

REQUEST FOR PROPOSALS
TO PURCHASE OR LEASE REAL PROPERTY

113 W Jefferson / 233 S Main Street, Goshen, Indiana

The City of Goshen, by and through its Redevelopment Commission (hereinafter referred to as “Redevelopment”) is requesting proposals for the purchase or lease of certain real property located in the City of Goshen, Indiana.

1. Real Property to be Purchased

The real property to be purchased or leased consists of real estate located at the northwest corner of South Main Street and West Jefferson Street, consisting of two (2) parcels of real estate identified as tax codes 20-11-09-414-029.000-015 consisting of 0.083 acres, and 20-11-09-414-030.000-015 consisting of 0.166 acres, for a total of 0.249 acres in Goshen, Indiana, as depicted on the map attached to this Request for Proposals as Attachment A, and is more particularly described as follows:

Lot Number Twenty-Eight (28) in BARNS FIRST SOUTH ADDITION to the City of Goshen, Indiana.

The property includes the two (2) parcels hereinbefore mentioned that run east-west from Main Street west to the north-south alley with the building covering the east end of both parcels as shown on Exhibit A. The southern portion of the lot will not be included in the property to be sold or leased as the City intends to construct a public parking lot as shown in Attachment B.

The real property so described shall hereinafter be referred to as the “Subject Real Estate.”

2. Project Specifications

2.1. Redevelopment Commission’s Goals:

2.1.1. The Redevelopment Commission’s goal for the Subject Real Estate is to sell or lease the building, consisting of approximately 3,350 square feet, and the portion of the real estate on which it sits, while the remaining southern portion of the lot is subdivided to be a separate parcel and constructed as a city-owned public parking lot. Proposals will be accepted for either purchase or lease, though a purchase is preferred. Terms of either will be negotiated with the selected developer. A vibrant, commercial use is desired for this property due to its location and visibility at a prominent intersection with the downtown.

2.2. Redevelopment Details:

2.2.1. Area Description – The Subject Real Estate is located at the northwest corner of the intersection of South Main Street and West Jefferson Street, consisting of approximately 0.249 acres, and is one of the first visible intersections when entering downtown Goshen from the South.

2.2.2. Access – The primary entrance doors for the building currently exist along West Jefferson Street and include both standard entrance doors as well as overhead doors that were utilized when the building was occupied for automotive repair. All significant features previously used for auto repair have been removed from the building by the previous occupants and the building exists as a shell with limited improvements remaining. The conceptual plan developed by the City, shown in Attachment B, shows the removal of the continuous curb cut along West Jefferson Street as the City intends to reconstruct the roadway in 2026 and adding curb to the design. There is an additional set of doors on the west side of the building, adjacent to what will become a public parking lot.

2.2.3. Utilities – Both public water and sewer are available to serve the Subject Real Estate. Details regarding location of existing water and sewer mains is available upon request.

2.2.4. Zoning – The subject properties are zoned Commercial B-2. The pertinent section of the Zoning Ordinance detailing regulations for the B-2 district can be found [here](#).

2.2.5. Environmental Conditions – The City has completed a Phase I and Phase II Environmental Site Assessment for the Subject Real Estate and both are available for review upon request. The reports note that a vapor mitigating system may be required depending on the use and renovations made to the building and the City will work with the selected to determine if the system is needed.

3. Submission of Proposals

3.1. Any proposal for the purchase of the Subject Real Estate shall be submitted to Becky Hutsell, Redevelopment Director, at 204 E. Jefferson Street, Suite 6, Goshen, Indiana 46528 no later than 12:00 p.m. (noon) October 14, 2025. The proposal shall be submitted in a sealed envelope clearly marked as “Proposal to Purchase / Lease 113 W Jefferson / 233 S Main Property.”

