



Request for Proposal
K-0972-27
Proposal Due Date – 8/7/2026

Sale of University Property at 245 Bolivar Street



REQUEST FOR PROPOSAL (RFP)

ATTENTION: This is not an order. Read all instructions, terms and conditions carefully.

PROPOSAL NO.:	K-0972-27	RETURN ORIGINAL COPY OF PROPOSAL TO:
Issue Date:	7/24/2026	UNIVERSITY OF KENTUCKY
Title:	Sale of University Property at 245 Bolivar Street	PROCUREMENT SERVICES
Purchasing Officer:	Brian Schwegman	411 S LIMESTONE
Phone:	859-257-1024	ROOM 322 PETERSON SERVICE BLDG.
Email:	brian.schwegman@uky.edu	LEXINGTON, KY 40506-0005
IMPORTANT: PROPOSALS MUST BE RECEIVED BY: 08/07/2026 3 P.M. LEXINGTON, KY TIME.		

SIGNATURE REQUIRED: This proposal cannot be considered valid unless signed and dated by an authorized agent of the offeror. Type or print the signatory's name, title, address, phone number and fax number in the spaces provided. Offers signed by an agent are to be accompanied by evidence of his/her authority unless such evidence has been previously furnished to the issuing office

DELIVERY TIME:	NAME OF COMPANY:	DUNS #
PROPOSAL FIRM THROUGH:	ADDRESS:	Phone/Fax:
PAYMENT TERMS:	CITY, STATE & ZIP CODE:	E-MAIL:
SHIPPING TERMS: F. O.B. DESTINATION PREPAID AND ALLOWED	TYPED OR PRINTED NAME:	WEB ADDRESS:
FEDERAL EMPLOYER ID NO.:	SIGNATURE:	DATE:

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1.0 DEFINITIONS

The term "addenda" means written or graphic instructions issued by the University of Kentucky prior to the receipt of proposals that modify or interpret the RFP documents by additions, deletions, clarifications and/or corrections.

The term "competitive negotiations" means the method authorized in the Kentucky Revised Statutes, Chapter 45A.085.

The terms "offer" or "proposal" mean the offeror's/offers' response to this RFP.

The term "offeror" means the entity or contractor group submitting the proposal.

The term "contractor" means the entity receiving a contract award.

The term "purchasing agency" means the University of Kentucky, Procurement Services, Room 322 Peterson Service Building, Lexington, KY 40506-0005.

The term "purchasing official" means the University of Kentucky's appointed contracting representative.

The term "responsible offeror" means a person, company or corporation that has the capability in all respects to perform fully the contract requirements and the integrity and reliability that will assure good faith performance. In determining whether an offeror is responsible, the University may evaluate various factors including (but not limited to): financial resources; experience; organization; technical qualifications; available resources; record of performance; integrity; judgment; ability to perform successfully under the terms and conditions of the contract; adversarial relationship between the offeror and the University that is so serious and compelling that it may negatively impact the work performed under this RFP; or any other cause determined to be so serious and compelling as to affect the responsibility of the offeror.

The term "solicitation" means RFP.

The term "University" means University of Kentucky.

2.0 GENERAL OVERVIEW

2.1 Intent and Scope

This Proposal is to accept bids for the Sale of University Property at 245 Bolivar Street in Lexington Kentucky for the University of Kentucky.

A single non-conditional lump sum bid must be submitted for the property. No bid contingencies shall be permitted (e.g., financing, inspections). The terms of purchase are strictly cash only upon closing.

The minimum bid that will be accepted is \$6.1 million and is subject to an appraisal at or below the successful bidder's bid price.

A certified check made payable to the University of Kentucky in the amount of one (1%) percent of the bid price must accompany each bid as a good-faith deposit. To guarantee performance, the successful offeror must deposit into escrow, within fourteen (14) days after the bid opening date, \$250,000 (the "Initial Deposit") with Stewart Title Guaranty Company (Chicago). The Initial Deposit and any interest thereon shall be refundable to the offeror at the offeror's direction in the event that the offeror terminates the purchase and sale agreement as provided therein. The Initial Deposit shall constitute "Earnest Money" and will be credited against the Purchase Price upon Closing.

