

**KANSAS CITY PUBLIC SCHOOLS
OFFERING GUIDELINES**

THREE COPIES OF EACH OFFER MUST BE RECEIVED BY BLOCK REAL ESTATE SERVICES, LLC, AT 700 W. 47TH STREET, SUITE 200, KANSAS CITY, MISSOURI 64112. Please utilize the following guidelines when submitting offers for properties listed by Block Real Estate Services, LLC, (Block) on behalf of the Kansas City Public Schools (KCPS).

Offers shall include each item in the order outlined below, with each item marked to indicate the section number. The information submitted will be used by the KCPS to conduct an evaluation of the offers based on the following criteria:

- Overall Project Feasibility (Financeable and Sustainable);
- Respondent Team’s Qualifications/Track Record in completing similar projects and/or financial and organizational capacity to complete the project; and
- Consistency with community goals/reuse priorities as identified during the repurposing process.

1. Respondent’s Information

- Legal Name of Lead Entity/Agency
- Address
- Primary Contact Name & Information
- Lead Entity/Agency Website Address
- Resumes/Bios of Key Individuals/Team Members
- List of Partner Organizations and Roles in the Project

**2. Proposed Terms
For Purchase**

- Purchase Price
- Earnest Deposit
- Due Diligence Time
- Closing Date

For Lease

- Lease Term
- Lease Rate
- Collateral Offered
- Any Options Requested

3. Statement of Qualifications

- Summary of Respondent’s previous experience that will demonstrate the Respondent’s capacity to carry out the proposed reuse of the site along with necessary supporting documentation.
- Summary of Respondent’s financial abilities that will demonstrate Respondent’s capacity to carry out the proposed reuse of the site along with necessary supporting documentation.
- List any pending or recent lawsuits against the Respondent, its partners on this project, its officers or employees (if any)
- Has the Respondent, its partners on this project, or any LLC or holding company affiliated with the Respondent or its team members have ever filed for bankruptcy?
- List of references with contact information from financial institutions and other entities that demonstrate the Respondent’s track record/good standing

If the Respondent is submitting construction/development experience, please include:

- Project description
- Sources and uses budget
- Photographs of project
- Current status of project
- Community participation, outreach and benefits
- Contacts enabling the District to verify information

4. Project/Reuse Description

Please include a description of the proposed reuse of the Site sufficient to provide the District and local stakeholders with an understanding of the project and how it supports the District's objectives of promoting the well-being of the local community as well as the financial strength of the District. Please address the following, as applicable:

- Reuse of the building vs. demolition/new construction vs. reuse + new construction
- Proposed use(s) of land and/or building
- Specifications for any new construction or alterations and plans if available
- Indication as to whether rezoning, special permits/licenses will be requested from the City and/or other agencies
- Proposed community access/use of the site and neighborhood benefits, if applicable
- Explanation of the need/market for the proposed project (market study not required for submittal, however, the District is looking for the Respondent to demonstrate the demand for the proposed use, proximity to other locations/entities that provide similar services/product, etc)
- Description of marketing approach for any residential/commercial/ community use of the site, as well as management/operation of the facility
- Description of how the proposed project will address the following community concerns: traffic, access to site, parking, trash, noise, light pollution, maintenance of the site/building, how the project compliments the surrounding neighborhood (scale, height, type of use, etc). Note: Please refer to the Phase II Meeting Summaries for additional details/information on each site

For projects that include a **RESIDENTIAL** component, please include estimates of the following:

- Number of units & square footage/unit
- Unit mix (number of BDR/BA, affordable vs market rate, senior facility, etc)
- Rental vs ownership of units and projected monthly rents and/or unit sales prices
- Facility and unit amenities

If the proposed project is **COMMERCIAL OR MIXED USE**, please include estimates of the following:

- Unit mix and square footage/unit
- Possible/confirmed tenants
- Lease rates
- Facility and unit amenities
- Days and hours of operation, including special events, rentals of the grounds/building(s) that provide an understanding of the intensity of use of the site

If the proposed project is for **EDUCATIONAL USE** or includes an educational component, please include the following:

- Number of students to be served (please include the estimated number of students currently attending a Kansas City Public Schools facility that are expected to be served)
- Ages and grade levels of the students to be served
- Program/academic focus
- Educational support services to be provided
- Explanation of student selection process, if applicable (lottery, first-come first-served, geographic preference, etc)
- Explanation of how the Respondent plans to serve high-needs geographies and include programs that target specific high-needs populations
- Documentation that the Respondent demonstrates the academic track record requirements as outlined in the Repurposing Guidelines adopted by the School Board

5. Sources and Uses Budget

Please include a sources and uses budget, including proposed and secured financing sources. If the Respondent expects to apply for local/state/federal public assistance (tax abatement, TIF, tax credits, etc), please outline this in the response.

