



CENTRAL COMMUNITY TRANSIT

1. INTRODUCTION

Central Community Transit is seeking proposals from qualified property owners, brokers, or development firms for the sale of land suitable for the construction of a new transit facility. The purpose of this RFP is to identify and acquire a parcel of land that meets the operational, locational, and physical needs of the Agency's planned facility.

2. PROJECT OVERVIEW

The proposed transit facility will support bus operations, maintenance, administrative offices, and future transit-oriented development. The facility is a strategic investment to improve service delivery, enhance fleet operations, and accommodate projected ridership and service growth.

3. PARCEL REQUIREMENTS

Minimum Criteria:

- **Size:** Minimum 3-6 acres (expandable preferred)
- **Zoning:** Must be zoned commercial or able to be zoned commercial
- **Topography:** Site should be generally level and developable
- **Location:** Within 5 miles of downtown Willmar
- **Access:** Direct access to arterial roads; proximity to highways/interstates preferred
- **Utilities:** Access to electricity, water, sewer, and telecommunications infrastructure
- **Environmental Conditions:** Site must be free of known hazardous conditions or be remediable

Preferred Criteria:

- Proximity to current/planned transit corridors
- Potential for transit-oriented development or future expansion
- Existing improvements suitable for interim use

4. SUBMISSION REQUIREMENTS

Respondents must include the following in their proposal:

1. **Cover Letter**
2. **Property Information**
 - Legal description of the parcel
 - Site address and/or parcel number(s)
 - GIS survey and/or aerial maps
 - Current zoning and land use
 - Environmental Site Assessment reports (if applicable)
3. **Price and Terms**
 - Asking price
 - Proposed terms and contingencies
4. **Ownership Documentation**
 - Proof of ownership or exclusive marketing rights

5. Disclosures

- Known encumbrances, liens, or legal issues
- Any past or pending environmental or legal actions

6. Other Relevant Information

- Photographs of the site
- Future development plans (if any)
- Timeline for site availability

5. EVALUATION CRITERIA

Proposals will be evaluated based on the following factors:

- Suitability of site for intended use
- Location relative to service area and accessibility
- Parcel size and expansion potential
- Price and value
- Environmental and infrastructure readiness
- Timeline for acquisition and possession
- Development or partnership opportunities (if applicable)

The Agency reserves the right to reject any or all proposals, to waive irregularities or informalities, and to negotiate with any or all proposers.

6. SUBMISSION INSTRUCTIONS

All proposals must be submitted by [09-19-25] to:

Central Community Transit

Attn: Amy Nieland

1320 SW 22nd St. PO BOX 186

Willmar, MN, 56201

anieland@cctbus.org AND asherman@cctbus.org

Electronic submissions are accepted. Late submissions will not be considered.

7. SCHEDULE

Milestone	Date
RFP Release	[08-20-25]
Proposals Due	[09-19-25]
Final Selection	[09-26-25]

8. QUESTIONS

All inquiries regarding this RFP must be submitted in writing by [08-27-25] to:

Amy Nieland

anieland@cctbus.org

320-979-5233