Checks from unsuccessful offerors will be returned the following business day after the bid opening. Checks may be picked up in Procurement Services, Room 322 Peterson Service Building, between the hours of 8:00 a.m. and 5:00 p.m. Checks not picked up will be returned by mail. Proper identification must be made when picking up checks, and a receipt must be signed.

The purchase of the property is subject to the negotiation and execution of a definitive purchase and sale agreement in form and substance satisfactory to the offeror and the University, containing the terms and conditions customary for transactions of this size and nature. Depending on the bidder's proposed use of the property, the purchase and sale agreement and resulting closing documents may include provisions or covenants about ingress/egress.

The property is offered for sale and will be sold "as is and where is" without representation, warranty, or guarantee that the property is in condition or fit to be used for the purpose intended. Offerors are responsible for verifying that any information contained in this Request for Proposal is to be relied upon and essentially correct.

By submitting a bid, the offeror represents and warrants that the offeror is prepared to carry out the terms of the bid if accepted by the University, the offeror has made its own investigation of the property as to location, value, zoning, easements, and other conditions, and the offeror is making such bid based upon its own findings and not on any representations made by the University.

2.2 Background Information

In accordance with Kentucky laws applicable to the sale or disposition of real property, the University of Kentucky is soliciting bids for the sale of real property located at 245 Bolivar Street, located in Lexington, KY. The University desires to sell the property in its entirety.

The property consists of approximately 0.7 acres of real estate located in the City of Lexington, Kentucky. The property is bounded to the east by 300 Cedar Street, to the north by Plunkett Street, to the west by Bolivar Street, and to the south by South Mill Street. The Fayette County Property Valuation Administrator currently identifies the subject property as Parcel number 12018800.

LEGAL DESCRIPTION

Being all of Lot 1 (containing .7039 acre) as shown on the Final Record Plat of the McThomas, Inc. Property, 245 Bolivar Street, as shown by plat thereof, of record in Plat Cabinet J, Slide 872, in the Fayette County Clerk's office, being known and designated as 245 Bolivar Street, Lexington, Fayette County, Kentucky.

The foregoing property being also described by survey description prepared by Wesley B. Witt, Inc., dated February 10, 2003, as follows: Beginning at a "mag" nail and washer at the intersection of the north right of way Bolivar Street and the west right of way of South Mill Street; thence with the north right of way Bolivar Street north $43^{\circ} 50' 06''$ west a distance of 150.83 feet to a "mag" nail and washer at the intersection of the Bolivar Street right of way with the east right of way of Plunkett Street; thence with the east right of way of Plunkett Street north $45^{\circ} 55' 58''$ east a distance of 203.18 feet to a "mag" nail and washer; thence south $43^{\circ} 55' 34''$ east a distance of 150.82 feet to a "mag" nail and washer in the west right of way of South Mill Street; thence with said right of way south $45^{\circ} 55' 44''$ west a distance of 203.42 feet to the point of beginning and containing 0.70 acres.

Being part of the same property conveyed to the Commonwealth of Kentucky, for the use and benefit of the University of Kentucky, by deed dated June 30, 2011, of record in Deed Book 3016, page 380, in the Fayette County Clerk's office.

3.0 PROPOSAL REQUIREMENTS

3.1 Key Event Dates

Release of RFP to Sale	7/24/2026
RFP Proposals Due	3 p.m. Eastern Time on 8/7/2026

3.2 Offeror Communication

To ensure that RFP documentation and subsequent information (modifications, clarifications, addenda, Written Questions and Answers, etc.) are directed to the appropriate persons within the offeror's firm, each offeror who intends to participate in this RFP is to provide the following information to the purchasing officer. Prompt, thorough compliance is in the best interest of the offeror. Failure to comply may result in incomplete or delayed communication of addenda or other vital information. Contact information is the responsibility of the offeror. Without the prompt information, any communication shortfall shall reside with the offeror.

