

REQUEST FOR PROPOSALS FOR
THE LEASE OF REAL PROPERTY LOCATED AT
2400 W 2700 NORTH
FARR WEST CITY, UT 84404

Property

Farr West City (the “City”) is soliciting proposals to lease a vacant parcel of City owned land located at approximately 2400 W 2700 North, Farr West City, Utah (the “Property”). The Property consists of approximately 9.85 acres and is currently zoned A-1 and is subject to all the associated permitted uses and restrictions of that zone. See “Exhibit A” for a copy of the A-1 zoning ordinance and the City’s zoning map. The Property is located near Wahlquist Junior High School and in proximity to the 2700 North commercial zone. The Property is adjacent to residential properties and borders the Willard Canal to the east. Access to the Property is limited to one entrance along 2700 North and the Utah Department of Transportation has maintained that no additional access points will be made available. The Property is more specifically described on “Exhibit B” attached hereto.

The City has previously used the Property for storage of surplus fill dirt. The successful proposer will be responsible for removing, relocating or utilizing the surplus fill dirt currently on the property at the successful proposer’s sole expense. The Property has no utilities, and the successful proposer will be responsible to determine and connect all needed utilities to adequately service any applicable use of the Property.

Background

The property was donated to the City with the condition that the parcel be used as a park, open space, or recreation facility for the citizens of the City. Previously, the property has been used for agriculture, livestock grazing, and most recently as a vacant lot. The eastern edge of the property, which borders the Willard Canal, is included in the City’s Trails and Active Transportation Plan as a future shared use trail for bicycles, pedestrians and equestrians.

Types of Proposals Sought

The City is seeking proposals from recreational organizations or individuals to design, construct, operate, and maintain a publicly accessible park, open space, and/or recreational facility on the property

Each proposal should reflect the City’s goal to maintain this Property as a publicly accessible park, open space, and/or recreational facility and manage the property in a manner that preserves and improves the Property as a community resource for the benefit of City residents.

The proposals should include amenities that benefit and enhance the surrounding community. Programs that demonstrate local economic benefit are highly preferred.

Proposal Elements

The City anticipates entering into a lease with the successful proposer to memorialize in detail the elements of the selected proposal.

At a minimum, the proposal should contain the following:

1. **Cover letter:** The submittal should include a cover letter with a narrative that summarizes the nature of the proposer's business and its related experience maintaining, financing, developing and operating projects of similar size, scale, and complexity. Proposer information must also be included on the cover letter to include:
 - a. Legal name and principal officer address
 - b. Telephone number and email address
 - c. Name of agent authorized to engage with and sign contracts on behalf of the organization
 - d. Name, address and telephone number of principal contact person, if different than the authorized agent
 - e. Summary of the proposer's mission
2. **Development Concept:** The submittal should include a narrative description of improvements proposed to be constructed on the parcel including but not limited to buildings, seating, playgrounds, traffic flow, parking, fencing, lighting, utilities, waste disposal systems and walkways. Proposers should include which activities will be accommodated in the developed area. Please include the anticipated sizes of the improvements, proposed programming, hours of operation and hours available for use by City residents and local organizations. Also included should be a summary of the long-term goals and visions for the property.
3. **Site Plan:** Proposer should include a site plan or rendering depicting all the proposed improvements. The site plan should illustrate the general site layout, building design and placement, and proposed construction specifications. Parking and traffic management, including pedestrian safety, are key concerns. Site plans should indicate the number and location of parking stalls, traffic flow into and out of the property and
4. **Implementation Plan and Project Timeline:** A timeline and/or schedule of construction of all proposed improvements with estimated milestones should be included. Proposals that minimize impacts to traffic, transportation and surrounding land are highly preferred.
5. **Financial Proposal:** Proposer should include a summary of expected costs, sources of funding and revenue and cost-sharing elements. The financial analysis provided in the proposal should demonstrate the financial feasibility of the proposal and successful long-term operation of the facility.
6. **Management Plan:** The submittal should describe the management structure and personnel that will provide oversight, maintenance and programming of the land.

Term

The initial lease term will be for 10 years and shall commence on a date agreed upon between the City and the successful proposer in a separate lease agreement.

Inquiries and Questions

The City will entertain written inquires and questions regarding this solicitation, specifications or other aspects of this Request for Proposals ("RFP") until **DATE**. All questions will be answered in writing and posted on the Farr West City website. Please reference specific sections from the RFP where possible.

