



## **REQUEST FOR PROPOSALS**

### **PROPERTY ACQUISITION AND DEVELOPMENT OF MULTI-FAMILY/AFFORDABLE HOUSING**

**808 West Cedar Street**

Submittals must be received electronically no later than:

**December 8, 2025, by 5:00 p.m. (PDT)**

**City Contact:**

[LAlarcon@san diego.gov](mailto:LAlarcon@san diego.gov)

Leonardo Alarcon, Successor Agency Coordinator  
Economic Development Department  
1200 3rd Avenue, Ste. 1400 San Diego, CA 92101  
(619) 236-6700

August 2025



**CITY OF SAN DIEGO  
ECONOMIC DEVELOPMENT DEPARTMENT  
1200 Third Avenue, Suite 1400  
San Diego, CA 92101-4195**

**REQUEST FOR PROPOSALS  
(RFP) COVER SHEET**

<b>Solicitation Type:</b>	Acquisition and Redevelopment of City-Owned Real Property located at 808 W. Cedar Street, San Diego, CA as Multi-Family Rental Housing, including a minimum of 20% rent and income-restricted affordable units.
<b>Solicitation Issue Date:</b>	<b>September 2, 2025</b>
<b>Pre-submittal Meeting Date:</b>	<b>September 29, 2025 at 10 a.m.</b>
<b>Last day for Questions/Comments:</b>	<b>November 20, 2025</b>
<b>City Contact:</b>	<b>Leonardo Alarcon</b> Successor Agency Coordinator  1200 3 <sup>rd</sup> Ave, Suite 1400 San Diego, CA 92101 (619) 236-6700 <a href="mailto:LAlarcon@sandiego.gov">LAlarcon@sandiego.gov</a>
<b>Submittal Due Date and Time ("Closing Date"):</b>	<b>December 8, 2025, at 5:00 p.m.</b>
<b>Submission Format:</b>	Proposer is required to deliver to the City Contact one (1) "high quality" digital PDF file of their response as described herein.

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**All attachments should be downloaded from the RFP website per Section 1.4:**

<https://www.sandiego.gov/economic-development/successor/dispositions>

[Attachment A-1– Property Location Map – High Altitude Aerial](#)

[Attachment A-2– Property Location Map – Low Altitude Aerial](#)

[Attachment B – Exclusive Negotiations Agreement](#)

[Attachment C – Financial Disclosure Form](#)

[Attachment D – Contractor’s Standard Pledge of Compliance](#)

[Attachment E – Workforce Report](#)

[Attachment F – 10-Year Project Financing History](#)

[Attachment G – Phase I Environmental](#)

[Attachment H – Fault Investigation](#)

[Attachment I – Soils Estimate](#)

[Attachment J – Neighborhood House Lease](#)

# **1. Introduction**

## **1.1 Purpose of the Solicitation**

The City of San Diego (“City”) issues this Request for Proposals (RFP) seeking well-qualified developers/development teams (each, a “Proposer” and, collectively “Proposers”) for the acquisition, redevelopment, and operation of that certain City-owned real property located at 808 West Cedar Street, San Diego, CA 92101 (“Property”), located in the Little Italy neighborhood of Downtown, as a Multi-Family Rental Housing development, including a minimum of 20% rent and income-restricted affordable units for a period of not less than 55 years.

The City seeks to achieve multiple objectives through this development opportunity including:

