



## Request for Council Action

**TO:** Mayor and City Council  
**THROUGH:** Tim Murray, City Administrator  
**FROM:** Mark DuChene, City Engineer  
**MEETING DATE:** May 14, 2019  
**SUBJECT:** Resolution 2019-093 Declare Existing Buildings  
as Surplus Property

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### **Background:**

As part of discussions on the planned redevelopment of the old public works site on 1<sup>st</sup> Avenue NE, the City needs to remove the two remaining structures on the site. Prior to proceeding with a demolition contract for the buildings on the property, the option for one or both of the structures to be relocated is proposed to be considered. The attached resolution declares the buildings located on the property (not the parcels themselves) as surplus property, the first step in soliciting quotes to have one or more parties relocate any of the structures, should someone wish to do so.

If approved, Staff will then proceed with publicly soliciting quotes to determine if there is interest in relocating any of the existing buildings. Those results will be brought back to the Council at the June 11, 2019 meeting for review and consideration.

### **Recommendation:**

Approve Resolution 2019-093

### **Attachments:**

- Resolution 2019-093
- Copy of Request for Proposal with Location Map

**CITY OF FARIBAULT**

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**RESOLUTION #2019-093  
DECLARE EXISTING BUILDINGS AS SURPLUS PROPERTY**

**WHEREAS**, the City owns two existing structures located on the former public works garage site adjacent to 1<sup>st</sup> Avenue NE that need to be removed for a planned redevelopment project, and;

**WHEREAS**, when City property is deemed to no longer be needed it is to be disposed of in accordance with State Law, and;

**WHEREAS**, one or more of the buildings on the City-owned property may be suitable for relocation to another property or properties and the City desires to consider that option in lieu of demolition.

**NOW, THEREFORE BE IT RESOLVED**, that the Faribault City Council declares the buildings located on the following City-owned parcels as surplus property that are no longer needed and are to be disposed of in accordance with State Law:

PID 18.31.1.26.577

PID 18.30.4.75.007

**ALSO, BE IT RESOLVED**, that any revenues generated from the sale of any of the surplus property shall be deposited into the Public Facilities Fund (Fund 437) of the City of Faribault, and if not sold, the surplus property will be disposed of in accordance with State Law.

**ALSO, BE IT RESOLVED**, that City staff are hereby directed to solicit quotes or proposals for the relocation of the existing buildings on the parcels listed declared as surplus property.

**Date Adopted:** May 14, 2019

**Faribault City Council**

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**Kevin F. Voracek, Mayor**

**ATTEST:**

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**Timothy C. Murray, City Administrator**

## CITY OF FARIBAULT, MINNESOTA

### REQUEST FOR PROPOSALS (RFP)

To move or salvage one or both garage structures located at 601 1<sup>st</sup> Ave NE, Faribault, MN 55021.

#### **PROPOSAL**

Proposals are being accepted for the removal of the old City of Faribault public works garages as shown on the attached exhibit and labeled as structures A & B. The garage structure(s) are to be moved off site. The structure(s) will be offered for sale by sealed bid with no minimum bid reserve. The structure(s) must be completely moved on or before August 1, 2019 and all restoration completed as directed by the City. Any structures not sold under this RFP will be demolished under a separate contract process at a later date.

All permits, relocation costs, insurance requirements, and restoration costs for the structure(s) are the responsibility of the successful bidder. The successful bidder, whether moving or salvaging, will be required to clean up the site including all debris and remnants of the structure from the site.

The successful bidder will be responsible for disconnecting any gas, electric, water, sewer etc. from the structure and leaving the site in a stable, safe condition, including repairing/restoring any areas damaged during removal/salvaging operations, and bringing in necessary dirt to fill in and level any holes left from removals and planting grass seed.

The successful bidder will furnish and erect a woven wire fence at a height approved by the City of Faribault completely around any open excavations or holes or other potentially dangerous areas as determined by the City.

The successful bidder will remove the building including but not limited to walls, roof, garage doors, etc. Floor slabs and footings may remain but shall be left level with the surrounding area and free of any harmful objects as determined by the City. The excavation remaining after removal of the buildings will be filled to the level of the surrounding grade with clean fill material and a minimum of 4 inches of topsoil and seeded after being properly sloped and compacted to prevent ponding.

