

Purchasing Summary

EVENT # 8967	TITLE: Brokerage Services	COST: Not to exceed 3 percent
TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>

CONTRACT TERM (IF APPLICABLE)

Expires on July 13, 2023

S/DBE (IF APPLICABLE)

No numerical DBE goals were established for this project, but proposers were encouraged to achieve the highest possible DBE participation and were allotted a maximum of 10 points in the evaluation criteria. The recommended proposer did not have DBE participation.

MATRIX (IF APPLICABLE)

Proposer	Proposer's Qualifications and Network of Affiliates and Associates (25 points)	Examples of Experience (20 points)	Commission Rate and Flat Fee if Sale Proposals are Rejected (25 points)	SBE/DBE Participation (10 points)	Local Vendor Participation (20 points)	Total (100 points)
MOPPER/BENSON	24.3	18.3	22.5	0	20	85.1
STONESTREET PROPERTIES, LLC	15	11.7	15.6	0	0	42.3

NOTES

This is to award an annual contract for brokerage services to NAI Mopper Benton in an amount not to exceed three percent of property sale revenue. The Real Estate Services Department will use these services to assist in the disposition of City-owned real estate property. These services will be valuable given the extensive networks, contacts, and resources of professional brokerages, and will potentially lead to higher exposure of the property sales. The recent changes in Georgia law allow municipalities the option of engaging a professional real estate broker when disposing of real property.

The method used for this procurement was the request for proposal (RFP), which evaluates criteria in addition to the cost. The criteria evaluated for this RFP were qualifications and network of affiliates and associates, examples of experience, commission rate, flat fee if sale proposals are rejected, DBE participation, and local vendor participation. The recommended proposer proposed a range of commission percentages based on the estimated amount of a given parcel sale if the sale is accepted by Council. The recommended proposer offered a three percent commission rate on properties with a value of up to \$1,000,000.00; a two-and-a-half percent commission rate on properties with a value between \$1,000,000.01 and \$3,000,000.00; and a two percent commission rate on properties with a value exceeding \$3,000,000.01. The fee proposal points were assessed for the recommended proposer based on the highest commission rate. The recommended proposer shall charge a fee to the City in the amount of \$2,500 (maximum for marketing materials) in the event that Council rejects a sale of a given property. The typical listing agreement as proposed by the recommended proposer will be 180 days in length.

This is an annual contract that expires on July 23, 2023 with three (3) renewal options available.

The proposal was advertised, opened, and reviewed. Delivery: As needed. Terms: Net 30 days. The proposers were:

B.P.	NAI Mopper Benton (Savannah, GA) (B)	3 percent commission rate (\$0-1,000,000 2.5 percent commission rate (\$1,000,000-3,000,000 2 percent commission rate (\$3,000,000 and up) \$2500.00 if Council rejects sale
	Stonestreet Properties, LLC (Savannah, GA) (B)*	2 percent commission rate \$10,000 if Council rejects sale

A pre-proposal conference was conducted and one vendor attended. (B) Indicates local, non-DBE owned business. Recommend approval. * Business is located within City of Savannah limits but vendor does not have a City of Savannah Business Tax Certificate.

Local Available: Yes

Total Sent: 748

Total Received: 2

Vendor Federally Debarred/Suspended: No