3.2. Each proposal must include the following:

3.2.1. A signed cover letterhead that includes the following:

3.2.1.1. The entity’s name, address, and telephone number;

- 3.2.1.2. The name of the person authorized to submit/sign the proposal, along with this person's title, telephone number, and email address;
 - 3.2.1.3. The entity's Federal ID Number; and
 - 3.2.1.4. The entity's State ID Number.
- 3.2.2. A detailed description of the intended use and development of the Subject Real Estate, including the following:
 - 3.2.2.1. A conceptual plan with as much detail as possible, including land uses, building designs, building elevations, and a description of how the development complements and interacts with the surrounding area.
 - 3.2.2.2. All improvements to be made to the Subject Real Estate including new structures to be constructed.
 - 3.2.2.3. A description of the components of the development plan that includes information about the building design, size, density, and amenities.
 - 3.2.2.4. A project budget, including estimated soft costs and construction expenses.
- 3.2.3. A proposed timeline for the development of the Subject Real Estate, including any conditions that must be met before the proposal can be commenced. The schedule should include:
 - 3.2.3.1. Time needed to obtain financing.
 - 3.2.3.2. Land use approvals.
 - 3.2.3.3. Design completion.
 - 3.2.3.4. Site preparation.
 - 3.2.3.5. Start and completion of construction.
- 3.2.4. The price to be paid for the purchase or lease of the Subject Real Estate.
- 3.2.5. A financial statement that is specific enough so that a proper determination of the entity's financial capability to fulfill the obligation of the proposal.
- 3.3. The proposal shall address all issues contained in the Request for Proposals. Any exceptions to the terms of the Request for Proposals should be clearly noted.
- 3.4. Any modifications made to a proposal before submission must be initialed in ink by the submitting entity's authorized representative. A submitting entity may, upon written request, modify or withdraw their proposal at any time prior to the opening date and time. A request to modify or withdraw a proposal must be signed by the same person or persons who signed the original proposal submitted. No proposal may be modified or withdrawn after the opening of the proposals.
- 3.5. Redevelopment may require a person or entity submitting a proposal to revise one or more elements of its proposal in accordance with contract negotiations.

Redevelopment reserves the right to evaluate proposals for a period of sixty (60) days before deciding which proposal, if any, to accept. Proposals shall be maintained through the evaluation period.

- 3.6. All proposals submitted become the property of the City of Goshen and are a matter of public record.
- 3.7. The City of Goshen and Redevelopment is not responsible for late or lost proposals due to mail service inadequacies, traffic, or other similar reasons. Proposals received after the designated time will not be considered in the selection process.

4. Terms and Conditions to be Addressed of Accepted by Proposal

- 4.1. Term of Purchase or Lease – Redevelopment has conducted appraisals of the Subject Real Estate and has determined that the fair market value of the Subject Real Estate is Two Hundred Forty-Two Thousand Five Hundred Dollars (\$242,500.00). The price included in a proposal for the purchase of the Subject Real Estate must be equal to or exceed this amount. If a lease is preferred, the appraised lease rate must be equal to or exceed Two Thousand Six Hundred Fifty Dollars (\$2,650.00) per month. Utility payments would not be included in the lease payment and would be the responsibility of the lessee.

4.2. Condition of the Subject Real Estate

- 4.2.1. The proposal to purchase or lease must be for the Subject Real Estate in its present condition.
- 4.2.2. Any sale or lease of the Subject Real Estate will be conditioned on the development of the parcels in accordance with the development plan described in the proposal. A proposal may be conditional upon the City of Goshen granting specific itemized zoning variances or rezoning.

4.3. Use of Subject Real Estate

- 4.3.1. The proposed development must be constructed in compliance with all applicable laws and regulations of any government entity or public authority, including Indiana Building Codes, City of Goshen Ordinances, Policies, and Standards, including Zoning Ordinances, Subdivision Standards, Landscaping Ordinances, Construction Site Stormwater Runoff Control Ordinances, and Post Construction Stormwater Management Ordinances.
- 4.3.2. Purchaser or leasor must not use the Subject Real Estate and any adjacent area in a manner that would be reasonably offensive to the owners or users of the neighboring real estate or would tend to create a nuisance.

