

**CEDAR CITY**

REQUEST FOR PROPOSALS

TO PURCHASE

CITY PROPERTY LOCATED IN SECTION 21

(IN THE VICINITY SOUTH OF HOME DEPOT)

IN CEDAR CITY, UTAH

APPROXIMATELY 8.2 ACRES

DATE OF PUBLICATION – APRIL 13, 2018

Cedar City Corp  
Request for Proposals to purchase  
City property in Section 21  
(in the vicinity south of Home Depot)  
Approximately 8.2 acres

**Summary Sheet**

**Project:** Cedar City is requesting proposals for the purchase of city property located in Section 21. This property is located south of Home Depot. The area is approximately 8.2 acres.

**Requested Proposal:** The City Planning Commission and City Council have approved the disposal of the referenced property. Any proposal shall include the following: anticipated use, description of improvements and modifications, anticipated economic benefit to the City, anticipated start and completion date of the proposed use, demonstrate the ability of proponent to complete the project, amount offered for the property, timing of payment, applicant's ability to cover closing costs, applicant's ability to cover appraisal costs, any other terms that will be requested by the proponent. Closing within 90 days of City Council approved.

**Proposal Due-Time:** 5:00 p.m., Mountain Daylight Savings Time, on the 27th day of April 2018.

**Place:** Offices of the Cedar City Attorney, 10 North Main Street, Cedar City, UT 84720.

**Complete information packet:** This is a summary of the project for advertising only. For a complete packet containing requirements for preparing the proposal contact the Cedar City Attorney at (435) 586-2953.

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**Introduction**

Cedar City Corporation is selling approximately 8.2 acres of property.

The property is located in the vicinity south of Home Depot in Cedar City, UT 84720. The City is interested in a use that would complement the location, enhance the economic development of the City, is not speculative in nature, and complies with the objectives and characteristics of the City's zoning ordinance.

The City will use the current appraisal value as the baseline for determining an acceptable offer. The current appraisal may be requested from the City after April 13, 2018.

**Proposal Deadlines**

Proposals shall be delivered to the Office of the Cedar City Attorney no later than 5:00 p.m., Mountain Daylight Savings Time, on the 27th day of April 2018.

**Number of Proposal Copies and Point of Delivery**

Eight (8) copies of the proposals shall be delivered to the Cedar City Attorney, 10 North Main, Cedar City, UT 84720.

**Proposal Evaluation Procedures**

The proposal shall be evaluated by the Cedar City Mayor, City Council, and Staff as assigned and selected and in accordance with the criteria described in "Guidelines for Preparing Proposals".

**Cedar City Contact**

The Cedar City Attorney may be contacted for any questions or clarification on the Proposals. He can be reached at (435) 586-2953.

**Disposition of Proposals**

Proposals become the property of Cedar City Corporation, are treated as privileged documents, and are disposed of according to City policies. The proposal of the successful proponent shall be open to public inspection for a period of 90 days after approval of the sale. If the successful proponent has required in writing the non-disclosure of trade secrets and other proprietary data, the City shall examine the request in the proposal to determine its validity prior to awarding the sale. If the parties do not agree as to the disclosure of data in the contract, the City shall inform the proponent in writing what portion of the proposal will be disclosed and, unless the proponent withdraws the proposal, it will be disclosed.

### **Incomplete or Late Proposals**

Proposals that do not specifically address each item on the evaluation criteria, or that are turned in after the deadline may be rejected.

### **Disclaimer**

The City reserves the right to reject any and all proposals and not dispose of the property. The City also reserves the right to waive any or all informalities in proposals. Cedar City reserves the right to negotiate a final sales agreement for the property. The proponent is purchasing the property in an “as is” condition and is responsible for conducting its own investigation into the condition of the land and the title.

## **REQUIREMENTS FOR PREPARING PROPOSALS**

### **INTRODUCTION**

These requirements were developed to standardize the preparation of proposals for the purchase of City Property.

The proposal shall contain the following information in the order listed:

1. Introductory letter;
2. Anticipated use of the property;
3. Description of the improvements and modifications to the property;
4. Anticipated economic benefit to the City;
5. Anticipated commencement and completion date of the proposed use;
6. Ability of proponent to complete the project;
7. Amount of payment;
8. Timing of payment;
9. Method of Financing; and
10. Applicant’s ability to cover the appraisal costs and any closing costs.

It is very important that the proposals submitted be clear and concise and in the recommended format so the City may evaluate them objectively. The various sections in the submitted proposals should be tabbed for easy reference.

### **DETAILS AND EVALUATION CRITERIA**

1. **Introductory Letter - 5 points** - The introductory letter should be addressed to:

The Honorable Maile L. Wilson  
Cedar City Mayor  
10 North Main Street  
Cedar City, UT 84720

- This letter shall contain an expression of the proponent’s interest in the property, a statement regarding the qualifications of the proponent to purchase the property, and any summary information on the proponent’s project that may be useful or informative to the City.

2. **Anticipated use of the property - 10 points**

- This evaluation will consider the proposed use of the property. The City is interested in a use that will complement the location and comply with the objectives and characteristics of the underlying zone.

3. **Description of the improvements and modification to the property - 5 points**

- This evaluation will be based on your description of the proposed building and property modifications.
- A tentative drawing of building and modifications.
- A component of this criteria will be how the proposed improvements complement the development along Cove Drive and the nearby property uses.

4. **Anticipated economic benefit to the City - 20 points**

- Include a description of the project’s projected economic impact on Cedar City.
- Include a description of the anticipated taxable value of the anticipated use.
- Include a statement of how many jobs will be supported by the anticipated use. Be sure to distinguish between jobs that will be involved in the construction of the use and how many employees will be employed once the use is built. Please include information related to typical anticipated monthly payroll the facility will pay.

5. **Anticipated commencement and completion date - 10 points**

- In this section the evaluation will focus on how soon the improvements can reasonably be expected to commence and be completed. The City may reject bids that leave an open ended start and finish date for the property.
- Describe the work plan schedule to be used to complete the project. Be specific, concise and complete.
- Suggest an anticipated date the proposed use will begin.

6. **Ability of proponent to complete the project - 5 points**

- This evaluation will focus on the applicant's prior work history related to completion of similar projects.
- List three current references that can confirm your ability for timely project completion.
- Describe in detail other similar developments and the how long the project took from the commencement of construction to commencement of operations.

7. **Amount of payment - 30 points**

- The City will use the current appraisal value as the baseline for determining an acceptable offer. The current appraisal may be requested from the City after April 13, 2018.

8. **Timing of payment - 5 points**

- This evaluation will focus on the applicant's proposal regarding when payment for the property will be made to Cedar City. Include the length of any escrow periods and non-refundable money that the proponent will deposit prior to the opening on such an escrow account.

9. **Method of financing - 5 points**

- This evaluation will focus on the applicants proposed method of financing the project. Please be specific regarding any proposed financing methods that may affect the City.

10. **Applicant's ability to cover appraisal costs and any closing costs and applicant's requested terms - 5 points**

- Please be specific as to proposal regarding who shall pay appraisal costs and any closing costs, and the applicant's ability to cover the same.
- Please include requested closing terms.

**SUMMARY**

The Proposal should be clear, concise and detailed. The Proposal shall not exceed eight (8) pages for sections 1 through 10.

NOTE: A page is defined as an 8 ½" by 11" or 11" by 17" sheet which contains text, pictures, graphs, charts, plan sheets or any other graphics. There is a limit of three 11" by 17" sheets which should be used in conjunction with pictures, graphs, charts, plans or any other graphics. If 11" by 17" sheets contain text only, they will be counted as two pages each.