

# CITY OF CHERRY HILLS VILLAGE

2450 E. Quincy Avenue  
Cherry Hills Village, CO 80113  
www.cherryhillsvillage.com

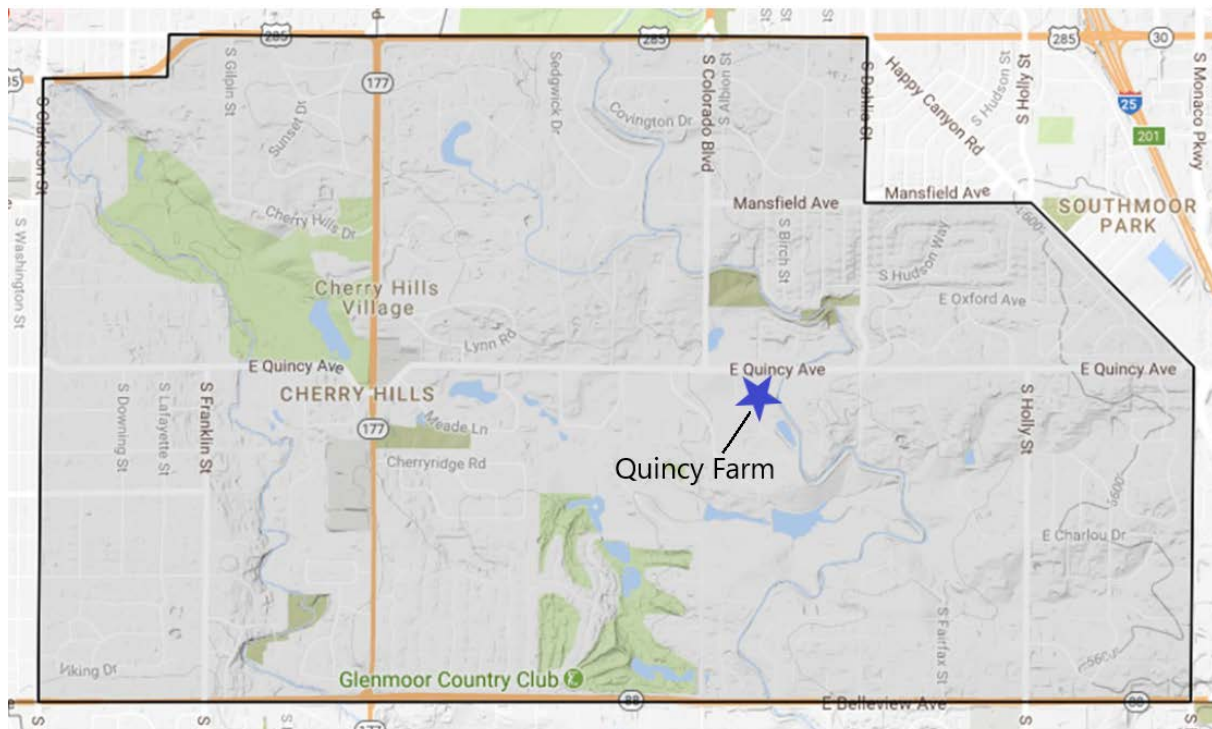
Village Center  
Telephone 303-789-2541  
FAX 303-761-9386

## Request for Proposals – Quincy Farm Management and Programming

The City of Cherry Hills Village City Council is seeking proposals from organizations or individuals that can activate and manage the Quincy Farm property (“the Property” or “the Farm”) within the confines of the Deed of Conservation Easement [Catherine H. Anderson Property]<sup>1</sup> that protects the Farm (“Conservation Easement”).

For five years, the City has been seeking to activate the Farm. The City is now exploring the possibility of finding a partner interested in preserving and maintaining Quincy Farm and developing uses and programs such as historic preservation and interpretation, gardens, private and public meetings, gatherings and celebrations, classes and education, photography, painting and other artistic endeavors, and such other uses as help to preserve the Property and instill an appreciation and respect for the natural and human history of the vicinity.

Proposals must meet all requirements outlined in the Conservation Easement and provide programming and public access to the Property. Proposals must identify the type of programming to be offered and demonstrate the capacity to renovate and maintain the historic structures on the Property.



<sup>1</sup> Recorded at the Arapahoe County Clerk and Recorder (Colorado), Reception No. B7157828 on December 18, 2007. A copy of the Conservation Easement is included with the materials related to this RFP.

