

**BOARD OF EDUCATION  
EARL C. RICKMAN III, PRESIDENT  
MOUNT CLEMENS COMMUNITY SCHOOL DISTRICT  
167 CASS AVENUE  
MOUNT CLEMENS, MICHIGAN 48043**

**REQUEST FOR PROPOSAL (RFP) FOR UTILIZATION OF VACANT BUILDING**

**Purpose**

The Board of Education of Mount Clemens Community School District is the owner of a vacant building located at 11 Grand Avenue, Mount Clemens, Michigan 48043 which formerly housed the district's pre-school and early childhood instructional programs. The District is requesting proposals from persons who are ready, willing and able to provide a proposal to the District for the disposition or utilization of this closed building, by sale or lease of the property.

**Proposal Background and Overview**

The Mount Clemens Community School District is a public school system organized under the laws of the State of Michigan. The District's business offices are located at 167 Cass Avenue, Mount Clemens, Michigan, 48043. The District is a "general powers" district under the Michigan school code, and is governed by a seven member Board of Education. In the 2011 school year, the District relocated a program which had been housed at a building owned by the district, located at 11 Grand Avenue, Mount Clemens, Michigan 48043.

The building sits on a 4.02 acre site, which has 310 feet of prime frontage on South Bound Gratiot Avenue, and it is part of the Central Business Zoning District. The site has 568 feet frontage on Grand Avenue and 559 feet frontage on Union Street. The building contains approximately 44,000 square feet (estimated from drawings) of floor space. The building has been extensively renovated and is in excellent condition. The building is air conditioned and was updated in the most recent bond issue. A portion of the roof is almost new and the balance of the roof is in good operating condition. The building contains 30 classrooms, a cafeteria and attached kitchen facility; a gym, a library and numerous office areas. The site has ample parking with room for expansion of both the building and the parking.

Under the current zoning ordinance classification of "Central Business District" the property or building can be used for a wide variety of uses including schools, churches and child care facilities, general and medical offices, retail shops, restaurants, senior housing and care, and higher density residential and mixed use projects.

## Scope of Proposal

If Respondent proposes purchase of the property, the proposal must include a written "offer to purchase" signed by the Respondent, or representative of the Respondent having legal authority to bind the Respondent. The offer to purchase must contain a firm purchase price, together with all the terms and conditions proposed by the Respondent for the purchase of the property. If the Respondent proposes a lease of the premises, the proposal must include a written "proposed lease agreement" signed by the Respondent, or representative of the Respondent having legal authority to bind the Respondent. The offer to purchase must contain a firm purchase price, together with all the terms and conditions proposed by the Respondent for the lease of the building, including the number of year(s) proposed for the lease, and the specific utilization proposed by the Respondent for use of the building.

## Date of Submission and Proposal Timetable

Proposals to purchase or lease this property from the school district must be received no later than 4:00 o'clock, p.m. EST, on Monday, July 25, 2011. **Faxed or e-mailed copies will not be accepted.** A responding party bears full responsibility for the timely delivery of its response at the prescribed location. Proposals must be clearly identified as a "Purchase or lease of Grand Avenue property" proposal, and delivered to:

Ms. Katherine Konon  
Assistant Superintendent of Financial Services  
Mount Clemens Community School District  
167 Cass Avenue  
Mount Clemens, Michigan 48043  
(586) 461-3777

Additional materials received after the submission deadline date will not be added to previous submissions, nor be considered. No confirmations of mailed bids received will be provided. Submission of a proposal indicates acceptance by the Respondent of conditions contained in the RFP.

## The anticipated project timetable

RFP Issued:	July 6, 2011
Inspection/Inquiry Period:	July 7, 2011-July 22, 2011, by appointment
Proposal Due Date:	On or before Monday, July 25, 2011
Technical Evaluation Period:	Begins Tuesday, July 26, 2011
Potential RFT award date:	August 1, 2011, or upon Board of Education approval.

MCCSD reserves the right to revise this schedule in the best interest of the school district.

## **Format for Submission**

The Respondent's proposal must include one (1) signed original and five (5) copies of the documents submitted.

## **Proposals and Presentation Costs**

School District will not be liable in any way for any costs incurred by any Respondent in the preparation of its proposal in response to this RFP, nor for the presentation of its proposal and/or participation in any discussions or negotiations.

## **Acceptance or Rejection of Proposals**

The School District reserves the right to reject all proposals, or to accept any proposal which the Board of Education determines to be in the best interest of the school district, using whatever process and criteria the Board deems necessary, with or without prior notice, and for whatever reason deemed adequate by the Board of Education.

## **Validity of Proposals**

All proposals shall be valid for a period of ninety (90) days from the opening date of the Request for Proposal.

## **Ethical and Conflict of Interest Requirements**

No contractor or individual, company or organization submitting a proposal shall engage in any illegal or unethical conduct, or promise or give to any MCCSD employee anything of value that is of such character as to manifest a substantial and improper influence upon the employee with respect to his or her duties;

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Alvis Phillip Easter, Interim Superintendent  
MOUNT CLEMENS COMMUNITY SCHOOL DISTRICT  
167 Cass Avenue  
Mount Clemens, Michigan 48043  
(586) 461-3766

**July 6, 2011**