



## Request for Proposals



The City of Manchester, Iowa is accepting proposals for acquisition and redevelopment, or acquisition and demolition, for the real property located at 108 Gay Street, Manchester, IA, legally described as:

The East forty four (44) feet of the West two-thirds (W 2/3) of Lot Seventeen (17) of Burrington's Addition to Manchester, Iowa according to plat recorded in Book 1 L.D., Page 245, except the North one hundred (100) feet thereof, excepting any instruments of record wherein descriptions were made on the basis that said lot was two hundred ten (210) feet in its dimensions. (Parcel #630294100400)

The property is zoned R1-70, Single-Family Low Density District.

The property is offered for acquisition and redevelopment, or acquisition and demolition.

The property is offered subject to the following conditions:

- 1) Good faith deposit: 10% of bid is required as part of the proposal. Deposit shall be in the form of a personal/business check for amounts under \$100.00 and in the form of a cashier's check for amounts \$100.00 or more.
- 2) Developer must show proof of financial ability to complete the project.
- 3) Acquisition and Redevelopment shall be obligated to the following:
  - a) Property is being sold "as is".

- b) Redevelopment must be started within 3 months of the date of the Real Estate Contract or date otherwise approved by the City, and completed by October 1, 2025.
  - c) The developer shall secure permits for all work requiring permits in accordance with the City of Manchester Code of Ordinances.
  - d) At project completion and final inspection, a warranty deed shall be delivered by the City to the Buyers.
  - e) The subject property is within the City of Manchester Urban Revitalization Area and may be eligible to apply for tax abatement. Information and eligibility requirements available upon request.
- 4) Acquisition and Demolition offers shall be obligated to the following:
- a) The purchaser will be responsible for demolition, removal, and proper disposal of the structure and contents of the existing vacant building listed above. The purchaser will be responsible for all costs of transport and proper disposal of all demolition debris.
  - b) All utilities shall be disconnected prior to work being completed.
  - c) The purchaser will be responsible for demolition of all slabs and all underground structures. Approved material shall be placed as backfill in all excavated areas and graded to the elevation necessary to provide positive surface drainage to all areas of the site.
  - d) Caution and care must be exercised to prevent damage to adjacent structures, sidewalks and streetscape and to ensure that existing residences in the area can operate normally without significant disruption during demolition activities. All required street closures shall be approved at least 48 hours in advance through the City of Manchester's City Manager's Office.
- 5) Written proposals shall be accepted until 2:00PM on August 1, 2024 and shall be reviewed by city staff for recommendation of award to the City Council. Written proposals should be delivered in a sealed envelope marked "108 Gay Street Property Proposal" to:

City of Manchester  
Attn: Erin Learn, City Clerk  
208 East Main Street  
Manchester, IA 52057

The City reserves the right to reject any and all proposals. If a proposal is accepted, the City shall provide a Real Estate Contract to the Developer specifying the terms and conditions of the redevelopment proposal on or after September 10, 2024.

Any agreement and real estate contract herein is subject to Manchester City Council approval and further subject to the requirements of the Iowa Code regarding sale of real estate.

In the event a proposal is accepted by the City Council and the Developer fails or refuses to enter into a real estate contract for the property within 30 days after notification of acceptance of proposal, the City may terminate all rights of the Developer hereunder, and, in such event, may retain the good faith deposit of the Developer and the City may proceed with other arrangements or plans for the sale of the property to which this proposal relates.

The City may withdraw from the sale of the property at any time prior to conveyance of title and possession of said property by reason of the City being enjoined or prevented from so doing by any order or decision or act of any judicial, legislative, or executive body having authority in the premises, or

by reason of the City not being able to transfer unencumbered title. In such case, the deposit will be refunded to the Developer.

Failure by the Developer to perform the requirements set forth above in the required time frame will result in the property reverting back to the City of Manchester. In such event, the City may retain all funds paid by the Developer and the Developer agrees to take any action requested by the City to transfer its interest back to the City.

Sale, gift, or assignment of the property by the Developer, prior to the completion of the development requirements, must have prior written approval by the City of Manchester.

To view the interior of the property contact City Building Inspector Tim Heims at 563-920-0876 to arrange for an appointment.

Questions should be directed to: Tim Vick, 563-927-1116, 208 E Main St, Manchester IA 52057. Email: [tvick@mancheter-ia.org](mailto:tvick@mancheter-ia.org).

**Acquisition and Redevelopment Form:**

108 Gay Street  
Manchester, IA 52057

PURCHASE PRICE \_\_\_\_\_ dollars;  
(total contract price in words)

OR

\$ \_\_\_\_\_ .00

RENOVATION TIMELINE: Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Submitted By:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

City \_\_\_\_\_, State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_  
Signature/Title Printed

Date: \_\_\_\_\_

Caution and care must be exercised to prevent damage to adjacent structures, sidewalks and streetscape and to ensure that existing residences in the area can operate normally without significant disruption during renovation activities. All required street closures shall be approved at least 48 hours in advance through the City of Manchester's City Manager's Office.

**Acquisition and Demolition Form:**

108 Gay Street  
Manchester, IA 52057

PURCHASE PRICE \_\_\_\_\_ dollars;  
(total contract price in words)

OR

\$ \_\_\_\_\_ .00

DEMOLITION TIMELINE: Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Submitted By:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

City \_\_\_\_\_, State \_\_\_\_\_ Zip \_\_\_\_\_

\_\_\_\_\_  
Signature/Title Printed

Date: \_\_\_\_\_

Caution and care must be exercised to prevent damage to adjacent structures, sidewalks and streetscape and to ensure that existing residences in the area can operate normally without significant disruption during demolition activities. All required street closures shall be approved at least 48 hours in advance through the City of Manchester's City Manager's Office.