

# REQUEST FOR PROPOSALS

**RFP 2026-10**

## **Sale of Real Property**

**10 West Main Street, Merrimac, MA 01860**

Issued by the Merrimac Municipal Light Department

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### **1. Introduction**

The Merrimac Municipal Light Department (“MMLD”) hereby solicits proposals from qualified interested parties for the purchase of property located at:

**10 West Main Street, Merrimac, Massachusetts**

The property is being offered for sale through a competitive proposal process pursuant to the requirements of M.G.L. c. 30B, §16 governing the disposition of real property by governmental bodies.

MMLD reserves the right to reject any and all proposals, waive minor informalities, and accept the proposal deemed to be in the best interest of MMLD.

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### **2. Property Description**

**10 West Main Street  
Merrimac, MA 01860**

Parcel ID: 7-1-7



The property is an office-style municipal property located in the Village Center District in the Town of Merrimac, Massachusetts.

The property includes an approximately 1,776 square foot building constructed in 1967 located on an approximately .56 acre lot. The property is further described in the deed to MMLD, Book 010716, Page 559.

The property will be available for visual inspection on **Wednesday, July 8, 2026** from 8:00 a.m. to 3:00 p.m. or by appointment by contacting Mary Usovicz at 978-346-8311.

The property is offered “as is, where is,” with no representations or warranties made by MMLD regarding the condition of the property, zoning compliance, environmental status, suitability for development, or fitness for any intended use.

Interested parties are solely responsible for conducting their own due diligence.

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### **3. Restriction on Development and Use**

The property is being sold subject to the following restriction:

*The development and reuse of the property shall comply with all use and dimensional requirements of the Town of Merrimac, without waiver, variance, comprehensive permit pursuant to M.G.L. c. 40B, or other relief, and further, the construction of multi-family housing shall not be permitted.*

The restriction shall run with the land and shall bind the grantee and all successors and assigns and shall be perpetual or continue for the longest period permitted by law.

The Purchase and Sale Agreement and deed shall preserve the enforcement rights of in favor of MMLD and the Town of Merrimac. The restriction shall not be amended, waived, released, terminated or otherwise modified without the two-thirds vote of the MMLD Board of Commissioners and Town Meeting. Additional approvals may apply as required by law.

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### **4. Availability for Occupancy**

MMLD currently occupies the building as administrative office space and intends to relocate its operations upon the completion of renovations to its property located at 20 Federal Way, Merrimac, MA. MMLD expects that the property will be available for occupancy in October 2026.

Proposals may include flexible closing dates and optional month-to-month lease options.

MMLD also may consider relocating its operations to temporary facilities on municipal property in the event of delays.

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## **5. Procurement Process**

This Request for Proposals (“RFP”) is issued in accordance with M.G.L. c. 30B, § 16.

Interested parties shall submit sealed proposals in accordance with the Instructions in Section 6 by the **July 13, 2026 submission deadline**.

MMLD will open proposals publicly on **July 14, 2026 at 9:00am at 10 W Main Street Merrimac MA**.

MMLD will evaluate proposals based upon the criteria contained this RFP, with price given the most weight.

MMLD will select the most advantageous proposal from a responsive and responsible proposer, taking into consideration price and all other evaluation criteria set forth in the solicitation.

MMLD reserves the right to reject any and all proposals, waive minor informalities, and accept the proposal deemed to be in the best interest of MMLD.

To the extent permitted by law, MMLD reserves the right to request additional information and to negotiate price and terms.

The award is contingent upon the execution of a Purchase and Sale Agreement acceptable to MMLD counsel and Town Counsel.

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## **6. Proposal Submission Instructions**

### **General Requirements**

**Form of Proposals:** All proposals shall be made on the Proposal Form attached to this RFP as Attachment A. Proposals shall be completed in full and signed by the buyer(s). If additional space is required, supplementary sheets may be attached to the Proposal Form. Supplementary sheets shall be reference “Property Purchase - 10 West Main Street” and shall be dated and signed by the buyer.

**Number of Copies and Delivery:** Submit the original and three (3) copies of your proposal in a sealed envelope clearly marked “**Property Purchase - 10 West Main Street**” and addressed to:

Mary Usovicz, General Manager  
Merrimac Municipal Light Department  
10 West Main Street  
Merrimac, MA 01860

Proposals may be hand delivered, mailed, or sent by courier. Proposers are responsible for ensuring that their proposals are received by MMLD by the deadline.

Submissions will not be returned and will become the property of MMLD.

**Deposit:** Each proposal shall be accompanied by a deposit in the form of a certified or cashier's check payable to the Merrimac Municipal Light Department in the amount of \$10,000.00. The deposit shall be included in a separate sealed envelope marked "deposit" and attached to the sealed proposal.

If the proposal is selected, the deposit will be held as earnest money and applied to the purchase price. MMLD will return the deposit to all other proposers within ten (10) business days of the award.

