



**TERREBONNE
PORT COMMISSION
POLICIES**

Request for Proposals Terrebonne Port Commission

Property

1. Statement of Purpose:

The Board of Commissioners of the Terrebonne Port Commission invites all interested parties to submit proposals to lease or acquire other rights in waterfront property located on the Port of Terrebonne in Houma, Louisiana. The Board's intent is to place the property in productive use in a manner which generates commensurate revenue for the Commission, provides optimum utilization, and generates substantial community benefits.

2. Property offered:

The areas shown on the plat represent the property available for lease at this time.

It should be noted that some of the marked boundaries on the attached plat are not to scale.

The proposer should state the size/quantity of land sought through their proposal and may include a dimensioned sketch of the requested property. Please indicate the overall acres or square feet desired. Proposals for waterfront property should be no less than 200 waterfront feet. Furthermore, it is the preference of the Commission to situate new leases on sections of property adjacent to and sharing a common border with the most recently issued leases.

3. Location:

Industrial Blvd
Houma, Louisiana.

4. Property Drawing:

Please see plat

5. Responsibilities of Lessees:

Lessee will be responsible for maintenance of the leased property under its obligation to return the leased property to its original condition at the end of the lease term. Lessee shall be responsible for all other terms and conditions to be specified in the lease document (a rough draft of such terms and conditions is available upon request).

Lessee shall be responsible for carrying adequate insurance as follows:

Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage;

Automobile Liability: \$1,000,000 combined single limit per accident, for bodily injury and property damage;

Workers' Compensation and Employer's Liability: Workers' Compensation limits as required by the Labor Code of the State of Louisiana and Employer's Liability coverage, except that Employer's liability limit is to be \$1,000,000 including all maritime exposure; Watercraft and/or Aircraft Liability coverage (when applicable)

Property Damage Insurance for the value of any improvements constructed by LESSOR or with the proceeds of bonds issued by LESSOR. This insurance shall cover any damage to such improvements, whether or not the damage is caused by acts or omissions of LESSOR, LESSEE, or any third party

6. Rent:

Proposals must include base rentals for square footage (per square foot or acre) and linear waterfront foot (per linear water front foot). Proposals should also include additional rent based on activity levels or other factors.

Waterfront leases will also be subject to a monthly improvement rental based on the value of any improvements constructed on the premises to be leased and owned by the Terrebonne Port Commission.

7. Use of the leased premises for activities not specified or contemplated in the final lease and proper compensation therefore, shall be subject to Board approval.

8. Term:

Proposer should submit the desired term of the lease (including desired lease extensions).

9. Evaluation factors include, but are not limited to:

- Base rent
- Total anticipated rent
- Experience and capability
- Operating plan
- Business strategy
- Community benefits

10. Sealed proposals must be received at the Port Commission's Office located on the 7th floor of the Government Tower at 8026 Main Street in Houma, LA on or before the seconded Tuesday of the month by 4 pm CST for consideration at the regularly scheduled monthly board meeting held on the third Tuesday of each month.

11. Final decision:

The Commission reserves the right to select the proposal which, in its sole judgment, most closely complies with its objectives in leasing this facility. While amount of proposed rental will be considered, it will not be the sole determinant. The Commission also reserves the right to reject any or all proposals at its discretion.