



# Purchase and Adaptive Reuse of Historic Downtown Property

*203 Milledge Ave., Monroe, GA 30655*

*A Strategic Economic Development & Preservation Initiative*

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**Issuing Agency:** Development Authority of Walton County

**Release Date:** June 12, 2026

**Submission Deadline:** July 31, 2026 by 4:00 PM EST

**Submission:** Hard Copies to c/o: Shane Short, Development Authority of Walton County, 132 E. Spring St., Monroe, GA 30655. Electronic Copies to: [shane@choosewalton.com](mailto:shane@choosewalton.com) (RFP may be via hard copy and/or electronic).

**Primary Contact:** Shane Short, President & CEO/Review Committee

## 1. Project Overview & Objective

The Development Authority of Walton County, in conjunction with the Walton County Government and the City of Monroe, is seeking comprehensive, competitive proposals from qualified developers, investors, or collaborative teams for the purchase and adaptive reuse of 203 Milledge Ave., Monroe, GA 30655, a historic property located within our downtown core. Referred to as the Historic Jail. The primary objective of this Request for Proposals (RFP) is to transition an underutilized public or historic asset back into private hands, ensuring its long-term structural preservation while maximizing its economic and community contribution to the town.

The ideal proposal will strike a balance between historic preservation, architectural integrity, and viable commercial activity—such as boutique hospitality, mixed-use commercial/residential space, destination retail, or cultural infrastructure—that drives local foot traffic and enhances regional economic vitality.

## 2. Property Description & Context

The subject property is a vital architectural anchor of our downtown district. Proposals must respect and celebrate the building's existing character while integrating modern utility upgrades.

- **Location / Asset:** 203 Milledge Ave., Monroe, GA 30655, built in 1885 (30,492 sf).
- **Architectural Significance:** Built in 1885, featuring original brick masonry, timber framing, and distinctive storefront fenestration. It is a contributing structure to the Historic Downtown District.
- **Current Status:** Structurally sound but requiring full mechanical, electrical, plumbing (MEP), and environmental remediation/upgrades. Offered "as-is, where-is."

- **Zoning & Land Use:** Current zoning is B2, General Commercial District through the City of Monroe. This zoning is intended to accommodate a broad range of retail goods and commercial services that serve both neighborhood needs and the broader regional market.

### 3. Scope of Development & Rehabilitation Requirements

The selected respondent will be expected to handle all aspects of acquisition, design, permitting, financing, and construction. Key requirements include:

#### Historic Preservation Standards

All rehabilitation and exterior modifications must substantially adhere to the *Downtown Monroe Historic Preservation Commission standards*. Special consideration will be given to proposals that maintain historic storefront configurations, restore original masonry, and preserve character-defining interior features.

#### Adaptive Reuse & Economic Impact

Proposals must create a clear, market-backed business model. The intended final use should serve as an economic catalyst, creating sustainable jobs, generating local sales or property taxes, and/or complementing neighboring businesses.

#### Infrastructure & Sustainability

The developer must modernize all utility connections, seamlessly address ADA accessibility requirements within the historic framework, and integrate energy-efficient systems without compromising historic building envelopes.

### 4. Proposal Submission Requirements

To be considered, respondents must submit a comprehensive proposal organized into the following clear sections:

1. **Cover Letter & Executive Summary:** A statement of intent, summary of the proposed vision, and identification of the principal development entities.
2. **Concept Plan & Architectural Vision:** Schematic sketches, narrative layout of uses (e.g., square footage allocations per use), and a preliminary approach to preserving historic elements.
3. **Qualifications & Experience:** Demonstration of successful past performance on historic rehabilitation projects of similar scale, including portfolios of completed adaptive reuse projects and references.
4. **Financial Capability & Pro Forma:** Documentation of financial capacity to complete the acquisition and construction (bank letters, equity verification) alongside a detailed sources-and-uses budget and a 5-year operating pro forma.

5. **Purchase Offer & Deal Structure:** The proposed purchase price for the property and any specific contingencies or requests for local development incentives.

## 5. Procurement Schedule

The planned schedule for this competitive selection process is outlined below. The Agency reserves the right to modify these dates as necessary.

Milestone Event	Target Date
Official Issuance of RFP	June 12, 2026
Mandatory Pre-Proposal Conference & Property Walkthrough	June 25, 2026, 1:00 PM EST
Deadline for Written Clarification & Questions	July 2, 2026
Issuance of Addendum (Responses to Questions)	July 10, 2026
<b>Proposal Submission Deadline</b>	<b>July 31, 2026, 4:00 PM EST</b>
Shortlist Interviews / Developer Presentations (If needed)	Early August 2026
Award Selection & Commencement of Contract Negotiations	August 14 2026

## 6. Evaluation & Selection Criteria

An evaluation committee will review all compliant submissions based on a 100-point rubric. Awards will not be based solely on the highest purchase price offer; rather, the alignment of the development concept with community goals and the team's capacity to execute will carry significant weight.

Evaluation Criteria	Description	Weight
<b>Project Vision &amp; Alignment</b>	Quality of the adaptive reuse concept, commitment to historic preservation standards, and design integration with downtown.	30 Points
<b>Developer Qualifications</b>	Proven track record with historic structures, technical expertise of the team, and demonstration of past project completions.	20 Points
<b>Financial Feasibility</b>	Strength of funding commitments, realistic construction budgets, and long-term operating sustainability.	20 Points
<b>Financial Offer</b>	The proposed cash purchase price and the terms/ contingencies of the acquisition transaction.	20 Points
<b>Economic &amp; Community Impact</b>	Anticipated job creation, tax generation, and capacity to stimulate downtown foot traffic and business.	10 Points

## 7. Terms & Conditions

The Development Authority of Walton County/Walton County/Review Committee reserves the right to reject any or all proposals, waive technicalities, or negotiate modifications to any proposal that serves the best interests of the municipality. All costs incurred in the preparation and submission of a proposal shall be borne entirely by the respondent. Submitted materials become public records under applicable state open records legislation following the conclusion of the evaluation process.

## Selection Committee

**Shane Short**

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