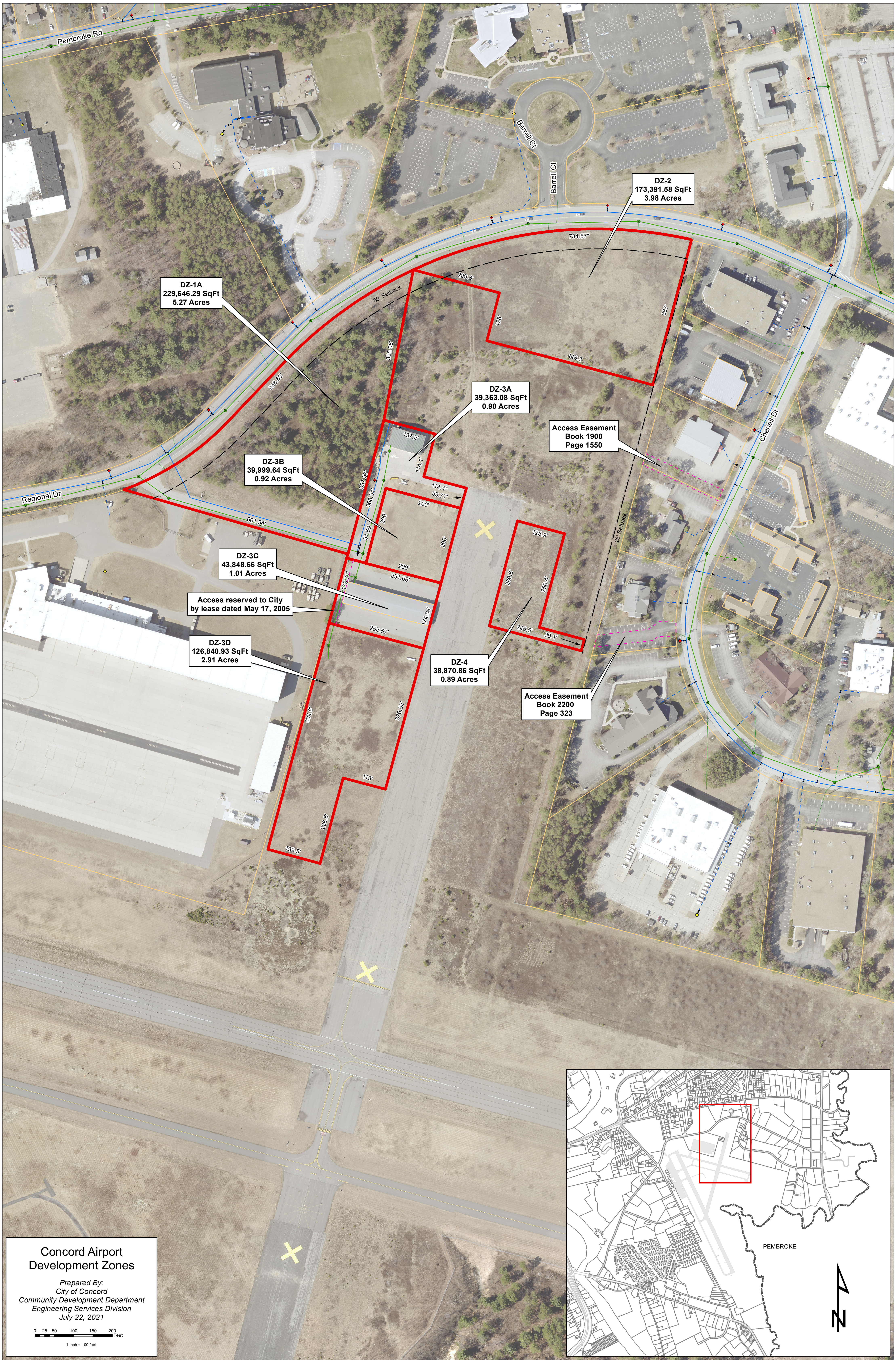
### PROPOSAL EVALUATION:

In an attempt to determine if the Developer is responsible, the City, at its discretion, may obtain technical support from outside sources. Each Developer will agree to fully cooperate with the personnel of such organizations.

### QUESTIONS

For any questions regarding this RFI, please reach out to Deputy City Manager Carlos P. Baía at [cbaia@concordnh.gov](mailto:cbaia@concordnh.gov).







