

**AMENDED REQUEST FOR PROPOSALS (RFP)  
PURCHASE OF AN APPROXIMATE 1/4 ACRE TRACT OF  
REAL PROPERTY**

The Town of Luther (the “Town”), is soliciting proposals from qualified parties to purchase a Town-owned parcel of Real Property, generally located north of Northeast 4<sup>th</sup> Street west of North Dogwood Street and south of the Dollar General, Luther, Oklahoma (the “Subject Property”). The Subject Property has a cinder block building, is generally undeveloped, and is shown on the attached Aerial and Location Map, attached as Exhibit “A.”

The purpose of this RFP is to identify an individual or entity with the interest, resources, and experience to purchase and develop the Subject Property into a desirable addition to the Town of Luther. Preference will be given to buyers prepared to close quickly on the Subject Property and construct improvements consistent with the surrounding properties and their future uses. If the Town and the preferred buyer are unable to reach a mutual agreement, the Town may select another qualified developer from the RFP respondents.

The Town is not seeking to have any form of partnership role in the development of the Subject Property. The Town will have certain expectations, including, but not limited to, the sales price that the selected developer will have to agree to. Additionally, the selected developer will be subject to all Codes, regulations, and requirements of the Town of Luther.

**Site Information:**

The Subject Property is an approximate ¼ acre parcel of property zoned and approved for a variety of uses as set forth in the Town’s Code of Ordinances. It is contemplated that the selected developer will construct improvements on the property to meet its proposed use and approval of the proposal will be contingent upon proposed zoning that is acceptable to the Town Board of Trustees, if required. Prior to purchase, it is anticipated that the Board will need to perform a lot split.

Utilities are extended to the Subject Property, including sanitary sewer, water, electric and gas. There are multiple fiber providers providing service in this area.

**Evaluation and Selection:**

The Trustees will evaluate proposals and select the proposal that they judge to be in the best interests of the Town and their decision shall be final. The Trustees shall be the sole judge of the proposals and any resulting Economic Development Agreement.

The Trustees’ evaluation criteria may include, but shall not be limited to, the following:

- Overall responsiveness to the RFP;
- Qualifications and experience of the respondent;
- Proposed development intended for the Subject Property;
- Anticipated timeframe for purchase and development of the Subject Property
- Proposed purchase price;
- Financial capability of the proposed developer to complete the purchase and development;
- Such other factors as the Trustees may deem relevant.

The following timeline is anticipated for the proposal evaluation and selection process. The Trustees reserve the right to change this schedule to meet the needs of Town staff and the Trustees.

RFP Issued:	January 13, 2026
Final Day to Submit Questions:	February 27, 2026
Final Amendment/Addition Issued:	March 2, 2026
Proposals Due:	March 9, 2026

The Trustees will review all proposals in their regularly scheduled meeting of March 10, 2026. After selection, the Mayor will enter into negotiations with the successful respondent for an Economic Development Agreement.

The Trustees may request additional information from respondents at any time prior to the final approval of a selected respondent. The Trustees reserve the right to select one or none of the respondents and will make a determination as to which proposal, if any, is in the best interests of the Town.

All submittals shall become the property of the Town. All submittals will be considered a public record following the date proposals are due.

## **Response Requirements:**

Responses shall include the following information, presented in this order:

1. **Cover Letter:** The respondent shall submit a cover letter identifying the principal contact, providing the name, title, street, address, e-mail address, and telephone number, as well as all persons authorized to make representations for the respondent. The letter must indicate the type or organization of the respondent.
2. **Qualifications and Experience:** The respondent shall submit examples of similar projects undertaken by the respondent.
3. **Legal Disclosures:** The respondent shall disclose any judgments, bankruptcies, legal proceedings, or conflicts of interest to projects that the respondent has developed, owned, or had a substantial ownership interest in.
4. **Development Proposal:** The respondent shall provide an explanation of the plan for development of the Subject Property, including:
  - A description of the of the proposed project, including the proposed use.
  - A description of how the proposed development is consistent with existing or proposed surrounding areas.
  - An estimate of the total investment to be made in the development of the project.
  - An anticipated development schedule.
  - Verification that the successful respondent will maintain ownership of the property through the completion of development.
5. **Financial Capabilities:** Respondent must include in the response an affirmative statement regarding their financial capability to purchase the Subject Property and develop it.
6. **Purchase Price:** The respondent shall provide a statement of the proposed purchase price.

All respondents shall submit the proposal in a sealed package or envelope marked "Proposal for Purchase and Development of the Concession Stand Property." Responses shall be delivered to:

Scherrie Pidcock  
Town Manager  
Town of Luther  
108 South Main  
Luther, Oklahoma 73054

Proposals must be received no later than 5:00 p.m. on March 9, 2026.

**Questions and Information Requests:**

Any amendments or addenda to the RFP will be posted on the Town of Luther’s website and distributed directly to respondents known to have the RFP. To ensure you are sent the latest information regarding this request, you must register as an interested respondent by submitting your contact information to [office@townoflutherok.com](mailto:office@townoflutherok.com). The Town Manager will distribute any amendments or addenda by e-mail.

Questions regarding the RFP must be directed in writing to the Town Manager at [office@townoflutherok.com](mailto:office@townoflutherok.com). Any questions must be submitted by February 27, 2026. Responses will be sent to all registered respondents no later than March 2, 2026.

**Terms and Conditions:**

1. All proposals shall become an integral part of any Economic Development Agreement between the Town and the purchaser/developer which shall include purchase of the Subject Property.
2. The Trustees retain the right to use any or all ideas presented in any proposal. Selection or rejection of the proposal does not affect this right.
3. Supplemental materials will not be accepted after the proposals have been opened unless specifically requested by the Trustees.
4. The Trustees reserve the right to amend, modify, or withdraw this RFP for any reason, or no reason whatsoever, and at the Trustees’ sole and absolute direction.
5. This RFP does not commit the Trustees to select any purchaser or developer of the subject property or enter into an agreement with any purchaser or developer.

6. The Trustees reserve the right to negotiate with any respondent.
7. The Trustees reserve the right to reject any proposal or all proposals if deemed to be in the best interest of the Town. The Trustees reserve the right to waive informalities in the RFP.
8. The selection of a purchaser/respondent/developer is subject to approval of the Town by its Trustees, at their sole direction.
9. The Town shall not be liable for any expenses incurred by a respondent in replying to this RFP or for expenses incurred by the successful respondent during the negotiation of an Economic Development Agreement between the respondent and the Town.