

REQUEST FOR PROPOSAL
PURCHASE AND DEVELOP CITY-OWNED PROPERTY
809 JORDAN DRIVE, MONTICELLO ARKANSAS



TABLE OF CONTENTS

A. Statement of Purpose	3
B. Statement of facts:.....	3
C. Statement of objectives	4
D. Approach	4
E. Submission Requirements	5
F. Selection Process	6
G. City Reservations	6
H. Property Inspection.....	6
I. Questions and Comments	6

**REQUEST FOR PROPOSAL
PURCHASE AND DEVELOPMENT OF CITY-OWNED PROPERTY
809 JORDAN DRIVE, MONTICELLO, ARKANSAS**

The City of Monticello, Arkansas (hereinafter referred to as "the City") invites proposals for qualified buyers to purchase municipally owned property within its corporate limits.

A. Statement of Purpose

The City owns property previously leased to the Military Department of Arkansas. It consists of an armory building and an accessory structure located on seven acres of land. Due to a restructuring of military units, the reserve unit relocated and no longer leases the property. The Planning Commission of Monticello has examined the property and its location in terms of its highest and best use for the as an element of progressive growth for the community. From this analysis, the commission has determined:

1. The city has neither immediate nor future plans in which the gifted property could play a significant role in the health, safety and welfare of the community.
2. The structure will deteriorate in time if it does not function as an active use.
3. The use of the property must harmonize with the existing uses of the surrounding area.
4. The use of the property must not place undue financial demands upon the city and its taxpayers.
5. The disposition of the property must be conducted in a fair, open, and public manner.
6. The disposition of the property must be conducted in a manner consistent with the sale of municipally owned real estate.

B. Statement of facts:

The following facts associated with the property involved, hereinafter referred to as "the property" appear in an appraisal of the property:

The subject property is located at 809 Jordan Dr. It has 7.00 acres of improved commercial property. There is one building that has a total of 13,976 square feet of heated/cooled space. The building has a physical age of 46 years with an effective age of 18-20 years.

The exterior of the building is of cinder block wall construction with brick veneer and concrete slab foundation. The roof is flat with composite asphalt coating. The interior of the building is cinder block walls with tile, carpet and stain concrete flooring throughout. There are three offices, four conference/storage rooms, bathrooms, a banquet hall, commercial kitchen and a reception area. The kitchen, at one time, had commercial grade appliances, but have been removed.

The City of Monticello owns the rights to the property in fee simple ownership. The building has been leased to the Drew Memorial Hospital, Inc. from 11/29/2016 to present. Drew Memorial Hospital, Inc. has used the building for storage.

The property exists within a sensitive area of the Monticello community. Nearby properties are home to the following institutions, among others.

1. The Drew Memorial Hospital
2. Drew County Public Health Department
3. Centers for Youth and Families
4. Monticello Intermediate School
5. Monticello Middle School
6. Monticello Elementary School
7. Monticello High School
8. Monticello Community Health Center
9. Sesame School
10. Southeast Arkansas Education Cooperative
11. The University of Arkansas at Monticello

The City of Monticello presently exercises no overall zoning control over properties within its jurisdiction.

C. Statement of objectives

The nature of the area requires that the use of the subject property be, to the greatest extent possible, in harmony with its surroundings. To this end, the successful bidder on the purchase of the property will include, in the proposal, that the intended use of the property will conform to the following objectives.

1. The purchaser will maintain or improve the physical appearance of the property
2. The use will not introduce large amounts of truck or vehicular traffic from outside the Monticello area.
3. The use will be defined and not based on indeterminate speculation.
4. The use will be compatible with the educational institutions in the area.
5. The use will be compatible with the medical and public health facilities in the area.
6. The proposal will include a plan for the care and upkeep of the grounds and building.
7. The applicant agrees to the proposal provisions.
8. The City reserves the right to include additional restrictions and conditions based upon the proposed use of the subject property.

D. Approach

The City of Monticello proposes to pass ownership of the property to a party that will utilize in a manner consistent with the standards set forth herein, and respecting the health, safety, and general welfare of the community. To that end, this RFP outlines the process for interested parties to submit proposals for the purchase of the property. **The City reserves the right to subdivide the property and retain both ownership of and access**

to the accessory building on the property, presently being used as an animal shelter. The city encourages proposals from the following:

1. Individuals
2. Partnerships
3. Corporations
4. Non-profits
5. Public entities
6. Other entities on request

Any proposer must be an American citizen or subject to the laws of the state and federal governments.

