

Requests for Proposals for KHHT's Next Neighborhood November 2023

Project Overview

The Kennebunkport Heritage Housing Trust (KHHT) is a nonprofit organization whose mission is “to sustain Kennebunkport as a year-round community by providing housing accessible to working families and seniors.” Our first neighborhood, Heritage Woods, consists of six homes, two duplexes and two fully detached homes, where six year-round households now live. Our homes are sold to households in two income levels, those earning up to 80% of the area median income and those earning up to 120% of the area median income.

Our next project, proposed name Landon Woods, will include three duplexes on a 4.83 acre parcel of land on Beachwood Avenue in Kennebunkport, ME. An attached sketch plan of the neighborhood at Kennebunkport Map ID 23-1-27-C is included as Appendix A. The parcel has been quarried in the past and the neighborhood has been designed to accommodate this history. Proposals should be submitted with the understanding that the site includes ledge and other potentially challenging site conditions. Site visits are encouraged and can be arranged by contacting the executive director, Larissa Crockett, by phone at (207) 432-2541 or by email, lcrockettkhht@gmail.com.

This neighborhood will include three single story homes that are between 800 and 1,000 sq. ft. and three 1 ½ - 2 story homes that are between 1,100 and 1,400 sq. ft. For each of the three house lots created by this project, one smaller home and one larger home will be connected to one another by external architecture to form a duplex. The Town of Kennebunkport has design requirements for duplexes that are included as Appendix B. Additionally, to allow KHHT to qualify for MaineHousing funding, all homes must meet MaineHousing design standards that are included as Appendix C.

The purpose of this RFP is to identify builders, both site-built and modular, that are interested in working with KHHT to finalize design of and build to completion these six homes for occupancy in fall 2025. All questions regarding this RFP and the Landon Woods project should be sent by email to: lcrockettkhht@gmail.com. A published list of questions received and the answers provided will be available on our website, www.khht.org, up to the closing date of this RFP.

Scope of Work

Please see Appendices A - C for site plan and design standards relevant to this project. This project includes:

- Site work to develop access to and foundations for the six homes
- Connection to electrical power from Beachwood Avenue
- Construction of three duplexes that each include two stand-alone homes connected by external architecture such as a porch. For each duplex, one home shall be between 800 and 1,000 sq. ft. in total area and the other shall be between 1,100 and 1,400 sq.ft.

- The smaller home shall have two bedrooms and the larger home shall have three bedrooms
- Each home shall have a minimum of 1.5 bathrooms and a maximum of 2 bathrooms
- All homes shall be built in a classic New England style in keeping with the historic aesthetic of Kennebunkport
- Town of Kennebunkport design standards for duplexes as presented in Appendix B as well as energy efficiency design standards required by MaineHousing as presented in Appendix C shall be met
- Construction shall meet all Maine Uniform Building and Energy Code, MUBEC, standards
- Roofing materials shall have a minimum of a 25 year maintenance free guarantee
- Exterior siding materials shall have a minimum of a 30 year maintenance free guarantee
- There is no public water or sewer services at the site. Proposals should include the estimated costs of well drilling and installation but should not include septic system design or installation
- KHHT seeks a builder who will act as a site and construction manager
- KHHT is a nonprofit organization that heavily subsidizes the sales price of the homes we sell. We do not make a profit from the sale of our homes and every opportunity to reduce the costs of construction, while meeting all relevant building codes and standards, should be taken. Interior finishes should be of good quality and designed to last but should not be ornate or seen as “high end”

Project Schedule

Please see Appendix D for our estimated project timeline. This timeline will be modified based on input from the selected builder as part of the contract negotiation process. Key dates include:

- January 10, 2024 - Construction firm RFPs due to KHHT
- Week of January 15, 2024 - Interviews with selected construction firms
- Week of January 29, 2024 - Successful firm notified and contract negotiations initiated
- March 2024 - Home designs complete
- July 2024 - Final Kennebunkport Planning Board approval
- August 2024 - Site work begins
- November 2024 - Home construction begins
- October 2025 - Homes complete and ready for sale

