REQUEST FOR PROPOSALS
CITY OF SALIX, IOWA

The City of Salix, Iowa, is soliciting proposals from qualified service providers for the following services:

1. Preparing zoning regulations addressing data center and similar developments within the City of Salix. This scope of work will include a review of the City's existing comprehensive plan, land use map and zoning regulations to identify any gaps, conflicts, or suggested revisions as it relates to data center developments; and

2. Serving as the City's technical advisor for utility, engineering and project planning documents related to a potential data center development. These documents and plans will be submitted by the developer, and the selected consultant will serve as the City's representative in validating and making recommendations on the submitted plans.

Proposers may submit a proposal covering items 1 or 2 or both.

The deadline for the submission of proposals is December 1, 2026, at 2:00 p.m. (according to the clock in Salix City Hall). Proposals must be received before this deadline, in person or by mail, at Salix City Hall, 317 Tipton Street, PO Box 240, Salix, Iowa 51052.

All proposals must be sealed in an envelope clearly marked "Proposal." No email or fax proposals will be accepted.

As the proposal process moves forward, it may be necessary to clarify items in a proposal. The proposal must include contact information for the person who will be representing the service provider through the process.

The expected timeline for the proposal process is set forth below. The City reserves the right to deviate from this timeline.

November 1, 2026	Request for Proposals Issued
December 1, 2026	Deadline for Submission of Proposals
December 9, 2026	Determination on Proposals

I. GENERAL PROVISIONS

The City encourages all prospective proposers to examine this Request for Proposal ("RFP") carefully. Qualified service providers are requested to submit proposals to provide the services described in this RFP. The City expects the service providers to be highly experienced, and be able to provide comprehensive services in the relevant areas. Further, the City requires that the services be delivered consistently and be of the highest quality. In addition, the City expects those personnel who will actually be performing the services to be qualified, by virtue of their background, education, training, licensure, and experience.

The City is not responsible for any expense incurred in preparing and submitting a proposal, taking any action in connection with the selection process, or for the costs of any services performed by any firm or person prior to the execution of a contract.

All proposals become the property of the City and will not be returned to the proposers. Following the opening of the proposals, the contents of the proposals will be placed in the public domain and be open for inspection by interested parties.

The offer made by a proposal, and any clarifications to that proposal, shall be signed by the proposer or authorized officer thereof, or a designated agent empowered to bind the proposer in a contract.

The City reserves the right to conduct any investigation of the qualifications of any proposer that it deems appropriate, negotiate modifications to any of the items proposed in the proposal, or request additional information from any proposer. The City may choose to conduct interviews with some or all of the proposers.

The terms and conditions of this RFP and the resulting contracts or activities based upon this RFP shall be construed in accordance with the laws of Iowa. Wherever differences exist between federal and state statutes or regulations affecting this procurement, interpretation shall be in the direction of that which is most beneficial to the interest of the City.

The City reserves the right to reject any or all proposals or parts thereof, to waive any informalities or irregularities, and to enter into such contract or contracts as shall be deemed in the best interests of the City.

II. QUALIFYING CRITERIA

In order to be considered, any proposer must demonstrate ability and experience in providing the services described under Section III, "Scope of Services," and otherwise desired by the City in this RFP. The submitted proposal must further include all information requested herein. Proposers may submit a proposal addressing one or both of the requested services.

III. SCOPE OF SERVICES

The City of Salix is a small community in Woodbury County with a population of roughly 300 to 400 residents. The City adopted a comprehensive plan, *Salix 2035*, in 2015. The City adopted its current zoning ordinance in 2022. Both the comprehensive plan and zoning ordinance are available online, through the City's website. A potential data center development has been proposed within the City. Google is the identified data center user/developer. The City wants its planning documents and regulations in place before any specific project plans are submitted. A professional planner or planning firm is desired for this work.

The developer of the data center project plans to provide the City with environmental and engineering studies related to the proposed development. The City is seeking technical expertise in the review and evaluation of these studies, to protect the City's interests. A qualified individual or firm is sought to provide these services.

The City may award a contract to a single person or firm for both services, or the City may award a contract to two separate individuals or firms, whichever is determined to be in the best interests of the City. Proposers are invited to respond to one or both of the desired services to be performed.

Because a potential project has been announced, time is of the essence, and proposers who are able to commit to a shorter turnaround on project deliverables will be given greater consideration.

IV. CERTIFICATION

Each proposal shall certify that:

1. The selection of the proposer will not result in any current or potential conflict of interest. Alternately, should any potential or existing conflict be known by a proposer, the proposal shall specify the party with which the conflict exists or might arise, the nature of the conflict, and whether the proposer would step aside or resign from that engagement or representation creating the conflict.

2. The proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

V. INFORMATION TO BE PROVIDED IN PROPOSAL

All proposals shall include the following information.

A. Describe the proposer entity and how it is organized and the resources it has available to execute the type, quality, and scope of services set forth in this RFP.

B. List the names and titles of the professionals who would be available to work for the City. Designate each individual who would be responsible for performing the services, the specific experience and any special expertise of each such individual, and information

concerning the background and qualifications for each individual. Also include the name and contact information of an individual representing the proposer who will be the City's primary contact concerning this RFP.

C. Describe the proposer's experience in providing the types of services described herein within the last three (3) years.

D. Describe the proposer's familiarity with data center and similar development regulations and projects, particularly those within the state of Iowa, and list at least three (3) references with phone numbers that can be contacted for information regarding such experience.

E. Describe the process the proposer would use to provide the services which are the subject of this RFP. Identify the availability of personnel to complete the requested services, and include a suggested start date and a completion date for any requested deliverables.

F. Provide information on any litigation, arbitration, mediation, administrative proceeding, or other dispute resolution method in which the proposer or its personnel who will be performing the services was a party in any matter related to the professional activities of the proposer or such personnel during the five (5) years prior to the date of this RFP. Also provide information on any pending investigation in which a court or administrative agency is addressing any question relating to the professional activities of the proposer or its personnel who will be performing the services.

VI. EVALUATION PROCESS

Proposals will be evaluated based upon the criteria shown below.

1. **Company Profile (up to 25 points)**
   - Brief description of the company's history, size, expertise, and overall qualifications.
2. **Project Plan and Schedule (up to 25 points)**
   - Comprehensive and detailed plan clearly outlining the manner in which the services will be performed.
   - Defined timelines, milestones, and deliverables demonstrating realistic and efficient project completion.
3. **Cost Proposal (up to 25 points)**
   - Detailed breakdown of project costs, including labor, equipment, transportation, materials, laboratory testing, fees, and any other anticipated expenses.
   - Clearly identified assumptions and potential contingencies.
4. **References (up to 25 points)**
   - Contact information for three references.

Total possible points - 100

It is the intent of the City that the ranking of proposers based on points will serve to assist the City in its selection of a service provider. However, the City reserves the right to select any proposer that it determines, in its sole discretion, will best fit the needs of the City.

VII. CONFIDENTIALITY

All proposals become the property of the City and will not be returned.

Under Chapter 22 of the Iowa Code, "Examination of Public Records", all records of a governmental body are presumed to be public records, open to inspection by members of the public. If a proposer believes that a portion or portions of its proposal constitute a trade secret, or should otherwise be kept confidential to avoid giving advantage to competitors, a confidentiality request may be submitted with the proposal identifying which portion or portions of the proposal should be kept confidential and why. The burden will be on each individual proposer to make such confidentiality request and to justify application of a confidentiality exception to its proposal. The City will not under any circumstance consider the entire proposal to be a confidential record.

If a request is thereafter made by a member of the public to examine a proposal including the portion or portions thereof for which a confidentiality request has been made, the City will so notify the proposer and will keep confidential that portion of the proposal covered by the confidentiality request, pending action by the proposer requesting confidentiality to defend its request. In that notification, the proposer requesting confidentiality will be given not more than five (5) calendar days within which to file suit in District Court seeking the entry of a declaratory order and/or injunction to protect and keep confidential such portion of its proposal. Absent such action by a proposer requesting confidentiality, the entire proposal will be released for public examination.

VIII. PRICING

Each proposer submitting a proposal will need to indicate how the proposer would be compensated. The proposed pricing shall include all fees and any related costs and expenses. The selected service provider will be compensated pursuant to the provisions of its contract with the City.

IX. CONTRACT

Upon approval by the City Council, the selected service provider shall perform the Services in accordance with the terms and conditions of a contract to be entered into between the City and the service provider. The contents of this RFP and the selected service provider's proposal shall become part of the contractual obligation and incorporated by reference into the contract. Any conflict between the terms and conditions of this RFP and the contents of the selected service provider's proposal shall be resolved in favor of the RFP, unless otherwise agreed to in writing by the City. The selected service provider shall be an independent contractor of the City.

The City may enter into a separate contracts for each of the services to be provided, or a single contract for both services, whichever is determined to be in the best interests of the City.

X. CORRECTIONS/CHANGES AND QUESTIONS

Any corrections or changes to this RFP will be made by addendum or a revised document issued by the City and distributed in the manner in which this RFP was distributed. It is the responsibility of the proposer to obtain all corrections and changes prior to submitting a proposal.

If a question should arise during the preparation of a proposal, it should be directed to Ashley Mareau, City Clerk at (712) 946-5645 or salixiowa@gmail.com.

Thank you for consideration of this request.