

 SUBMITTAL INSTRUCTIONS:
 Complete proposals must be delivered to the above address in a sealed envelope *prior* to the date and time specified.

 In addition to your complete firm name and address, please annotate th
 CONFIDENTIAL
 PROPOSAL FOR REAL PROPERTY EXCHANGE .

District

The Board of Education of the Sacramento City Unified School District (the

Submission of the exchange Proposal by facsimile or e-mail is not acceptable. Proposal will be returned unopened.

B. Questions Regarding the Proposal:

Any questions regarding the Proposal are due by 5 pm on July 15, 2016. Questions must be submitted in writing to Elena Hankard at <u>elena-hankard@scusd.edu</u>.

Schedule of Events (Subject to Change)

EVENT	DATE
Submittal of Proposal Documents	July 1, 2016
Site Visit	July 14, 2016
Deadline for Questions Regarding the Proposal	July 15, 2016
Response to Questions Received	July 19, 2016
Proposals Due	August 1, 2016 at 3PM
Evaluate Qualifications & Reference Checks	Week of August 1, 2016
Notification of Interviews if Applicable	Week of August 8, 2016
Interviews if Necessary	Week of August 15, 2016
Review of Proposals	Week of August 15, 2016
Presentation of Recommended Proposals for Board Review	August 18, 2016
Board Authorization to Negotiate Exchange with a Proposer or Proposers	August 18, 2016
District and Entity Negotiate Exchange Agreement (Must Include	

The exchange may be on the terms and conditions agreed to by the parties (Entity and the District). The exchange agreement may be entered into without complying with any other provisions of the Education Code, but requires a two-thirds vote of the Board. No Entity shall have priority. The District shall select the Proposal that best meets its needs and goals. The District will consider 1) property(ies) best suited for its needs for the central kitchen; 2) have the shortest, but most favorable escrow period; and 3) receive the highest and most beneficial compensation, but not less than FMV. The District reserves the right to reject any and all Proposals.

A. <u>Acceptable Exchange Site Characteristics</u>

The District requires the property(ies) that it will receive for consideration to have the following characteristics:

1. Shall be fully controlled by the Entity. Entity ideally will own the property to be exchanged to the District in fee simple. Property(ies) under an enforceable purchase agreement in favor of the Entity may be considered. However, the Entity must have express authorization and ability to assign the agreement without approval by the seller/owner to the District.

- 2. Shall be centrally located within the District
- 3. Shall be near major freeways.
- 4. Shall be a minimum of 5 acres.

5. Shall be free of any and all environmental hazards. The proposer should submit any Phase I Environmental Site Assessment made on the property(ies).

6. Shall be zoned to permit a kitchen facility or be able to be permitted by the without requiring a general plan amendment and/or zone change.

7. Shall be free of improvements that provide no value to the District such as buildings or other improvements. The Entity shall be responsible to deliver property(ies) free of such improvements to the District unless the District determio08r4)

B. Deposits

If the Board approves negotiation for an exchange with a proposer, the proposer shall submit a \$25,000 deposit to the District which shall be credited to the exchange if an exchange agreement is approved by the Board. If the proposer terminates negotiations, through no fault of the District, the deposit shall be considered liquidated damages retained by the District on the basis that it is impracticable or extremely difficult to fix actual damages.

C. Exchange Value and Other Consideration

District must receive at least FMV for for fta exchange if ceive

proposed exchange property(ies), other potential consideration to be given to the District if necessary to provide the District at least FMV or other agreed to consideration, and agreement terms including closing, and participation requested of District, and briefly describe your company philosophy on collaboration with public agency partners.

4. General information

Include number of employees, years in business, name(s) of owner (& home office location, local office location (if different)), types of licenses held, primary business types and market areas.

5. Organization

Show an organizational chart for the team indicating principals, project managers and other vital managerial and leadership staff. Give a brief description of the roles of each person on the team and their office location. In narrative form, briefly discuss each member's experience and its relevance to the proposal.

6. Experience

Describe your specific experience with transactions with K-12 public school districts of other public agencies.

7. Property Description of the Property to Be Exchanged

Describe the property(ies) the District shall receive in sufficient detail to be exchanged including the address, assessor parcel number, size in acres and square feet, its zoning, any potential land use entitlements needed by the District

available at the site that may need to be extended, developed or improved, improvements to be demolished on the site prior to transfer to the District, and other characteristics that may benefit the District.

8. Proposed Financial and Other Transaction Terms

Describe the anticipated value of the property(ies) the District shall receive in the exchange and any other consideration that may be provided to ensure the District shall receive FMV for the Subject Parcel. Describe the proposed closing schedule and other pertinent terms concerning the transaction with District. Entity must provide proof of site control in sufficient detail. If the property to be received by the District is not owned in fee title by the Entity, the Entity shall provide its purchase agreement to the District. Should the Entity expect to have to provide other consideration to the District, based upon the appraisals, the Entity shall demonstrate its ability to provide this consideration to the District in the form of a letter of credit, loan commitment, its own cash reserves, or letter from investor who can demonstrate an equal level of proof of funds to deliver the potential additional consideration.

9. Proposed Project at Site

Provide a description of the proposed project to be planned at the Site including product type i.e. residential or mixed use, for residential market served i.e.

market rate, affordable, for rent or for sale, architectural style, approach to preserving any Site improvements, proposed land use entitlements required, and