

Request for Proposals

Lease Opportunity for Childcare Center

Issued by: Adjacent Properties

Release Date: Friday, June 6, 2025

Proposal Deadline: Monday, June 30, 2025

Overview

Adjacent Properties invites proposals from qualified and experienced childcare providers interested in leasing and operating a new, purpose-built childcare center located in Holdrege, Nebraska. The proposed facility is designed to accommodate up to 100 children and will be located adjacent to Holdrege Elementary School and the Medical Plaza.

Facility Description

- **Location:** Behind the Medical Plaza, near Holdrege Elementary School
- **Estimated Size:** ~6300sqft
- **Capacity:** Designed for approximately 100 children
- **Building Status:** Currently in design and development phase
- **Projected Opening:** 2026
- **Lease Type:** Long-term commercial lease
- **Ownership:** Building will be owned by Adjacent Properties and leased to the selected provider

Provider Requirements

Proposals will be accepted from licensed and reputable childcare providers who:

- Currently hold a “Center” level license or are eligible and willing to obtain license before completion of construction
- Can demonstrate a commitment to early childhood education, safety, and inclusion
- Have the knowledge and financial understanding to operate the business independently
- Will manage staffing, curriculum, tuition, and enrollment directly
- Have intention to participate in the Step Up to Quality program

Proposal Must Include:

1. **Business Overview:** Description of your organization, mission and ownership background
2. **Licensing & Qualifications:** Documentation of current licenses, certifications and staff qualifications
3. **Experience:** Relevant background and examples of current or past operations
4. **Proposed Programming:** Educational approach, curriculum, and enrichment offerings
5. **Operational Plan:** Staffing, scheduling, enrollment capacity, tuition structure
 - a) Building expectation: classroom, bathrooms, storage, play space, kitchen, parking, outdoor play space needs **Please indicate required needs separately from desired but not necessary items.*
 - b) Additional furnishings/materials/supplies needed
 - c) Days and hours of operation
 - d) Ages to be served

- e) Description of programming being offered to age groups
 - f) Step Up to Quality Participation/Future Goal
6. **Financial Plan:** Projected 2-to-3-year budget based on
- a) anticipated enrollment
 - b) anticipated income including family enrollment fee scale
 - c) anticipated # of employees and wage structure per position
 - d) anticipated child care business operation expenses
 - e) estimated lease based on affordability
7. **References:** Minimum of two community references

Evaluation Criteria:

Proposals will be evaluated based on the following (in order):

- Experience and reputation of the provider
- Quality of educational and operational programming
- Community engagement and family-centered approach
- Financial feasibility and sustainability

Submission Instructions:

Please submit your full proposal in PDF format to:

info@adjacentpropertiesne.com

Deadline: Monday, June 30, 2025

Please complete proposal requirements to the best of your ability and knowledge. Questions about the facility and requirements may also be submitted to info@adjacentpropertiesne.com.

Resources:

The following resources are available to assist providers in preparing their proposals:

- Holdrege Area Early Childhood Partnership, Inc.: <https://www.holdregeareaecp.com/>
- Center For Rural Affairs: [Small Business Training & Resources | Center For Rural Affairs - Building a Better Rural Future](#)
- UNO Nebraska Business Development Center: [Contact a Consultant | Nebraska Business Development Center | University of Nebraska Omaha](#)
- Nebraska Exchange: [Nebraska Early Childhood Exchange | Budget Planning & Preparation](#)
- Nebraska Enterprise Fund: [NEF Home - Nebraska Enterprise Fund](#)
- Lori Ferguson or Sharon Hueftle: [SCEDD | South Central Economic Development District](#)

About Adjacent Properties

Adjacent Properties is a community-driven development company focused on strengthening local infrastructure and improving the quality of life in Phelps County. This childcare center project is a response to the region's critical need for long-term, stable childcare facilities.