Submission Guidelines

Interested construction firms shall provide, as an electronic submission, to lcrockettkhht@gmail.com by **6:00 pm on January 10, 2024**, the following:

- Title page showing:
 - Firm’s name
 - Address
 - Telephone number and email address of a contact person
 - Date of the proposal
- Company Profile

- Experience
 - The proposal should include details of experience with projects of similar size and complexity to the project described in this RFP
- Three references, preferably from similar projects
- Proof of insurance
- Specific Project Details:
 - Proposed house plans including materials used, please see Appendix E for an example of specifications
 - Costs
 - Proposed subcontractors
 - Funding requirements/financing options for this project

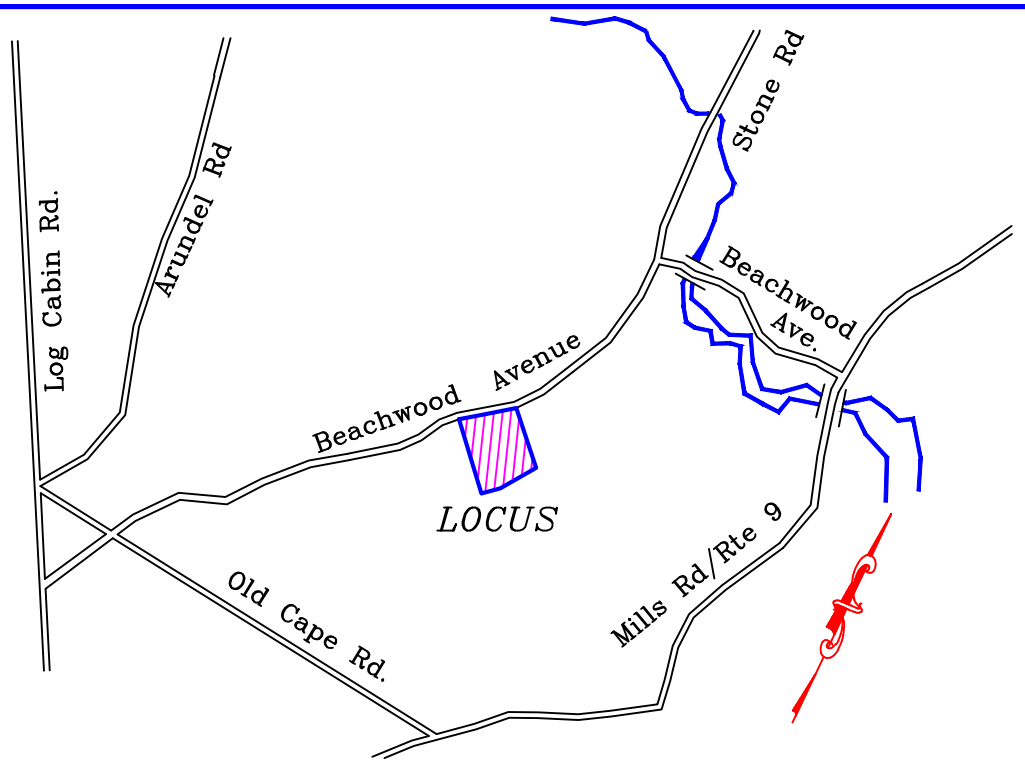
Evaluation Criteria

Proposals will be evaluated by members of the KHHT board and staff on the following criteria:

- Cost of construction
- Quality of proposal and house design
- Reputation of the builder and experience with similar projects
- Ability to meet the timeline for completed homes by fall 2025

Contact Information

Please contact Larissa Crockett, executive director, with any questions regarding this RFP or the proposed project. All questions regarding the RFP should be submitted by email to lcrockettkhht@gmail.com so that they can be included in the questions and answers guide referenced above that will be available on the KHHT website. Ms. Crockett can also be reached by phone at (207) 432-254.



