

Request for Proposal

Bowman County Development Corporation



Purchase and Development of the 22 South Main Property
Owned by Bowman County Development Corporation

Release Date:
May 11, 2022

Submission Deadline:
July 12, 2022 | 5:00 PM MST

PURPOSE

Proposals will be accepted by Bowman County Development Corporation (BCDC) for the purchase and development of prime Main Street frontage property located in the heart of Bowman's downtown district. The intent of the sale is to see the property utilized and sold to a business that meets the economic development priorities laid out in the newly adopted Bowman County Strategic Growth Plan. This highly visible location on Bowman's Main Street is an ideal location for a new business start-up, or a current business expansion, or business relocation.

BCDC's intent is to sell this property to an interested party, conditioned upon an approved building development plan that meets Bowman County's goals for revitalizing the downtown area.

Incentives may be available.

PROPERTY DESCRIPTION

The property consists of a commercial building that is situated on one city lot on Bowman's Main Street. The building was formerly a retail space with an open layout. Additionally, there is a part-basement and three bathrooms. The open floor plan makes this a perfect option for numerous businesses.



The property value is estimated at **\$75,000** and will be sold in an as-is condition.

- Location: Downtown Bowman, ND
- Address: 22 South Main Street Bowman, ND 58623
- Legal Description: Lot 13, Block 8, Original Townsite
- Year Built: 1925/1965
- Zoning: Commercial
- Average Annual Taxes: \$800
- Lot Size: .08 Acres 25 ft x 140 ft
- Square Footage: 3,500 sq. ft.
- One story with half basement

- HVAC: Natural Gas – Forced Air (2 zones)
- Cinder block building with brick front
- Rear and front access
- Alley access
- Located next to Bowman Theater, Crystal Bar, and Bowman Sales Ford Dealership

Other features: Attractive store front; large display windows; ready to be designed floor plan.

The property is available for viewing, Monday through Friday, by appointment.



COMMUNITY OVERVIEW

The City of Bowman is a vibrant community located in Bowman County, North Dakota. The City has an estimated population of 1,520 residents while the County has close to 2,900 residents.

The economy of Bowman County is strong with healthcare, social assistance, retail trade and food services being the largest industries within the City of Bowman, while agricultural producers flourish within the county. Bowman County is home to an oil and natural gas energy field and is located on the edge of the Bakken Oil Field.

Bowman County is nestled in the southwest corner of North Dakota, bordering both South Dakota and Montana. The City of Bowman is intersected by two major US Highways: US Highway 12 traveling east and west, and US Highway 85 (Theodore Roosevelt Expressway) traveling north and south.

The City of Bowman and Bowman County are able to capitalize on the pass-through traffic of tourists traveling to Historic Medora and the majestic Badlands of the Theodore Roosevelt National Park located to the north, and the breathtaking Black Hills of South Dakota, featuring Mount Rushmore, located to the south.

ECONOMIC DEVELOPMENT GOALS

This RFP offers a highly valuable real estate development opportunity in the heart of Bowman's downtown. The site has ideal visibility and angled street parking. Proximity to other retail and service businesses provides an exceptional business opportunity to provide food, retail, or other services to those patronizing Bowman's downtown district.

As such, while the property bid price will be a factor in determining the final selection, the primary objective of BCDC is to see the property repurposed in a manner that will have a significant impact in bringing people into the downtown area and stimulating additional business development.

The main economic development goals are summarized below, but please review Bowman County's Strategic Growth Plan to see other development goals that will be part of the consideration.

- Diversify Bowman County's business base
- Create an attractive Main Street that appeals to visitors and residents
- Increase downtown traffic and improve walkability
- Add vibrancy to the downtown business district by bringing in businesses that not only create jobs but create consumer sales
- Improve Bowman County's tax base



Access Bowman County's Strategic Growth Plan at bowmannnd.com/economic-development/growth-plan/



RFP REQUIREMENTS:

Responses must include:

- (1) A cover letter of interest and introduction
- (2) Resume(s) for all business owner(s)
- (3) A proposed development plan outlining any proposed changes to the property
 - a. A plan to update building façade (please ask us about our Façade Grant Program)
- (4) A proposed business plan outlining:
 - a. Intended use(s) of the building
 - b. Description of how these uses will enhance the resident/visitor experience in the community and how they will improve the overall economic vitality of downtown Bowman
 - c. Specific responses that define how the project meets the economic goals of the RFP
 - d. If a restaurant or food service business is an intended use, a statement indicating what experience the respondent has, both with creating a new restaurant and ensuring its success
- (5) A proposed timeline for making any necessary building improvements, taking occupancy of the property, and grand/official opening, and proposed hours upon opening
- (6) An offer of payment for the property (lease options will be considered but are not preferred)
- (7) A document providing evidence of the respondent's financial capacity to complete the purchase and to successfully execute the development plan and business plan (ex. Letter of commitment from the bank)
- (8) A statement indicating how the proposal provides the highest value to the City of Bowman in terms of direct or indirect financial, economic, or community benefits
- (9) Three references that can speak to the respondent's ability to successfully operate a business

EVALUATION & SELECTION CRITERIA

BCDC will consider the information provided in the proposal, references, and any other information about the respondent's prior performance that becomes available. BCDC will evaluate each proposal according to the weighted criteria listed below.

