

Trafton Properties

Request for Letters of Interest

Arlington Public Schools is pleased to offer this opportunity for interested parties to submit a Letter of Interest (LI) for the purchase or lease of the District's Trafton Properties located at 12528 Jim Creek Rd. Arlington (Trafton House) and 12616 Jim Creek Rd, Arlington (Trafton School Building).

Overview

Arlington Public Schools (the "District") is seeking letters of interest to purchase or lease the Trafton Properties ("Property") located on Jim Creek Road within Snohomish County. This offering presents interested and capable parties the ability to either purchase or lease the Property. The District will only consider a lease of the Property if no viable purchase offers are submitted. The Property offering and the District's selection process are outlined below.

SECTION 1: PROPERTY OFFERING

Summary

Address: 12528 Jim Creek Rd. Arlington (Trafton House) and 12616 Jim Creek Rd, Arlington 98223 (Trafton School Building) within the jurisdiction of Snohomish County. The Property is located immediately off of Highway 530 northeast of Arlington with direct access from Jim Creek Rd.

Land Area: Trafton House is situated on a 4.04 acre parcel and the Trafton School Building site is on 2.15 acres. Actual acreage to be determined by interested parties.

Parcel Number: Trafton House parcel number 32062900103500, Trafton School Building parcel number 32062900103400.

Zoning: R-5 Acre (R-5), a rural zone in Snohomish County. Uses allowed in the R-5 zone are listed in SCC Chapter 30.22. There are a variety of uses allowed outright within the R-5 zone and other uses that are allowed through a conditional use permit.

Existing Building Areas: Trafton House - approximately 1,520 SF
Trafton School Building - approximately 2,528 SF

Description

The Trafton House, at 12528 Jim Creek Rd is a residential house. This 1,520 square foot house sits on a 4.04 acre lot and features 3 bedrooms and 1 bathroom. These

property improvements were built in 1930. This house has been leased to a tenant until August of 2015.

The Trafton School Building is a two-story white schoolhouse with a gray roof crowned by a bell-tower on the roof consisting of approximately 2,528 SF. The site was previously used as an elementary school and was closed by the District in 2010. The building was used by the Oso Community Chapel from 2011 to 2014 when the lease was terminated.

Neighborhood

Both parcels have frontage off of SR 530. The area is developed with large acreage residential homes consistent with the rural character of the area.

Current Improvements

The Trafton House was built in 1930.

The Trafton School Building is over 102 years old. The building was built in 1912-13 after a fire destroyed the previous building and has been on the historic registers since 2006. Currently the building is in need of significant repairs. Any prospective purchasers and or lessees must perform its own due diligence to determine the requirements for development of the site as it relates to conformance with all local, state, and federal regulations.

Environmental

Information about hazardous materials present on the site is available as outlined in this document. Prospective purchasers/lessees should conduct their own environmental review and other due diligence.

Available Property Information

The District has made the following materials available to interested parties for the specific purpose of evaluating a potential purchase or lease of the Property. For access to the electronic document library, interested parties should contact the District's Real Estate Advisor identified below:

- ALTA Commitment for Title Insurance (2015, Chicago Title Company of Washington) Chain of Title
- Environmental Assessment Report dated August 2015 (includes Historic Memo)
- Summary of 2009 Study and Survey
- Conditional Use Permit Hearing Examiner's Report March 2010
- Asbestos Study, 2001

Real Estate Advisor

Cynthia Berne
Long Bay Enterprises, Inc.,
(206) 937-9536 office
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Cynthia@longbayenterprises.com

Agency Disclosure & Disclaimer

Arlington Public Schools (the “District”) has engaged Long Bay Enterprises, Inc. (“Long Bay”) as real estate advisor and broker (collectively, “Real Estate Advisor”) on an exclusive basis in connection with a proposed sale or lease of the Property, located at 12528 Jim Creek Rd. Arlington (Trafton House) and 12616 Jim Creek Rd (Trafton School Building), Arlington 98223. For more information on Washington’s law of real estate agency, see RCW 18.86.120.

This Request for Letters of Interest (“RFLI”) is available to any party interested in responding to purchase or lease the Property from the District. By acceptance of this RFLI, each recipient agrees to use this RFLI and related information provided by the District and the Real Estate Advisor exclusively for the purpose of evaluating a potential purchase or lease of the Property.