#### **STRUCTURE VIEWING**

Parties who are interested in viewing the structure(s) are encouraged to set up a time with the City of Faribault. Please contact Bill Rosenau at (507)676-4238 or [brosenau@ci.faribault.mn.us](mailto:brosenau@ci.faribault.mn.us) to set up an appointment.

#### **BIDDER'S RESPONSIBILITIES**

Interested parties must accept the following key obligations:

1. The interested party must respond to this RFP by noon on Friday, May 31, 2019 at Faribault City Hall Office (208 NW 1<sup>st</sup> Avenue, Faribault, MN 55021). Proposals should be clearly marked "Request For Proposals: 601 1<sup>st</sup> Avenue NE Structure Relocation" and should clearly indicate on their proposal their offer price for either structure on the attached form. No qualified or conditional proposals shall be accepted and the City

reserves the right to award the proposal in the best interest of the City. Proposals received after the closing time and date will be returned unopened. Faxed or emailed proposals will not be accepted.

2. Financial Viability. All interested parties will be responsible for demonstrating that they have the financial capacity to perform the project, as described. Proof of financial capacity may include a certified financial statement or letter from an approved lending institution that the bidder can fulfill the obligation as listed.
3. The interested party must procure any and all permits and approvals from any and all regulatory agencies, utilities, etc., for relocation or salvage and provide copies to the City of Faribault.
4. The interested party must enter into a purchase agreement in a form approved by the City Attorney's Office incorporating all provisions determined reasonably necessary to allow the project to proceed, including but not limited to insurance, site cleanup requirements, acceptance of building "as is" and without warranty and an acknowledgement of the City's right to demolish the building if it not relocated by the scheduled deadline.
5. The interested party must cover all moving costs associated with relocating or removing the structure. The relocation of the structure must be undertaken by a qualified, licensed and bonded contractor. Any contractors will be required to provide evidence of at least \$1,000,000.00 liability insurance and bonding.
6. The interested party must be able to complete the relocation/removal and site restoration on or before August 1, 2019 (the final relocation date). In no event may the structure remain at the site after this date.

### **DEADLINE AND SUBMISSION REQUIREMENTS**

Please provide a concise and specific proposal that addresses each of the following areas:

1. Proposed Use: A statement of the interested party's intention to relocate or salvage the structure(s). The proposed relocation site is also to be submitted.
2. Proposed Strategy For Timely Completion: A statement of the date for removal of the structure from the property, as well as a description of the interested party's strategy to accomplish the relocation of the structure in a timely and professional manner.
3. Financial Capability: Proof that the interested party has the financial capability to perform the responsibilities of the project, such as: current bank records indicating sufficient funds on hand, a preapproved letter for a loan in sufficient size from a bank or similar lending institution or lender reference, or other similar types of documentation.
4. Other Factors: A description of any other factors that the City should take into consideration.

## **AWARD**

The City Council, at its sole discretion, may select the successful interested party under this RFP. The City reserves the right to reject any and all proposals. The City reserves the right, at its sole discretion, to rescind its selection of any interested party under this RFP, and any subsequent agreement implementing its selection, in the event that the City determines, in its sole judgment, that:

1. The City cannot reach an agreement with the selected interested party under the proposed terms and conditions for conveyance of the building to the interested party, and
2. There is any other procedural or substantive issue relating to the development of the project. It is anticipated that the City Council will select the preferred proposal at the June 11, 2019 City Council meeting.

## **ADDITIONAL INFORMATION**

Specific questions regarding this RFP should be addressed to Mark DuChene, City Engineer, City of Faribault, MN (507)333-0360 or [mduchene@ci.Faribault.mn.us](mailto:mduchene@ci.Faribault.mn.us) from 8:00 a.m. to 5:00 p.m.

**PROPOSAL OFFER SHEET FOR STRUCTURES**  
**AT OLD PUBLIC WORKS SITE**

AMOUNT OFFERED FOR STRUCTURE "A" \$ \_\_\_\_\_

AMOUNT OFFERED FOR STRUCTURE "B" \$ \_\_\_\_\_

BY \_\_\_\_\_  
PRINTED NAME

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

Attach additional sheets detailing responses to items 1-4 under the DEADLINE AND SUBMISSION REQUIREMENTS section in the RFP.

# Old City Public Works Facility

## 601 1st Avenue NE

This map is neither a legally recorded map nor a survey. This map is a compilation data affecting the area shown; and is for reference purposes only. In using the map, you assume responsibility for the correctness all information extracted from this map.

