

**CITY OF PURCELL
REQUEST FOR PROPOSAL [HOSP 2025-01]**

The City of Purcell is seeking proposals from qualified developers for the purchase and redevelopment of land in the City of Purcell located at 1500 N. Green Ave., Purcell, Oklahoma 73080.

GENERAL INFORMATION

For questions or more information:

Bobby Elmore

Interim City Manager

Email: bobby.elmore@purcellok.gov

Proposal submission:

Andrea Millsap

City Clerk

Email: city.clerk@purcellok.gov

Proposals submitted electronically should be in PDF format as an email attachment.

The proposal shall be signed by an official who can legally bind the organization.

Proposals must be received by **4:00 P.M., on the 25th day of August 2025**

REDEVELOPMENT OBJECTIVES

The City of Purcell is seeking proposals from qualified, innovative developers (“Redeveloper”) for the purchase and redevelopment of the identified land in Purcell, Oklahoma, depicted in **Figures 1 and 2** below. The City’s objective is to foster economic growth, maximize economic value of the property, provide employment opportunities, and enhance the landscape through beautification of the property.

FIGURE 1: View From the NE Corner



FIGURE 2: View from the SE Corner



The legal description for the property is contained in **Exhibit A**.

The property is currently vacant with no existing structures.

As seen in **Figure 1** and **Figure 2**, the property is in a prime location within the City of Purcell. The property is less than a mile from the current North I-35 Interchange and is only one-half mile from the future I-35 Interchange on Highway 74, which is set to begin construction in November of 2025.

The property is currently zoned **C-2 Office Commercial District**.

PROPOSAL REQUIREMENTS

A. Conceptual Master Plan

The Redeveloper shall submit a Conceptual Master Plan which shall include and discuss all the elements listed below. Throughout the Master Plan, proposals should seek to specifically address how the proposed redevelopment meets the City's goals of fostering economic growth, maximizing economic value of the property, providing employment opportunities, and enhancing the landscape through beautification of the property.

Vision and Goals

The Master Plan must include a description of the overarching vision and goals for the development. This includes identifying the desired character, identity, and objectives that the project aims to achieve.

Land Use

The Plan should explain and lay out the proposed land uses that comply with current or alternative zoning requirements. The Plan should address whether the proposed land use would require any re-zoning of the property.

Conceptual Design and Architecture

The plan should clearly articulate the aesthetic and spatial qualities of the development, including building heights, setbacks, facades, materials, and streetscape/landscape design. Design of the site should include high quality materials and construction consistent with land use, zoning, and regulatory requirements. The plan should discuss how the development relates to its context in the City of Purcell while creating a cohesive and visually appealing environment. These themes can be discussed in writing and/or by graphical illustrations.

Transportation and Mobility

The plan should explain how entering, exiting, and parking is going to be addressed for the development.

Infrastructure and Utilities

The plan should explain the development's necessary infrastructure needs, such as energy, water supply, sewage disposal, stormwater management, and waste management. The plan should

discuss how the project will meet these needs.

B. Market Feasibility of Conceptual Master Plan

The redeveloper shall submit a narrative of two pages or less analyzing the market feasibility of the proposed conceptual plan. Narratives should contain relevant supporting market data. It is not the intent of this requirement that the redeveloper obtain a market study from a third-party professional.

C. Redeveloper Qualifications and Financial Ability to Execute Conceptual Master Plan

Qualifications of Development Team

1. List all development team members, including consultants, and their qualifications to undertake the project.
2. List all projects, completed and/or in progress, by the redeveloper within the past 10 years. Highlight those most similar to the conceptual master plan proposed, if any.

Financial Ability to Execute the Proposed Master Plan

In order to assist City in reviewing the financial capability of the redeveloper, please provide the following:

1. The Redeveloper's proposed purchase price for the redevelopment site.
2. A description of the Redeveloper's ability and experience in financing a project of the proposed scale.

D. Timeframe to Complete

The plan should include a one-page statement on the timeframe to complete the project if chosen as the Redeveloper.

Proposal Submission Instructions

Proposals must contain all information requested in the "Proposal Requirements" section. Proposals will be evaluated for completeness, including all information and forms this Request for Proposals requires. City may request additional information after reviewing each proposal.

This RFP does not form or constitute a contractual document. The City of Purcell shall not be liable for any loss, expense, damage or claim arising from the advice given or not given or statements made or omitted to be made in connection with this RFP. The City also will not be responsible for any expenses which may be incurred in the preparation of this RFP. The City of Purcell may also choose not to award a contract to any of the proposers.