## Quincy Farm Overview

Quincy Farm is a 17.5-acre property located in the heart of Cherry Hills Village that spans both sides of the High Line Canal. The Farm is listed on the National Register of Historic Places, and the well-preserved buildings and pastures are a picturesque part of the region's past. Quincy Farm was generously gifted to the City of Cherry Hills Village in 2008 by its previous owner, Catherine ("Cat") H. Anderson, with the intention that it become an amenity for the whole community. She granted a Conservation Easement on the Farm to Colorado Open Lands, a Colorado non-profit organization, to ensure the continued preservation of its natural landscape. Cat deeded the Property to the City via a Special Warranty Deed subject to a life estate. The City owns Quincy Farm in fee simple, and the life estate terminated upon Ms. Anderson's death on June 2, 2016.

The Farm is a traditional agricultural parcel in a suburban setting. The Property consists of nine structures: three houses, a detached garage, two barns, horse stalls, a chicken coop, and a pump house. These buildings are surrounded by pastures, an irrigation pond, and a diversity of trees and shrubs. The Farm's open lands are important natural areas. The Property's mature trees, riparian zones, wetlands, and pond create an urban wildlife habitat, providing food, shelter, breeding grounds, and migration corridors. The High Line Canal Trail bisects the Property. It is used by hundreds of people every day for walking, jogging, hiking, bicycling, and horseback riding. Trail users can experience this refuge of nature remaining in an urban space, often spotting wildlife from the trail in and around the Farm.

### **Conservation Easement**

Quincy Farm is encumbered by a Conservation Easement held by Colorado Open Lands to ensure the perpetual preservation of its natural landscape and the Conservation Values articulated in that easement, which are: Recreation or Education; Relatively Natural Habitat; Open Space (scenic enjoyment, significant public benefit); and Historic Character. The intent of the Conservation Easement "is to permit all other uses of the Property that are not inconsistent with the preservation and protection of the Conservation Values ... that are not expressly prohibited," subject to the articulated purpose of preserving and protecting the Conservation Values of the Property in perpetuity.

The Conservation Easement divides Quincy Farm into three sections: the West Area, the East Area, and the Canal Area. Each area of the Farm is subject to various use restrictions outlined in the Conservation Easement. The West Area must "be managed primarily as a natural area with limited public access," while the East Area must be managed for agricultural, preservation, or recreational uses as defined in the Easement.

The Conservation Easement requires that all areas "remain in [their existing] substantially open condition with trees, grassed areas, gardens, and the pond, and that only permitted structures described herein shall be constructed or maintained on the Property." The Hopkins House (West Area) and Big Barn (East Area) must be preserved. The Hopkins House can be used as a caretaker's residence or for any of the Preservation Uses defined in the Conservation Easement. The Main House (West Area) may only be used as a caretaker's residence or a nature center/interpretive facility. It can also be replaced on the same footprint, or demolished. In the East Area, the East Area House, Horse Barn, Small Barn and Chicken Coop may be maintained, replaced, relocated, or reconstructed, so long as the total square footage never exceeds 4500 square feet.

No pavement or impermeable surface may be placed on any roads, driveways or parking areas that were unpaved in 2008 without approval from Colorado Open Lands. Existing fences may be repaired and replaced, and new fences may be constructed "for purposes of reasonable and customary management of livestock and wildlife," subject to certain design constraints.

Report of the Quincy Farm Visioning Committee  
Cherry Hills Village





As the holder of the Conservation Easement, Colorado Open Lands has sole discretion to determine whether any proposed use or construction is consistent with the preservation and protection of the Conservation Values expressed in the Conservation Easement.

The City, in partnership with Colorado Open Lands, is dedicated to upholding the Conservation Easement while maximizing its value to the community. Proposers should carefully read the Deed of Conservation Easement to understand all the limitations related to the Property.

### **Permitted Uses**

The Conservation Easement permits all uses of the Property that are not inconsistent with the preservation and protection of the Conservation Values and that are not expressly prohibited therein. The Easement further states that it is not “intended to compel a specific use of the Property, such as agriculture, other than the preservation and protection of the Conservation Values.”

The Conservation Easement defines three different types of uses for different areas of the Farm.

*Agricultural Uses.* Agricultural Uses are permitted in all areas. All agricultural uses must use methods that preserve the natural resources upon which agriculture is based. Long-term goals include preserving soil productivity, preventing erosion, minimizing invasive species, and employing sustainable livestock grazing practices.

*Preservation Uses.* Preservation Uses are also permitted in all areas. The key language of the Easement states that the Farm and its structures may be used for:

“a nature preserve, for historic preservation and interpretation, for gardens, for private and public meetings, gatherings and celebrations, for classes and education, for photography, painting and other artistic endeavors, and for such other uses as help to preserve the Property and instill an appreciation and respect for the natural and human history of the vicinity.”

*Recreational Uses.* Low-impact Recreational Uses are permitted in the Canal Area and the East Area. Bicycles are permitted in the Canal Area but explicitly prohibited in all other areas. The Conservation Easement provides examples of permitted Recreational Uses.