- 4.4. Construction of Infrastructure – The selected entity must construct any needed water building lines, sewer building lines, and storm water facilities for any structure constructed on the Subject Real Estate. The selected entity must construct sidewalks to City specifications adjacent to the parcels, along all dedicated public streets.
- 4.5. Indemnification – The successful proposal must hold the City of Goshen and Redevelopment harmless from any loss, claim, damage, or expense arising from the development and/or use of the Subject Real Estate.
- 4.6. Proposals Submitted by a Trust – Any proposal submitted by a trust must identify each beneficiary of the trust and whether the settlor is empowered to revoke or modify the trust.
- 4.7. Purchase or Lease Agreement – The successful person or entity submitting a proposal will be required to enter into a purchase or lease agreement incorporating the terms of the Request for Proposals, the terms included in the successful proposal, and any other provisions deemed appropriate by Redevelopment.

5. Requests for Clarifications and Addenda

- 5.1. Entities intending to submit proposals who have questions or are interested in touring the site should contact Becky Hutsell, Redevelopment Director for the City of Goshen.
- 5.2. All requests for clarification to this solicitation must be received at least one (1) week before the opening date to allow for the issuance of any addendums determined by Redevelopment to be necessary. A Proposer shall rely only on written addenda issued by Becky Hutsell, Redevelopment Director, Requests shall be made in writing and may be directed to:

Becky Hutsell, Redevelopment Director
City of Goshen Redevelopment Commission
204 East Jefferson Street, Suite 6
Goshen, Indiana 46528
Email: beckyhutsell@goshencity.com

- 5.3. Interpretations or clarifications determined necessary by the City will be issued by addenda mailed or otherwise delivered to all parties recorded by Redevelopment as having received the proposal documents. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

6. Selection Process and Schedule

- 6.1. The proposals received by Redevelopment will be opened by the Goshen Redevelopment Commission in public at the Commission's meeting on October 14, 2025, commencing at 3:00 p.m. in the Goshen City Court Room/Council Chambers at 111 East Jefferson Street, Goshen, Indiana. If no proposal meets the minimum offer price, additional proposals will be received until 3:30 p.m. on November 13, 2025, and will be opened by the Board of Public Works and Safety at their meeting on November 13, 2025, commencing at 4:00 p.m. in the Goshen City Court Room/Council Chambers at 111 East Jefferson Street, Goshen, Indiana. After accepting proposals for the additional period, the Redevelopment Commission may select the highest and best proposal using the criteria set forth in this section with no minimum price.
- 6.2. The proposals will be considered by the Goshen Redevelopment Commission. The Redevelopment Commission reserves the right to refer the proposals received to Becky Hutsell, Redevelopment Director, and such other staff as the Commission deems appropriate to review the proposals and make a recommendation to the Redevelopment Commission. The Commission may also refer the proposal to a committee appointed by the Commission for further evaluation and recommendation. The Commission reserves the right to interview the parties submitting proposals or to request the parties submitting proposals to provide supplemental information.
- 6.3. This Request for Proposals does not commit Redevelopment to sell or lease the Subject Real Estate. Redevelopment reserves the right to accept or reject any or all proposals received, to negotiate with qualified persons or entities who submit a proposal, or to cancel the Request for Proposals. Redevelopment may require a person or entity submitting a proposal to submit any additional data or information Redevelopment deems necessary.
- 6.4. In determining which proposal is the highest and best proposal, Redevelopment will consider the following:
 - 6.4.1. The experience, the financial capacity, and the organizational capacity of the entity submitting the proposal to successfully plan, construct, and complete the proposed development.
 - 6.4.2. The overall quality of the submission and the extent to which the proposed development is compatible with the existing neighborhood.
 - 6.4.3. The entity's plans and ability to improve the Subject Real Estate with reasonable promptness.
 - 6.4.4. The proposed completion date for the project.

