



City Manager

REQUEST FOR PROPOSALS (RFP)

Commercial/Residential Real Estate Services

The City of Marine City is soliciting proposals from professional real estate firms to provide commercial/residential real estate services. Firms responding to this RFP should have demonstrable expertise, exceptional communication skills and client service capabilities, and available senior staff and technical resources to provide services to the City. Prior work with governmental entities is preferred.

Background

The City of Marine City owns three properties, commercial and vacant residential, it desires to sell for the best possible return. Professional real estate services are required in order to assist in the marketing and sale of the properties to potential developers/investors.

Instructions

Proposals shall include the following information:

- **Qualifications.** Proposals should be concise, particularly with respect to past experience on other projects and the resumes of key personnel. Related experience is essential. Be specific on past and current assignments and responsibilities.
- **Technical/Cost Proposal.** This section should include a narrative description of the proposed methodology to accomplish the required tasks, as well as any innovations used on similar projects that may be applicable to the project. It shall also provide a detailed scope of work, schedule for delivering the work product, and cost proposal.

All proposals should be forwarded directly to the City Manager in a sealed envelope clearly marked "Proposals for Real Estate Services – Marine City", 260 South Parker Street, Marine City, MI 48039 and should be received no later than 10:00am on Wednesday, August 11, 2021. This item may be on the City Commission agenda Thursday, August 19, 2021 for consideration.

If you have any questions about the RFP process, please contact Interim City Manager Michael Itrich at 810-765-9711 or by email at mitrich@cityofmarinecity.org.