### **National Historic Register**

Quincy Farm is listed in the National Register of Historic Places. The Farm is designated as a district, and deemed to be historically significant for both agriculture and architecture. The majority of the structures within the district, as well as other elements of the Farm complex, are considered historically important. It is one of the last farms in the South Metro area that has retained its integrity, having maintained its collection of agricultural buildings and pastures dating from the 1930s. The historic designation does not mandate management requirements. Grants from the State Historical Fund are generally conditioned on compliance with the Secretary of the Interior’s Standards for the Treatment of Historic Properties.

### **Existing Conditions**

A Present Conditions Report, dated August 2007, details the conditions of Quincy Farm at the time the Conservation Easement was granted. In 2012, City consultants updated the report. Since 2016, the City has replaced the irrigation system, which can now be run off municipal water or water from the pond. The City also commissioned an Archaeological Assessment of the Property as part of the irrigation installation. The City has trimmed trees to eliminate hazards, and the City Engineer has evaluated the dam at the pond. Both houses on the West Area were connected to the sewer system because the existing septic system was not sustainable. Historic Structure Assessments have been completed for each historic

building. The City obtained cost estimates based on the Historic Structure Assessments for recommended repairs or rehabilitation; these are only estimates and may not reflect current costs or costs associated with specific uses. The residential lease for the Hopkins House referenced in the Conservation Easement remains in effect through December 14, 2022.

## Prior Planning Work Completed

Since Cat Anderson donated the Property to the City, the City has involved its citizens and staff in an ongoing effort to develop planning and management guidelines for the Farm. The Quincy Farm Visioning Committee and the Quincy Farm Committee commissioned a 2012 Pond Assessment Report, prepared a 2014 Visioning Report, and a 2017 Management Plan. The Quincy Farm Committee had been working over the past three years to compose a draft Master Plan. In that draft, which has not been formally approved, the Mission Statement for the Property decided upon by the Committee was, “Enriching the lives of youth, adults, and families through conservation, educational opportunities, and the experience of a historic Colorado farm in a natural setting”.

A list of and links to these and other background documents can be found at the end of this document. Respondents should reference these documents to inform their proposal to activate and program the Farm.

## Proposal Evaluation Criteria

The City is interested in receiving proposals for the preservation, maintenance, activation, and programming of Quincy Farm. Other than compliance with the Conservation Easement, no particular program, use, or component is required. However, the City will likely review and compare proposals with reference to the following criteria.

1. The extent to which proposals are likely to preserve the physical Property in perpetuity.
2. The extent to which the Conservation Values in the Conservation Easement are preserved and protected forever.
3. The extent to which proposals identify plans for maintenance, remediation, repair, and preservation of existing structures.
4. The extent to which proposals suggest uses for the Property that instill an appreciation and respect for the natural and human history of the local area.
5. The extent to which proposals allow for public enjoyment of and access to the Property consistent with the Conservation Easement.
6. The extent to which proposals identify funding sources and are likely to enjoy support and funding from local residents, schools, and organizations.
7. The extent to which proposals anticipate partnerships and collaboration with local residents, schools, and organizations.
8. The extent to which proposals anticipate undertaking some or all financial and other duties of the City.
9. The extent to which the proposal describes plans for ownership and day-to-day management and maintenance of the Property.
10. The extent to which the proposal provides a reasonable timeline for goals and objectives.
11. The extent to which the City believes that proposals are likely based on staff, experience, history, or special expertise, indicating an ability to succeed in achieving the stated objectives.

## Budget

Respondents should include a budget that outlines all expenses needed to preserve, protect, and provide programming for the Property. The budget should identify funding sources with particular emphasis on any proposed financial expectations of the City.

## Schedule

05/11/2021	RFP Issued
05/25/2021	Mandatory pre-proposal site walk with staff and potential respondents. The walk through will begin at 10:00am on Tuesday, May 25 <sup>th</sup> with potential respondents to the RFP. Please meet on the East side of the property in front of the barn. Address: 4450 E. Quincy Ave., Cherry Hills Village, 80113.
06/02/2021	9:00 a.m.- 3:00 p.m. Building access hours for potential respondents to bring partners to visit Property. Please contact Emily Black at <a href="mailto:eblack@cherryhillsvillage.com">eblack@cherryhillsvillage.com</a> or (303) 783-2742 to notify us you will be visiting and which buildings you wish to access. The Hopkins House will not be available to access at any time since it is subject to a residential lease.
06/17/2021	9:00 a.m.- 3:00 p.m. Building access hours for potential respondents to bring partners to visit Property. Please contact Emily Black at <a href="mailto:eblack@cherryhillsvillage.com">eblack@cherryhillsvillage.com</a> or (303) 783-2742 to notify us you will be visiting and which buildings you wish to access. The Hopkins House will not be available to access at any time since it is subject to a residential lease.
Other property visits	Access to the property (without building access) is available by appointment Monday-Friday between 9am-3pm; please contact Emily Black at <a href="mailto:eblack@cherryhillsvillage.com">eblack@cherryhillsvillage.com</a> or (303) 783-2742 to schedule at least two business days in advance.
06/23/2021	Questions due by 4 p.m.
06/30/2021	Answers posted by 4 p.m.
07/14/2021	Proposals due

