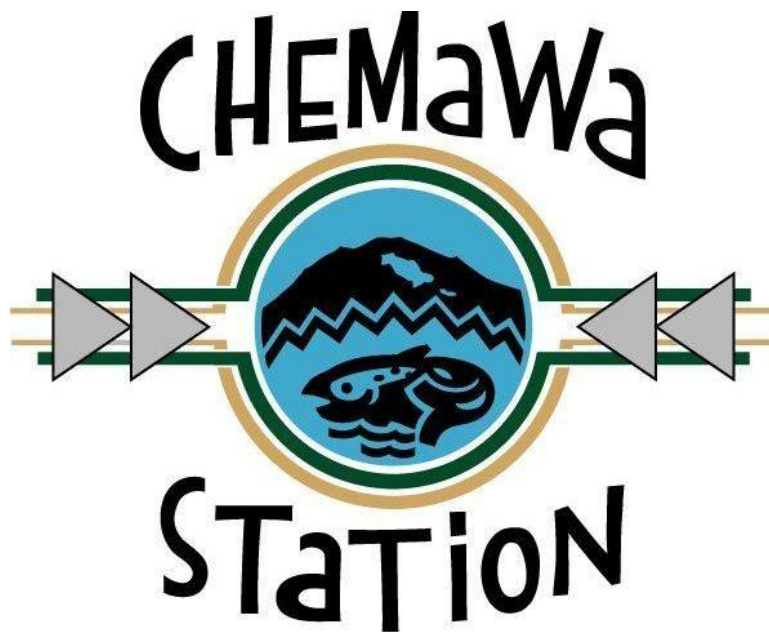


REQUEST FOR PROPOSAL (RFP)



Request for Proposal – Chemawa Station Keizer Property Ground Lease Brokerage Services

Chemawa Station LLC is seeking proposals from qualified individuals and firms to serve as the listing broker for a ground lease of a property in Keizer that sites a potential commercial development project known as the Chemawa Station Project.

I. Background

The Confederated Tribes of the Grand Ronde and the Confederated Tribes of Siletz Indians (collectively the “Tribes”) jointly own a parcel of property within the Keizer Station Plan known as Area D (identified on Marion County Tax Assessor’s Map as Township 6 South Range 3 West, Section 36D, Lot # 00400), consisting of approximately 15.68 acres (the “Property”), which is more fully described on the attached Exhibit A. The property is bordered on the north by Chemawa Road, Interstate 5 and the Salem Parkway on-ramp to the east, the Portland and Western Railroad to the west, and Salem Parkway to the south.

On November 1, 2004, the Keizer City Council approved the master plan for Area D (the “Chemawa Station Master Plan”), which identified the applicable zone as an Industrial Business Park (“IBP”), as described in more detail in the Keizer Development Code, Section 2.113. The approved plan includes approximately 149,724 square feet of floor area offering a combination of office/industrial space (103,415 square feet) in a campus business park setting and flexible space uses defined as restaurant, gas station and retail areas (46,309 square feet), as permitted under the City’s Industrial Business Park zoning designation. The total development permitted in Area D includes approximately 149,724 SF of floor space. Flexible retail is limited to a 32,400 SF.

The Tribes own Chemawa Station LLC, and by way of a lease dated May 1, 2006, authorized the LLC to develop the Property for “economic development” purposes. In 2005 and 2006, Chemawa Station undertook preliminary development work to install and construct certain infrastructure improvements, including the construction of the Loop Road, reasonable landscaping, a drainage swale on the western side of Area D for the water tank, an interior roadway, street lights, sidewalks, utility lines (water, sanitary sewer and storm), and a 16” water line from the water tank easement boundary to the northern boundary of Area D.

II. Scope of work

Chemawa Station LLC is seeking proposals from qualified individuals or firms interested in marketing the Chemawa Station Property for the purpose of obtaining ground lease to support commercial development. The Tribes would like to retain the services of a real estate broker/agent to represent the Project by soliciting letters of intent from real estate developers interested in entering into a ground lease for the Chemawa Station property. The qualified individual or firm must be a licensed real estate agent with extensive experience in ground leasing properties for development purposes. The selected proposer will be expected to become fully familiar with all aspects of the property, including its history, the physical characteristics, the master planning process, and all other relevant attributes.

III. Proposal Submissions

A. Proposal Content.

1. Cover Letter - (5 points). The cover letter should include a short biography of the Proposer and a brief description of Proposer's understanding of the project and the services the Proposer proposes to provide. Additionally, Proposer shall include the mailing address, phone and fax numbers and email address of the individual signing the cover letter as well as contact information for the primary contact(s) for this RFP, if different.
2. Qualifications and Experience (30 points)
 - a. Information and history about the firm.
 - b. The name and résumé of the individuals proposed to perform work under this contract and identification of the individual that will lead the work. A list of all relevant professional certifications, experience and qualifications. Proof of licensure if applicable.
 - c. Description of Proposer's commercial real estate leasing experience, including Proposer's experience in ground leasing for the development of large projects and working with master plans and transportation plans in the development of those projects.
 - d. Description of similar leases performed in the past ten (10) years that best characterize Proposer's capabilities.
 - e. A description of Proposer's experience work with Tribal and local governments and other government agencies, including the City of Keizer.
 - f. Three (3) current or immediate past professional references for projects of similar depth and scope as described in this RFP. Please include the reference's company or municipality name, a contact person with phone number and email address and a description of the services provided for this reference. References may or may not be contacted at the Tribe's discretion.

3. Proposed Scope of Work and Approach. (35 points)
 - a. A detailed description Proposer's understanding of the Scope of Work and how the Proposer intends to perform the Scope of Work.
 - b. A full explanation why that approach would best meet the needs of the Tribes.
4. Cost Proposal and Availability. (25 points)
 - a. Anticipated project timeframe, and Proposer's availability within that timeframe.
 - b. Cost proposal. A description of Proposer's proposed compensation structure.
5. Additional Information. (5 points) Please include any additional information, which the respondent considers pertinent for consideration should be included as an attachment. This may include printed brochures and other material describing respondent or other operations of respondent as well as material responding to criteria specified.
6. Native American Preference. Native American-owned businesses (51% or more) will receive an additional 5 points. Proof of Native-owned status must be submitted with the Proposal.
7. Presentation (50 points). The top scoring Proposers will be invited to present their proposals, which is anticipated to occur **June 2016**. The presentation will be 30-45 minutes in length, with time for questions.

B. Proposal Submissions.

Written proposals should be submitted by **5PM on May 27th, 2016**. Please send three (3) copies of your proposal to:

Chemawa Station LLC
c/o The Confederated Tribes of Grand Ronde
Attention: Meghan Zimbrick/
meghan.zimbrick@grandronde.org

Exhibit A
Chemawa Station Aerial

