

Request for Proposals

Title: POTENTIAL LEASE AGREEMENT FOR THE FORMER INTERNATIONAL PAPER PROPERTY – The Parcel Report for the “Property” is attached hereto and marked as Exhibit A.

Response Deadline: Friday October 11, 2019 at 10:00 A.M. Eastern Standard Time (EST) to be delivered to the Vigo County Auditor’s Office located within the Vigo County Annex at 121 Oak Street, Terre Haute, IN 47807.

General: This Request for Proposals (RFP) is being issued to solicit proposals from entities qualified to rehabilitate and revive a former industrial property which is now owned by the Board of Commissioners of Vigo County. The Commissioners want to explore the possibility of this capital investment necessary for such a renovation coming from the private sector and the procedure outlined in Indiana Code 36-1-11-10 is not feasible given the condition of the buildings and maintenance associated with the property. Therefore, the Commissioners have developed this Request for Proposal which conforms to the requirements of Indiana Code 36-1-11-12 and hope to work with the potential Lessee on developing a community minded use for all, or a portion, of this Property.

Lease Period: Proposed initial term of 5 years with potential for renewal. The Commissioners reserve all rights to negotiate with all potential Lessees on this bargaining issue.

Contact for Questions: Michael J. Wright, Vigo County Attorney
650 S. 1st Street
Terre Haute, IN 47807
(812) 231-6207 - office
(812) 201-9562 - cell
Michael.Wright@vigocounty.in.gov

Evaluation Criteria: The Potential Lessee will be selected by the Vigo County Commissioners based upon an evaluation of the submitted RFP and on an evaluation of the following specific criteria:

- a. Nature of Investment and Planned Use;
- b. The Potential Lessee’s proposed lease terms, including, but not limited to, Lease Term and Lease Payment;
- c. The creation of jobs or other features of the proposal which enhance our community;
- d. References;
- e. Any other issue deemed relevant by the Vigo County Commissioners;
- f. The Property will not be leased to a person who is ineligible under 36-1-11-16;

- g. If the submittal comes from a trust (as defined in IC 30-4-1-1(a)) the submittal must identify each beneficiary of the trust and each settlor empowered to revoke or modify the trust.

Additional Information:

- a. The Vigo County Commissioners reserve the right to reject all proposals submitted under this Request for Proposal;
- b. The Vigo County Commissioners reserve the right to request financial statements or other planning documents from potential lessees.
- c. Potential Lessees may be asked to interview.
- d. Anticipate that a potential lessee will be notified of proposal and lease acceptance by November 1, 2019 so any potential contract and lease can be finalized and executed by December 1, 2019.
- e. The Vigo County Commissioners reserves the right to resubmit the RFP if no acceptable proposals to the RFP are forthcoming.
- f. The Vigo County Commissioners reserve all rights established under Indiana Code 36-1-11-12.

Submittal Instructions:

Submit one (1) printed and one (1) electronic (Personal Document Format on a DVD-CD or Flash Drive) copy of the proposal, by **10:00 AM EST on October 11, 2019**, to:

James Bramble, Vigo County Auditor
121 Oak Street, Vigo County Annex
Terre Haute, IN 47807
(812) 462-3361

The submittal should include a detailed description and discussion of the Evaluation Criteria detailed on page 1 of this RFP. Additionally, the Commissioners ask that the entity which is proposing to enter into lease negotiations give a detailed description of its organizational structure, including type of organization and principals of the organization. If no such organization exists, the individual who is proposing to enter into lease negotiations.

The submittal should include a description of the nature of the proposed use and whether this proposed use includes any capital investment in any improvement currently existing on the Property. Price will not be the most important criteria in these evaluations, we are looking more for an investment in the community.

The submittal should include a plan for what happens if the business plan being pursued by

the potential lessee no longer becomes viable.

No certified check will be required to submit a proposal, but the Commissioners reserve the right to request evidence of financial responsibility through the negotiating process.

Discussions may be conducted with the offerors for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements.