



Consent Item

Date: October 21, 2024

Division: Finance

Subject: RFQ #3232-24 Real Estate Broker Services

Background Information:

- Within the Lewisville Independent School District boundaries, there are over 70 individual campus-property locations and more than 1,500 acres.
- The District receives multiple solicitations throughout the year from varied groups gauging LISD's interest in selling or possibly purchasing a tract of land and/or building(s).
- Local Government Code 272.001 and LISD Board Policy CDB (LEGAL) provide specific guidance to LISD on the processes for the Sale or Exchange of Real Property.
- LISD has utilized a real estate broker for the past six years; however, RFQ #2538-18 Real Estate Broker Services is set to expire in November 2024.
- Procurement and Contracts issued a new Request for Qualification in August 2024.
- This recommendation is to pre-qualify Real Estate Brokerage firm(s) that can provide expertise in real property brokerage services.
- Contracting for professional services is selected and awarded based on demonstrated competence and qualifications and for a fair and reasonable price per section 2254.003 of the Government Code.
- If approved, the intent will be to assess from a list of pre-qualified firm(s) on a qualifications basis necessary for a given real estate transaction(s).
- If awarded this RFQ shall be for a two-year term, with two successive two-year extension options, based on the long-range needs of the District and mutual consent of both LISD and the real estate broker firm(s), not to exceed six years total.

Administrative Consideration:

- Four hundred twelve email notifications were sent, and two proposals were received.
- In typical real estate brokerage agreements, no commissions are paid until the sale or purchase of any property is finalized.

Recommendations:

- That the Lewisville ISD Board of Trustees approves RFQ #3232-24 Real Estate Broker Services with the recommended pre-qualified real estate broker firm(s).

Timeline/Report:

- Term: November 2024 – November 2026