

CITY OF SOMERTON REQUEST FOR PROPOSALS (*RFP*)

ED #2021-001

FOR

SALE OF CITY PROPERTIES

CITY OF SOMERTON

SOMERTON, ARIZONA

PROPOSAL SUBMISSION DEADLINE: OPEN FOR SUBMITTALS

**Submittals to Somerton City Hall located at 143 N. State Ave. Somerton AZ 85350
Or mailed to P.O. Box 638, Somerton, AZ 85350**

**Questions may be directed to Hector Tapia, AICP, Economic Development
Director**

PH: 928-722-7390

Email: HectorTapia@somertonaz.gov

Advertised: at City's Website:

https://www.somertonaz.gov/businesses/bid_opportunities/index.php

Advertised: Yuma Sun: January 27, 29, 31, and February 3.

**SALE OF REAL
PROPERTY OFFER
TO PURCHASE**

I. REQUEST FOR PROPOSAL (RFP)

A. Request:

Proposals are being accepted by the City of Somerton for the sale of city owned properties, Somerton, Arizona.

Respondents to this Request for Proposals shall submit to the City of Somerton a proposal(s), which will address the various components as set forth in this RFP.

B. Obtaining a Request for Proposal with Offer to Purchase Form:

This document is available to all Bidders that request a copy up to the final sale of all listed properties.

Copies of this RFP can be obtained from the City of Somerton, Economic Development office, 143 North State Ave, Somerton, AZ 85350, or by calling (928) 722-7390. For further information, contact Hector Tapia, Economic Development Director at HectorTapia@somertonaz.gov

II. PROPERTY & LAND INFORMATION

The City of Somerton is interested in selling city properties located at several locations citywide.

It is the City's intention for the Developer/Buyer(s) to add value to these properties. The proposal should include one or more land uses, depending on the location and surroundings of the subject property. The sale shall be conditioned upon the offer, use of the property, proposed infrastructure improvements, timetable for making improvements, and the Bidders' business and financial plans.

Any site plan and buildings proposed by the new Buyer(s) will require the Buyer(s) to submit design drawings prepared by an Arizona registered professional, i.e. an architect/engineer, to the City's Community Development Department. Any new work will need a building permit and must be performed and completed by a licensed contractor.

Depending on the proposed land use, the Buyer will be required to meet the applicable City Code and Zoning Ordinance for the proposed land development. The City will assist in the application process. The City offers to hold a pre-development meeting for those interested in developing the subject parcels, where additional questions can be addressed.

III. PROPERTY INFORMATION

- A. Yuma County Assessor’s Parcel Numbers:
OWNERSHIP: City of Somerton

Site #	Parcel Number	Site Address	Size	Zoning
1	752-06-150	246 W Cano St	3,500 s.f.	R-3
2	743-62-116	404 W Spring St	6,891.08 s.f.	R-3
3	743-37-096	1482 N Van Brunt Ave	6,117.70 s.f.	R1-6

IV. CONDITIONS GOVERNING DISPOSITION OF SAID PROPERTIES

- A. Offer:

Interested parties can purchase the property (s) in total or submit an offer for each one of the available parcels. All bidders must complete and submit the Offer to Purchase (Attachment A) indicating amount offered for Property. The Property Narrative response must contain detailed information for each category listed. All offers submitted shall remain valid for a period of 90 calendar days from the opening date of the RFP and Seller reserves the right to formally accept any offer within that time period.

- B. Purchase Price:

Purchase price must be paid by certified or cashier’s check payable to the City of Somerton and must include a cash component. Terms and conditions may be part of offer the City of Somerton may wish to consider.

- C. Title and Escrow Costs:

Seller agrees to provide Buyer with a standard owner’s title policy for the property in the escrow agent’s standard coverage form and to pay the cost to record a deed in favor of Buyer. Buyer shall pay for any extended form of title insurance coverage as determined and requested by Buyer. All other escrow and collection costs will be paid by Buyer.

- D. Commission:

Any commission to be paid to an agent or broker shall be paid by the Buyer, but it could be negotiated, if applicable.

- E. Earnest Deposit:

Sealed proposals must include a minimum earnest deposit of five thousand dollars (\$5,000), in the form of a certified or cashier’s check, payable to the City of Somerton,

and must be submitted together with the signed Offer to Purchase (Attachment A) and the Property Narrative(s) (Attachments B) attached hereto. The earnest deposit will be returned to all unsuccessful Bidder(s) within ninety (90) days of proposal due date. If the Bidder's proposal is accepted, the earnest deposit will be applied to the purchase cost. Should any Bidder(s) withdraw the offer to purchase at any time after fourteen (14) calendar days of the RFP opening, Seller reserves the right to retain the earnest deposit.

F. Pre-Proposal Conference:

A Pre-Proposal Conference and Walk-Thru will be held as requested by interested bidder. Zoom Online meeting can be arranged by request or at the location of the conference as follows:

Somerton City Hall 143 N. State Ave.

Somerton, Arizona 85350

G. Submission of Proposal:

To receive consideration, an original (signed in blue ink) proposal, if mailed, must be received at Somerton City Hall, P.O. Box 638, Somerton, AZ 85350, or hand delivered to City of Somerton, 143 N. State Ave., Somerton AZ, **Date is open**. The time/date recorder located at City Hall will be used to record the official time of receipt. The outside of the envelope shall be marked "SALE OF REAL PROPERTY "RFP No. 2021-001. Offers received after closing time will be returned unopened to the sender (only if a closing date has been published).