Timeline

RFP Issued:

Deadline for submission of written questions or requests for clarification:

Proposals due:

Lease award:

Late submissions will not be accepted.

Delivery of Proposals

Proposals shall be delivered in sealed envelopes and shall include on the outside the name and address of the proposer along with the text, "Proposal Enclosed." Oral, email, fax or telephone proposals are not allowed. Proposals can be mailed or hand delivered to:

Farr West City
1896 West 1800 North
Farr West, UT 84404

Selection Criteria

Proposals will be evaluated and ranked according to the following criteria:

- The qualifications and demonstrated experience of the proposer to meet the conditions of this RFP and resulting lease
- Feasibility of the financial, programming, and property development and management plan
- Compensation for the land lease (which may include cash, reduced resident fees, preferential scheduling, or other quantifiable considerations)
- Additional services and improvements provided for leased land

It shall be the sole determination of the City as to which proposal is the most acceptable. The City reserves the right to reject any or all proposal.

TERMS AND CONDITIONS

EACH PROPOSER TO THIS RFP IS RESPONSIBLE FOR CONDUCTING ITS OWN DUE DILIGENCE OF THE PROPERTY. THE CITY MAKES NO REPRESENTATIONS OR WARRANTIES CONCERNING THE PROPERTY OTHER THAN THOSE PROVIDED IN THIS RFP. THE PROPERTY WILL BE LEASED AS IS AND IN NO EVENT SHALL THE CITY INCUR ANY RESPONSIBILITY OR LIABILITY FOR THE IMPROVEMENT OR MAINTENANCE OF THE PROPERTY EXCEPT AS REQUIRED BY LAW OR AS MAY BE AGREED UPON IN A SEPARATE AGREEMENT MEMORIALIZING ANY SUCH ARRANGEMENTS.

All proposals and supporting materials as well as correspondence relating to this RFP become property of the City when received. Any proprietary information contained in any response to this RFP should be so indicated. However, a general indication that the entire contents, or a major portion, of the proposal is proprietary will not be honored.

All applicable State of Utah and Federal laws, City and County ordinances, licenses and regulations of all agencies having jurisdiction shall apply to any proposal. No response shall be accepted from, and no contract will be awarded to, any person, firm, or corporation that (i) is in arrears or delinquent to the

City with respect to any debt or taxes, (ii) is in default with respect to any obligation to the City, or (iii) is deemed irresponsible or unreliable by the City. If requested, the proposer shall be required to submit satisfactory evidence that they have the necessary financial resources to provide the proposed services.

From the date the City receives a proposer's submission through the date a contract is awarded to a proposer, no proposer may make substitutions, deletions, additions or other changes in the configuration of proposer's submission or members of proposer's team.

Exhibit A

A-1 zoning ordinance

CHAPTER 17.20

A-1 RESIDENTIAL ZONE

SECTION:

17.20.010: General Objectives And Characteristics

17.20.020: Secondary Water

17.20.030: Permitted Nonconditional Uses

17.20.040: Permitted Conditional Uses

17.20.050: Site Development Standards

17.20.060: Special Provisions

17.20.010: GENERAL OBJECTIVES AND CHARACTERISTICS:

The general objective of the A-1 zone is to establish a zone which is characterized by large lots used for residential purposes. As development of the community occurs, the subdivisions of property may be surrounded by land used primarily for agricultural purposes. It is intended to provide development opportunities while maintaining an open atmosphere. This zone is characterized by well spaced single-family detached houses or well designed and constructed planned developments. (Ord. 93-003 § 8-1(1))

17.20.020: SECONDARY WATER:

Any and all building lots for the purpose of a family dwelling shall have a means of secondary water for the purpose of irrigation of lawns, shrubs, gardens, agricultural products, etc. The secondary water supply must be separate from any culinary water supply and approved by the city planning commission. (See ordinance 87-004.) (Ord. 93-003 § 8-1(2))

17.20.030: PERMITTED NONCONDITIONAL USES:

See section 17.44.170, "Permitted Nonconditional Uses For All Residential Zones", of this title. (Ord. 2014-02)

17.20.040: PERMITTED CONDITIONAL USES:

See section 17.44.180, "Permitted Conditional Uses For All Residential Zones", of this title. (Ord. 2014-02)