- Name of primary contact
- Mailing address of primary contact
- Telephone number of primary contact
- Fax number of primary contact
- E-mail address of primary contact
- Additional contact persons with same information provided as primary contact

This information shall be transmitted via fax or e-mail to:

Brian Schwegman
Purchasing Division
University of Kentucky
322 Peterson Service Building
Lexington, KY 40506-0005
Phone: (859) 257-1024
Fax: (859) 257-1951
E-mail: brian.schwegman@uky.edu

All communication with the University regarding this RFP shall only be directed to the purchasing officer listed above.

3.3 Acceptance or Rejection and Award of Proposal

The University reserves the right to accept or reject any or all proposals (or parts of proposals), to waive any informalities or technicalities, to clarify any ambiguities in proposals and (unless otherwise specified) to accept any item in the proposal. In case of error in extension or prices or other errors in calculation, the unit price shall govern. Further, the University reserves the right to make a single award, split awards, multiple awards or no award, whichever is in the best interest of the University.

4.0 PROPOSAL FORMAT AND CONTENT

4.1 Proposal Information and Criteria

The following list specifies the items to be addressed in the proposal. Offerors should read it carefully and address it completely and in the order listed to facilitate the University's review of the proposal.

Proposals shall be organized into the sections identified below. The content of each section is detailed in the following pages. It is strongly suggested that offerors use the same numbers for the following content that are used in the RFP.

- Signed Authentication of Proposal and Statement of Non-Collusion and Non-Conflict of Interest Form
- Transmittal Letter
- Executive Summary and Proposal Overview
- Criteria 1 - Offeror Qualifications
- Criteria 2 - Services Defined
- Criteria 3 - Financial Proposal
- Criteria 4 - Other Additional Information

4.2 Executive Summary and Proposal Overview

The Executive Summary and Proposal Overview shall condense and highlight the contents of the technical proposal in such a way as to provide the evaluation committee with a broad understanding of the entire proposal.

As part of the Executive Summary and Proposal Overview, Offeror shall submit with their response a summarized profile describing the demographic nature of their company or organization:

- When was your organization established and/or incorporated?
- Indicate whether your organization is classified as local, regional, national, or international.
- Describe the size of your company in terms of number of employees, gross sales, etc.
- Is your company certified as small business, minority-owned, women-owned, veteran-owned, disabled-owned, or similar classification?
- Include other demographic information that you feel may be applicable to the Request for Proposal submission.

4.3 Criteria 1 - Offeror Qualifications

The purpose of the Offeror Qualifications section is to determine the ability of the offeror to respond to this RFP. Offerors must describe and offer evidence of their ability to meet each of the qualifications listed below.

- a. All bids should be submitted on the Bid Proposal Form contained in this Invitation for Bid. The bid should include Page 1 of this Invitation for Bid, executed on behalf of the bidder, and the signed Bid Proposal Form.

- b. Indicate whether your organization is classified as local, regional, national, or international.
- c. Describe your primary business focus or specialty.
- d. If the Offeror has had a contract terminated for default in the last five years, describe such incident. Submit full details for the default including the other parties' name, address, and phone number. Present the Offeror's position on the matter. The University will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience. If the Offeror has experienced no such termination for the default in the past five years, so indicate.

4.4 Criteria 2 – Services Defined

Provide the name, cell phone number and email address of the university contact that can be reached .

4.5 Criteria 3 – Financial Proposal

The Financial Summary Form shall contain the complete financial offer made to the University using the format contained in section 7.0. All financial information must be submitted in a sealed envelope under separate cover.

4.6 Criteria 5 – Other Additional Information

The offeror may present any creative approaches that might be appropriate. The offeror may also provide supporting documentation that would be pertinent to this RFP.

5.0 EVALUATION CRITERIA PROCESS

A committee of University officials appointed by the Chief Procurement Officer will evaluate proposals and make a recommendation to the Chief Procurement Officer. The evaluation will be based upon the information provided in the proposal, additional information requested by the University for clarification, information obtained from references and independent sources and oral presentations (if requested).

The evaluation of responsive proposals shall then be completed by an evaluation team, which will determine the ranking of proposals. Proposals will be evaluated strictly in accordance with the requirements set forth in this solicitation, including any addenda that are issued. The University will award the contract to the responsible offeror whose proposal is determined to be the most advantageous to the University, taking into consideration the evaluation factors set forth in this RFP.

