



January 14, 2025

**Surplus Property
Status and Next Steps**

Updated Status

- **1. Waivers Approved**
- **2. Request for Proposal Drafted**
- **3. Future Steps Timeline**

Surplus Properties

1. Jewett Estate

- South of Telephone Road, north of Bristol Road

2. Sudden Estate

- Between Foothill Road and Telegraph Road

3. Former Washington School Site

- 96 MacMillan Avenue

4. The Education Services Center

255 West Stanley Avenue, Suite 100

5. Avenue Elementary

2647 North Ventura Avenue

Waivers Approved

- **1. Approve Request for Proposal Process**
 - Consider price and other factors
- **2. Timeline: 12/30/25**
 - Must have the agreement signed
 - Can seek an extension
- **3. Conditions**
 - Must select within 30-60 days of public meeting when received
 - Discuss reasons in public session meeting



Request for Proposal

- **1. Accept Any Offer**
 - Purchase, Lease, Workforce Component
- **2. Establish Payment**
 - Total Payment, Deposit Structure
- **3. Describe Development**
 - Fits within District's purpose of benefiting students and local community
- **4. Plan to Work with Community**
 - Accept and consider public input

Request for Proposals

- **Key Features**

- **1. Flexibility**

- District can consider any proposal for development

- **2. Non-Binding**

- District is not bound to dispose of Property through RFP

- **3. Open Ended**

- District can encourage “out of the box” proposals

- **4. Negotiation Process**

- After receiving proposals, District can negotiate changes in terms offered

Potential RFP Steps

■ 1. Release RFP

- ☐ Post on District Website; send to known developers and interested parties

■ 2. Schedule Property Review

- ☐ Schedule times for interested parties to enter onto the Property

■ 3. Ask Questions

- ☐ Anyone can send a question about the property

Potential RFP Steps

■ 4. Post Question Response

- ☐ All questions and answers posted on District website
- ☐ Ensure everyone gets same information

■ 5. Response Deadline

- ☐ Responses must be received by the District
- ☐ Selection must occur 30-60 days

Potential RFP Steps

■ 6. District Team Assessment

- ☐ District identifies evaluators to review proposals
- ☐ Evaluation team identify the “top proposals” for further negotiation

■ 7. Negotiations

- ☐ District can ask top proposers to clarify or “improve” their proposals before presented to the board

Potential RFP Steps

■ 8. Present to the Board

- ☐ Evaluators recommend top proposal for board consideration

■ 9. Open Escrow

- ☐ Board can approve contract with top proposer
- ☐ Authorize staff to execute agreement to start sale/lease process

Potential Timeline

Start with Sudden Estate and Jewett Estate

- **1. Release RFP**
 - ☐ January 20, 2025
- **2. Schedule Property Review**
 - ☐ One month from release
 - ☐ February 20, 2025
- **3. Ask Question**
 - ☐ Two Months from release
 - ☐ March 20, 2025

Potential Timeline

Sudden Estate and Jewett Estate

■ 4. Post Response to Answer

- ☐ Usually one week
- ☐ March 27, 2025

■ 5. Response Deadline

- ☐ One month after responses
- ☐ April 28, 2025
- ☐ Selection Due May 28-June 28, 2025

Potential Timeline

Sudden Estate and Jewett Estate

- **6. District Team Assessment**

- ☐ Two Weeks

- ☐ May 12, 2025

- **7. Negotiations**

- ☐ Two Weeks

- ☐ May 26, 2025

Potential Timeline

Sudden Estate and Jewett Estate

- **6. District Team Assessment**

- ☐ Two Weeks

- ☐ May 12, 2025

- **7. Negotiations**

- ☐ Two Weeks

- ☐ May 26, 2025

Potential Timeline

Sudden Estate and Jewett Estate

■ 8. Present to the Board

- ☐ Based on Board Schedule
- ☐ June 10, 2025

■ 9. Open Escrow

- ☐ Selected proposer sign final agreement
- ☐ June 11, 2025

Options for Remaining Properties

Avenue, Washington, Service Center

- **1. Start Process During Estate Process**
 - Approximately Five Months
 - To Make 12/31/25 Waiver Deadline
 - Start end of July
- **2. Seek a Waiver Extension**
 - SHOULD be processed quickly
 - Estate properties shows good faith efforts
 - CDE schedule, submit waiver request June
 - CDE Board Meetings 7/9, 9/10 and 11/5

Closing Points

- **1. Times Are Estimates**
 - ❖ 12/30/25 only “hard” timeframe
- **2. Non-Binding**
 - ❖ Until signed agreement
- **3. Overall Goal: “Wide Transparency”**
 - ❖ Release RFP to the World
 - ❖ RFP requires responders to consider public input

Action Items

■ 1. Send out RFP for Estates

- ❖ Release = January 20, 2025
- ❖ Question Deadline = March 20, 2025
- ❖ Answer Posted = March 27, 2025
- ❖ Responses Due = April 28, 2025
- ❖ Planned Board Review = June 10, 2025

Action Items

■ 2. Designate Evaluation Team

- ❖ Individuals who will review the proposals
- ❖ Criteria / Rubric
- ❖ Identify the “top proposals”
- ❖ Negotiate with top proposals to get best offer
- ❖ Present Recommendations to the Board

Action Items

- **3. Plan for Washingtonn, Avenue, and Service Center Property**
 - ❖ Plan to Start in July
 - ❖ Submit Waiver in June