

**REQUEST FOR PROPOSALS
FOR
LAND ACQUISITION – NEW DAVIESS COUNTY MIDDLE SCHOOL**

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1. INTRODUCTION

1.1 Statement of Purpose

The purpose of this Request for Proposal (RFP) is to define the Daviess County Board of Education's preferred minimum requirements, solicit proposals, and gain adequate information by which the Daviess County Board of Education may evaluate the land offered by Proposers / Seller(s).

Whereas the Daviess County Board of Education, being a local government entity, has identified certain need for land acquisition for a new school to be located in the area of Daviess County, Kentucky per Exhibit E, the Daviess County Board of Education, hereinafter referred to as the Board, intends to secure a contract for land purchase with a prospective Proposer / Seller.

The Board expects in the coming months to review proposals for sale of land, obtain the services of design professionals to analyze cost associated with development of land, narrow the selection to three to four sites, and negotiate with the prospective Proposer / Seller(s) for purchase of land.

The Board shall be the sole determining authority regarding the "usability" of the proposed parcel(s) of land for design and construction of a Middle School with all associated amenities such as football field with grandstands, practice fields, soccer fields, track, athletic field house, concession stands, etc. The term "usability" shall include but not be limited to considerations such as size and shape of land, topographic features, flood plain, streams, adequate roadways, geotechnical data, and accessibility to existing utilities, etc.

Land will need to be located on the east side of Daviess County from Highway 54 to Highway 144.

Acquisition and site preparation costs of the local school board shall be ten (10) percent or less of the maximum budget for the project, unless authorized by the State Board for Elementary and Secondary Education. 702 KAR 4:050 Section 5 (1)

1.2 Proposal Deadline

Proposals shall be submitted no later than 2:00 P.M. local time, on October 27, 2017. Proposers shall respond to the written RFP and any exhibits, attachments or amendments. A Proposer's failure to submit a proposal as required before the deadline shall cause the proposal to be disqualified.

Proposers assume the risk of the method of submittal chosen. The Board assumes no responsibility for delays caused by any delivery service. Postmarking by the due date shall not substitute for actual proposal receipt by the Board. Late proposals will neither be accepted nor shall additional time be granted to any potential Proposer. Proposals may not be delivered orally, by facsimile transmission or by other telecommunication or electronic means.

1.3 Nondiscrimination

No person shall be excluded from participation in, be denied benefits of, be discriminated against in the admission or access to or be discriminated against in treatment or employment in the Board's contracted programs or activities on the grounds of disability, age, race, color, religion, sex, national origin or any other classification protected by federal or Kentucky State

Constitutional or statutory law; not shall they be excluded from participation in, be denied benefits of or be otherwise subjected to discrimination in the performance of contracts with the Board or in the employment practices of the Board's contractors.

2. GENERAL REQUIREMENTS AND INFORMATION

2.1 RFP Coordinator

The main point of contacts for this RFP shall be:

- | | |
|-------------------------------|-------------------------------|
| 1. Sara Harley | 2. David Shutt |
| Director of Finance | Director of Maintenance |
| Daviess County Public Schools | Daviess County Public Schools |
| 1622 Southeastern Pkwy | 1621 Southtown Blvd |
| Owensboro, KY 42303 | Owensboro, KY 42301 |

The main point of contact shall hereinafter be referred to as the RFP Coordinator.

2.2 Communications Regarding the RFP

- 2.2.1 Upon release of this RFP, all communications concerning this procurement must be directed to the RFP Coordinator. Unauthorized contact regarding the RFP with other employees or members of the Board may result in disqualification.
- 2.2.2 All communication should be in writing to the RFP Coordinator. Any oral communications shall be considered unofficial and nonbinding on the Board. Written comments, including questions and requests for clarification, must cite the subject RFP number. The RFP Coordinator must receive these written requests by the deadline specified.
- 2.2.3 Any communication regarding this RFP sent by facsimile transmission or other electronic means must also be sent either my mail or hand delivered.
- 2.2.4 The Board will respond in writing to written communications. Such response shall constitute an amendment to the RFP. Only written responses to written communications shall be considered official and binding upon the Board. The Board reserves the right, at its sole discretion, to determine appropriate and adequate responses to written comments, questions and requests for clarification.
- 2.2.5 Any data or factual information provided by the Board shall be deemed for informational purposes only, and if a proposer relies on said factual information, it should either: (1) independently verify the information or (2) obtain the Board's written consent to rely thereon.

