



Surplus Property Disposition Program Overview



Table of Contents

1. Introduction of Surplus Property	3
2. Request for Proposal & Documents Required	4
3. Flowchart.....	5
4. Timeline for construction	5
5. Sold as is	5
6. Residential Property Scoring/Evaluation Criteria	6
7. Commercial Property C-2 Scoring/Evaluation Criteria	7
8. Commercial Property C-3 Scoring/Evaluation Criteria	8

SURPLUS PROPERTY PROGRAM OVERVIEW

1. Introduction of Surplus Property

The restoration of Fort Pierce's neighborhoods is a key strategy to revitalizing the Fort Pierce Redevelopment Area (FPRA) and City of Fort Pierce as a whole. One way to accomplish this goal is to dispose of surplus property owned by the City/FPRA. The City of Fort Pierce and Fort Pierce Redevelopment Agency sell City and FPRA-owned real property declared as surplus. Once the property has been declared as surplus by the City Commission/FPRA Board, the property shall be offered for sale to the public with a Request for Proposals (RFP).

Request for proposals are evaluated by the City of Fort Pierce who shall be the sole judge of its own best interests, the proposal itself, the qualifications of the applicant and the resulting final negotiated agreement. Typically, the City's evaluation criteria will include, but not limited to, consideration of the following:

- Development Plan
- Project Timeline
- Construction Cost Estimates
- Proof of Financial Ability
- Property Utilization
- Developer Experience or Owner/Occupant Narrative

Who we sell to - We sell our property through a competitive process called a Request for Proposals. We have specific things we look for when selecting a buyer, including price and proof of financing and experience with development.

What we sell- Not all our property is available to buy. Some areas, like underwater parcels or floodplains, can't be developed. We won't sell property that is undevelopable. We also don't sell property that's meant for public open spaces, like our parks.

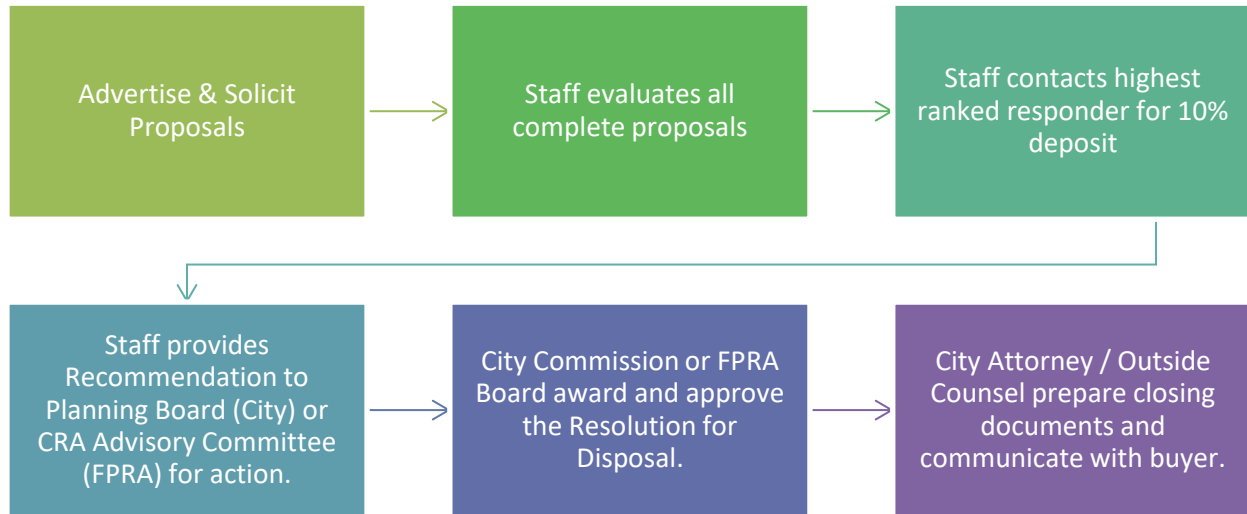
When you buy City Property - Submitting a Request for Proposal doesn't necessarily start the process. We won't sell property to buyers who want to hold onto the property and wait to develop when the market improves. You must start developing within the time frame we give you. If you don't, we either grant you an extension or take back the property.

2. Request for Proposal - Documents Required

The following documentation must be attached to your application.