LOCATION MAP (Not to Scale)

LOCUS DEED REFERENCE:

Owner of Record: The Inhabitants of Kennebunkport
 Tax Lien Recorded in Book 17274, Page 116

PLAN REFERENCES:

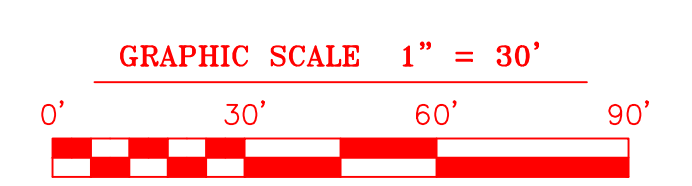
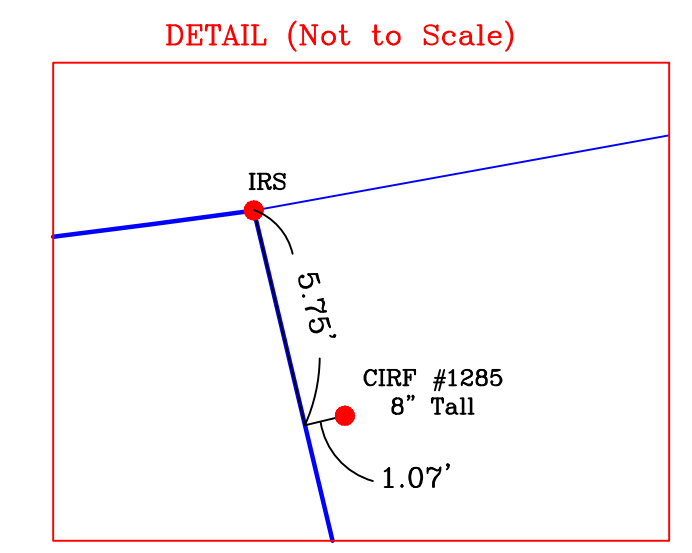
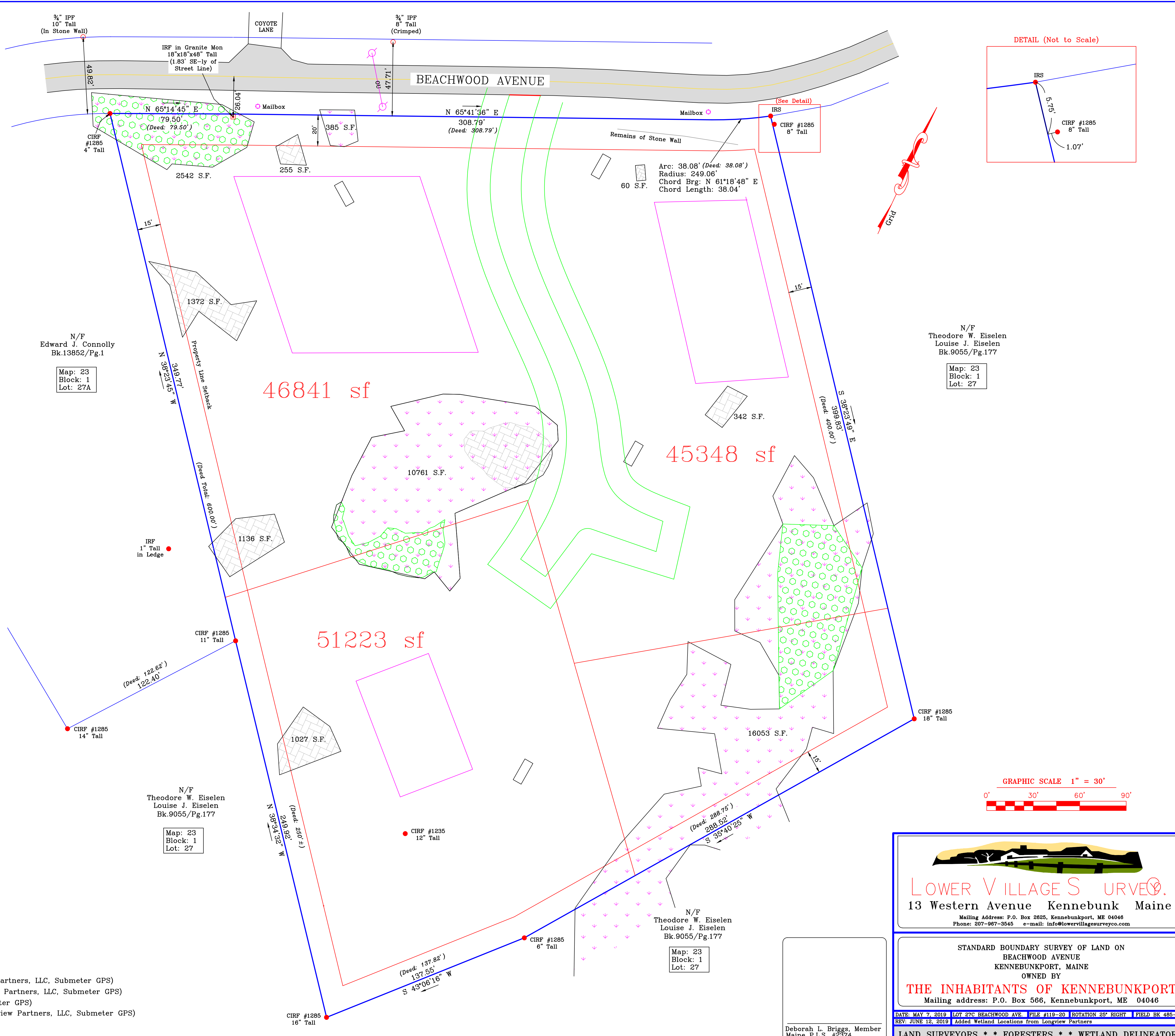
- 1 - "Plan Showing a Standard Boundary Survey and Proposed Right of Way, Located at 16 Coyote Lane, Kennebunkport, Maine, Made for Alexander Clark" dated May 2012 and recorded in the York County Registry of Deeds in Plan Book 357, Page 18.
- 2 - "Plan of Land of Alton H. Benson, Sr., Kennebunkport, Maine" dated Feb. 15, 1963, by Julian Howard and recorded in the York County Registry of Deeds in Plan Book 33, Page 46.
- 3 - "Worksheet Sketch, Landon Heirs, Proposed Lots, Beachwood Ave., Kennebunkport" dated August 26, 1998, by John D. Bruckler, P.L.S.
- 4 - "Plan Showing a Boundary Survey for John Spottiswoode in Kennebunkport, Maine" dated July 15, 1988, by John D. Bruckler, P.L.S.
- 5 - "Wetland Delineation & Composite Site Plan Prepared for Town of Kennebunkport, Beachwood Avenue (Map 23, Blk 1, Lot 27C), Kennebunkport, Maine" dated June 7, 2019, by Longview Partners, LLC.