2.3 Required Review and Waiver of Objections by Proposers

Proposers should carefully review this RFP and all attachments, for comments, questions, defects, objections or any other matter requiring clarification or correction (collectively called "comments"). Comments concerning RFP objections must be made in writing and received by the Board/Point of Contact no later than October 20, 2017. This will allow issuance of any necessary amendments and help prevent the opening of defective proposals upon which a contract award could not be made.

Protests based on any objection shall be considered waived and invalid if these faults have not been brought to the attention of the Board, in writing.

2.4. Proposal Submittal

- 2.4.1 Proposers shall respond to this RFP with "Land Attributes Questionnaire" (refer to attached

"Questionnaire") and a Cost Proposal.

One original copy of the "Land Attributes Questionnaire" and Cost Proposal shall be submitted to the Board in a sealed package and be clearly marked:

Land Acquisition – New Daviess County Middle School

2.4.2 All proposals must be submitted to the RFP Coordinator at:

Sara Harley
Director of Finance
Daviess County Public Schools
1622 Southeastern Parkway
Owensboro, KY 42303

By the date and time identified.

2.5 Proposal Preparation Costs

The Board will not pay any costs associated with the preparation, submittal or presentation of any proposal.

2.6 Proposal Withdrawal

Proposers may withdraw a submitted proposal at any time up to the deadline for submitting proposals. To withdraw a proposal, the Proposer must submit a written request, signed by an authorized representative, to the RFP Coordinator before the deadline for submitting proposals. After withdrawing a previously submitted proposal, the Proposer may submit another proposal at any time up to the deadline for submitting proposals.

2.7 Proposal Amendment

The Board will not accept any amendments, revisions or alterations to proposals after the deadline for proposal submittal unless such is formally requested, in writing, by the Board.

2.8 Proposal Errors

Proposers are liable for all errors or omissions contained in their proposals. Proposers shall not be allowed to alter proposal documents after the deadline for submitting a proposal.

2.9 Incorrect Proposal Information

If the Board determines that a proposer has provided, for consideration in the evaluation process or contract negotiations, incorrect information which the proposer knew or should have known was materially incorrect, that proposal shall be determined nonresponsive and the proposal may be rejected.

2.10 Prohibition of Proposer Terms and Conditions

A Proposer may not submit the Proposer's own contract terms and conditions in a response to this RFP. If a proposal contains such terms and conditions, the Board, at its sole discretion, may determine the proposal to be a nonresponsive counteroffer and the proposal may be rejected.

2.11 Proposals of Alternates

Proposals of alternates (i.e., proposals that offer something different from that requested by the RFP) may be considered nonresponsive and rejected.

2.12 Independent Price Determination

- 2.12.1 A proposal may be disqualified and rejected by the Board if the price in the proposal was not arrived at independently without collusion, consultation, communication or agreement as to any matter relating to such prices with any other Proposer or any competitor.

This provision shall not preclude multiple land Boards from communicating and ultimately submitting a proposal which combines several "smaller" parcels of land into a "larger" parcel of land meeting the Preferred Minimum Requirements Checklist.

- 2.12.2 Should any such prohibited action stated above (see 2.13.1) be detected at any time during the term of the contract, such action may be considered a material breach and grounds for contract termination.

- 2.12.3 The Board reserves the right to obtain an independent appraisal of the proposed land and the Proposer shall allow access to the proposed land for this purpose.

2.13 Conflict of Interest and Proposal Restrictions

- 2.13.1 By submitting a proposal, the Proposer certifies that no amount shall be paid directly or indirectly to a Member of the Daviess County Board of Education or to an employee thereof as wages, compensation or gifts in exchange for acting as an officer, agent, employee, subcontractor or consultant to the Proposer in connection with the procurement under this RFP.

Notwithstanding this restriction, nothing in this RFP shall be construed to prohibit any other governmental entity from making a proposal, being considered for award or being awarded a contract under this RFP.