Upon receipt of the sealed bids following the submittal deadline, the city will open and process the bids in the manner prescribed by local ordinance, and will review them as follows: If multiple proposals are received, the Mayor will appoint a committee consisting of two planning commissioners, two council members, and one-at large citizen to review the proposals in a session open to the public. From the proposals meeting the published standards, the committee will select the top two or three and forward them to the Mayor's office. If the low bid meets or exceeds the city's reserve price, the results will be forwarded to the City Attorney's office for processing.

If the city receives only one proposal, it will process that proposal as follows:

1. If the bid meets or exceeds the city's reserve price, the Mayor will instruct the City Attorney to proceed with the necessary legal documents with which to award the purchase agreement.
2. If the proposal does not meet the city's reserve price, the Mayor will present the finding to the Monticello City Council for action.

In either event, the City reserves the right to reject any and all bids or proposals for any reason in the sole and unfettered discretion of the City.

E. Submission Requirements

Proposals will appear in the following format:

1. Cover letter: The cover letter will include a statement of understanding and compliance with the provisions of this RFP. It will include the proposers name, mailing address, and primary contact along with the contact's address, phone number, and email address.
2. Proposal: A narrative, along with appropriate graphics of the manner in which the proposer will develop the property in accordance with the objectives contained herein.
3. A statement agreeing to the method of property transfer stated by the City of Monticello

4. A statement agreeing to assume all due diligence activities associated with the proposed use of the property.
5. A statement acknowledging the fact that Arkansas is a “buyer beware” state.
6. A schedule outlining the timeline by which the proposal methodology will be conducted.
7. The project team and its qualifications to carry out the proposed project, including the necessary experience to carry out the proposal as outlined
8. A budget for carrying out the proposal activities
9. A “letter of credit” type assurance from a nationally recognized financial institution that the proposer has the financial ability to carry out the project as proposed
10. A statement holding the City of Monticello harmless for any unknown physical or environmental problems uncovered during the use of the property.
11. A bid for a purchase price not less than (reserve price).
12. Respondents shall submit five hard copies of the complete proposal.

F. Selection Process

The successful proposal will, according, based on the selection committee’s report best achieve the following”

1. Meet the objectives outlined above
2. Offer evidence of financial wherewithal to undertake the proposed development
3. Agree to the transfer of property agreement outlined herein
4. Include a schedule that achieves the objectives outlined herein

G. City Reservations

The City may modify the terms of this RFP at any time.

The City may reject all proposals.

The City may withdraw or nullify the RFP at any time.

The City may accept any proposal that best meets the objectives outlined herein.

The City may accept a lower proposed offer if it is determined that the use in said lower proposed offer is in the best interest of the City and its citizens.

Any sale will be as is, where is and with all faults.

H. Property Inspection

The City will not schedule visits with individual proposers to inspect the subject property.

There will be one group inspection tour at which the City will provide ample time and details for prospective proposers to obtain facts necessary for a successful submittal.

Interested parties should gather at the subject property at the following date and time:

Wednesday, November 16, 2022

10:00 a.m.

I. Questions and Comments

All questions about this RFP should be directed to the Monticello Mayor's Office, 203 W Gaines St, Monticello, AR 71655.

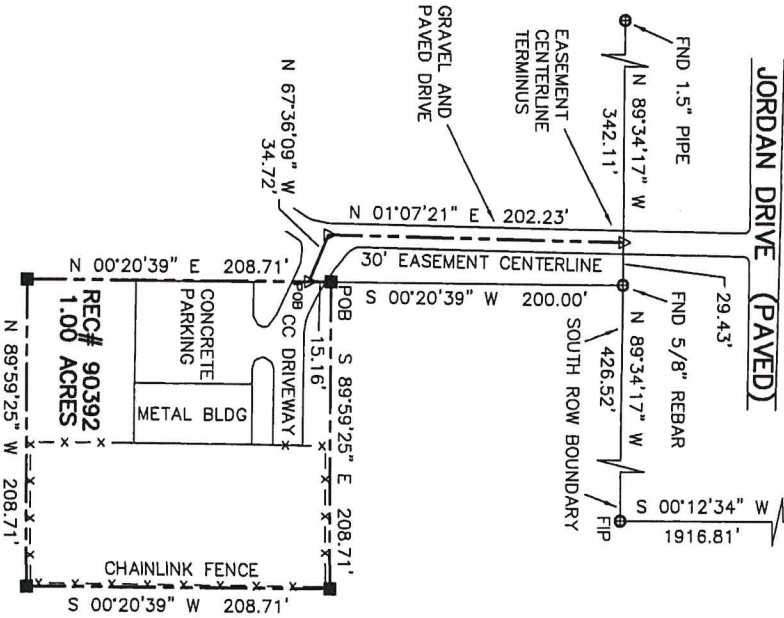
1" PIPE, NE CORNER, SEC 4, T13S, R7W
POWER POLE-N47W-34.4'
27" R.O.-N79E-29.3'