This RFLI has been prepared based partly upon information furnished by the District which has reviewed this information and authorized its use for the purpose and manner described in this RFLI. Neither the District nor its Real Estate Advisor make any representations or warranties with regard to the accuracy or completeness of the information contained herein. The District and the Real Estate Advisor have conducted a limited review of the information contained in this RFLI, but have not independently verified the accuracy or completeness thereof. Nothing contained in this RFLI should be construed as a representation by any person as to the future potential or performance of the Property.

EACH POTENTIAL CANDIDATE IS EXPECTED TO CONDUCT ITS OWN DUE DILIGENCE.

SECTION 2: SELECTION PROCESS

In order to maximize participation in the RFLI process, the District is interested in receiving letters of interest to purchase or lease all or a portion of the Property. Letters of interest to purchase or lease may include preserving, retaining and improving the current structures or may propose a purchase or lease without preserving the existing structures. Letters of interest should identify key purchase terms and use objectives. All letters of interest should include a proposed schedule outlining any feasibility period and an estimated closing date of the purchase or lease.

The District is open to any and all reasonable offers that are consistent with the following requirements:

- The District requires a fair market rental rate for the Property if leased.
- The District requires fair market value, in cash, for the Property if sold.
- Any lease or sale must be contingent on and preceded by compliance with the requirements of Chapter 28A.335 RCW, District policies and procedures, and other applicable law.

Additionally, the District has a preference for proposals that can accomplish any of the following goals:

- The District is interested in ensuring that future use of the Property is compatible with the surrounding properties and rural character.
- The District preference for disposition is a sale of the Property
- Preservation of the building or exterior of the Trafton School Building, if feasible.

Evaluation Process

Letters of interest will be evaluated by the Evaluation Committee (“Committee”), which will consist of District staff, School Board appointed member, District consultant and the Real Estate Advisor. Responders may be requested to meet in-person with the Committee as part of the selection process. The Committee will review and evaluate the responses to select candidates that it believes best meets the requirements and goals set forth in this RFLI. The District reserves the right to reject any and/or all responses and may cancel this RFLI process at any time.

Responders should submit one (1) Letter of Interest electronically or one (1) original hardcopy Letter of Interest. The Letter of Interest shall not exceed five (5) pages (single sided).

Minimum Response Requirements

In order to be responsive to this RFLI, Letters of Interest must address, at a minimum, the following:

1. **Overview:** General overview of proposer and or proposers’ background, a resume may be submitted but it is not required.
2. **Structure:** The proposed method of Property control (purchase, lease, etc.)
3. **Proposed Use:** A general description of the proposed use, program and or vision for the Property
4. **Compensation for Property:** In the case of a purchase, purchase price and proposed Property reinvestment if applicable. In the case of a lease, the approximate rent and proposed length of term (in years). Dollar figures for a lease may be stated as a range.
5. **Timeline:** Anticipated timeline for acquisition and development of the site, or improvements and occupancy.

6. **Proposers' Financial Performance:** Information demonstrating the responder's financial ability to develop what is proposed, either a statement of financial strength and or ability to close the transaction.
7. **Proposer's Experience:** If a development project is the proposed use submit examples of projects the responder has successfully completed that are similar in size.
8. **Candidate References:** A list of at least five (5) references (including at least two financial institution references).

RFLI Schedule

Issue Request for Letter of Interest	October 5, 2015 4:00PM
Guided site tour	October 8, 2015 11:00AM
Final questions deadline	October 30, 2015 4:00PM
Letters of Interest due	November 25, 2015 2:00PM
Interviews if deemed necessary	Week of December 7 th , 2015
Selection of candidate(s)	Target Date: December 21, 2015

General Information

1. Please direct all questions to the District's *Real Estate Advisor*.
2. Without exception, no LI shall be accepted after the time and date specified above.
3. Washington State Public Records Act (RCW 42.56) requires public agencies in Washington to promptly make public records available for inspection and copying unless they fall within the specified exemptions contained in the Act, or is otherwise privileged. Responses will be available for inspection and copying by the public in accordance with the Act, if and as such inspection and copying is required by the Act.
4. The District does not pay brokerage commissions. If the Purchaser or Lessee engages with a Broker for representation the Purchaser and or Lessee will be responsible for payment of its Broker's commission and or fees.
5. Please submit all Responses to the attention of:

Sid Logan, Executive Director of Operations
slogan@asd.wednet.edu
360.618.6238

Electronic submissions: Sid Logan
slogan@asd.wednet.edu

Hand delivered: Sid Logan
APS Administration Building, 3rd floor
315 N. French Ave.
Arlington, WA 98223

Mailed submissions: Address above, Attn: Sid Logan