

BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON

Notice of)
)
Request for Statement of Qualifications and) Resolution CE 18-16
Proposals for Real Estate Brokerage)
Services.)
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NOTICE IS HEREBY GIVEN by the Douglas County Board of County Commissioners that Douglas County is seeking Statements of Qualifications and Proposals for real estate brokerage services for the marketing of real property owned by Douglas County. The required submittal forms are available on the Douglas County website: www.douglascountywa.net.

Submittals must be received at the Board of County Commissioners' Chambers, 213 Rainier, P.O. Box 747, Waterville, Washington 98858, no later than 10:30 a.m. on Monday, April 16, 2018. Douglas County reserves the right to reject all proposals.

SIGNED this 27th day of March, 2018, in open session at the Commissioners' Chambers, Douglas County Courthouse, Waterville, Washington.

BOARD OF COUNTY COMMISSIONERS
DOUGLAS COUNTY, WASHINGTON





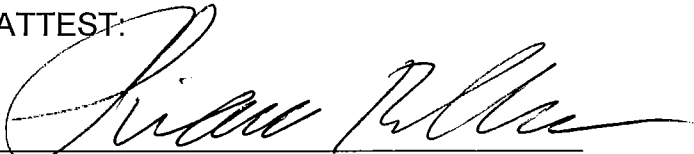
Dan Sutton, Chair



Kyle Steinburg, Vice-Chair



Steven D. Jenkins, Commissioner

ATTEST:


Tiana Rowland, Deputy Clerk of the Board

Publish twice: Empire Press, March 29, 2018 and April 5, 2018
Publish once: Wenatchee World, April 5, 2018.

DOUGLAS COUNTY

**REQUEST FOR
STATEMENT OF QUALIFICATIONS AND PROPOSAL
FOR
REAL ESTATE BROKERAGE SERVICES**

**PROPOSAL DUE:
MONDAY, APRIL 16, 2018, AT 10:30 AM**

I. Introduction and Request

Douglas County, Washington, is soliciting proposals to provide the County with real estate sales services to market a parcel of real property located in Douglas County, Washington.

The real property is available for viewing, upon request, and is legally described as:

The North Half of the Southeast Quarter of Section 22, Township 22 North, Range 21 East, Willamette Meridian; EXCEPT the Westerly 783 feet thereof; ALSO EXCEPT the Northerly 206 feet of the West Half thereof. APN 22212240008; Approximately 53.77 acres.

The real property has been declared surplus to the current and future needs of the County. The Board of County Commissioners wishes to have marketing of the real property begin as soon as possible.

Real estate brokers submitting responses may be considered for marketing additional properties that Douglas County may declare surplus within the next two years.

II. Response Requirements

A. Inquiries. All inquiries and other communication concerning this Request must be directed to Mr. James R. Barker, Administrator, 140 19th Street N.W., East Wenatchee, WA 98802, (509) 884-7173.

B. Content of Proposal. Each submittal must include the following information:

- Firm:**
1. Name of Firm
 2. Street Address of Firm
 3. Mailing Address of Firm
 4. Telephone Number
 5. Fax Number

- Broker:**
1. Name of Firm's Licensed Broker
 2. Copy of Broker License issued by the State of Washington
 3. Broker Cell telephone Number
 4. Broker Email Address

If List Agent is applicable:

- Agent:**
1. Name of Listing Agent Responsible for Sale and Marketing
 2. Copy of Agent License issued by the State of Washington
 3. Listing Agent Cell Telephone Number
 4. Listing Agent Email Address

- Proposal:**
1. Compensation, e.g. Real Estate Commission
 2. Marketing Plan
 3. Expenses, if any, for Marketing
 4. Statement of Experience Marketing Similar Properties (examples)
 5. Statement of Qualifications
 6. Current Market Analysis, including the proposed Listing Price
 7. Minimum of three (3), or more, references.

All Broker and Listing Agent compensation and expenses shall be subject to negotiation.

The Proposal shall be signed and dated by the Broker and, if applicable, the Listing Agent.

C. Delivery of Proposal. The Proposal shall be submitted, in hard copy and triplicate, to the Board of County Commissioners at the Commissioners' Chambers, Douglas County Courthouse, 213 Rainer, P.O. Box 747, Waterville, Washington 98858-0747, **on or before Monday, April 16, 2018, at 10:30 am.** Proposals received after the due date and time will not be considered and shall be returned unopened. Proposals submitted by email or by fax shall not be considered.

D. Rejection of Proposals. Douglas County reserves the right to reject all Proposals and may, in its sole discretion, waive non-material defects and minor irregularities. The County shall not pay or reimburse any costs and expenses incurred for preparing and/or submitting a Proposal.

E. No Contract Formation. The receipt, acceptance or award of a Proposal shall not constitute a contract, express or implied. A written Professional Services Contract must be negotiated and signed by the County and the Broker prior to providing any real estate brokerage services to the County.