- **Responsiveness (25%)**
The responsiveness of the proposal to Bowman County Development Corporation's economic development goals and the Bowman County Strategic Growth Plan specifically in using this property to enhance the visitor/resident experience and revitalize the downtown area, which may include estimates of annual visitors to the area and an estimated number of jobs and tax revenues that can potentially be created by the project.
- **Uniqueness (25%)**
The business proposal's uniqueness and ability to draw people into Bowman's downtown and create a visitor experience. Uniqueness would be defined as a business that does not already exist in the area or services a different audience/market.
- **Price (20%)**
The price offered for the property. The property value is estimated at \$75,000 and will be sold in an as-is condition. Lease to purchase options will be considered.
- **Project Approach (10%)**
The process or approach contemplated by the respondent to achieve the objectives set forth by BCDC. This could include an evaluation of the respondent's proposed phasing/build out schedule, the flexibility of the proposed approach in responding to changing market conditions, assurances that the entire project will be completed, and that the business can maintain longevity.
- **Respondent Experience (5%)**
The track record and experience of the respondent, as demonstrated by their participation and success in the financing, development, construction, and marketing of similar types of projects. Financial capacity is a key consideration.
- **Team Management (5%)**
The strength of the respondent, with high emphasis on a strong organizational structure and highly qualified management.
- **Quality of Submittal (5%)**
The quality of the proposal, as evidenced, for example, by the responsiveness to the submittal criteria, clarity, readability, completeness, and brevity of the proposal.
- **Timeliness (5%)**
Ability to complete the project in a timely manner.

BCDC may take any of the following actions after reviewing the submitted proposals:

- Contact respondents and request additional materials or supporting information;
- Contact respondents for an in-person interview;
- Enter into direct negotiation with respondent;
- Re-advertise and/or reissue the original RFP or an amended RFP;

WAIVER

Response to this RFP is at the respondent's sole risk and expense. BCDC anticipates selecting a respondent, but there is no guarantee that any respondent will be selected. BCDC reserves the right to reject any and/or all proposals and reserves the right to amend, modify, or waive any requirement set forth in this RFP.

By submitting a response to this RFP, each respondent expressly waives all rights that they may have to object to, or judicially challenge, the following:

1. The site inspection
2. The conditions set forth in this RFP
3. The evaluation and selection process
4. Media Release

Additionally, the respondent must complete and sign the Liability Waiver in Appendix I.

TIMELINE

Respondents' submission is due no later than July 12, 2022, at 5:00 PM, MST. No additional submittals will be allowed after this submittal date. BCDC reserves the right to issue written notice to all participants of any changes in the proposal submission schedule or other schedules, should BCDC determine, at its sole and absolute discretion, such changes are necessary. Respondents will be contacted after BCDC has adequate time to review all proposals.

CONTACT PERSON & SUBMISSION

Any requests for clarification should be directed to the contact person below. Interested respondents should submit two (2) bound copies and one (1) electronic copy in PDF format of their response to:

Teran Doerr
Executive Director
Bowman County Development Corporation
PO Box 1143
13 ½ E Divide
Bowman, ND 58623
701.523.5880
teran@bowmannd.com

Responses must be limited to 30 pages and in 8 ½ x 11 format. Any materials that are larger than this size should be folded to fit into the 8 ½ x 11 format. The outside of the package should be clearly marked with the following: 22 South Main. The subject line of email submissions should be the same.

APPENDIX I: LIABILITY WAIVER

The information in this Request for Proposal (RFP) is intended to provide general information regarding the development opportunity with Bowman County Development Corporation (BCDC). This information is not intended or warranted to be a complete statement of potential development issues and/or procedures to which the developer may be subject, nor is this information intended to be a complete statement of all the information the developer might be required to ultimately submit.

All facts and opinions stated herein, and any additional information provided by BCDC, its officers, officials, employees, attorneys, agents, representatives, or its consultants including but not limited to surveys, statistical and economic data, and projections, are based on available information and no representation or warranty is made with respect thereto.

This RFP does not commit BCDC to pay any costs incurred in the preparation of a response. BCDC reserves the right to accept or reject any proposal in part or in its entirety. BCDC further reserves the right to request and obtain, at no cost to BCDC, from one or more of the respondents who submit proposals, supplementary information as may be necessary for BCDC staff and/or its consultants to analyze the submitted responses to this RFP.

BCDC reserves the right to issue written notice to all respondents of any changes in the proposal submission schedule or other schedules, should BCDC determine, at its sole and absolute discretion, that such changes are necessary. However, given the uncertainty of Public Record Law, the undersigned hereby waives all rights, releases and holds harmless, BCDC in case of disclosure, required, accidental, or otherwise. The proposing entity, by submitting a response to this RFP, waives all rights to protest or seek any legal remedies whatsoever regarding any aspect of this RFP.

Signature

Name of Business

Name and Title

City/State/Zip Code

Phone