NOTES:

- 1 - The locus parcel is identified on the Town of Kennebunkport Tax Assessors Map 23, Block 1, as Lot 27C and is located in the Free Enterprise Zone. Space and bulk standards in this zone are as follows:
 - Minimum Building Setbacks
 - Front Yard = 20 feet
 - Side & Rear Yard = 15 feet
 - Maximum Lot Coverage = 20%
 - Minimum Lot Width = 100 feet
 - Max. Building Height = 35 feet
 - Min. Net Lot Area = 40,000 s.f.
- 2 - The surveyed premises contains 209,064 square feet (4.79 Acres).
- 3 - The boundary of the locus parcel along Beachwood Avenue is the apparent right-of-way line based on monumentation found and a record width of 3 rods (49.5 feet).
- 4 - Bearings are oriented to Grid North per Maine State Plane Coordinate System West Zone.
- 5 - Wetlands, vernal pools, quarries, and potential wastewater disposal areas shown were field determined, located, and mapped by Longview Partners, LLC, with submeter GPS equipment. The total area of wetlands, vernal pools, and quarries within the property boundaries was calculated by Lower Village Survey Co., LLC, to be 33,933 square feet (0.77 acre) using the digital file supplied by Longview Partners, LLC.
- 6 - The location of nearby property lines are shown as dashed lines. These lines are intended to show the approximate relationship to the locus parcel only.
- 7 - Prior to any construction activities the location of setback lines shown should be verified by the local code enforcement officer to determine compliance with all applicable building requirements.
- 8 - This plan has been prepared according to the Standards of Practice adopted by the State of Maine Board of Licensure for Professional Land Surveyors with the following exceptions:
 - No written report prepared
 - Monuments not set at minor angle points along Beachwood Avenue