# Attachment B

## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-1A

Land Acreage: 5.27 Acres

Square Feet: 229,646.29 SqFt

Frontage Access To: Regional Dr

Access to Gate: Yes

Zoning District: Industrial

Access to Airport Runway: YES ☒ NO ☐

Current Access to Water: YES ☒ NO ☐

Current Access to Sewer: YES ☒ NO ☐

If not, how would they be connected?: N/A

Building Setbacks: 50' Setback along Regional Dr

Deed Book and Page Number: N/A

Utility Easements (if applicable): N/A

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

Other Notes:

- Developer can put a fence behind the 50' setback along Regional Dr; FAA will pay for fence relocation for driveway if there are two owners on the parcel, will not pay if only one owner



## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-2

Land Acreage: 3.98 Acres

Square Feet: 173,391.58 SqFt

Frontage Access To: Regional Dr

Access to Gate: N/A

Zoning District: Industrial

Access to Airport Runway: YES ☐ NO ☒

Current Access to Water: YES ☐ NO ☒

Current Access to Sewer: YES ☐ NO ☒

If not, how would they be connected?: Connect to water/sewer on Regional Dr

Building Setbacks: 50' Setback along Regional Dr; 5' Setback from the Fence Line

Deed Book and Page Number: N/A

Utility Easements (if applicable): N/A

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

### Other Notes:

- Developer can put a fence behind the 50' setback along Regional Dr; FAA will pay for fence relocation for driveway if there are two owners on the parcel, will not pay if only one owner
- No planes may go through the conservation zone, but there could be potential access to runway by going through DZ-1A and DZ-3B, if given a waiver



## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-3A

Land Acreage: 0.90 Acres

Square Feet: 39,363.08 SqFt

Frontage Access To: None

Access to Gate: Yes, upon City approval

Zoning District: Industrial

Access to Airport Runway: YES ☒ NO ☐

Current Access to Water: YES ☒ NO ☐

Current Access to Sewer: YES ☒ NO ☐

If not, how would they be connected?: N/A

Building Setbacks: N/A

Deed Book and Page Number: N/A

Utility Easements (if applicable): N/A

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

Other Notes:

- Should consider there are fuel tanks on the 3A development zone and planes may have access to go through part of the zone



## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-3B

Land Acreage: 0.92 Acres

Square Feet: 39,999.64 SqFt

Frontage Access To: None

Access to Gate: Yes, upon City approval

Zoning District: Industrial

Access to Airport Runway: YES ☒ NO ☐

Current Access to Water: YES ☐ NO ☒

Current Access to Sewer: YES ☐ NO ☒

If not, how would they be connected?: Connect water and sewer through DZ-3A

Building Setbacks: N/A

Deed Book and Page Number: N/A

Utility Easements (if applicable): N/A

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

Other Notes:



## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-3C

Land Acreage: 1.01 Acres

Square Feet: 43,848.66 SqFt

Frontage Access To: None

Access to Gate: Yes, upon City approval

Zoning District: Industrial

Access to Airport Runway: YES ☒ NO ☐

Current Access to Water: YES ☒ NO ☐

Current Access to Sewer: YES ☒ NO ☐

If not, how would they be connected?: N/A

Building Setbacks: N/A

Deed Book and Page Number: N/A

Utility Easements (if applicable): N/A, but see lease dated May 17, 2005 for certain restrictions/rights

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

Other Notes:

- Hangar already exists on the property
- Access through this parcel of land is reserved to the City by lease dated May 17, 2005





## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-3D

Land Acreage: 2.91 Acres

Square Feet: 126,840.93 SqFt

Frontage Access To: None

Access to Gate: Yes, upon City approval

Zoning District: Industrial

Access to Airport Runway: YES ☒ NO ☐

Current Access to Water: YES ☐ NO ☒

Current Access to Sewer: YES ☒ NO ☐

If not, how would they be connected?: Connect water through DZ-3A and DZ-3C

Building Setbacks: N/A

Deed Book and Page Number: N/A

Utility Easements (if applicable): N/A

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

Other Notes:



## Concord Municipal Airport Development Zone Property Information



Development Zone: DZ-4

Land Acreage: 0.89 Acres

Square Feet: 38,870.86 SqFt

Frontage Access To: None

Access to Gate: Yes (see note below)

Zoning District: Industrial

Access to Airport Runway: YES ☒ NO ☐

Current Access to Water: YES ☐ NO ☒

Current Access to Sewer: YES ☐ NO ☒

If not, how would they be connected?: Connect water and sewer through access/utility easement

Building Setbacks: 5' Setback from the Fence Line

Deed Book and Page Number: Book 2200 Page 323

Utility Easements (if applicable): Access Easement to Chenell Dr (Utility and Road)

Federal Aviation Administration (FAA) Requirements:

- Development must have an Airport use defined by the FAA
- Will need to complete Federal Aviation Administration (FAA) Form 7460

### Other Notes:

- Will need to connect to water and sewer line through the Access Easement that connects property to Chenell Dr; this will serve as utility and roadway access onto property
- Developer can install a gate, with approval from City and Fire Department (and giving a set of keys to each)

