

## **Proposal Opportunity**

### **Historic City Hall**



**City of Pelican Rapids, Minnesota**

**Jordan Grossman**

**Pelican Rapids EDA Director**

**Email: [jordan.grossman@cedausa.com](mailto:jordan.grossman@cedausa.com)**

**Phone: 701-219-3718**



## **Introduction**

### **Location**

The City of Pelican Rapids is located in the beautiful North West portion of Minnesota in Otter Tail County and is the crossroads of State Hwy 108 & State Hwy 59. Maplewood State Park is located 13 miles from the city, increasing traffic counts downtown during summer months.

### **Community Description**

Pelican Rapids has a population of over 2,500 and features a workforce of 1,368 employees with a median income of \$55,125. The border of city limits has been filled with residential housing development opportunities and commercial development making the community an Opportunity Zone for forward thinking growth.

### **Amenities**

It has developed into a small town with a community-based work ethic. Pelican Rapids has attracted a viable industrial base, has four beautiful parks and multiple volunteer organizations. Pelican Rapids is served by Highway 108 & Highway 59 which are part of the Otter Tail Scenic Byway. Interstate 94 is 27 miles from the community. The city is 29 miles from Fergus Falls Technical College and within 21 miles of Minnesota State Community and Technical College. Pelican Rapids Public Schools includes one elementary building and one high school building located within city limits. With close proximity to higher education and neighboring cities, there is always a willing workforce of well-educated people. Employees will be able to commute to your business in Historic City Hall by car, bike, or on foot.

Pelican Rapids

***Sure can make you feel at home!***



**Pelican Rapids was founded in 1872**

**Population of neighboring cities**

Detroit Lakes = 9,8700

Vergas = 348

Fergus Falls = 14,120

Elizabeth = 165

Dent = 173

Erhard = 132

Barnesville = 2,760

Perham = 3,510

**Educational and Future Employee Opportunities**

Minnesota State Community and Technical College of Fergus Falls, Minnesota State Community and Technical College of Detroit Lakes, Fargo Moorhead Colleges, Pelican Rapids Public School

**Top Employers in the Area**

Jennie-O Turkey, Lake Region Electric Cooperative, Pelican Rapids Public Schools, Sanford Health, Essentia Health

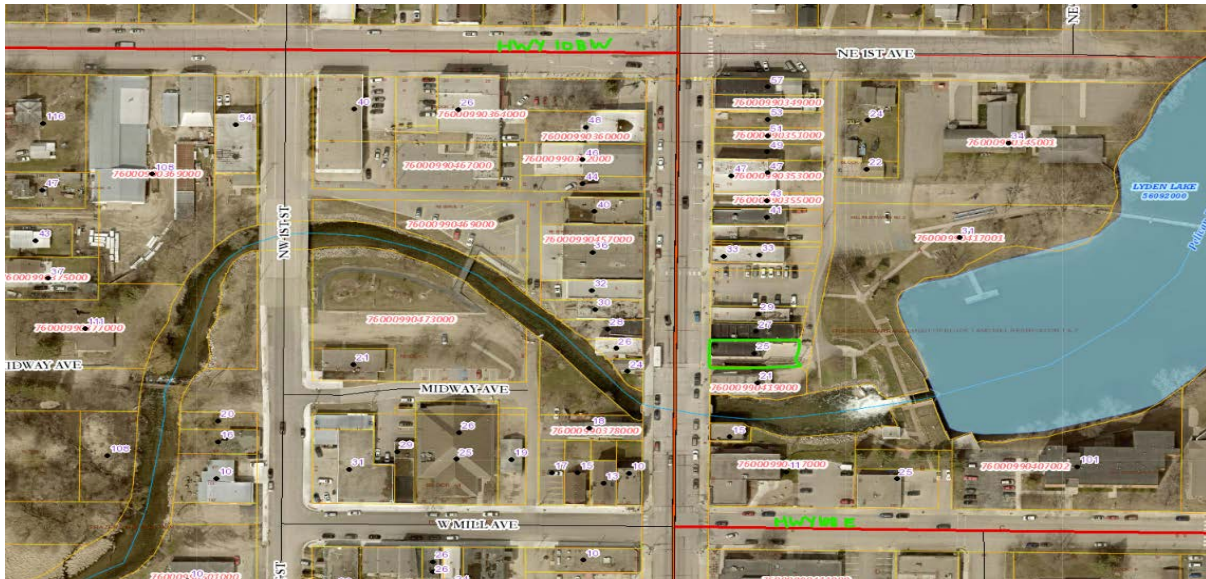
**The Opportunity**

The city is seeking proposals to have a business utilize Historic City Hall. At the end of the proposal period, the Economic Development Director will suggest top proposals to the city Economic Development Authority (EDA). The EDA will collaborate and present top proposals to the City Council. *The decision will be based on criteria that aim to create the best overall value to the citizens of Pelican Rapids.*

