

**REDEVELOPMENT COMMISSION
MOORESVILLE, INDIANA**

4 East Harrison Street

Mooresville, Indiana 46158

January 12, 2018

**REQUEST FOR QUALIFICATIONS
COMMERCIAL REAL ESTATE BROKERAGE SERVICES**

Dear Broker(s):

The Mooresville Redevelopment Commission (MRC) is requesting qualifications from qualified and Indiana licensed commercial real estate brokerage firms (Brokers) with qualified personnel having previous experiences in providing commercial real estate brokerage services for governmental and/or corporate clients.

This letter comprises the Request for Qualifications (RFQ) for the Commercial Real Estate Broker Representative Services. Responses should be submitted in accordance with the instructions set out in this RFQ.

Project Objectives and Descriptions

The MRC owns Southbridge Crossing, 200-300 Southbridge Street in Mooresville, Indiana 46158. Current tenants include Ivy Tech Community College, Showtime Cinema, The Daisy Baby, NAPA, Roscoe's Taco's and White Flag Games. This completely occupied neighborhood shopping center has a great location just off of SR 67 with existing long-term tenants. Outlots include Arby's, Big O Tires, CVS Pharmacy, Dollar General and many others.

Gross Leasable: 54,544 SF

Total Space Available: 0 SF

Property Sub-Type: Strip Center

Tenancy: Multiple

Lot Size: Parcel I – Lot Number 4B-1 (9.211 acres) and 4B-2 (.449 acres) PUD
8th Amended Plat

Parcel II – Roadways in Southbridge Crossing (2.28 Acres) 6th Amended
Plat

The MRC is interested in selling Southbridge Crossing and is requesting qualifications from Brokers who are interested in representing the MRC through the sales process. Pursuant to IC 36-7-14-22 and IC 36-7-14-22.7, the MRC must follow the process set forth by the State of Indiana regarding the sale of Redevelopment Commission owned properties and expect Brokers to cooperate and assist in the process.

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Proposal Due Date

Interested firms must submit five (5) copies as well as an electronic copy of their proposal by 4:00 pm, Monday, February 5, 2018. Proposals received after that date and time will not be considered. Proposals shall be considered firm offers to provide the services described for a period of ninety (90) days from the time of submittal.

Broker(s) Selection Timetable

4:00 p.m., Monday, February 5, 2018 RFQ Due (Closing date/time for receipt of requests for clarification/exceptions no later than three (3) working days prior to the date qualifications are due)

Thursday, February 8, 2018 Preliminary Review by MRC in Executive Session

Week of February 19, 2018 Interviews/Discussions (if held)

Thursday, March 1, 2018 MRC Selection (if applicable)

MRC Point of Contact

Chelsey Manns will be MRC's Project Manager and point of contact for this contract. Proposals and all inquiries relating to this RFP shall be submitted to Chelsey Manns, Project Manager, at the address shown below. For telephone inquiries, call (317) 650-1741. E-mail inquiries may be directed to Chelsey@MannsCoLLC.com.

Mooresville Redevelopment Commission
Chelsey Manns
4 East Harrison Street
Mooresville, Indiana 46158

Minimum Qualifications

Proposals must demonstrate that the Broker(s) meets the following minimum qualifications to be eligible for consideration for this project:

1. The firm, organization or company must be a licensed real estate broker in the state of Indiana. The Managing Principal (Lead Broker) and other key real estate professional(s) assigned to the contract must be licensed real estate brokers in the state of Indiana.
2. Broker must have an office, which has been continuously operated for the last five (5) years, in a location within the Indianapolis Region.

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3. The Managing Principal assigned to the contract and responsible for the coordination and execution of the work must have a minimum of five (5) years' experience and a proven track record of providing commercial real estate brokerage transactional services involving large scale commercial properties for governmental and/or corporate clients.

General Conditions

MRC will not reimburse any Brokers for costs related to preparing and submitting qualifications.

MRC reserves the right in its sole discretion to not enter into any contract as a result of this RFQ.