



December 20, 2016

## **REQUEST FOR PROPOSALS**

### **FOR REALTOR SERVICES**

The Washington Economic Development Group (WEDG) is seeking a licensed Realtor specializing in commercial real estate to represent and market property owned by WEDG, located on West Buchanan Street, in Washington, Iowa. It is the intent of this RFP to have the successful Realtor/broker enter into a Professional Services Contract with WEDG to supply real estate services as outlined herein.

Proposals must be submitted by Friday, January 13<sup>th</sup>, 2017 at 5:00pm in either physical or digital PDF format, or both physical and digital. Three (3) complete copies of a physical proposal should be mailed or delivered to: WEDG, 205 W. Main St., Washington, IA 52353. Digital proposals in PDF format should be e-mailed to [wedg@washingtioniowa.org](mailto:wedg@washingtioniowa.org). If the file is too large to e-mail, please consider delivering a physical copy or contacting Ed Raber at WEDG at 319-653-3942 or [wedg@washingtioniowa.org](mailto:wedg@washingtioniowa.org) to make arrangements for FTP upload.

### **BACKGROUND ON WASHINGTON, IOWA**

Washington, Iowa is a growing county-seat city of about 7,300 people. It is the county-seat of Washington County, a growing county of 22,000 people. The County has very low unemployment, 2.4% in October or 300 people, and a growing labor force of 12,900 people. Washington County, along with Johnson County, make up the Iowa City MSA, and is one of seven counties in “Iowa’s Creative Corridor.”

The City of Washington is located at the junction of state Highways 1 and 92. The Washington Business Park is 10 miles west from the US Highway 218/Avenue of the Saints expressway. It is located 36 miles south from Interstate 80.

Washington, and Washington County, has about 20+ industries, that range in employment from 3 to 200. Most all of the industry in the County began as entrepreneurial start-ups, although a number of them have changed ownership. Healthcare is the largest employment sector, and there are a variety of business segments present throughout the County. Washington County is a unique agricultural county built around livestock, primarily hogs and turkeys, and the supply chain that serves them. Washington County is the #1 solar county in Iowa.

### DESCRIPTION OF WASHINGTON BUSINESS PARK

The Property is Phase I of the Washington Business Park, consists of ten (10) lots ranging in size from 0.74 acres to 5.29 acres, and totaling about 21 acres. The lots are priced at about \$30,000 per acre. The Property is complete with municipal water, sanitary sewer, and storm sewer, as well as natural gas and buried 3-phase electric service from Alliant Energy. These utility services are stubbed to each lot, and they are shovel ready. The City has also created a 4 acre storm water detention out-lot in the subdivision to serve the ten lots.

Lot 1	3.15 acres	\$100,000	Lot 6	0.93 acres	\$30,000
Lot 2	0.90 acres	\$30,000	Lot 7	5.29 acres	\$130,000
Lot 3	0.79 acres	\$25,000	Lot 8	2.58 acres	\$85,000
Lot 4	0.74 acres	\$25,000	Lot 9	2.35 acres	\$75,000
Lot 5	1.12 acres	\$35,000	Lot 10	2.92 acres	\$90,000

The Washington Business Park is zoned I-2 General Industrial Districts which allows a wide variety of business and industrial uses.

Phase 2 is to the East of Phase I, and is also on City owned land, which will contain the next extension of West Buchanan Street. This area includes 25 acres of I-2 zoned property that has not yet been subdivided.

The real estate firm will be paid on a commission basis on the sale of lots and will be expected to work closely with the WEDG Executive Director and the WEDG Board of Directors.

### SUBMISSIONS

Responses to this RFP should include :

- Professional background and bio of the lead Realtor, their firm, and any partner Realtors and team members.
- Note any current designations such as SIOR or CCIM, which are a plus.
- Proposed commission rate on lot sales.
- Listing services (MLS', LoopNet, social media, etc.) to be used.
- Marketing strategies and negotiating philosophy with commercial clients.
- History of working on business/industrial lot sales, particularly in more rural areas, or in small urban cities, including any work for publicly controlled land.

### PROVIDED DIGITAL RESOURCES

Downloads available at: [wedg.washingtoniowa.org/bizpark/rfp](http://wedg.washingtoniowa.org/bizpark/rfp)

- Washington Business Park Covenants
- Marketing Plat of Washington Business Park from V&K Engineering
- Washington Municipal Code, Chapter 165, Zoning Regulations

- Fox Engineering report on available capacity at Wastewater Treatment Plant, which is adjacent to the Washington Business Park.
- Washington Zoning Map
- 2016 Washington Laborshed Analysis from Iowa Workforce Development.

### **TERM OF CONTRACT**

The contract period for the successful Realtor/firm will be from date of award until either party choose to discontinue the contract. The contract may be terminated by either party with 60 (sixty) days prior notice.

### **EVALUATIONS AND AWARD PROCESS**

Issuance of this RFP and receipt of proposals does not commit WEDG to award a contract. WEDG reserves the right to postpone receipt date, accepting or rejecting any or all proposals received in response to this RFP, or to negotiate with any of the brokers/firms submitting an RFP, or to cancel all or part of this RFP.

Realtors submitting a proposal for this RFP may be asked to give an in-person presentation of their proposal to the WEDG Board of Directors or a committee thereof.

The WEDG Board of Directors will make the decision on which Realtor or broker to contract with based primarily on the submitted Proposals, and in person presentation. The WEDG Executive Director will have input to the Board of Directors.

Proposals are due by 5:00pm on Friday, January 13, 2017. Please note submission instructions on Page 1.

### **KEY CONTACT**

Questions regarding this RFP should be directed, prior to January 13, to WEDG Executive Director, Ed Raber.



Ed Raber, Director  
Washington Economic Development Group  
205 W. Main Street  
Washington, IA 52353-1722  
office 319-653-3942 | cell 319-653-8605  
[wedg@washingtioniowa.org](mailto:wedg@washingtioniowa.org)  
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*The Creative Corridor's Southern Destination*  
*Innovative Business • Creative Culture • Healthy Lifestyle*

# Washington Business Park

Fully Served Lots 3/4 acre to 25 acres  
Zoned I-2 Industrial

**Lot Inquiries:**  
Ed Raber, 319-653-3942  
ed@washingtioniowa.org  
washingtioniowa.org/bizpark

**In Partnership with:**



