

*City of*  
**SHELBYVILLE**  
*Tennessee*

January 3, 2024

REQUEST FOR PROPOSALS

The City of Shelbyville is accepting proposals, on behalf of the Shelbyville Municipal Airport Authority, for **LEASE OF PASTURE, LOCATED NORTH OF RUNWAY AT SHELBYVILLE MUNICIPAL AIRPORT - 2024**.

Proposals will be accepted by the City of Shelbyville Purchasing Office, 201 N. Spring St., Shelbyville, TN 37160 or may be mailed to P.O. Box 185, Shelbyville, TN 37162 **until 2:00 P.M., January 23, 2024**. **Proposals should be submitted in sealed envelopes marked "LEASE OF PASTURE, LOCATED NORTH OF RUNWAY AT SHELBYVILLE MUNICIPAL AIRPORT - 2024"**. Any proposals received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

Proposals will be opened at public meeting of council appointed bid committee on Tuesday, January 23, 2024 at 2:00 P.M. at City Hall, 201 N. Spring Street. Award of the lease will be made at the next scheduled City Council Meeting. (February 8, 2024)

**MINIMUM SPECIFICATIONS:**

**Scope:** To enter into a lease agreement for use of approximately 50 acres north of runway, for the purpose of pasturing livestock.

- This lease agreement shall be for four years beginning February 15, 2024.
- Anytime during the term of the lease, the City of Shelbyville may give the tenant 30 days advanced written notice to terminate lease, and refund to tenant a pro-rata amount of rent with tenant vacating the premises.
- Anytime during the term of the lease, the tenant may terminate the lease giving the City of Shelbyville 30 days

advanced written notice, with no rent to be refunded.

- The tenant will pay the annual rental fee in advance on or before February 15<sup>th</sup> each year.
- The tenant may utilize the acreage as specified in the scope above.
- The tenant will comply with all restrictions as outlined in Airport Layout Plan (ALP). Available for viewing at Shelbyville Municipal Airport terminal.
- The tenant will also be responsible for erecting and maintaining all necessary fences.
- The tenant will also bush hog the property if necessary.
- The tenant is responsible for the repair of any damages to the property resulting from the tenant's use or benefit of.
- The tenant will be responsible for all claims, damages and liabilities arising from the tenant's use of the property, holding harmless.
- The City maintains a right of entry to the property for inspection.
- The agreement between the tenant and the City cannot be transferred, assigned or sublet without the prior written permission of the City.
- A Lease Agreement will be signed by all parties - 1) Tenant selected by the Municipal Airport Authority / City Council and 2) City Mayor 3) Municipal Airport Authority Chairperson.
- **It is highly recommended that interested parties schedule an appointment with Airport staff by calling 931-684-1669 to view the property and ALP restrictions prior to submitting a proposal.**

Please return all pages of this proposal and fill in all blanks below:

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone # \_\_\_\_\_

Annual amount offered for four-year lease of approximately 50 acres total, north of Shelbyville Municipal Airport runway as described in this document -

\$ \_\_\_\_\_ annually (due on or before February 15<sup>th</sup> each year)

Signature \_\_\_\_\_

Date \_\_\_\_\_

*All bid/proposal submissions to the City of Shelbyville are subject to inspection and reproduction pursuant to the Tennessee Public Records Act ("TPRA"), T.C.A. section 10-7-501, et seq. The City of Shelbyville provides access to public records upon request in full compliance with TPRA.*



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