

RFP – Tillable Farm Land Lease

Summary of Bidding Process

Property Address:

128th Avenue & 24th Street
Hopkins, MI 48328

Legal Description of Property:

BEG SW COR TH N 1073' TH E 1623.22' TH S 1075.19' TH W 1622.24' TO POB SEC 19 T3N R12W (09).

Acreage:

Approximately 40 acres, 38+/- farmable

Term of Lease:

3 years (2018, 2019, 2020)

Submission of Bids:

Clearly marked proposals must be received by 3:00 p.m. on Wednesday, November 8, 2017. Bids will be opened, but not awarded, at that time.

Special Notes:

Preference will be given to farmers whose main operation is within the boundaries of Hopkins Public Schools

Standard farming practices and Michigan Right to Farm Law must be followed.

Those wishing to view the property should contact Katie Jager, (269) 793-7261.

Hopkins Public Schools reserves the right to accept or reject any/or all proposals.

Late Proposals. Each Proposer is responsible for submission of its Proposal. Proposals or revisions to Proposals received after the date and time specified above may be rejected for consideration by the School District. Any rejected proposals will be returned to the Proposer unopened. The School District is not liable for any delivery or postal delays.

1.3 Original Proposal and Copies. Each Proposal must be an original and hard copy, and signed by an authorized member of the Proposer's firm. Oral, telephonic,

telegraphic, facsimile, or email Proposals will NOT be accepted. Along with the original, signed Proposal, the Proposer shall also submit seven (7) copies of the Proposal.

1.4 Opening of Proposals. The Proposals will be opened at the date and time stated above, by the Superintendent of Schools and/or such other administrator authorized by the Board of Education. No immediate decision will be rendered. Proposals will not be open to the public, nor disclosed to unauthorized persons prior to award of Contract. However, after award of Contract, all Proposals shall be open to public inspection, subject to any continuing disclosure prohibition under Michigan law.

INVITATION FOR TILLABLE FARM LAND LEASE
Hopkins Public Schools
400 Clark Street
Hopkins, Michigan 49328

1. INVITATION FOR PROPOSALS:

Sealed bids will be received at the central office of Hopkins Public Schools, 400 Clark Street, Hopkins, MI 49328, until 3:00 p.m. on November 8, 2017. Bidders and/or interested persons are welcome to be present at the bid opening. The bid winner will be notified on November 21, 2017.

A tour of the property may be arranged by contacting Katie Jager, Business Manager, at (269) 793-7261.

2. PROPOSALS:

Proposals must be submitted in sealed envelopes plainly marked "FARM LAND LEASE". All proposals shall be on the Proposal Form at the end of this document. A sealed envelope containing your proposal and any other supporting documents must be marked in the lower right hand corner with the following description:

HOPKINS PUBLIC SCHOOLS
FARM LAND LEASE
[PROPOSER'S NAME]
[PROPOSER'S ADDRESS]
[PROPOSER'S TELEPHONE NUMBER]

The envelope must be addressed and timely delivered to:

Hopkins Public Schools
Attention: Gary Wood, Superintendent
400 Clark Street
Hopkins, MI 49238

3. EXPLANATION WRITTEN AND ORAL:

Should you find discrepancies in or omissions from the specifications, or should you be in doubt of their meaning, notify Gary Wood, who will post clarification on the district website. The Board of Education will not be bound by any oral communications.

4. WITHDRAWAL OF PROPOSAL:

No proposal will be allowed to be withdrawn after it has been submitted to the Hopkins Public Schools unless approved by the Board of Education.

5. REJECTION OR ACCEPTANCE OF PROPOSAL:

The Board of Education of the HOPKINS PUBLIC SCHOOLS reserves the right to accept or reject any/or all proposals.

6. TILLABLE FARM LAND FOR LEASE:

The HOPKINS PUBLIC SCHOOLS is leasing, for a period of three (3) years, approximately 38 acres of tillable farm land. The tillable farm land is located in Section 19 of Hopkins Township. The legal description of the property is: BEG SW COR TH N 1073' TH E 1623.22' TH S 1075.19' TH W 1622.24' TO POB SEC 19 T3N R12W (09). The tenant will be responsible for maintaining soil fertility and pH. The tenant will be responsible for following the Michigan Right to Farm Generally Accepted Practices while engaged in crop production on this parcel.

7. BID FORMS:

All bids should be submitted on the enclosed bid form, to the attention of Gary Wood, Superintendent, HOPKINS PUBLIC SCHOOLS, 400 Clark Street., Hopkins, MI, 49328.

8. INSURANCE REQUIREMENTS:

Bidder must have an appropriate amount of Property Damage and Comprehensive General Liability Insurance. Proof must be submitted with bid.

9. PAYMENT REQUIREMENTS:

Payment must be received by the HOPKINS PUBLIC SCHOOLS by April 1 of each contract year.

Payment should be submitted to:

Hopkins Public Schools
Attn: Katie Jager
400 Clark Street
Hopkins, Michigan 49328

10. TERM OF BID:

The bid is for 3 years, beginning with 2018 and ending 2020. The Board of Education will notify the winning bidder by November 21, 2017.

The HOPKINS PUBLIC SCHOOLS reserves the right to void this contract at any time with six (6) months written notice. Since the HOPKINS PUBLIC SCHOOLS's intention of owning this land is for future building development, the Board of Education may decide to exercise this termination of contract for any reason, including the development of the land.

11. SMOKING POLICY:

Smoking and the use of tobacco is prohibited on school property by Board of Education policy and State law. No employee of the contractor shall use tobacco in any form while on any Hopkins Public Schools' property.

**Hopkins Public Schools
FARM LAND LEASE
Proposal Form
2018 - 2020**

Lease Amount

Year 1 - 2018 \$ _____

Year 2 - 2019 \$ _____

Year 3 - 2020 \$ _____

Special Notes: _____

Attach a copy of Proof of Insurance

Hopkins Public Schools reserves
the right to accept or reject any/or all proposals.

Signature: _____ Company: _____

Printed Name: _____ Date: _____