- 2.13.2 The Board will not contract with an individual who is, or within the past six months has been, an employee of Daviess County Schools. An individual shall be deemed a Daviess County Schools employee until such time as all salary, termination pay and compensations representing annual or compensatory leave have been paid by Daviess County Schools. A contract with a company in which a controlling interest is held by a Daviess County Schools employee shall be considered to be a contract with said individual and shall be prohibited.

2.14 RFP Amendment and Cancellation

The Board reserves the unilateral right to amend this RFP in writing at any time. The Board also reserves the right to cancel or reissue the RFP at its sole discretion. If an amendment is issued, it will be provided to all Proposers. Proposers shall respond to the final written RFP and any exhibits, attachments and amendments.

2.15 Right of Rejection

- 2.15.1 The Board reserves the right, at its sole discretion, to reject any and all proposals or to cancel this RFP in its entirety.

- 2.15.2 Any proposal received which does not meet the requirements of the RFP may be considered to be nonresponsive and the proposal may be rejected. Proposers must comply with all of the terms of this RFP and all applicable State laws and regulations. The Board may reject any

proposal that does not comply with all of the terms, conditions and performance requirements of this RFP.

- 2.15.3 Proposers may not restrict the rights of the Board or otherwise qualify their proposals. If a Proposer does so, the Board may determine the proposal to be a nonresponsive counteroffer and the proposal may be rejected.
- 2.15.4 The Board reserves the right, at its sole discretion, to waive variances in proposals provided such action is in the best interest of the Board. Where the Board waives minor variances in proposals, such waiver does not modify the RFP requirements or excuse the Proposer from full compliance with the RFP. Notwithstanding any minor variance, the Board may hold any Proposer to strict compliance with the RFP.

2.16 Disclosure of Proposal Contents

All proposals and other materials submitted in response to this RFP procurement process become the property of the Board. Selection or rejection of a proposal does not affect this right. By submitting a proposal, the Proposer acknowledges and accepts that the full contents of the proposal and associated documents shall become open to public inspection.

2.17 Severability

If any provision of this RFP is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected; and, the rights and obligations of the Board and Proposers shall be construed and enforced as if the RFP did not contain the particular provision held to be invalid.

3. PROPOSAL FORMAT AND CONTENT

3.1 General Proposal Requirements

- 3.1.1 The Board discourages lengthy and costly proposals. Proposals should be prepared simply and economically and provide a straightforward, concise description of the Proposer's capabilities to satisfy the requirements of this RFP. Emphasis should be on completeness and clarity of content.
- 3.1.2 Proposers must follow all formats and address all portions of the RFP set forth herein providing all information requested. Proposers may retype or duplicate any portion of this RFP for use in responding to the RFP, provided that the proposal clearly addresses all of the Board's information requirements.
- 3.1.3 Proposers must respond to every subsection under the "Land Attributes Questionnaire" and Cost Proposal sections below. Proposers must label each response to RFP requirements with the section and subsection numbers associated with the subject requirement in this RFP.

Failure to follow the specified format to label the responses correctly or to address all of the subsections may, at the Board's sole discretion, result in the rejection of the Proposal.

Proposals must not contain extraneous information. All information presented in a Proposal must be relevant in response to a requirement of this RFP, must be clearly labeled, and, if not incorporated into the body of the Proposal itself must be referenced to and from the appropriate place within the body of the Proposal. Any information not meeting these criteria shall be deemed extraneous and shall in no way contribute to the evaluation process.

- 3.1.4 Proposals shall be prepared on standard 8 1/2" x 11" paper. Foldouts containing oversize exhibits are permissible. All responses, as well as any reference material presented, must be submitted using the English language. All proposal pages must be numbered.
- 3.1.5 Proposers shall divide their responses to this RFP into a Cost Proposal and a "Land Attributes Questionnaire" and submit them by the Deadline for Submitting a Proposal.

3.2 Proposal (General Requirements)

The Proposal shall be divided into the following:

1. Cost Proposal;
2. Land Attributes Questionnaire

If a proposal fails to detail and address each of the requirements contained herein, the Board may determine the proposal to be nonresponsive and reject it.