SURVEY DESCRIPTION

A PART OF THE EAST HALF OF SECTION 4, TOWNSHIP 13 SOUTH, RANGE 7 WEST, DREW COUNTY, ARKANSAS, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 4, THENCE SOUTH 00 DEG. 12 MIN. 34 SEC. WEST, 1916.81 FEET TO THE SOUTH RIGHT-OF-WAY BOUNDARY OF JORDAN DRIVE; THENCE NORTH 89 DEG. 34 MIN. 17 SEC. WEST, 426.52 FEET TO THE SOUTH RIGHT-OF-WAY; 426.52 FEET; LEAVING SAID SOUTH RIGHT-OF-WAY, THENCE SOUTH 00 DEG. 20 MIN. 39 SEC. WEST, 200.00 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 89 DEG. 59 MIN. 25 SEC. EAST, 208.71 FEET; THENCE SOUTH 00 DEG. 20 MIN. 39 SEC. WEST, 208.71 FEET; THENCE NORTH 89 DEG. 59 MIN. 25 SEC. WEST, 208.71 FEET; THENCE NORTH 00 DEG. 20 MIN. 39 SEC. EAST, 208.71 FEET TO THE POINT OF BEGINNING, CONTAINING 1.00 ACRES, MORE OR LESS.

EASEMENT DESCRIPTION

A 30 FOOT EASEMENT FOR INGRESS AND EGRESS AND UTILITY PURPOSES, THE CENTERLINE OF WHICH IS DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 4, THENCE SOUTH 00 DEG. 12 MIN. 34 SEC. WEST, 1916.81 FEET TO THE SOUTH RIGHT-OF-WAY BOUNDARY OF JORDAN DRIVE; THENCE NORTH 89 DEG. 34 MIN. 17 SEC. WEST, 426.52 FEET TO THE SOUTH RIGHT-OF-WAY; 426.52 FEET; LEAVING SAID SOUTH RIGHT-OF-WAY, THENCE SOUTH 00 DEG. 20 MIN. 39 SEC. WEST, 215.16 FEET TO THE CENTER OF A CONCRETE DRIVEWAY BEING THE POINT OF BEGINNING OF SAID EASEMENT CENTERLINE; THENCE NORTH 67 DEG. 36 MIN. 09 SEC. WEST, 34.72 FEET TO THE CENTER OF A GRAVEL AND PAVED DRIVEWAY THERE; THENCE NORTH 01 DEG. 07 MIN. 21 SEC. EAST, 202.23 FEET TO THE SOUTH RIGHT-OF-WAY BOUNDARY OF JORDAN DRIVE BEING THE TERMINUS OF SAID EASEMENT CENTERLINE.



0 20 50 100
BASIS OF BEARINGS
GRID NORTH AS DETERMINED
BY GPS OBSERVATION WITH
GROUND DISTANCES.



I, DOUG HARTON, REGISTERED LAND SURVEYOR
NO. 1721, CERTIFY THIS PLAT TO BE A CORRECT
REPRESENTATION OF THE PROPERTY SURVEYED
BY ME OR UNDER MY SUPERVISION.

USE AND BENEFIT:	
PROFESSIONAL LAND SURVEYOR	PROPERTY ADDRESS:
ROY DOUGLAS HARTON	JORDAN DRIVE
2169 HIGHWAY 35 W.	MONTICELLO, AR 71655
MONTICELLO, AR 71655	
DATE: 06-16-2022	REF#: MONTICELLO ARMORY
870-723-5702	
DREW COUNTY SURVEYOR	
STATE SURVEY # 500-135-07W-0-04-102-22-1721	