

## COMMERCIAL REAL ESTATE BROKERAGE, MANAGEMENT, AND CONSULTING SERVICES

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Arizona State University extends an invitation to qualified firms or individuals offering commercial real estate brokerage, management, and consulting services

<b>Open</b>	6/22/2026 4:00 PM MST	<b>Type</b>	Request for Proposal
<b>Close</b>	7/13/2026 4:00 PM MST	<b>Number</b>	RFP 232601
		<b>Currency</b>	US Dollar

**Sealed Until** 7/13/2026 4:00 PM MST

### Contacts

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### Commodity Codes

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<b>Commodity Code</b>	<b>Description</b>
95-01	Real Estate Assets and Services
80-01	Professional Services

**Description** Arizona State University extends an invitation to qualified firms or individuals offering commercial real estate brokerage, management, and consulting services to submit proposals to the University for professional services in a wide variety of real property transactions. Services may include but are not limited to marketing; financial modeling; property analyses and feasibility testing; property valuations; property accounting and budgeting; financial reporting; lease administration; property operations; and the negotiation of purchase and sale agreements, development agreements, and property and ground leases. The University intends to select multiple firms or individuals who may be used on an as-needed basis.

## Prerequisites

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## Buyer Attachments

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There are no Buyer Attachments added to this event.

## Questions

★ Required Questions

### Group 1.1: Scope of Work

#### Instructions:

- 1.1.1 Proposers must acknowledge that they have reviewed and accept the attached Scope of Work. ★
- 1.1.2 Proposer must list any and all exceptions taken to the subject statement of work. ★

### Group 2.1: Value-Added Services

#### Instructions:

- 2.1.1 Proposer should provide a brief summary of any other value-added services or programs which may contribute to the overall value of your proposal, including but not limited to: Training, Industry Partnerships, Support of ASU's Charter and Goals, Support of sustainable development, veterans' affairs, initiatives in support of women, wellness, and our changing regional demographics, Support and enhancement of ASU's reputation as an innovative foundational model for the New American University, Comment to provide significant financial and non-financial support for the University and its signature program. If providing Value Add, please choose "yes". Otherwise choose "No". ★
- 2.1.2 Please upload your response for Value Add in this section. ★

### Group 3.1: Proposer Qualifications

#### Instructions:

- 3.1.1 The proposer shall present evidence that the firm or its officers have been engaged for at least the past five (5) years in providing services as listed in this Request for Proposal. ★
- 3.1.2 Proposer shall present evidence of real estate brokerage licensing. Proposer shall be qualified to conduct commercial real estate transactions in the State of Arizona. ★
- 3.1.3 Provide a list of qualified personnel who may be assigned to projects and specify their areas of expertise, property-type experience and geographic focus. Include resumes for all personnel. Please identify expertise related to land transactions, multifamily, student housing, medical, retail, restaurant, office, hospitality, industrial, mixed-use, research park, innovation district and institutional developments, as well as brokerage, property management, community management, leasing, asset management, financial analysis and development advisory services ★

### Group 3.2: Financial Statements

#### Instructions:

- 3.2.1 Option A. Proposers who have audited financial statements are to provide the following: Audited financial statements for the two (2) most recent available years.
- 3.2.2 Option B. Proposers who might not have audited financial statements are to provide the following: It is preferred that audited financial statements for the two (2) most recent available years be submitted. However, if not available, provide a copy of firm's two (2) most recent tax returns or compiled financial statements by an independent CPA.

### Group 4.1: Sustainability Questionnaire Acknowledgement

#### Instructions:

- 4.1.1 Arizona State University integrates sustainability into procurement practices to advance our commitment to sustainability. Please review the attached practices and acknowledge you have reviewed the options. ★

