

MEMORANDUM

TO: Governing Board

FROM: Charlie Houder, Director, Division of Land Resources

DATE: October 4, 2013

RE: Real Estate Brokerage Services

RECOMMENDATION

Staff recommends that the Governing Board authorize the Executive Director to execute a contract with the Daniel Crapps Agency Inc. to provide real estate brokerage services for Fiscal Year 2013/2014.

BACKGROUND

To ensure consistent service, reduce administrative costs and expedite sale of lands declared surplus, the Suwannee River Water Management District has advertised and accepted Requests for Proposals (RFP) for the services of Real Estate Brokers for exclusive right of sale listing agreements in a non-representative capacity. The lands to be offered for sale will be in diverse locations throughout the District's 15-county region and may vary from less than 20 acres to hundreds of acres.

Five proposals were received by the September 30, 2013, deadline and the Selection Committee met on October 3, 2013 to review and rank the proposals. The Daniel Crapps Agency Inc. was determined to be well qualified and would provide the best value for the District with a proposed fee of five percent of the sale price. All of the other respondents proposed fees of six percent. The Selection Committee considered whether additional firms would be needed, but concluded that the Daniel Crapps Agency, Inc. had sufficient resources and had demonstrated that the firm had successfully brokered sales throughout the District.

Fiscal Year 2013/2014 Real Estate Brokerage Services
List of Respondents

Firm	Address	Location
Jim King Realty, Inc	315 N. Main Street	Chiefland
Swift Creek Realty	PO Box 238	Lake Butler
Poole Realty	127 E. Howard Street	Live Oak
LJB Development Group	5745 SW 75 th Street #139	Gainesville
Daniel Crapps Agency	2806 W. US Hwy 90	Lake City