Proposals will be accepted at the Cherry Hills Village City Center front desk at 2450 East Quincy Avenue, Cherry Hills Village, CO 80113, if received by 4:00 p.m. (City clock) on 07/14/2021.

Respondents must submit 12 copies of bound proposals and a USB drive containing the proposal.

Late proposals will not be accepted or reviewed. Sole responsibility rests with the proposing individual or entity to see that their proposal is received on time.

**Interested respondents must provide the City with the name of a contact person, as well as a phone number and email address for that person so the City can communicate regarding any addendums and updates.**

The City will not reimburse any costs incurred in the preparation and presentation of proposals.

Questions and requests for clarifications should be directed to:

Jay Goldie  
Deputy City Manager/Director of Public Works  
City of Cherry Hills Village  
2450 East Quincy Avenue  
Cherry Hills Village, CO 80113  
(303) 783-2731

All questions must be submitted in writing to: [quincycfarm@cherryhillsvillage.com](mailto:quincycfarm@cherryhillsvillage.com)

## Conditions and Restrictions

This request is not an offer. It is a request for offers. The City may accept, decline, or enter negotiations with any or none of the persons and entities submitting an offer or proposal, as deemed in the best interests of the City. The City reserves the right to terminate, suspend, or modify this RFP process and to waive any informalities, irregularities, or omissions in any proposal.

Respondents shall not have any expectation of entering into a contractual relationship with the City, nor shall they rely upon any representation or expectation that may be made by the City or formed in response thereto. If subsequent negotiations are conducted, they shall not constitute a rejection or counteroffer on the part of the City. No rights to any contractual relationship with the City shall arise unless and until an agreement or agreements is/are approved by City Council and signed by the Mayor.

THE CITY WILL NOT BE RESPONSIBLE FOR ANY ORAL REPRESENTATIONS, INSTRUCTIONS, OR INTERPRETATIONS GIVEN BY OR TO ANYONE.

Each proposal must bear the signature of the respondent or, if respondent is an entity, the signature and title of an authorized representative of the respondent. A respondent may notify the City that it is withdrawing its proposal in writing signed by the respondent or an authorized representative of the respondent, as applicable.

The City will entertain proposals that contemplate transfer of title to the Property but will require assurances that if goals and objectives are not met, the City may seek a return of the title. An express condition of any transfer of title is that the grantee agree to assume all applicable responsibilities imposed by the Conservation Easement.

All proposals must comply with all terms and the general intent of the Conservation Easement. Submissions that propose modification of the Conservation Easement will not be considered.

All documents submitted in response to this request shall become property of the City and will be available for public inspection under the Colorado Open Records Act (C.R.S. §§ 24-72-201 through 205). Proprietary or confidential information in a proposal must be clearly identified and will be protected to the extent legally permissible.

This process, and the performance of any respondent that the City may select, will be subject to, governed by, and construed in accordance with the laws of the State of Colorado and the Charter, Municipal Code, rules and regulations, and written policies of the City, as the same may be amended from time to time.

## Existing Documentation

Cherry Hills Village Master Plan  
Deed of Conservation Easement  
Quincy Farm Visioning Committee Report  
Quincy Farm Management Plan (2017; two-year plan)  
Quincy Farm Master Plan (first draft)  
Quincy Farm Committee Minutes  
National Register of Historic Places – Frequently Asked Questions  
Photographs of Quincy Farm  
Archaeological Assessment  
Existing Conditions Reports – Environmental reports on buildings  
Historic Structure Assessments and Cost Estimates  
Maps  
National Register of Historic Places Form  
Pond Reports  
Water Rights Information  
Quincy Farm Utility Spending  
Chart comparing Conservation Easement and National Historic Register contradictions  
Lease Agreement (Hopkins House)  
Main Residence Uses accepted by Colorado Open Lands  
Public Access Plan  
Special Warranty Deed  
Weed Management Plan

All documentation is available online at [www.cherryhillsvillage.com/qfrfp](http://www.cherryhillsvillage.com/qfrfp).