- Completed Request for Proposals (RFP) form with offer price for the subject property and all other requirements on RFP Form, including, but not limited to:
 - **Development Plan** - Preliminary building plans including elevations floor plans, facades, and landscaping.
 - **Project Timeline** - Provide a project schedule identifying specific key tasks and milestones necessary to concurrently develop multiple lots and ensure projects are completed on time and within budget.
 - **Construction Cost Estimates** - improvements by a knowledgeable & experienced third-party professional, e.g., an engineer, architect, or licensed contractor.
 - **Proof of Financial Ability** - Proposers proof of financial ability to complete the development project including the construction. Proof may be letter of credit, loan commitment, or proof of cash on hand, or some other form as approved by the City. Grants or special financing must be listed but cannot be counted as proof as financial ability unless a copy of the award notice or other acceptable guarantee is provided.
 - **Summary** –
 - **Developers** – must provide a summary of their experience in the field of property development and provide evidence that they are fully competent to develop the property. In addition, developers and/or contractors shall provide images of previous work.
 - **Owner/occupants** - If you are neighboring property owner or future occupant, please provide a letter explaining why you want to purchase the property.
- a. A security deposit of ten percent (10%) of the purchase price will be due from the highest ranked proposer in the form of a certified or cashier's check, payable to the City of Fort Pierce. The security deposit must be submitted within 7 calendar days of notification of highest ranked proposer. The deposit must be received prior to the recommendation of award to appropriate governing body. If the deposit is not received, the City at its sole discretion may move the second highest ranked respondent or cancel or reissue the solicitation.
- b. Full payment is due at closing. If payment is not received withing the mutually agreed timeframe, the City at its sole discretion may move the second highest ranked respondent or cancel or reissue the solicitation.

3. Request for proposals (Flow Chart)



4. Timeline for Construction

- a. If the buyer does not commence construction within 18 months of closing, there may be a possibility of reverter.
- b. The City, at its sole option, may exercise its reversionary interest in the event the developer does not comply with the deed restrictions.

5. Sold as-is...

- a. Sale of this property will be "as is" and title will be transferred via a Quit Claim Deed. The City will be conveying title to the property by Quit Claim Deed without warranty of title. The City makes no representation that the property is free and clear of all liens and encumbrances. The sale shall be conditioned upon the offer, use of the property, proposed improvements, timetable for making improvements. The proposer will be responsible for all costs to meet code requirements, and other construction cost, if necessary.

6. Residential Property Scoring/Evaluation Criteria

Residential Scoring/Evaluation Criteria For Acceptance of Submittals	Possible Points 100
Development Plan (Max 20)	MAX 20
Preliminary building plans including elevations, floor plans, facades, including landscaping plan	20
Sketches of plans to be developed	15
Detailed description with no drawings	5
Timeline to complete the construction project (Max 20)	MAX 20
Within one year	20
Between 1 to 2 years	15
More than 2 years but less than 3 years	5
Construction Cost Estimates (Max 10)	MAX 10
Detailed cost estimate from licensed contractor	10
Proposer estimated cost with no 3 rd party backup	5
Proof of Financial Ability/Letter from Financial Institution (proof of financial ability to purchase the lot and construct) (Max 15)	MAX 15
Property Utilization- Developed for Residential Use (Max 20)	MAX 20
Owner Occupied	20
Develop for Resale	15
Neighboring property owner	10
Develop as Rental Property	5
Narrative/Summary of development (Max 15)	MAX 15
Total Project Score	100

7. Commercial Property C-2 Scoring/Evaluation Criteria

Commercial Property C-2 Scoring/Evaluation Criteria For Acceptance of Submittals	Possible Points 100
Development Plan (Max 25)	MAX 25
Preliminary building plans including elevations, floor plans, facades, landscaping plan	25
Sketches of plans to be developed	15
Detailed description with no drawings	5
Timeline to complete the construction project (Max 20)	MAX 20
Within one year	20
Between 1 to 2 years	15
More than 2 years but less than 3 years	5
Construction Cost Estimates (Max 10)	MAX 10
Detailed cost estimate from licensed contractor	10
Proposer estimated cost with no 3 rd party backup	5
Proof of Financial Ability/Letter from Financial Institution (proof of financial ability to purchase the property and construct) (Max 15)	MAX 15
Property Utilization - Developed for Commercial Use (Max 15)	MAX 15
C-2 – Permitted Use	15
C-2 – Conditional Use	10
Narrative/Summary of development (Max 15)	MAX 15
Total Project Score	100

8. Commercial Property C-3 Scoring/Evaluation Criteria

Commercial Property C-3 Scoring/Evaluation Criteria For Acceptance of Submittals	Possible Points 100
Development Plan (Max 25)	MAX 25
Preliminary building plans including elevations, floor plans, facades, landscaping plan	25
Sketches of plans to be developed	15
Detailed description with no drawings	5
Timeline to complete the construction project (Max 20)	MAX 20
Within one year	20
Between 1 to 2 years	15
More than 2 years but less than 3 years	5
Construction Cost Estimates (Max 10)	MAX 10
Detailed cost estimate from licensed contractor	10
Proposer estimated cost with no 3 rd party backup	5
Proof of Financial Ability/Letter from Financial Institution (proof of financial ability to purchase the property and construct) (Max 15)	MAX 15
Property Utilization - Developed for Commercial Use (Max 15)	MAX 15
C-3 – Permitted Use	15
C-3 – Conditional Use	10
Narrative/Summary of development (Max 15)	MAX 15
Total Project Score	100