



# CITY OF MARINE CITY

260 SOUTH PARKER STREET  
MARINE CITY, MI 48039

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## **Request for Proposal**

The City of Marine City is soliciting proposals from qualified commercial real estate firms interested in providing professional commercial real estate services and a valuation of two City-owned properties.

### **Background**

Professional real estate services are required for two City-owned properties in order to assist the City in better understanding the value of its assets. Property locations are: 300 Broadway and 303 South Water St. Marine City, MI 48039. (303 S. Water St. will have conditions on it restricting the land on the north and south side of the property via easement or some other method, approximately 30' of property on the east side would be included with the building but not to the river's edge.)

### **Instructions**

Proposals shall include the following information:

- **Qualifications:** Proposals should state how long your firm has been in commercial real estate business, as well as past experience with other governmental agencies in the valuation and/or sale of property. A description of your firm should be included, along with the resumes of key personnel.
- **Technical/Cost Proposal:** This section should include a narrative description of the proposed methodology to accomplish the required tasks and shall also provide a detailed scope of work, schedule for delivering the work product, and a cost proposal for the properties.

### **Requirements**

Respondents to the RFP shall meet the following qualifications:

- 1) Must be properly licensed and in good standing with the State of Michigan
- 2) Must have an excellent reputation in the local real estate community.
- 3) Must be knowledgeable of the regional residential and commercial real estate market.

All proposals should be forwarded directly to the City Manager in a sealed envelope clearly marked "Proposals for Real Estate Services – Marine City" or emailed directly to [citymanager@cityofmarinecity.org](mailto:citymanager@cityofmarinecity.org) with "Proposals for Real Estate Services – Marine City" listed in the subject line. Responses should be received no later than **3:00pm on Monday, November 22, 2021.**

If you have any questions about the RFP process, please contact City Manager Holly Tatman at 810-765-0513 or by email at [citymanager@cityofmarinecity.org](mailto:citymanager@cityofmarinecity.org)