

# **Sprout Creek Farm Request for Proposal**

## **BACKGROUND AND INFORMATION**

For several decades, Sprout Creek Farm has served as a treasured agricultural institution in Dutchess County. Officially incorporated in 2010 as an 501c(3), independent, non-profit entity, the property at Sprout Creek Farm includes a 200 acre farm, commercial kitchen and meeting space, dairy barn, sleeping cabins, creamery, and other ancillary spaces.

To preserve this regional asset, the Board of Directors of Sprout Creek Farm, Inc. is seeking a third-party individual or organization to take control of the Farm and continue its legacy of educational and agricultural programming in the Hudson Valley. For profit and not for profit entities are encouraged to respond to the Request for Proposal.

With a mission to educate people to understand and appreciate our connection to the earth and our responsibility for its care, Sprout Creek Farm operations has previously included a working farm, creamery, educational center, and retail market. Educational offerings have historically included single day educational programs offered throughout the year, and weekend and overnight camp programs offered in the spring through early fall.

To fulfil its educational mission, the Farm has benefitted from partnerships with educational institutions including local schools such as Poughkeepsie Day School and Noxon Elementary, non-profit organizations including the Girl Scouts, and national affiliates such as schools within the Society of Sacred Heart Network.

## **PROPERTY DESCRIPTION**

The 200 acre Sprout Creek Farm is located on Lauer Road in Poughkeepsie, NY, approximately 90 minutes north of New York City. The property consists of eight structures, including a commercial kitchen, barns, sleeping cabins, and a newly renovated creamery.

Sprout Creek Farm has recently benefitted from several enhancements and improvements. For example, in the past three years, over \$1 million has been invested in the property to build a state of the art creamery and an improved retail marketplace. Numerous safety upgrades have also been implemented to the various farm buildings and structures for enhanced use.

In addition, the most recent real property appraisal report by McGrath & Company, dated 11/20/2017 states the market value of the property as \$1,900,000. Specifically, the appraisal describes two distinct sections of the property that are similar in size. Of note, the appraisal describes one of the two parcels as having potential for future commercial development because it allows for buildings and structures for varied uses. A copy of the appraisal report may be made available upon request.

Sprout Creek Farm is subject to agricultural conservation easements restricting non-agricultural development of the property. Easement documents attached.

Proposers are encouraged to visit the site and may contact Justin Butwell at ([info@sproutcreekfarm.org](mailto:info@sproutcreekfarm.org)) to arrange a tour of the facilities.

## SELECTION PROCESS

Selection of an individual or organization will include an analysis of the following:

- Demonstrated agricultural experience
- Capacity to operate farm-based educational programs or hire staff to do so.
- Capacity to operate or repurpose the existing dairy farm and creamery.
- Vision for the farm is: a) well-suited to the size, soils, configuration, and infrastructure of the farm; b) well-suited to the agricultural structure of the local community; and c) likely to result in a viable, long-term farm operation on the property.
- Degree to which the proposed farm operation will complement or support other farm operations, including its educational mission.

No preference will be given to For Profit or Not for Profit entities, and both are encouraged to submit a response to this Request for Proposal.

## PROPOSAL SUBMISSION REQUIREMENTS

- Operational Approach. Provide a narrative outlining your approach to the future operation of Sprout Creek Farm.
- Organization experience. Describe any training and experience within your organization that demonstrates your ability to successfully operate the farming and educational aspects of Sprout Creek Farm.
- Team Experience. Provide resumes and references for key personnel, especially, but not limited to those who would directly manage Sprout Creek Farm.
- Staffing. Include a staffing plan and organizational chart that you would propose for Sprout Creek Farm.
- Evidence of appropriate financial stability. Please submit your most recent audited financial statement.
- Purchase or Lease Requirements
  - If a submitted proposal includes the purchase or subdivision of the farm's real estate assets, it must include clear maps of the proposal, with the associated purchase price offers and any related contingencies.
    - If a submitted proposal includes the leasing of the farm's real estate assets, it must include clear maps of the proposal, with the associated lease terms and conditions

## SUBMISSION INFORMATION

Individuals /Companies / Institutions must respond to this RFP by 5:00 p.m. Wednesday, December 16th. In addition to a cover letter signed by an authorized representative, the proposal must include the following:

- All items listed in the **proposal submission requirements** paragraph above.
- Individual/corporate information including a federal tax ID number and names of principal owners.
- Certificate of non-collusion or equivalent
- Responder's proposed agreement with general terms and conditions if applicable.

**CONDITIONS**

Sprout Creek Farm reserves the right to reject any and all proposals received in response to this RFP, terminate negotiations with a selected respondent and select the next most responsive respondent, or take any other actions regarding the selection of an individual or organization, if it is in the best interests of Sprout Creek Farm to do so.

**GENERAL TERMS**

- All responses to this RFP are the sole property of Sprout Creek Farm. Organizations are encouraged not to include in their proposals any information that is proprietary.
- Proposals will remain valid for a period of 90 days after the closing date for the submission and may be extended beyond that time by mutual agreement.
- Sprout Creek Farm may amend or cancel this RFP prior to or after the due date, if deemed necessary, appropriate or otherwise in the best interest of the Sprout Creek Farm.