



INVITATION FOR BIDS

**Town of Jerome
Post Office Box 335
Jerome, Arizona 86331**

Solicitation Title: INVITATION FOR BIDS TO PURCHASE REAL PROPERTY
FOR USE IN A COMMUNITY LAND TRUST

Solicitation Number: 2025-003

Release: 9/30/2025

Advertisements: Verde Valley News on 9/30, 10/4, 10/7, and 10/11

Final Inquiries Due: October 20, 2025, at 12:00 p.m.

Bid Deadline: October 21, 2025, at 4:00 p.m.

Bid Opening: Bids will be reviewed for completeness as they are received. All
will be opened no later than October 22, 2025 at 12:00 p.m.

Town Representative: Brett Klein b.klein@jerome.az.gov
(928) 634-7943

In accordance with the Town of Jerome Procurement Policy, competitive sealed Bids will be received until the date and time referenced above (the "Bid Deadline"). Bids must be received on, or prior to, the Bid Deadline. Late Bids will not be accepted.

The Town is soliciting offers to purchase the real property and improvements located at 655 Holly Ave (APN 401-07-080A). Full, detailed information may be obtained at Jerome Town Hall (600 Clark Street, Jerome AZ, 86331), by appointment.

ATTENTION

- The Town reserves the right to amend the solicitation schedule as necessary.
- The Town reserves the right to reject any or all proposals or to withhold the award for any reason.
- Every proposal shall be accompanied by a certified check, cashier's check, or surety bond for ten percent of the amount of the bid as a guarantee that the offeror will enter into an agreement to complete the purchase contemplated herein.
- All times are local to Jerome, Arizona.

SOLICITATION INFORMATION AND SCHEDULE

Solicitation Number [2025-003]

Property Sale for Community Land Trust

The Town of Jerome is soliciting competitive sealed bids with the intention of entering into a contract for the sale of real property. The Town reserves the right to reject any and all bids, for any reason or for no reason, at its sole discretion.

This solicitation is for the purchase of Yavapai County Assessor's Parcel Number 401-07-080A, located at 655 Holly Avenue in Jerome (the "Property"). The Property contains a split-level historic home in as-is condition.

The goal of this Solicitation is to see the Property developed and utilized in a Community Land Trust, to serve as a new workforce housing option for Town employees and others who live and work within Town limits. The Town hopes to receive bids from nonprofit or community organizations that commit to utilizing the Property for this purpose, and to take title subject to specific deed restrictions. The Town expects such deed restrictions to include, but not necessarily be limited to, the following substantial provision:

.... as long as Grantee holds title to the Property, the Property shall only be used for rental or purchase of structures and improvements thereon by persons who demonstrate an annual household income below or equal to one hundred fifty (150) percent of the then-current Area Median Income (AMI) for Yavapai County as part of the Prescott Valley-Precott AZ MSA, as determined by the U.S. Department of Housing and Urban Development or successor agency thereto. See <https://www.huduser.gov/portal/datasets/il.html>

The successful bidder will be expected to complete the purchase by executing a real estate purchase and sale agreement acceptable to the Town in form and substance. The agreement will contain a commitment by the purchaser to utilize the Property in a Community Land Trust for the provision of workplace housing. Town reserves the right to cancel this solicitation and any proposed award in the event that it is unable to negotiate a mutually-acceptable agreement.

The Town reserves the right to negotiate simultaneously with multiple bidders; however, the Town does not expect to make more than one Award based on this solicitation. The Town reserves the right to waive informalities, irregularities, or minor discrepancies in any submission.

A qualifying Bid must be received on or before the Bid Deadline, in a sealed envelope, at Jerome Town Hall. A qualifying Bid shall consist of 1) the Bid Sheet attached hereto as Exhibit A; 2) a narrative description of the offeror's proposed use of the Property; and 3) a certified check, cashier's check, or surety bond for ten percent of the amount of the bid as a guarantee that the offeror will enter into an agreement to complete the purchase.

All written portions of a qualifying Bid must be submitted in English, on standard 8 1/2" x 11" paper, with a minimum font size of 12.

Offers shall remain open for ninety (90) days after the Bid Opening, and may not be amended or withdrawn within this period without written permission by the Town; however, the Town may, at its sole discretion, release any offer and return the security at any time. Should any offeror refuse to enter a contract under the terms and conditions of this solicitation, the Town may retain the security as liquidated damages and not as a penalty.

All Bids shall become property of the Town and matters of public record. Requests for nondisclosure of trade secrets or other proprietary data must be made known within the offer. The Town cannot guarantee the confidentiality of any submitted information due to public record laws. In no event will any offeror be reimbursed for the cost of responding to this solicitation.

**EXHIBIT A
TO
INVITATION FOR BIDS TO PURCHASE REAL PROPERTY FOR USE IN A
COMMUNITY LAND TRUST**

BID SHEET

Offeror

Firm/Company/Offeror: _____

Contact Person: _____

Contact Email Address: _____

Mailing Address: _____

Phone: _____

Type of Organization

☐ Individual or Single-Member LLC

☐ Corporation

☐ Partnership

☐ Trust

☐ Limited Liability Company

☐ Other _____

Tax ID#: _____

Bid Purchase Price: _____

Proposed Closing Date: _____

Intended Use of Property: See attached.

Intent to be bound by Bid: _____
(Signature of Individual Authorized to Sign Offer)

(Printed Name)

(Email address)