6. Schedule

The Respondent shall submit a schedule, which includes phasing, if applicable, indicating dates for major milestones, such as start of project design, completion of rezoning/entitlements/tax incentives, if applicable, securing financing sources, execution of the purchase and sales/lease agreement, closing, construction bids, start of construction, and date of occupancy. In addition, the Respondent shall indicate the desired term of the option or lease period, if applicable.

7. Response Certification Form

The Respondent shall submit the Response Certification form contained on the following pages.

RESPONSE CERTIFICATION (RESPONDENT TO COMPLETE)

EXPLANATION. THIS CERTIFICATION ATTESTS TO THE RESPONDENT'S AWARENESS AND AGREEMENT TO THE CONTENT OF THIS RFI AND ALL ACCOMPANYING PROVISIONS CONTAINED HEREIN.

ACTION. RESPONDENT IS TO ENSURE THAT THE FOLLOWING CERTIFICATE IS DULY COMPLETED AND CORRECTLY EXECUTED BY AN AUTHORIZED OFFICER OF YOUR ORGANIZATION.

THIS RESPONSE IS SUBMITTED IN RESPONSE TO RFI: REUSE OF BLENHEIM, BRYANT, GRACELAND, PINKERTON CLOSED SCHOOL SITES, ISSUED BY THE KANSAS CITY, MISSOURI SCHOOL DISTRICT. THE UNDERSIGNED, AS A DULY AUTHORIZED OFFICER, HEREBY CERTIFIES THAT

(RESPONDENT NAME)

AGREES TO BE BOUND BY THE CONTENT OF THIS RFI AND AGREES TO COMPLY WITH THE TERMS, CONDITIONS AND PROVISIONS INCLUDED HEREIN AND ANY ADDENDA. EXCEPTIONS ARE TO BE NOTED AS STATED IN THE RFI.

THE UNDERSIGNED CERTIFIES THAT TO THE BEST OF HIS/HER KNOWLEDGE:
(CHECK ONE)

THERE IS NO OFFICER OR EMPLOYEE OF THE KANSAS CITY, MISSOURI SCHOOL DISTRICT WHO HAS, OR WHOSE RELATIVE HAS, A SUBSTANTIAL INTEREST IN ANY AGREEMENT FOR A CLOSED SCHOOL SITE(S) SUBSEQUENT TO THIS RESPONSE.

THE NAMES OF ANY AND ALL PUBLIC OFFICERS OR EMPLOYEES OF THE KANSAS CITY, MISSOURI SCHOOL DISTRICT WHO HAVE, OR WHOSE RELATIVE HAS, A SUBSTANTIAL INTEREST IN ANY AGREEMENT SUBSEQUENT TO THIS RESPONSE ARE IDENTIFIED BY NAME AS PART OF THIS SUBMITTAL.

THE UNDERSIGNED FURTHER CERTIFIES THAT THEIR ORGANIZATION (CHECK ONE) IS OR IS NOT CURRENTLY DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT BY ANY FEDERAL ENTITY. THE UNDERSIGNED AGREES TO NOTIFY THE DISTRICT OF ANY CHANGE IN THIS STATUS, SHOULD ONE OCCUR, UNTIL SUCH TIME AS AN AGREEMENT IS EXECUTED IN CONJUNCTION WITH THIS RFI.

PERSON(S) AUTHORIZED TO NEGOTIATE IN GOOD FAITH ON BEHALF OF THE RESPONDENT FOR PURPOSES OF THIS REQUEST FOR EXPRESSIONS OF INTEREST (RFI) ARE:

(SIGNATURE PAGE FOLLOWS)

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

NAME: _____ **TITLE:** _____

SIGNATURE: _____ **DATE:** _____

DATE: _____

Signature of authorized officer

F.E.I.N.: _____

Printed name



Received Date:

For Internal Use Only:

Proposal Summary Sheet

*Please type. If you recreate this on your computer, include all the requested information. **One page limit.***

School site you are submitting a proposal for: _____

Contact Information

Organization's Name: _____

Address, City, State, Zip: _____

Primary Contact Name/Title: _____

Additional Partner Organization(s) & Primary Contact(s): _____

Project Description/Summary (Do not exceed space provided – Site plan/elevations/floor plans can be attached):

Organization/Team Qualifications (Do not exceed space provided):

Schedule/Financing Information (Do not exceed space provided):

Community Concerns – Identify How Project Addresses Community Concerns/Priorities: