



July 9, 2026

**RE: Request for Proposals (RFP) for Real Estate Developers  
Historic Jefferson School  
601 Buchanan Street  
Red Wing, MN 55066**

Project Proposer:

Attached is a **Request for Proposals (RFP) for Real Estate Developers for the Historic Jefferson School** in Red Wing, MN. Please review the attached RFP and supporting information.

We would appreciate your response by Thursday, September 10, 2026. If you plan to respond, please submit a brief letter of interest via email no later than Friday, July 31, 2026. Questions should be submitted via email only to the project manager, Kyle Klatt, at [kyle.klatt@redwingmn.gov](mailto:kyle.klatt@redwingmn.gov), by Friday, August 21, 2026.

Thank you for your interest!

Sincerely,

Kyle Klatt  
Community Development Director, City of Red Wing  
Executive Director, Red Wing Port Authority

# Historic Jefferson School



## REQUEST FOR PROPOSALS (RFP) FOR REAL ESTATE DEVELOPERS

**601 Buchanan Street  
Red Wing, MN 55066**

Issue Date: July 9, 2026  
Contact: Kyle Klatt, [Kyle.Klatt@redwingmn.gov](mailto:Kyle.Klatt@redwingmn.gov)

**Proposals Due by: Thursday, September 10, 2026**

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### 1. INVITATION

The Red Wing Port Authority (RWPA) is soliciting your development proposal for the historic Jefferson School site in Red Wing.

### 2. BACKGROUND AND OVERVIEW

The Jefferson School is a former public school that is currently owned by Independent School District No. 256 ("School District.") The RWPA has a Purchase Agreement (PA) with the School District to acquire the site. The RWPA intends to transfer the property to private ownership for the purpose of redevelopment of the existing building and site by the end of calendar year 2030. The PA expires October 31, 2026, and the RWPA intends to select a developer for the site prior to closing on the property. The property will be sold "as is with all faults."

The site includes an existing historic building. The original construction of the building dates from 1916. A sizeable classroom addition was added in 1948, and the gymnasium was added in 1967. There are two stories over a partial basement, with a masonry exterior. The Property served as an elementary school until 2003. From 2003-2015, it was leased by Goodhue County Education District. Since 2015, it has been used off and on by the school district for summer programming and office space during construction of other buildings by the school district. The playground and green space have been used by the public throughout its history.

Address:	601 Buchanan St, Red Wing, MN 55066
Tax Parcel ID:	55.5801360
Building Square Footage:	36,557 gross square feet
Parcel Size:	Approximately 94,525 sf \ 2.17 acres
Zoning:	Ordinance No. 236 rezoned the site to RM-3 (High Density Multifamily Residential), with restrictions noted below.

The RWPA has completed due diligence and planning activities in preparation for redevelopment. The following items are complete, and documents are available for review:

1. Environmental Assessment, including:
  - a. Phase I Environmental Site Assessment
  - b. Hazardous Materials Survey, including Abatement Cost Estimating
  - c. Phase II Environmental Site Assessment concluding that no Recognized Environmental Conditions (RECS) are present on the site
2. ALTA/NPS Land Title Survey
3. Part 1 Historic Tax Credit Certification Application, pending final approval by the National Park Service (NPS)
4. Rezoning for multifamily residential use (See Ordinance No. 236)

The total investment by the RWPA in the above documents is in the range of \$50,000.

Multifamily housing has been identified as a potential use for the building and site. A previous development proposal showed 16 residential units in the existing building with storage areas in the basement, as well as on-site surface and garage parking. If additional units are proposed, the RWPA expects that the higher unit count would be created with new construction on the site.

The existing gymnasium has been discussed as potential community space including rehearsal space for the Sheldon Theater of Performing arts, an existing local organization, or recreation space for residents in the building. The RWPA is open to discussing a public lease of limited areas of the building for non-residential uses.

Neighborhood constituents have expressed repeated concerns about and desires for green space on the site. The City of Red Wing will consider accepting some or all the proposed park space on the property as dedicated park land.

The School District intends to complete a deed restriction prior to ownership transfer stating that the property shall not be used as a public or private school as defined by the Red Wing Zoning Ordinance.

Site visits arranged upon request.

### **3. REDEVELOPMENT OBJECTIVES**

The RWPA is seeking a development project that retains the historic building, is consistent with City plans, and integrates with the character of the existing neighborhood. Responders should be familiar with the following plans:

- [Red Wing 2040 Community Plan](#)
- [Current Zoning/City Ordinances](#), including the attached Ordinance No. 236

Specific redevelopment objectives to be considered include the following (in order of importance, see “Evaluation of Proposals”):

- Retention and reuse of the existing historic building (10 pts)
- Integration of a playground and/or some preservation of existing open space that can be used by the public as part of the redevelopment (10 pts)
- Integration with existing neighborhood character and minimization of impact and disruption of neighborhood during construction and future operation (5 pts)
- Return on the RWPA’s investment in the property, which could include the sale price or enhanced tax base (5 pts)
- Efficient timeline for project completion (5 pts)

Development Restrictions:

- The maximum density of the project will be limited to 24 units per acre, or a maximum total of residential units of 52.
- The maximum height for any building is three stories.
- The building may not be used as a public or private school as defined by the Red Wing Zoning Ordinance.

Development proposals should also be consistent with the Port Authority’s mission statement, which directs the agency to identify and coordinate redevelopment for the purpose of enhancing the tax base, promoting employment, and contributing to the economic vitality and quality of life of the City of Red Wing. “Chapter 8 – Housing and Neighborhoods)” of the Red Wing 2040 Community Plan and Goals 1-4 in the City Government’s Strategic Plan 2024-2026 describe goals and strategies for housing in Red Wing.

#### **4. PROPOSAL FORMAT**

Interested responders must submit a Letter of Interest via email to Kyle Klatt no later than July 31, 2026. The Letter of Interest should include:

- Entity or individual names that will lead the redevelopment
- Name and contact information for the individual that will be the primary contact during the proposal period

The Letter of Interest is non-binding and does not mean that a future proposal is required. An email is an acceptable format.

Proposals shall contain the following sections in the following order:

- a. **Cover Letter**, including the name and contact information for the individual that will be the primary contact for the proposal. Disclose any potential conflicts of interest and/or relationships with RWPA Board members and staff, City Council members, and city staff.

- b. **Development Vision** – Describe the proposed reuse of the site, including proposed use(s) of the building and site, as well as dedicated park space or other benefits. If housing, describe the type of housing, number of units, and extent of any new construction. Include a concept site plan depicting new construction, on-site parking, and any community green space. Describe the direct and indirect benefits of the project to the RWPA, City, and neighborhood.
- c. **Identification of Entities** – Provide a description of the entities and/or individuals that will be involved in the redevelopment, and their roles. Identify the principal person who will speak for the development team and any other key participants who will be involved in negotiating the land sale terms and Development Agreement. Identify any anticipated key subconsultants or team members.
- d. **Experience** – Describe related experience and provide a list of similar projects. Describe the role and responsibility of key individuals in similar projects.
- e. **Preliminary Project Budget** – Provide a preliminary capital budget showing the sources and uses of funds (debt, equity, and other) to acquire and develop the property. The capital budget should include a proposed purchase price for the property. Information as to the status of securing project funds should be included, if available. If any financial support will be requested from the RWPA or City, describe it in this section.
- f. **Proposed Timeframe** – Describe the anticipated timeline for the project, including anticipated dates for:
  - i. Key funding applications, awards, or milestones
  - ii. Building permit
  - iii. Finance closing
  - iv. Construction start
  - v. Certificate of occupancy.

If the project will be constructed in phases, provide a project phasing plan and describe how the budget will be aligned with the phasing. Explain what strategies will be used to manage the schedule and maintain the project completion deadline of 2030.

- g. **Any other information** that will help RWPA staff and the Port Board understand the proposal.
- h. **Evidence of Financial Capacity** Provide documentation that shows your capacity to complete predevelopment activities. Provide financial statements sufficient to demonstrate capacity to secure project financing, complete construction, and operate the building. These documents can be submitted under separate cover, but should be clearly labeled as part of your development proposal.
- i. **Earnest Money**. All responders must submit a check or money order of \$5,000 along with their proposal. Funds will be held by the City and will be returned to any and all

unselected proposers no later than November 30, 2026. An additional deposit of \$10,000 will be required from the selected responder at the execution of a Letter of Intent. Earnest money provided by the selected developer may be applied to a future Purchase Price, but will not be refunded.

**5. EVALUATION OF PROPOSALS**

Proposals will be screened by RWPA staff and their consultants for completeness. The selection committee will evaluate proposals based on the criteria and scoring below. The selection committee includes the Port Finance Subcommittee, RWPA staff and their consultants. The selection committee will determine which developer(s) will present their proposals to the Port Board in a public workshop. The Port Board has final decision-making authority to select a developer for the site. RWPA staff consultants include legal counsel and New History, among others.

In screening the development proposals, the following criteria and weighting system will be used:

The experience and the financial and organizational capacity of the development team in successfully planning and completing development projects of similar type and scale	35
The degree to which the proposed project meets the <u>specific redevelopment objectives</u> listed in Section 3 of this RFP	35
The degree to which the proposed project meets City plans and the mission statement for the RWPA	10
Anticipated purchase price for the parcel, and whether any additional public investment would be needed to make the project feasible, including expected public costs to prepare the site for development	10
Overall quality of the submission	10
<b>Total</b>	<b>100</b>

The RWPA reserves the right to reject any and all proposals. The RWPA also reserves the right to negotiate land sale terms with the successful responder. The City of Red Wing does not discriminate on the basis of race, creed, color, ethnicity, national origin, sex, age or marital status.

**6. PROPOSED TIMELINE**

RFP issue date	Thursday, July 9, 2026
Letter of Interest due	Friday, July 31, 2026
Questions due via email	Friday, August 21, 2026

Responses to questions	Friday, August 28, 2026
Proposals due	Thursday, September 10, 2026
Port Committee Review	Week of September 14, 2026
Presentation at a Port Board Workshop	Late September, Date TBD
Selection of Developer by Port Board	October 6, 2026
Executed Letter of Intent with Developer	October 23, 2026
RWPA Expiration of PA	October 31, 2026
RWPA Closing on Site	November 30, 2026
Construction Complete	By December 2030

## 7. CONTACT FOR QUESTIONS AND CLARIFICATIONS

All project questions should be directed in writing via email to Kyle Klatt who is the project manager for this RFP process and will manage the work with the selected developer. All questions must be submitted by Friday, August 21, 2026 at [kyle.klatt@redwingmn.gov](mailto:kyle.klatt@redwingmn.gov). Responses will be posted online.

## 8. LIST OF ATTACHMENTS

- Red Wing 2040 Community Plan (Chapter 8 – Housing and Neighborhoods)
- Zoning Ordinance No. 236
- Purchase Agreement (PA) between the RWPA and the School District (December 15, 2025)
- First Amendment to the PA (June 23, 2026)
- ALTA/NSPS Land Title Survey (Johnson & Scofield, May 5, 2026)
- Commitment for Title Insurance, Schedule A, File 2380964
- Phase I Environmental Site Assessment (Braun Intertec, April 10, 2026)
- Limited Phase II Environmental Site Assessment (Braun Intertec, June 10, 2026)
- Non-Destructive Hazardous Building Materials Survey Report (Braun Intertec, May 28, 2026)
- Abatement Removal Cost Table (Braun Intertec, Date of Survey: March 17-18, 2026)
- Historic Preservation Certification Application Part 1 – Evaluation of Significance (New History, February 11, 2026)