

**REQUEST FOR INFORMATION
RFI# 872-19I
BUENA VISTA PROPERTY – LEASE OR PURCHASE PROPOSALS**

Section I: Introduction

Colorado Mountain College (“CMC”) is a statutory local college district established in 1965. The district and service area cover 12,000 square miles in all or part of nine counties. CMC offers 77 certificates, 54 associate degrees and five bachelor’s degrees.

The long-standing investment from our communities allows the College to keep its quality high, tuition affordable and access wide open. Eleven world-class mountain locations in central Colorado enable big-school opportunities in small, personal settings. Our unusually strong local partnerships create rich experiences for real-world learning and careers. The result? Proven student success that makes Colorado Mountain College a choice that’s uniquely smart. For additional information about CMC, please go to www.coloradomtn.edu.

CMC employs more than 2,200 full-time, part-time and adjunct employees throughout its 11 locations and campuses. Every one of these individuals contributes to the success of our students and to our mission and vision.

▶ SCOPE OF PROJECT

Colorado Mountain College owns property, consisting of land, a building and improvements, located at 27900 County Road 319, Buena Vista, Colorado. CMC presently does not use the property for academic offerings, instead using alternative locations to offer classes in Buena Vista. The building is currently being used by various organizations for short term events and meetings.

CMC has been approached by multiple parties presenting lease or purchase options of the property. In order to allow for an open public process and to gather proposals in a formal way, CMC is issuing this Request for Information.

Submitted proposals will be reviewed by the CMC Board of Trustees at its meeting on January 29, 2020. Direction to staff will be given at that time as to which proposal, if any, are in the best interest of the College. Staff will then begin negotiations based on such direction. No formal agreement shall be valid unless and until a lease or purchase contract is approved by the Board of Trustees and fully executed by both parties. CMC may choose not to enter in to any contract as a result of this RFI.

CMC has current title work and survey available for review upon request.

Section II: Timeline

a. **PROPERTY WALKTHROUGH.** There will be an **optional** walkthrough. See timeline below. Please note: The walkthrough will gather at the lobby of the Chaffee County Center and we will have facilities personnel on site to review any questions.

b. **TIMELINE MODIFICATION.** CMC reserves the right to modify this timeline at any time. Any changes will be posted to the CMC Purchasing Department's website as soon as the information is available. All times are Mountain.

TIMELINE	DATE	TIME
Issue date	NOVEMBER 12, 2019	4:00 p.m.
Optional Pre-Proposal Walkthrough	NOVEMBER 22, 2019	11:00 a.m.
Questions and Clarifications Due (send to bids@coloradomtn.edu)	DECEMBER 2, 2019	2:00 p.m.
Questions Answered	DECEMBER 9, 2019	4:00 p.m.
Request for Proposals (RFP) Due (send to bids@coloradomtn.edu)	DECEMBER 18, 2019	2:00 p.m.
Board of Trustees Review	JANUARY 29, 2020	TBD

Section III: Instructions for Proposals

a. Please send your Letter of Intent to bids@coloradomtn.edu including the following information:

- 1) Name, title, and contact information of the official representative submitting your proposal.
- 2) Following information:
 - i. Nature of the proposer – i.e. public or private, business description.
 - ii. Intended use of the property.
 - iii. Description of proposed transaction (e.g., Lease or Purchase) and material terms.
 1. Price
 2. Due Diligence requested
 3. Timing
 4. Contingencies or Conditions
 5. Other necessary terms
- 3) Letters of support for the proposed use of the property.
- 4) Other information or supporting documentation that you think our selection committee would benefit from reviewing in the decision process. Please submit as little as possible but as much as necessary.