LEGEND :

- IRS ● — 5/8" Rebar w/Survey Cap #2374 Set
- CIRF ● — Capped Iron Rod Found
- IPF ○ — Iron Pipe Found
- IRF ● — Iron Rod Found
- MON □ — Iron Rod Found in Granite Monument
- — Property Line
- — Abutter Approximate Property Line
- — Stonewall
- — Overhead Utilities
- — Utility Pole
- N/F — Now or Formerly
- Bk./Pg. — Deed Book & Page
- — Freshwater Wetland Area (Delineated and Located by Longview Partners, LLC, Submeter GPS)
- — Non-significant Vernal Pool (Identified and Located by Longview Partners, LLC, Submeter GPS)
- — Quarry/Borrow Area (Located by Longview Partners, LLC, Submeter GPS)
- — Potential Subsurface Wastewater Disposal Site (Located by Longview Partners, LLC, Submeter GPS)



LOWER VILLAGE SURVEY CO.
 13 Western Avenue Kennebunk Maine
Mailing Address: P.O. Box 2825, Kennebunkport, ME 04046
 Phone: 207-967-3545 e-mail: info@lowervillagesurveyco.com

STANDARD BOUNDARY SURVEY OF LAND ON
 BEACHWOOD AVENUE
 KENNEBUNKPORT, MAINE
 OWNED BY
THE INHABITANTS OF KENNEBUNKPORT
Mailing address: P.O. Box 566, Kennebunkport, ME 04046
DATE: MAY 7, 2019 LOT 27C BEACHWOOD AVE. FILE #119-20 ROTATION 25° RIGHT FIELD BK 485-41
 REV: JUNE 12, 2019 Added Wetland Locations from Longview Partners
LAND SURVEYORS * * FORESTERS * * WETLAND DELINEATORS

Deborah L. Briggs, Member
 Maine P.L.S. #2374

Appendix B

Town of Kennebunkport standards for two-family dwellings

§ 240-6.19 Dwellings.

Two-family dwellings. Each unit in a two-family dwelling shall have not less than 650 square feet. The two-family dwelling shall have only one front entrance, and all other entrances shall be on the side or in the rear of the dwelling. An entrance leading to a foyer with entrances leading from the foyer to the two dwelling units is permitted. One dwelling shall be subordinate in size. A home occupation shall not be permitted in the subordinate unit. A two-family dwelling shall be constructed on one continuous foundation and under one continuous roof; no part of the dwelling units shall be located in a detached building or structure.

§ 240-4.11 Free Enterprise Zone

	Minimum Lot Area (square feet)	Minimum Lot Width (feet)	Maximum Lot Coverage	Minimum Net Residential Area per Dwelling Unit (square feet)	Minimum Setbacks			Minimum Open Space	Maximum Building Height (feet)
					Front (feet)	Side (feet)	Rear (feet)		
Two-family dwelling	40,000	100	20%	20,000	40	20	20	20%	35

Appendix C

Maine Housing Affordable Homeownership Program Standards

Construction Standards

The site development and home construction shall comply with the Maine Uniform Building and Energy Code (MUBEC) 2015, or the newest MUBEC in effect at the time of permitting, as well as all applicable local and state codes, ordinances, and standards as evidenced by inspection reports and/or written approval from local code enforcement officials. This applies to all municipalities within the State of Maine regardless of population size.

In addition, all Affordable Homeownership Units must:

- (1) Utilize all electric equipment and systems such as heat pump(s), resistance heat, variable refrigerant flow, variable frequency drives or other non-fossil fuel systems for heating, domestic hot water, cooking and any cooling needs.
- (2) Include electrical raceways/conduits from the electrical panel to terminal units at the parking area for the future installation of a Level 2 electric vehicle charger and have an electrical panel that is adequately sized to provide for the future installation of a Level 2 electric vehicle charger.
- (3) Include electrical raceways/conduits from the electrical panel to terminal units at the roof for the future installation of PV solar panels and to provide an electrical panel that is adequately sized to provide for the future installation of PV solar panels.

	2023							
	December	January	February	March	April	May	June	
Planning Board								
Pre-application		[Light Green Bar]						
Preliminary Application				[Green Bar]				
Final Application							[Dark Green Bar]	
Marketing								
Finalize materials	[Light Orange Bar]							
Preliminary marketing				[Orange Bar]				
Application period						[Orange Bar]		
Processing, selection								
Planning/Design/Budget								
Finalize site plan	[Blue Bar]							
Develop home plans/costs		[Blue Bar]						
Financial Commitment								
Genesis Fund		[Yellow Bar]						
MaineHousing								
FHLB								
Construction								
Neighborhood design process	[Light Purple Bar]							
Interview construction partners		[Purple Bar]						
Negotiate/sign contract		[Purple Bar]						
Procure/confirm insurance						[Dark Purple Bar]		
Site/foundation work								
Home construction								
Completion								
Staging								
Occupancy								

	2024						
	July	August	September	October	November	December	January
Planning Board							
Pre-application							
Preliminary Application							
Final Application							
Marketing							
Finalize materials							
Preliminary marketing							
Application period							
Processing, selection							
Planning/Design/Budget							
Finalize site plan							
Develop home plans/costs							
Financial Commitment							
Genesis Fund							
MaineHousing							
FHLB							
Construction							
Neighborhood design process							
Interview construction partners							
Negotiate/sign contract							
Procure/confirm insurance							
Site/foundation work							
Home construction							
Completion							
Staging							
Occupancy							

	2025						
	February	March	April	May	June	July	August
Planning Board							
Pre-application							
Preliminary Application							
Final Application							
Marketing							
Finalize materials							
Preliminary marketing							
Application period							
Processing, selection							
Planning/Design/Budget							
Finalize site plan							
Develop home plans/costs							
Financial Commitment							
Genesis Fund							
MaineHousing							
FHLB							
Construction							
Neighborhood design process							
Interview construction partners							
Negotiate/sign contract							
Procure/confirm insurance							
Site/foundation work							
Home construction							
Completion							
Staging							
Occupancy							

	September	October
Planning Board		
Pre-application		
Preliminary Application		
Final Application		
Marketing		
Finalize materials		
Preliminary marketing		
Application period		
Processing, selection		
Planning/Design/Budget		
Finalize site plan		
Develop home plans/costs		
Financial Commitment		
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Completion		
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Occupancy		

Appendix E

FLOORS:

Joists: 2"x 8" (24'-25'); 2"x10" (26'-28'); 2"x12" (30'-32')
Joists: 2"x10" (2nd Floor)
Solid Wood Bridging
Double Perimeter Band Joists: Front, Rear, & Mate Walls
3/4" T&G Plywood Subfloors: Glued w/Ring Shank Nails
1/4" 5-Ply Underlayment (Under all vinyl floors)

WALLS:

2"x6" Exterior Walls: 16" o.c. w/ Double Top Plate
7/16" OSB Exterior Wall Sheathing
7/16" OSB Mate Wall Sheathing
House Wrap
2"x 4" Interior Walls: 16" o.c.
1/2" Drywall: Painted (Represented as primed)
Exterior & Mate Wall Blocking: 48" above finished floor

ROOFS & CEILINGS:

6/12 Roof Pitch: 16" o.c. Truss (Colonials & Ranches)
12/12 Roof Pitch: 16" o.c. Rafter (Capes)
8' Ceiling Height
7/16" OSB Roof Sheathing
CertainTeed Architectural Shingles (30-Year / Self-sealing)
Shingle Underlayment
Ice & Water Shield (3' from Eaves)
Ridge Vent
10 1/2" Front & Rear Roof Overhangs
1/2" Drywall w/ RC-2 Channel: Painted (Represented as primed)

EXTERIOR:

Harvey "Slimline" Vinyl Double-Hung Windows
Harvey Windows: Low-E / Argon Gas / Grilles between Glass
3'0" Therma-Tru Smooth Star S210 6-Panel Front Door
3'0" Therma-Tru Smooth Star S262 9-Lite Side/Rear Door
Exterior Doors: Painted / PVC Jambs / PVC Ext. Trim
Front Door: Kickplate & Wireless Door Chimes
CertainTeed Mainstreet Vinyl Siding: Colonial D/4
Vented Vinyl Soffit & Stepped Aluminum Fascia
Mid-America Shutters: Front Elevation

INSULATION:

R-38 Cellulose Attic Insulation (Colonials & Ranches)
R-38 Cellulose Ceiling Insulation Eave to Kneewalls (Rafter)
R-21 Kraft-Faced Fiberglass Exterior Wall Insulation
R-11 Fiberglass Basement Stair Wall Insulation
R-11 Fiberglass Bath Wall Insulation
Low-Expanding Foam: Window & Door Jambs



INTERIOR:

Armstrong FlexStep "Value" Vinyl Flooring: Kitchen & Baths
Shaw Carpet (Stain-Resistant) w/ 8 LB Bonded Pad
Masonite 6-Panel Hollow-Core Doors: Painted / (3) Hinges
Kwikset Satin Nickel Door Hardware (Privacy: BR's & Baths)
Colonial 2 1/2" Casing & 3 1/2" Baseboard: Painted

KITCHEN:

Merillat Spring Valley Maple Square Cabinets
Hardwood Drawers w/ Full Extension & Soft-Close Guides
Postformed Laminate Countertop w/ 290 Wrap
8" Double Bowl Stainless Steel Sink
American Standard Single Lever Faucet w/ Spray
Broan Vented Range Hood
6" Recessed Light w/ Dimmer: Kitchen Sink

BATHROOMS:

Merillat Spring Valley Maple Square Cabinet
Postformed Laminate Countertop w/290 Wrap
American Standard Self-Rimming China Lavatory
American Standard Single Lever Lavatory Faucet
16" Beveled Edge Recessed Medicine Cabinet
(1) Towel Bar / (1) Towel Ring / (1) Toilet Paper Holder
NuTone Bath Fan/Light/Night Light
Aquatic 1-Piece Fiberglass Tub/Shower
American Standard Tub/Shower Faucet
American Standard Elongated Toilet

PLUMBING:

PEX Fresh Water Supply Lines
PVC Drain, Waste, & Vent Lines
Shut-Off Valves: Sinks & Toilets
Anti-Scald Devices: Showers & Tub/Showers
Plumbing Lines Stubbed Thru Floor for On-Site Connections

ELECTRIC:

200-Amp Square D Service Panel
220v Circuit & Receptacle: Electric Range
AC/DC & CO Smoke Detectors per Code
(2) Exterior GFI Receptacles per Code
Home Decorators Black Ext. Lights: (2) per Front Door
Home Decorators Black Ext. Light: (1) per Side & Rear Door
Commercial Electric Brushed Nickel Interior Lights
Brushed Nickel Chandelier w/ Dimmer: (1) per Dining Room
Brushed Nickel Ceiling Lights: (1) per Bedroom
Arc Fault Circuits: (1) per Bedroom
Switched Receptacle: (1) per Living Room
(2) TV & (2) Phone Jacks
Dedicated Basement Light Circuit

HEAT:

Hot Water Baseboard Stubbed Thru Floor for On-Site Connections