- 6.4.5. The size and character of the improvements proposed to be made on the Subject Real Estate and/or improvements.
- 6.4.6. Whether adequate parking for the development is included in the plan.
- 6.4.7. The proposed purchase price or lease amount to be paid to Redevelopment.
- 6.4.8. Whether the entity submitting the proposal is a trust and whether the submission identifies the beneficiary of the trust and whether the settlor is empowered to revoke or modify the trust.
- 6.4.9. The nature of any variance or rezoning requested.
- 6.4.10. Whether any proposed sale or lease of the Subject Real Estate will further Redevelopment's plan for the development of the surrounding area.
- 6.4.11. Whether the proposed purchase or lease will serve the interest of the community.
- 6.4.12. What economic impact the proposed purchase or lease will have on the community.

7. General

7.1. Conflict of Interest/Non-Collusion

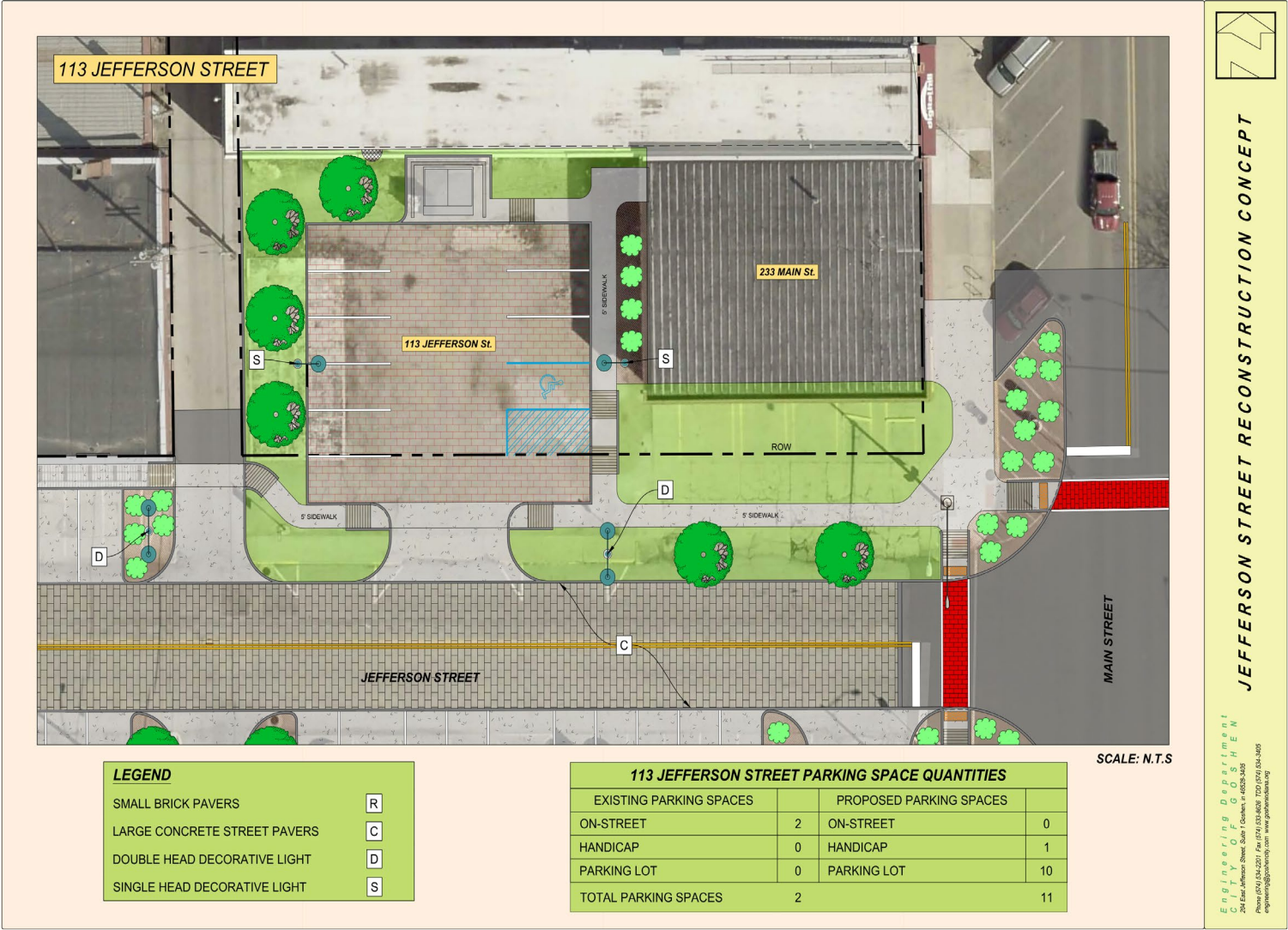
- 7.1.1. By submitting a proposal, an entity certifies that the entity has not entered into combination or agreement relative to the price to be proposed nor taken any action to prevent a person from submitting a proposal; or to induce person to refrain from submitting a proposal.
- 7.1.2. Each proposal must be made without reference to any other proposal, unless specifically so indicated.
- 7.1.3. By submitting a proposal, an entity certifies that they are not in a situation where the submitting entity's private interest would interfere with its loyalty or responsibilities to the City of Goshen or raise questions about such interference. The submitting entity agrees not to accept work, enter into a contract, accept an obligation, or engage in any activity, paid or unpaid, that is inconsistent or incompatible with the submitting entity's obligations to, or the scope of services to be rendered to, the Redevelopment Commission. The submitting entity shall warrant that, to the best of their knowledge, there is no other contract or duty on the submitting entity's part that conflicts with or is inconsistent with the services sought to be provided to Redevelopment.