**Submission Deadline:** All proposals must be received no later than:

**July 13, 2026 by 3:00pm**

Late submissions will not be accepted. MMLD may extend the deadline

**Questions:** All questions regarding the RFP or the Property should be submitted to Mary Usovicz by email at least five (5) business days prior to the submission deadline. MMLD may respond to questions in its discretion, provided however, all responses will be issued in writing by MMED and provided to all interested buyers/proposers of record. Proposers may not rely on any oral interpretations or answers to questions by MMLD.

**Withdrawals and Modifications:** Prior to the date and time of opening, proposals may be withdrawn or modified by submitting a signed written notice to Mary Usovicz, General Manager. Notices may be sent by mail or hand delivered to the address above or sent by email to: [musovicz@merrimaclight.com](mailto:musovicz@merrimaclight.com).

Notices must be postmarked or receipt confirmed by the date and time of opening.

Proposals may be re-submitted up to the date and time of opening.

No proposal may be withdrawn or modified after opening and shall remain firm for **10 business days**.

**Signatures:** Proposals are to be signed in the appropriate space on the Proposal Form.

For proposals signed by an agent, please provide written proof of the agent's authority to sign the proposal on behalf of the principal.

Proposals by corporations must be executed in the corporate name by the president, a vice president, or other corporate officer accompanied by evidence of authority to sign and the corporate seal must be affixed and attested by the secretary or an assistant secretary.

Proposals submitted by partnerships must be executed in the partnership name and signed by a partner. Include the title of the person signing above the signature. Show the official address of the partnership below the signature.

Proposals by limited liability companies (LLCs) must be executed by a manager or member. Type or print in ink all names above the signature.

**FAILURE TO INCLUDE UNAUTHORIZED SIGNATURES MAY RESULT IN REJECTION.**

### **Proposal Contents**

Your proposal should include all requested information on the Proposal Form. To be considered, your proposal must include the following:

- 1. Buyer Information.** Please identify all prospective buyers.
  - 2. Purchase Price.** The proposed purchase price must be clearly stated in words and numbers.
  - 3. Proposed Use of the Property and Acknowledgment of Restriction.** Include a description of the intended use of the property, including any intended redevelopment of the property. You must acknowledge whether you accept the restriction.
  - 4. Financial Capability.** Include evidence demonstrating the proposer's financial ability to complete the purchase transaction.
  - 4. Closing and Occupancy Timeline.** Include a timeline for closing and proposed occupancy. Please indicate if closing dates are flexible and/or whether the proposer will offer any month-to-month lease options to the Seller. Include details.
  - 5. Required Disclosures.** You must disclose any contingencies, including financing, permitting, inspections, or zoning approvals.
  - 6. Contact Information.** Include the name, address, telephone number, and email address of the proposer and any authorized representatives.
  - 7. Additional Terms & Conditions.** Include additional terms and conditions or information applicable to your proposal.
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## 7. Evaluation Criteria

Proposals will be evaluated based upon, but not limited to, the following criteria:

- Offered purchase price
- Financial capability of the buyer
- Proposed use and benefit to the Town
- Flexibility regarding timing and occupancy
- Compliance with all submission requirements
- Overall advantage to MMLD

The purchase price will be given the most weight although the other criteria will factor into MMLD's determination of the most advantageous proposal.

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## 8. Reservation of Rights

To the extent permitted by law, MMLD reserves the right to:

- Reject any or all proposals
  - Waive any minor informalities or irregularities
  - Request clarification of proposal information
  - Negotiate with one or more proposers
  - Cancel or amend this RFP at any time
  - Accept the proposal deemed most advantageous and in the best interests of MMLD *The most advantageous proposal from a responsive and responsible proposer, taking into consideration price and all other evaluation criteria set forth in the solicitation, will be selected.*
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## 9. Conditions of Sale

- Execute a Purchase and Sale Agreement acceptable to MMLD;
- Compliance with all applicable federal, state, and local laws;
- The buyer shall be responsible for all closing costs unless otherwise negotiated; and
- The property is sold as-is without any warranties. Seller makes no warranties with respect to the status of title to or the maintenance, repair, condition, design or marketability of the property, or any portion thereof, including but not limited to (a) any implied or express warranty of merchantability, (b) any implied or express warranty of fitness for a particular purpose, (c) any implied or express warranty of conformity to models or samples of materials, (d) any rights of buyer under appropriate statutes to claim diminution of consideration, (e) any claim by buyer for damages because of defects, whether known or unknown, latent or patent, with respect to the property, (f) the

financial condition or prospects of the property and (g) the compliance or lack thereof of the property or the improvements with governmental regulations, it being the express intention of seller that the property will be conveyed and transferred to buyer in its present condition and state of repair, "as is" and "where is", with all faults.

The final Purchase and Sale Agreement and deed shall be subject to approval by MMLD counsel and Town Counsel.

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## **10. Public Records**

All proposals submitted in response to this RFP may be subject to disclosure under the Massachusetts Public Records Law.

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## **11. Availability of RFP**

The RFP and Proposal Form may be obtained from MMLD's website at: [www.merrimaclight.com](http://www.merrimaclight.com) or by contacting MMLD at 978-346-8311.