Deadline

Proposals must be submitted by the deadline of **4:00 P.M., on the 25th day of August 2025**, Proposals must be sent to city.clerk@purcellok.gov in PDF format. Failure to submit a timely response according to the RFP and any addendum may be grounds for deeming a submittal non-responsive.

EVALUATION CRITERIA AND REVIEW PROCESS

A. Evaluation Criteria

Proposals will be evaluated in the following three categories:

	Points per section
Qualifications and Financial Ability	20
Project Proposal Meeting Redevelopment Objectives	40
Proposed Purchase Price	40
TOTAL POINTS POSSIBLE	100

B. Review Process

Proposals will be reviewed for completeness. During the proposal review, the City may send questions to Applicants seeking clarification or requesting supplemental information regarding their responses. Additionally, the City may request final interviews with the top applicants following an initial review. If the City wishes to interview the proposers with the top applications, the City will contact those proposers to facilitate and schedule interviews.

The City may, in its discretion, direct competitive negotiations with two or more prospective redevelopers with respect to one or more elements of the selection criteria. Such negotiations will be undertaken by City staff. In the event competitive negotiations take place, a cut-off date will be established after which no further negotiations will occur and no additional submissions by a prospective redevelopers will be considered. A decision by the City to conduct competitive negotiations will not confer any rights upon a prospective redeveloper nor create any obligation of City to approve and enter into a redevelopment agreement with a redeveloper.

The City will evaluate all complete applications and measure each Applicant's response against the selection criteria detailed in this Request for Proposal document, resulting in a numerical score with a potential score of 100 for each application. The City intends to select the proposal achieving the highest score that meets the City's interest. Upon selection, the City of Purcell shall enter into contract negotiations to finalize agreements with the Redeveloper. All agreements and contracts are subject to approval by City Council.

The following review timeline is expected:

RFP Release	[July 08, 2025]
RFP Response Due Date	[August 25, 2025]
City Review Period	[August 26, 2025 – September 02, 2025]
Redevelopment Agreement Negotiations/Execution	[September 03, 2025 – October 06, 2025]

The City reserves the right to reject any or all Applications and negotiate contract terms, including the proposed purchase amount, with the selected organizations before entering a written agreement. Nothing in this RFP implies a contractual obligation with any applicant or firm.

**END OF RFP NARRATIVE
EXHIBITS FOLLOW**

EXHIBIT A
LEGAL DESCRIPTION

Legal Description of the property subject to adjustment as to exact boundaries, dimensions, interests and final determination based on a survey.

A tract of land in the Northeast Quarter of the Northwest Quarter (NE/4 NW/4) of Section One (1), Township Six (6) North, Range Two (2) West, McClain County, Oklahoma, more particularly described as follows: Commencing at the NE Corner of said NW/4; thence S89°33'54"W along the North line of said Section 1 a distance of 400.61 feet; thence S00°26'06"E a distance of 35.87 feet to the true **Point of Beginning**; thence S45°21'26"E a distance of 21.18 feet; thence S00°16'45"E a distance of 587.64 feet; thence S89°54'01"W a distance of 632.33 feet; thence N92°0'07"W a distance of 528.26 feet; thence N32°36'09"E a distance of 47.81 feet; thence N78°02'40"E a distance of 50.18 feet; thence N89°33'54"E a distance of 64.47 feet; thence N62°53'51"E a distance of 60.01 feet; thence N89°33'54"E a distance of 507.35 feet to the **Point of Beginning**. **Continuing 9.24 acres, more or less.**

EXHIBIT B
NOTICE TO BIDDERS / RFP RECIPIENTS

When submitting bids or responses to RFPs, corporate entities are required to comply with State law regarding authorized signatures.

State statute requires that bids/RFPs “be signed by the chair or vice chair of the Board of Directors, or the President, or by a Vice President, and attested by the Secretary or an Assistant Secretary; or by officers as may be duly authorized to exercise the duties....” 18 O.S. § 1007.A.2

However, if some other official with the corporation, such as a secretary signing a document, such signature needs to be accompanied by a certificate or a copy of a resolution adopted by the Board setting forth the authority of that individual to execute a contract.

With respect to limited liability corporations, every manager is an agent of the company for the purpose of business and binds the limited liability company. Therefore, instruments and documents shall be valid and binding upon the limited liability company if executed by one or more of its managers. 18 O.S. § 2019A

As set forth above when submitting bids and RFPs, certification adhering to the state statutes should accompany documents being turned in for review.