- 3.2.1 The proposal shall state that the proposal remains valid for at least one hundred eighty (180) days subsequent to the date of the Cost Proposal opening and thereafter in accordance with any resulting contract between the Proposer and the Board.
- 3.2.2 The proposal shall provide the complete name of the individual(s) or the legal entity name(s) of Proposers making the proposal.
- 3.2.3 The proposal shall provide the name, mailing address and telephone number of the person the Board should contact regarding the proposal.
- 3.2.4 The Board reserves the right to cancel an award if any interest disclosed from any source could either give the appearance of a conflict of interest or cause speculation as to the objectivity of the Proposer. Such determination regarding any questions of conflict of interest shall be solely within the discretion of the Board.
- 3.2.5 The proposal shall provide written confirmation that the Proposer shall comply with all of the provisions in this RFP. (Note: If the Proposal fails to provide said confirmation without exception or qualification, the Board, at its sole discretion, may determine the proposal to be a nonresponsive counteroffer and the proposal may be rejected.)
- 3.2.6 Provide written certification and assurance of the Proposer's compliance with:
- the laws and regulations of the United States of America and the State of Kentucky;
 - the condition that the submitted proposal was independently arrived at, without collusion, under penalty of perjury; and,
 - the condition that no amount shall be paid directly or indirectly to a Board Member of Daviess County Board of Education or to an employee thereof as wages, compensation or gifts in exchange for acting as an officer, agent, employee, subcontractor or consultant to the Proposer in connection with the procurement under this RFP.
- (Use Exhibit "A", Certification of Compliance)
- 3.2.7 Provide a list, if any, of all current contractual relationships with Daviess County and all those completed within the previous five year period - the listing should include:
- the contract number;
 - the contract term; and,

- the procuring office for each reference.

3.3 Cost Proposal

- 3.3.1 The Cost Proposal shall be submitted to the Board as a separate document from the Land Attributes Questionnaire.
- 3.3.2 The Cost Proposal required format is provided in Exhibit "B" and the Cost Proposal must be recorded on an exact duplicate thereof.
- 3.3.3 The Cost Proposal shall specifically record the exact cost amounts proposed in the appropriate space as required by Exhibit "B". Said proposed cost shall incorporate all costs for the proposed sale of land.
- 3.3.4 The Cost Proposal shall record only the proposed cost as required and shall not record any other rates, amounts or information. It shall not record any text that could be construed as a qualification of the cost amounts proposed. If the Proposer fails to specify the Cost Proposal as required, the Board may determine the proposal to be nonresponsive and reject it.
- 3.3.5 The proposer must sign, date and notarize the Cost Proposal.

3.4 Presentation

- 3.4.1 Proposers may be required to make a Presentation to the Board. Such Presentation shall last not more than thirty (30) minutes, including time allowed for questions.
- 3.4.2 Proposers should present any information, data, graphics or other materials that would suggest a good fit with the Board and its future needs.
- 3.4.3 The Board will host the Presentations, if deemed necessary, at a location to be determined.
- 3.4.4 No equipment will be provided by the Board for presentations. Proposers must furnish their own equipment for presentations.
- 3.4.5 If Presentations are deemed necessary, Proposers will be notified of their scheduled time of presentation no later than five (5) days prior to the Presentation.
- 3.4.6 Any Proposer not appearing at their scheduled presentation time will cause their proposal to be considered nonresponsive and it may be rejected by the Board.

4 CONTRACT AWARD

4.1 Award Process

- 4.1.1 The RFP Coordinator will forward results from the proposal evaluation process to the Board for consideration.
- 4.1.2 The Board reserves the right to make an award without further discussion of any proposal submitted. Each proposal should be initially submitted on the most favorable terms the Proposer can offer.
- 4.1.3 After the evaluation of proposals and final consideration of all pertinent information available, the Board will issue a written Notice to all Proposers. The notice will identify the apparent best evaluated Proposer. The notice will not create rights, interests or claims of entitlement in the

apparent best evaluated Proposer or any vendor.

- 4.1.4 The Board reserves the right, at its sole discretion, to negotiate with the apparent best evaluated Proposer subsequent to the Notice.

