

CITY OF COLUMBUS  
WISCONSIN

*Request for Proposal*

DEVELOPMENT OF VACANT LAND  
Issued April 4, 2023

**CITY OF COLUMBUS**  
**DEVELOPMENT OF VACANT LAND**

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The City of Columbus is seeking proposals from qualified individuals or firms to redevelop two vacant parcels located at the intersection of Western Avenue and Tower Drive in the City of Columbus. The successful proposal will enjoy an easily accessible site within minutes of US 151 and located a short distance from schools, parks, a grocery store, hardware stores, convenience stores, restaurants and a variety of other amenities and services desirable to residential property owners. The parcels are a combined 7.19 acres, consisting of a 5.91 acre parcel and a 1.28 acre parcel. The property is zoned for multifamily residential use, although it is currently used for agricultural purposes. The City will consider projects that subdivide this parcel, potentially creating a residential development. It will be beneficial if the individual or firm submitting a reply to this request has successfully developed commercial, residential or industrial properties of a similar scale.

Three (3) copies of the proposal, and one digital copy, must be received no later than **3:00PM on June 9, 2023**. Proposals delivered or received after the submittal deadline shall be considered late and rejected. There are no exceptions to this requirement. The Proposal must be placed in a sealed envelope, plainly marked "Sealed Bid/Proposal for Development of Vacant Land" and addressed to:

Pat Goebel, City Clerk  
City Hall  
105 N Dickason Blvd  
Columbus, WI 53925

Emailed submissions are not acceptable. Inquiries regarding this RFP should be directed to Kyle Ellefson, City Administrator, at 920-623-5900, [cityadministrator@columbuswi.us](mailto:cityadministrator@columbuswi.us).

## BACKGROUND

### Community Info

The City of Columbus is located in southeastern Columbia County, with a small portion of the City located in Dodge County. The portion of the City in Dodge County currently has no residents or taxable property value. The most recent population estimate for Columbus is 5,540. The City is ideally located with easy access to multiple state and federal highways, just 20 miles from the City of Madison. Columbus has a historic downtown with multiple businesses and services, a significant industrial base, and a strong residential real estate market.

## SITE CONDITIONS



The parcels available are 7.19 acres, and are zoned R-4, multifamily residential. This zone allows a variety of permitted and conditional uses related to residential and other uses, including single family, two family and multifamily uses permitted by right. Other uses permitted by right include private garages, social service facilities, nursing home, assisted living facility, foster home, treatment foster home, family day care home, community living arrangement (up to 15 residents), or adult family home. Conditional uses may include a school, day care center, large community living arrangement, cemetery, religious assembly, hospital, lodging house, Bed & Breakfast, outdoor recreation facility, quarry or agricultural use. Nearby

uses include primarily single family residential properties, although a Nursing Home is directly adjacent and a Church and School are within a short distance of this property.

The site has been used primarily for agriculture, and had been the location for the Community Garden recently. A large portion of this property, approximately 3.7 acres is entirely clear of any FEMA flood risk designation, but there are portions that lie within the 0.2% annual flood risk area, as well as within zone AE and the Floodway. Not all portions of this parcel are developable given the current FEMA FIRM conditions, but there is a substantial amount of land to develop. There is the potential that a development may use the floodway and higher risk areas as required greenspace, or potentially propose leaving some of those areas under City ownership as a recreation or natural area accessible to the public, but also serving as a stormwater management asset.



### SELECTION CRITERIA

The successful contractor will be selected after consideration of the following:

1. Proper submission and completeness of RFP.
2. Qualifications and capabilities of the individual or firm to redevelop commercial, residential or industrial properties, including experience with projects of a similar scale.
3. Approach to this redevelopment
4. Proposed Schedule for improvements
5. Financial demands and Economic Impacts for the community

### **FORM OF PROPOSAL**

To be considered, three (3) copies of a proposal, and one digital copy, must be received at the City Clerk's Office, 105 N Dickason Blvd, Columbus, Wisconsin 53925 no later than **3:00PM on June 9, 2023**. The Proposal must be placed in a sealed envelope, plainly marked "Sealed Bid/Proposal for Development of Vacant Land."

All proposals shall be made as follows:

1. Cover Letter
2. A brief profile and history of the individual or firm; with an emphasis on any experience with a redevelopment project, or other projects that highlight the ability to complete a project similar to this.
3. Profiles of the key businesses and individuals to be involved in this redevelopment project.
4. A detailed description of the proposed project, including the parcels involved in this proposal, anticipated uses, taxable improvements, employment details (if applicable), and any infrastructure changes that might be anticipated.
5. General business plan, including details regarding intended financing strategy.
6. A detailed timeline identifying expected start and completion dates for each phase of the project.
7. Any additional information which you/your firm feels necessary.

During the evaluation process, the City reserves the right to request additional information or clarifications from proposers, or to allow corrections of errors or omissions. At the discretion of the City, contractors submitting proposals may be requested to make oral presentations as part of the evaluation process.

The City reserves the right to reject any or all proposals, or any part thereof, to waive any formalities or informalities, and to pursue an agreement with the proposer(s) deemed to be in the best interest of the City. The City also reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected. Submission of a proposal indicates acceptance by the contractor of the conditions contained in this request for proposals, unless clearly and specifically noted in the proposal submitted and confirmed in a contract between the City and the contractor selected.

## **TENTATIVE SCHEDULE**

April 4, 2023	RFP Released on website, submitted to relevant websites
June 9, 2023	Deadline for submission of proposals
June 12-16, 2023	Staff review of proposals
June 20, 2023	Committee of the Whole reviews proposals and staff analysis
July 11, 2023	Committee of the Whole interviews respondents or hears presentations from selected respondents
July 18, 2023	Committee of the Whole recommends successful respondent or that no respondent will be selected
August 1, 2023	City Council Determines successful respondent or that no respondent will be selected