### Group 4.2: Supplier Sustainability Questions

#### Instructions:

- 4.2.1 Sustainability is embedded in our organization's overall purpose, vision, mission and strategic goals. ★
- 4.2.2 Our organization uses annual metrics to determine sustainability goals and projects. ★
- 4.2.3 Annually measures: Water Usage ★
- 4.2.4 Annually measures: Energy ★
- 4.2.5 Annually measures: Greenhouse gas emissions (GHG) ★
- 4.2.6 Annually measures: Waste ★
- 4.2.7 Annually measures: Sustainable Purchasing ★
- 4.2.8 Based on metrics, we have a staged plan to expand upon sustainability programs within our operations. ★
- 4.2.9 We can show how we have publicly advocated for sustainability as a market force for progress in our industry, in the past year. ★

4.2.10	Provide a summary of programs related to inclusion.	★
4.2.11	Please provide a summary of any value added sustainability programs, including but not limited to: (A) Support of ASU's Sustainability Goals ( <a href="https://cfo.asu.edu/sustainability-goals-and-vision">https://cfo.asu.edu/sustainability-goals-and-vision</a> ); (B) Sustainability focused position(s); (C) Sustainability product and service reporting capabilities	★
<b>Group 4.3: Sourcing Sustainability</b>		
<b>Instructions:</b> Current sustainability scope for products and services: We actively address these product and service sustainability issues in the sourcing and supplying of our services/products. (Check all that apply.)		
4.3.1	Environmental impact issues	★
4.3.2	Employee impact issues	★
4.3.3	Community/ethical issues	★
<b>Group 4.4: Leadership in Sustainability</b>		
<b>Instructions:</b>		
4.4.1	An executive is responsible for sponsoring and overseeing the integration of sustainability into all organization processes.	★
4.4.2	Sustainability goals are championed by roles dedicated to sustainability.	★
4.4.3	Sustainability goals are championed and supported by staff through sustainability engagement teams, training, courses, and organization events.	★
4.4.4	We share our best practices, guidance, tools, etc. with others in the sustainability focused community.	★
<b>Group 5.1: ASU's Terms and Conditions</b>		
<b>Instructions:</b>		
5.1.1	I have read and agree to ASU's Terms and Conditions located at <a href="https://www.asu.edu/purchasing/pdf/Stand_TsCs_Provisions.pdf">https://www.asu.edu/purchasing/pdf/Stand_TsCs_Provisions.pdf</a> . If "NO", you will be required to submit exceptions with justification and alternate language. Proposals that are contingent upon any changes to these mandatory terms and conditions may be deemed non-responsive and may be rejected.	★
5.1.2	All exceptions must be submitted with justification and alternate language, and MUST be submitted with the submittal. In no event is a proposer to submit its own standard contract terms and conditions as a response to this Request for Proposal.	★
<b>Group 6.1: Insurance Requirements</b>		
<b>Instructions:</b>		
6.1.1	I have read the attached ASU insurance requirements and all requirements will be met.	★
6.1.2	All exceptions to insurance must be submitted with justification and alternate language, and MUST be submitted with the proposal.	★
<b>Group 7.1: Proprietary/Confidential Statement</b>		
<b>Instructions:</b>		
7.1.1	Per pre-requisite instructions, If you are submitting any information you consider to be proprietary or confidential, you must create a password protected zip file and upload the document along with a justification in the appropriate area within this RFP. In an email outside of the RFP, send the password directly to the Buyer referencing the RFP number ( <a href="mailto:libarra4@asu.edu">libarra4@asu.edu</a> ). If the Deputy CPO concurs, this information will not be considered public information. The Deputy CPO of Procurement is the final authority as to the extent of material, which is considered proprietary or confidential. Pricing information cannot be considered proprietary or confidential. Proprietary or confidential information must be submitted per the Instructions to Proposers, item 7. Any watermarks, footnotes, copyright or reference to proprietary or confidential throughout the submitted proposal will be disregarded as boilerplate markings. I have read and understand.  If you have proprietary or confidential information, upload the password protected zip file here and email the Buyer with the password.	★
7.1.2	For each individual document you've included in your zip file, with the exception of Financial Statements properly submitted via the instructions provided (if applicable), you MUST provide a justification explaining for why this is considered proprietary and confidential to your business. Please provide this information via the file attached. If no justification supporting your submitted Proprietary and Confidential information is enclosed, the request will be disregarded.	

There are no Items added to this event.

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