- 7.1.4. The submitting entity, if selected, must sign and have notarized the Conflict of Interest / Non-Collusion Affidavit, which is attached hereto to as Attachment C.
- 7.2. Applicable Laws – Any contract resulting from a proposal submitted will be construed in accordance with and governed by the laws of the State of Indiana.
- 7.3. Trusts – In accordance with Indiana Code § 36-7-14-22, a proposal submitted by a trust (as defined in I.C. § 30-4-1-1) must identify the beneficiary of the trust and indicate whether the settlor is empowered to revoke or modify the trust.
- 7.4. Costs for Submitting Proposal – The City of Goshen or its Redevelopment Commission will not be liable for any costs incurred by the respondents in replying to this Request for Proposals. The City of Goshen or its Redevelopment Commission are not liable for any costs for work or services performed by the selected Proposer prior to the award of a contract.
- 7.5. Authority to Bind Submitting Entity – The signatory for the entity submitting a proposal represents that he or she has been duly authorized to execute the proposal documents on behalf of the submitting entity and has obtained all necessary or applicable approvals to make this submission on behalf of said entity when his or her signature is affixed to the proposal.

ATTACHMENT A



ATTACHMENT B



ATTACHMENT C

NON-COLLUSION AFFIDAVIT

The individual person(s) executing this Proposal, being first duly sworn, depose(s) and state(s) that the Offeror has not directly or indirectly entered into a combination, collusion, undertaking or agreement with any other Offeror or person (i) relative to the price(s) proposed herein or to be proposed by another person, or (ii) to prevent any person from proposing, or (iii) to induce a person to refrain from proposing; and furthermore, this Proposal is made and submitted without reference to any other Proposals and without agreement, understanding or combination, either directly or indirectly, with any persons with reference to such proposing in any way or manner whatsoever.

By: _____ Date: _____

Its: _____

STATE OF _____)
) SS:
COUNTY OF _____)

Subscribed and sworn to before me, a Notary Public in and for said County and State,
on this, the _____ day of _____, 2025.

Printed: _____

My commission expires: _____

Resident of _____ County, Indiana