

# **DENVER METROPOLITAN MAJOR LEAGUE BASEBALL STADIUM DISTRICT**

## **Request for Proposal for Commercial Real Estate Broker and Real Estate Advice**

### **I. Purpose**

The purpose of this request for proposal (RFP) is to engage the services of a qualified real estate firm to provide general advice regarding real estate matters and, if necessary, real estate brokerage services to the Denver Metropolitan Major League Baseball Stadium District (the District).

### **II. Services Required**

The scope of the prospective engagement will be to advise the District on current real estate issues and trends in the vicinity of Coors Field, including evaluation of the impact on the availability of parking created by surrounding real estate development, to assist the District in evaluating whether to sell its parcel of property located at 2010 Delgany Street, and if a determination is made to sell such property, to represent the District in a transaction. Services required may include development of a strategy for the sale of the property, negotiation of the sale of the property, coordination of real estate appraisals, and coordination of closings and presentations at public meetings as necessary.

### **III. Description of Entity**

The District is an independent political subdivision of the State of Colorado, established by the Colorado General Assembly in 1989, pursuant to the Denver Metropolitan Major League Baseball Stadium Act, Colorado Revised Statutes §§ 32-14-101, et seq. The mission of the District was to select and acquire a site for a major league baseball stadium, and finance and construct the stadium with a 1/10 of 1% sales tax and to enter into a lease with a major league baseball franchise. Bonds were fully retired in December of 2000 and the authority to levy sales tax was discontinued. The ongoing duties are to oversee the lease and maintenance of Coors Field, and administrative matters of the District.

The District is governed by a seven-member Board of Directors, appointed by the Governor of Colorado to four year terms and who serve without compensation.

#### **IV. General Information**

All information submitted by Applicants is subject to the Colorado Open Records Act. The District will endeavor to maintain information submitted as confidential until the District selects announces the hiring.

Interviews may be conducted with Applicants who submit proposals that are reasonably likely to be accepted, but a proposal may be selected without such interviews.

No Applicant may make changes to any submission after the Filing Deadline (as defined below); provided that the District may negotiate in its discretion changes to a proposal in connection with negotiations to reach a final agreement.

The District is not obligated to accept any proposals. The District will evaluate proposals based on the criteria set forth in this RFP.

The District has the right to withdraw or amend this RFP and/or extend the Filing Deadline (as defined below).

The District is dedicated to broadening the participation and promoting of minorities and women in its agreements and hiring.

#### **V. Schedule and Process for Consideration of Proposals**

Proposals and resumes are due to be received no later than 4:00pm, October 13, 2015 (“Filing Deadline”). The proposals should be mailed to: Denver Metropolitan Major League Baseball Stadium District, 2195 Blake Street, Suite 500, Denver, Colorado 80203, Attention: Matthew Sugar. On the sealed envelope, please indicate “Real Estate Services Proposal Enclosed.” Please submit ten copies of your proposal. Submissions received later than the 4:00 p.m. deadline, regardless of when postmarked, or at any other location will not be considered. Inquiries may be directed to Matthew Sugar at [msugar@dmmlbsd.com](mailto:msugar@dmmlbsd.com).

The District will commence review and if determined necessary, possible interviews with Applicants as soon as possible after the Filing Deadline.

#### **VI. Description of Proposal**

The proposal should describe proposer’s approach to providing real estate advice, including any trends, development or analysis regarding parking availability in the Coors Field area, databases and other information available to proposer from its own research or other research accessible to it, including from proprietary sources. The proposer should describe how it will evaluate the merits of a possible sale of real property and the methods it would utilize to represent the District as a broker if such sale were to occur.

## **VII. Terms of Proposal**

Your proposal should include but not be limited to the following items:

- A. Firm experience and credentials for Colorado, including:
  - 1. Size of firm and number and nature of staff assigned to this project.
  - 2. Any similar experience with representing stadium districts or other public entities, including special districts.
  - 3. Proposed client service team's names, resumes, training and experience providing real estate consulting services and acting as a broker. Please include information on the licensing of the firm and each individual included in your proposal and confirm that the proposer and each individual possesses all necessary licenses to perform the services set forth in the RFP.
  - 4. Demonstration of knowledge of the local real estate market, in particular with development and parking issues occurring in the Coors Field vicinity.
  - 5. Listing of locations of offices in the Denver, Colorado metropolitan area, if any.
  - 6. A statement of insurance coverages maintained by the proposing firm and covering individuals performing services on this matter.
  - 7. Pending or threatened litigation naming your firm as defendant.
- B. Fees, expenses, timing, and techniques.
  - 1. Fees for the services of providing advice on real estate matters to the District, including fees for performing brokerage services. If the proposed fees include separate fees for various services, please clearly indicate how such fees would be calculated.
  - 2. Anticipated out-of-pocket expenses to be reimbursed by the District.
  - 3. A statement that there is no known conflict of interest, actual and apparent.
  - 4. The District is dedicated to broadening the participation and promoting of minorities and women in this agreement. The Applicant should discuss its internal policies on participation and promotion of minorities and women and the specific results experienced.

## **VIII. Criteria**

The general criteria on which the proposals will be evaluated are as follows

1. The firm and the individuals involved should be highly qualified professionally and should be able to respond promptly to the needs of the District.
2. The firm and individuals involved should have substantial experience in providing real estate advice and brokerage services, including experience representing stadium districts and other public entities on real estate matters.
3. The firm and individuals involved should have knowledge and experience with real estate issues in the Coors Field area.
4. The firm and individuals involved should not have any conflicts of interest, actual or apparent.
5. The cost to the District for the real estate advice and brokerage services under this RFP and terms of payment should be beneficial to the District.
6. The Applicant should be responsive in the proposal to the Terms of Proposal under this RFP.
7. The proposal should demonstrate how the applicant has broadened minority and women participation.