The evaluation of proposals will include consideration of responses to the list of criteria in Section 4.0. Offerors must specifically address all criteria in their response. Any deviations or exceptions to the specifications or requirements must be described and justified in a transmittal letter. Failure to list such exceptions or deviations in the transmittal letter may be considered sufficient reason to reject the proposal.

The relative importance of the criteria is defined below:

Primary Criteria

- Offeror Qualifications
- Services Defined
- Financial Proposal

Secondary Criteria

- Other Additional Services

The University will evaluate proposals as submitted and may not notify offerors of deficiencies in their responses.

Proposals must contain responses to each of the criteria, listed in Section 4 even if the offeror's response cannot satisfy those criteria. A proposal may be rejected if it is conditional or incomplete in the judgment of the University.

6.0 SPECIAL CONDITIONS

6.1 Governing Law

The contractor shall conform to and observe all laws, ordinances, rules and regulations of the United States of America, Commonwealth of Kentucky and all other local governments, public authorities, boards or offices relating to the property or the improvements upon same (or the use thereof) and will not permit the same to be used for any illegal or immoral purposes, business or occupation. The resulting contract shall be governed by Kentucky law and any claim relating to this contract shall only be brought in the Franklin Circuit Court in accordance with KRS 45A.245.

6.2 Attorneys' Fees

In the event that either party deems it necessary to take legal action to enforce any provision of the contract and in the event that the University prevails, the contractor agrees to pay all expenses of such action including attorneys' fees and costs at all stages of litigation.

6.3 Indemnification

The contractor shall indemnify, hold and save harmless the University, its affiliates and subsidiaries and their officers, agents and employees from losses, claims, suits, actions, expenses, damages, costs (including court costs and attorneys' fees of the University's attorneys), all liability of any nature or kind arising out of or relating to the Contractor's response to this RFP or its performance or failure to perform under the contract awarded from this RFP. This clause shall survive termination for as long as necessary to protect the University.

6.4 Conflict of Interest

This Request for Proposal and resulting Contract are subject to provisions of the Kentucky Revised Statutes regarding conflict of interest and the University of Kentucky's Ethical Principles and Code of Conduct (www.uky.edu/Legal/ethicscode.htm). When submitting and signing a proposal, an offeror is certifying that no actual, apparent or potential conflict of interest exists between the interests of the University and the interests of the offeror. A conflict of interest (whether contractual, financial, organizational or otherwise) exists when any individual, contractor or subcontractor has a direct or indirect interest because of a financial or pecuniary interest, gift or other activities or relationships with other persons (including business, familial or household relationships) and is thus unable to render or is impeded from rendering impartial assistance or advice, has impaired objectivity in performing the proposed work or has an unfair competitive advantage.

Questions concerning this section or interpretation of this section should be directed to the University purchasing officer identified in this RFP.

7.0 FINANCIAL OFFER SUMMARY

Offerors are to provide a fixed price for the Purchase of University Property at 245 Bolivar Street

\$ _____ Will be paid to the University of Kentucky for the purchase of
245 Bolivar Street, Lexington, Ky 40506

A certified check made payable to the University of Kentucky in the amount of one (1%) percent of the bid price must accompany each bid as a good-faith deposit. To guarantee performance, the successful bidder must deposit into escrow, within fourteen (14) days after the bid opening date, \$250,000 (the "Initial Deposit") with Stewart Title Guaranty Company (Chicago). The Initial Deposit and any interest thereon shall be refundable to the bidder at the bidder's direction in the event that the bidder terminates the purchase and sale agreement as provided therein. The Initial Deposit shall constitute "Earnest Money" and will be credited against the Purchase Price upon Closing.

Checks from unsuccessful bidders will be returned the following business day after the bid opening. Checks may be picked up in Procurement Services, Room 322 Peterson Service Building, between the hours of 8:00 a.m. and 5:00 p.m. Checks not picked up will be returned by mail. Proper identification must be made when picking up checks, and a receipt must be signed.