H. Award:

Award for property will be based on proposals submitted on the City's form of Offer to Purchase (Attachment A), Property Narrative (Attachments B) including any supporting documentation, and will be subject to the highest acceptable offer received that adds value to the property and is determined to be in the best interests of the Seller. The sale is subject to final approval by Somerton City Council, which shall be the sole determinant of the offer in the best interests of Seller. The Seller reserves the right to reject any or all offers.

I. Schedule:

The projected tentative schedule for award of bid and opening escrow is:

Bid opening: Date is Open

Bid Award by City Council: **Date to be scheduled after selection (s)**

Open Escrow: 30 days after award

This schedule is subject to change.

J. Exceptions to this Request for Proposal:

Any exceptions from the provisions of this Request for Proposals, which are desired by the Bidder, shall be specifically noted in the proposal submitted, including additional requirements and/or requests. **The exceptions are to be listed on Attachment B.**

V. QUESTIONS:

Questions regarding this Request for Proposal, or need for additional data or information should be submitted in writing by email to HectorTapia@somertonaz.gov . It is the responsibility of the person or firm submitting for additional information to confirm arrival of request. It is recommended that all interested parties visit the property site prior to submitting a proposal.

VI. CONFLICT OF INTEREST INFORMATION

Information on possible conflicts of interest should be provided in the proposal. Such information will be considered in deciding on the selection of the Bidder to acquire the subject property (s).

Should a conflict arise during preparations for or while undertaking the purchase agreement, the Bidder shall immediately advise the City of such conflict.

ATTACHMENT A

SALE OR LEASE OF REAL PROPERTY OFFER TO PURCHASE (1 OF 2)

herein called the Buyer, hereby offer(s) and agree(s) to purchase from the City of Somerton Municipal Property Corporation and the City of Somerton, hereinafter called the City, at the price subject to the terms, conditions, reservations, restrictions, and covenants herein stated, see attachment (s), and easements, encumbrances, and other matters of record, and to all zoning, building, or other Laws or Ordinances, for the following described property.

The following parcel (s) number to precisely define the property:

LEGAL DESCRIPTION:

OWNERSHIP: City of Somerton

TAX PARCEL NUMBER (S): _____

The entire parcel described above contains _____ acres/sf of land. Possession shall be given upon closing. Escrow agent shall be Pioneer Title. Transfer of property shall be by the City form of deed. The City shall transfer the requested area of land (one or more parcels) as described above to the party signing the Offer to Purchase. All terms, covenants, and provisions of this instrument shall survive closing of title and delivery of the quitclaim deed.

Closing shall be within ninety (90) days of acceptance of this agreement, unless otherwise agreed to by the parties. This sale is subject to approval by the City of Somerton Municipal Property Corporation and the Somerton City Council, and the City reserves the right to reject any offers.

SUBMITTAL: To ensure proper identification and handling, submit offer in a sealed envelope. This may be hand-delivered or mailed, and must be delivered by the date and time due to:

City of Somerton
143 N. State Avenue or by mail at PO Box 638
Somerton, AZ. 85350
Attention: Hector Tapia

Timely delivery of the offer shall be the sole responsibility of the Bidder. Late offers, as determined by the City's time/date recorder, will not be accepted. All offers submitted shall remain valid for a period of 90 calendar days from the opening date of the RFP.

The successful Bidder will be determined by Seller to be in Seller's best interest and Seller reserves the right to reject any or all offers. Bids must remain valid for 90 calendar days from bid opening date during which time Seller may accept or reject any offer.

OFFER TO PURCHASE (2 OF 2)

1. City's Property (Parcel No.: _____) \$ _____

TOTAL \$ _____

Method of Payment:

_____ A. Certified Check

_____ B. Cashier's Check

_____ C. Other (specify) __

If a Note is to be carried back, the terms of said Note including interest rate and term must be specified, with a Mortgagee policy showing Seller as first lienholder on Deed of Trust. *Personal guarantee(s) from responsible individual(s) may be required if Buyer is an entity which has an inadequate financial history.

Total amount offered \$ _____

Earnest Deposit: \$ _____

Balance due on or before closing \$ _____ (Certified or Cashier's Check)

ATTACH CERTIFIED OR CASHIER'S CHECK EARNEST DEPOSIT

Print or Type Name of Buyer(s):

Address (Street, City, State and Zip Code):

Telephone Number:

Signature of Buyer(s):

Date:

Agent (if applicable):

Address (Street, City, State and Zip Code):

Area Code and Telephone Number:

ATTACHMENT B

PROPERTY NARRATIVE (1 OF 2)

PROPOSAL RESPONSE FORM

For City's Property

Print or Type Name of Buyer(s)

Address (Street / City, State and Zip Code)

Area Code and Telephone Number

CATEGORIES (1 thru 7)

1.) Proposed Use of Property:

(Use additional sheets, if necessary)

2.) Proposed Property Improvements:

(Use additional sheets, if necessary)

3.) Timetable for Making Improvements:

(Use additional sheets, if necessary)

4.) Proposed Job Creation:

PROPERTY NARRATIVE (2 OF 2)

(Use additional sheets, if necessary)

5.) Business Plan:

(Use additional sheets and/or provide supporting documentation, if necessary)

6.) Financial Plan:

(Use additional sheets and/or provide supporting documentation, if necessary)

7.) Exceptions to Request for Proposal, if any:

(Use additional sheets, if necessary)

Signature of Buyer(s), Date