



## **FRANKLIN COUNTY CHAMBER OF COMMERCE**

395 Main Street, PO Box 898 - Greenfield MA 01302-0898

PHONE: 413-773-5463 FAX: 413-773-7008

[www.franklincc.org](http://www.franklincc.org)

### **REQUEST FOR PROPOSALS COMMERCIAL REAL ESTATE TO LEASE**

The Franklin County Chamber of Commerce (FCCC) seeks requests for proposals to lease space for its offices and visitors center. FCCC is a membership organization dedicated to strengthening and sustaining the economic and civic vitality of our region. FCCC also serves as the Franklin County Regional Tourism Council (FCRTC) and administers a grant supporting tourism through marketing. FCCC seeks space that meets the following criteria:

- LOCATION:** Very close to or visible from Interstate 91, Routes 5 & 10 and/or Route 2. Proximity to attractions/areas visited by tourists and travelers is required.
- SIZE:** 1,000 square feet of first floor space including reception area, two offices, kitchen, bathroom and storage space. Front facing window space and sign location is required. Second floor space will be considered for the offices and storage but reception area must be first floor.
- PARKING:** 4 spaces for daily use by Chamber staff as well as 10 additional spaces for visitors is required. Ample space for busses to park and turn is required.
- OTHER:** Services provided by lessor are on-premises trash disposal, snow removal and landscaping services, and ample lighting and security.
- Space must be handicap accessible and have access to public handicap accessible restrooms maintained by lessor.
- BUILD OUT:** Any work required to make the space compliant with this RFP will be done by lessor.
- AVAILABLE:** FCCC/FCRTC can be flexible with occupancy date. Please indicate when property will be available.
- TERM:** Proposal should be for a 3-5 year term and should include an early termination clause.
- COST:** \$9-\$12 per square foot, with lessee willing to pay for utilities.

Interested parties are requested to submit written proposals, including a layout of the space, to:

Franklin County Chamber of Commerce  
395 Main Street, P.O. Box 898  
Greenfield, MA 01302

Proposals are due either by mail or in-person by Friday, May 28<sup>th</sup> at 3:00 p.m.,