**Property**

25 N Broadway, Pelican Rapids, MN 56572. This location is the Former Historic City Hall and has an estimated 0.10 acres.

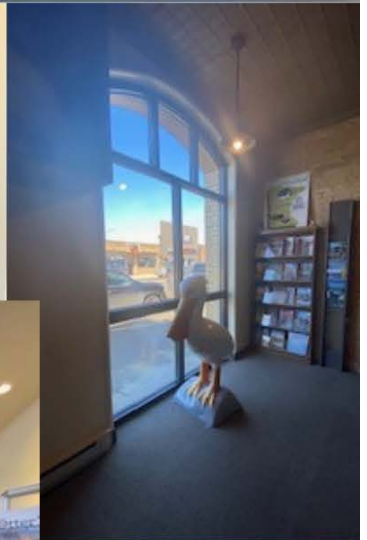
## Site Location Map and Photos



Parcel No: 76000990418001







## **Development Incentives**

The City of Pelican Rapids wants to see this site redeveloped and will work with community stakeholders to move plans forward, as needed.

**The city is open to discussion of other incentives.**

### **Utilities**

Electric:

- Otter Tail Power Company, 800.257.4044

Telecommunications (TV/Internet and telephone):

- Arvig, 218.863.6451

Water and Sewer:

- City of Pelican Rapids, 218.863.7076

Natural Gas:

- Great Plains Natural Gas Co., 877.267.4764

## **Submission of Proposal**

The proposal must be received by March 31, 2024 at 4:30pm. The proposal may be submitted in the following formats:

Email: [jordan.grossman@cedausa.com](mailto:jordan.grossman@cedausa.com)

Mail: *P.O. Box 350*

*Attn: Jordan Grossman, EDA*

*Pelican Rapids, MN 56572*

In person: Call Jordan Grossman at 701-219-3718 to schedule an appointment

Any proposal received after 4:30 p.m. on the due date will not be considered.

*If you would like to tour the building, please reach out to Jordan at 701-219-3718 or [jordan.grossman@cedausa.com](mailto:jordan.grossman@cedausa.com) to schedule an appointment.*

Once submitted, all proposals will become property of the City. Documents will not be returned after review and potential selection has been completed.

Criteria suggestions:

- a. Cover Letter
- b. Executive Summary of Proposal
- c. Detailed Project Plan
- d. Pricing Estimates
- e. Financial Plan
- f. References

**Timeline**

Publish RFP.....	2/6/2024
Deadline to submit questions.....	3/26/2024
Proposal due.....	3/31/2024
Review of Proposal by EDA Staff and Board.....	4/1/2024
Presentation of Final Proposal to City Council.....	5/28/2024
Exclusive Negotiations Agreement.....	6/11/2024

**Conditions and Limitations**

1. Any proposal submitted as a response to this RFP shall be submitted at the sole expense of the individual submitting.
  
2. The City of Pelican Rapids reserves the right to indiscriminately accept or reject any proposal.
  
3. The City reserves the right to change or revise the criteria set in this proposal as it sees fit and without notice.
  
4. The City may request additional information or clarification from the individual submitting.
  
5. In accordance with the Minnesota Government Data Practices Act and the Minnesota Open Meeting Law, confidentiality of proposals and supporting documentation cannot be guaranteed, after initial review. If your proposal moves forward to the EDA board, documents may be a part of the public record and made available for inspection by the public.
  
6. Any selected contractor must indemnify and hold harmless the City against any expenses incurred as a result of the contractor's acts or omissions.



7. The City implicitly agrees that no person shall be subject to any discrimination outlined in applicable federal and state regulations including but not limited to the Civil Rights Act of 1964.

8. Any selected individual must comply with any federal and state regulations regarding insurance. Any associated cost is to be incurred by the contractor alone.

### **Contact Us**

This proposal was put together by the City of Pelican Rapids in partnership with CEDA.

Please direct any questions to the Pelican Rapids contracted EDA Director, Jordan Grossman.

Email: [jordan.grossman@cedausa.com](mailto:jordan.grossman@cedausa.com) or Phone: 701-219-3718.