The Proposer shall provide access to the land by agents, including Design Consultants, employed and/or retained by the Board, for the purpose of analyzing inherent features of the land and site exploration to determine "usability" of the land for design and construction of a Middle School with associated amenities.

The Proposer shall allow exploration of proposed land including, but not limited to, geotechnical drilling/digging, surveying, etc. The Board assumes no responsibility for damages associated with or related to site exploration.

The Proposer shall not be allowed to increase the cost amount of the land during the negotiation phase. Should the Proposer decide to increase the cost amount of the land, the Proposer accepts conditions of liquidated damages for costs incurred by the Board associated with exploration and analysis of the site.

- 4.1.5 The apparent best evaluated Proposer shall be prepared to enter into a contract with the Board.
- 4.1.6 If a proposer fails to sign and return the contract drawn pursuant to this RFP and final contract negotiations within fourteen (14) days of its delivery to the Proposer, the Board may determine, at its sole discretion, that the Proposer is nonresponsive to the terms of this RFP, reject the proposal and open final contract negotiations with the next best evaluated Proposer.
- 4.1.7 Contract award shall be subject to the contract approval of all appropriate Daviess County Board of Education officials in accordance with applicable State laws and regulations.

5 STANDARD CONTRACT INFORMATION

5.1 Contract Approval

The RFP processes do not obligate the Daviess County Board of Education and do not create rights, interests or claims of entitlement in the apparent best evaluated Proposer. Contract award and Board obligations pursuant thereto shall commence **only** after the contract is signed by the Board and the Proposer as required by the State laws and regulations to establish a legally binding contract.

5.2 RFP and Proposal Incorporated into Final Contract

This RFP and the successful proposal shall be incorporated into the final contract.

6. EXHIBITS

- "A" Certification of Compliance
- "B" Cost Proposal Format
- "C" Land Attributes Questionnaire
- "D" Proposed Minimum Requirements
- "E" Vicinity Map of School Location

7. Proposal Evaluation:

Proposals shall be evaluated based on the following:

50 points – price per acre

20 points – location

10 points - access to transportation

10 points – access to utilities (electric/water/sewer)

10 points - public improvements (sidewalks/greenbelt, etc.)

Acquisition and site preparation costs of the local school board shall be ten (10) percent or less of the maximum budget for the project, unless authorized by the State Board for Elementary and Secondary Education. 702 KAR 4:050 Section 5 (1)

Exhibit "A"

Certification of Compliance

By indication of the authorized signature below, the Proposer does hereby make certification and assurance of the Proposer's compliance with:

1. the laws and regulations of the United States of America and the State of Kentucky;
2. the condition that the submitted proposal was independently arrived at, without collusion, under penalty of perjury; and,
3. the condition that no amount shall be paid directly or indirectly to an employee or official of the Board as wages, compensation or gifts in exchange for acting as an officer, agent, employee, subcontractor or consultant to the Proposer in connection with the procurement under this RFP.

Proposer (Signature)

Complete Notary Information Attached

CERTIFICATE OF ACKNOWLEDGEMENT

State of: _____

County of: _____

On _____, before me, _____
(date) (notary)

Personally appeared, _____
(signers)

☐ personally known to me -- OR --

☐ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

(seal)

(notary signature)

Exhibit "B"

**Cost Proposal
Format**

NOTICE TO PROPOSER:

This cost Proposal must specifically record below the exact cost amounts proposed in the appropriate spaces as required herein. Said costs proposed must incorporate all costs for the sale of land.

The Cost Proposal shall record only the costs proposed as required and shall not record any other rates, amounts or information. It shall not record any text that could be construed as a qualification of the cost proposed. If the Proposer fails to specify the Cost Proposal as required, the Board shall determine the proposal to be nonresponsive and may reject it.

The Proposer must sign and date the Cost Proposal.

Proposer Name

The Proposer(s) shall indicate below the offered price for providing all land proposed as defined in the contract Scope of Services of the subject RFP. Attach additional sheets as necessary, making sure to provide the requested figures on this sheet as indicated.

<u>Proposed Land Description</u> <u>(include parcel identification, total acres and signature of proposer for each parcel)</u>	<u>Cost</u>

The proposed costs contained herein and the Land Attributes Questionnaire associated with these costs shall remain valid for at least one hundred eighty (180) days subsequent to the date of the Cost Proposal opening and thereafter in accordance with any resulting contract between the Proposer and the Board.