17.20.050: SITE DEVELOPMENT STANDARDS:

See section 17.44.190, "Site Development Standards For All Residential Zones", of this title. (Ord. 2014-02)

17.20.060: SPECIAL PROVISIONS:

See section 17.44.200, "Special Provisions For All Residential Zones", of this title. (Ord. 2014-02)

Farr West Zoning Map

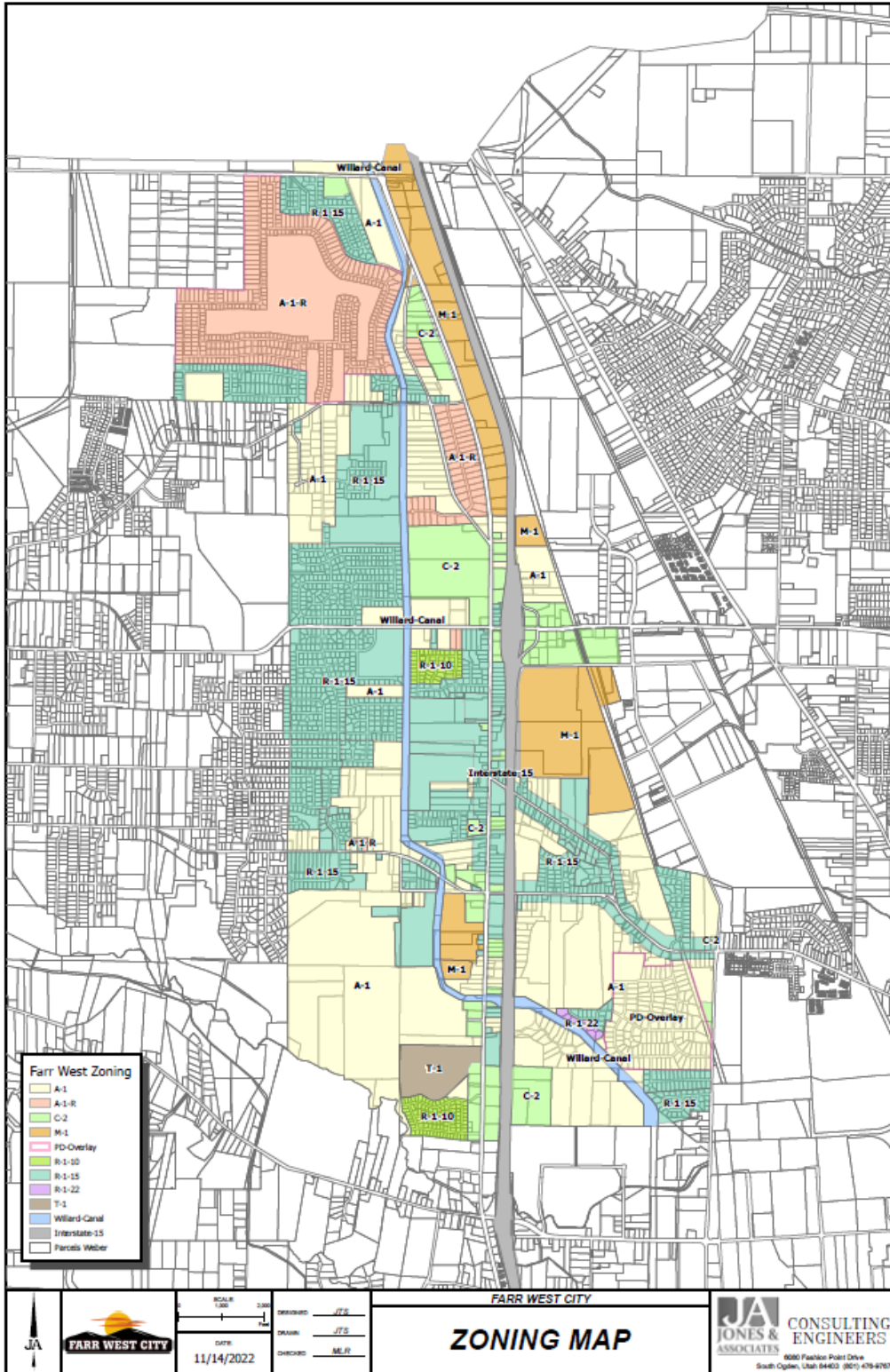


Exhibit B

Property Location and Description