Proposer (Signature)

Complete Notary Information Attached

CERTIFICATE OF ACKNOWLEDGEMENT

State of: _____

County of: _____

On _____, before me, _____
(date) (notary)

Personally appeared, _____
(signers)

☐ personally known to me -- OR --

☐ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

(seal)

(notary signature)

Exhibit "C"

LAND ATTRIBUTE QUESTIONNAIRE

Name and Address of Seller(s)

General Location of Land

Legal Description of Land (Include deed book and page numbers, plat and parcel numbers, and current assessed value by Daviess County Property Assessor's Office)

Total Number of Acres

Approximate Width (at narrowest point)

Approximate Depth (at shortest point)

Electrical Power Availability (Verify Three Phase and distance from property line)

Water Availability (Size of existing line and distance from property line)

Sewer Availability (Size of existing line and distance from property line)

Natural Gas Availability (Size of existing line and distance from property line)

Availability to Existing Roads (Name and width of existing road and distance from property line)

Fire Hydrant Availability (distance from property line)

Flood Plane (Is any portion of this property in the flood plain? Provide information)

Creeks, Blue Line Streams, and Ponds (Does this property contain any creeks or ponds?
Provide information)

Sink Holes (Does this property contain any sink holes or drop - outs or surface depressions?
Provide information)

Wetlands (Does this property contain any wetlands? Provide information)

Cemetery (Does this property contain any graves? Provide information including cemetery name)

Caves (Does this property contain any open mouth caves? Provide information)

Easements (Does this property contain any easements, right-of-way, or encroachments? Provide information)

Dumps (Does this property contain any garbage or materials dumps? Provide information)

Overhead Power Lines (Does this property contain any overhead power lines? Provide information)

Railroad (Does this property adjoin any railroad right-of-way? Provide information)

Clear Title (Does this property contain any title liens or restrictions? Provide information)

Provide information regarding any location where off-site materials have been brought onto the property.

Provide information concerning any bulk storage of pesticides or fertilizer on the property.

Provide information regarding any petroleum or hazardous material spill or release greater than 25 gallons.

Provide information concerning any underground storage tanks (including heating oil) on the property.

Provide information concerning any other recognized environmental or archeological concerns on the property (i.e. Indian camps, artifacts, graves)

Provide information concerning any mineral rights restrictions on the property)

Provide description of access to municipal sidewalks, greenbelt or other amenities:

Provide any additional information not previously disclosed:

I/We, the undersigned, acknowledge the information provided in response to the questionnaire above is truthful and correct to the best of our knowledge, information, and belief.

Proposer (Signature)

Complete Notary Information Attached

CERTIFICATE OF ACKNOWLEDGEMENT

State of: _____

County of: _____

On _____, before me, _____
(date) (notary)

Personally appeared, _____
(signers)

☐

personally known to me -- OR --

☐

proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

(seal)

(notary signature)

Exhibit "D"

PREFERRED MINIMUM REQUIREMENTS

Preferred Acres:	40 acres
Preferred Parcel Shape:	Equal depth and width
Preferred Minimum Parcel Width:	1000 feet (width multiplied by depth must be minimum 40 acres)
Preferred Minimum Parcel Depth:	1000 feet (depth multiplied by width must be minimum 40 acres)
Preferred Electrical Requirements:	Availability to three (3) phase power
Preferred Natural Gas Requirements:	Availability to high pressure gas line
Preferred Sewer Requirements:	Availability to existing sewer lines
Preferred Water Requirements:	Availability to existing water lines
Preferred Access:	Existing road system capable of supporting school bus and heavy delivery truck traffic

I/We, the undersigned, acknowledges understanding of the above referenced "Preferred Minimum Requirements" as set forth by the Daviess County School System.

Proposer (Signature)

Complete Notary Information Attached

CERTIFICATE OF ACKNOWLEDGEMENT

State of: _____

County of: _____

On _____, before me, _____
(date) (notary)

Personally appeared, _____
(signers)

☐ personally known to me -- OR --

☐ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

(seal)

(notary signature)