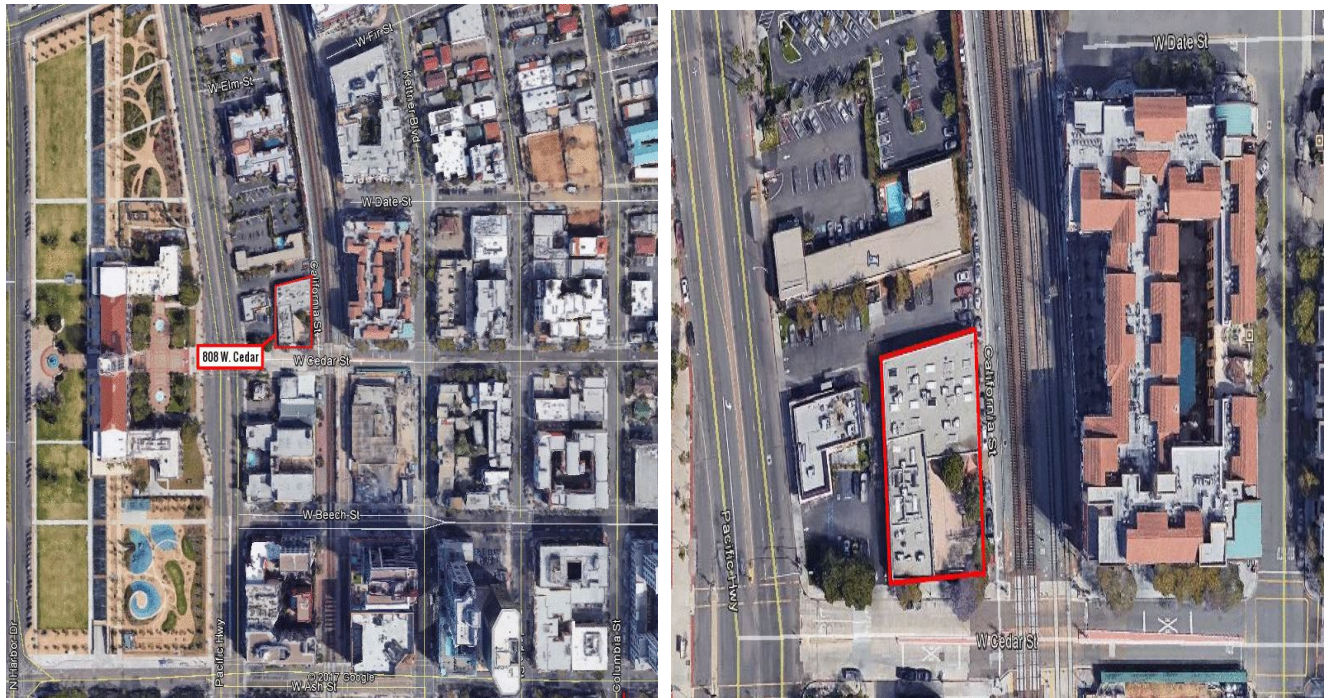
- Maximizing the financial return to the City through the expeditious fee simple sale of the property;
- Facilitating the creation of a high-quality, high-density residential project that contributes to the vibrancy of the community;
- Advancing its affordable housing goals by requiring construction of a minimum number of on-site affordable units; and
- Utilizing net sales proceeds from the sale of the property to support development of additional offsite affordable housing units.

This RFP requests submittals containing fully developed project concepts, preliminary design drawings, proposed uses, site purchase offer, development and operating budgets, and financing strategies, from which the City intends to select a single Development Team.

The City will seek City Council approval to enter into an Exclusive Negotiation Agreement (“ENA”) with the successful Development Team and to subsequently negotiate a Disposition and Development Agreement (“DDA”) to facilitate the prompt disposition and development of the Property.

This RFP includes a number of links and attachments which provide Respondents access to required submittals, reference documents/materials, and other informational resources. Respondents are highly encouraged to review the entire RFP including all supplemental materials prior to responding to the RFP.

## 1.2 Property Background and Description



The Property is located at 808 W. Cedar Street on the corner of W. Cedar Street and California Street in the Little Italy neighborhood of Downtown. The Property was originally purchased by the former Redevelopment Agency of the City of San Diego (“former RDA”) and subsequently transferred to the City of San Diego as a “housing asset” under redevelopment dissolution law.

Comprised of two parcels (APNs 533-311-07 and 533-311-08), the Property is approximately 15,000 square feet and is improved with an approximately 10,000 square-foot single-story structure. The Property is currently leased on a short-term basis to the non-profit organization, Neighborhood House Association (NHA), which operates a children’s Head-Start program on the Property. The adjacent land includes a Jack in the Box fast food restaurant and the Pacific Inn Hotel & Suites, while the nearby blocks include the San Diego County Administration Center, Waterfront Park, San Diego City Fire Station #2, and the County Center/Little Italy Trolley Station.

Little Italy is a pedestrian-friendly, transit-oriented neighborhood in San Diego that is home to dozens of patio cafes, bars, and many fine dining establishments. The Little Italy neighborhood is bounded by Pacific Highway on the west, West Laurel Street on the north, West Ash Street on the south, and I-5 and Front Street on the east.

In May 2013, the City Council adopted the Affordable Housing Master Plan (AHMP) in response to the State of California’s 2012 dissolution of its redevelopment agencies to provide a framework for the City to prioritize and leverage its affordable housing assets, for the purpose of continuing to facilitate and preserve affordable housing. The

AHMP was most recently updated in October 2023, and can be found at: [https://www.sandiego.gov/sites/default/files/ahmp\\_2023update.pdf](https://www.sandiego.gov/sites/default/files/ahmp_2023update.pdf)

The AHMP outlines a number of guiding principles and the Property, because of its location is well-suited to address several of its guiding principles including:

1. Develop affordable housing on real properties retained by the City;
2. Transit-Oriented Developments (TODs); and
3. Catalyst for neighborhood investment/geographic diversity.

In addition, through the RFP, the City seeks to further advance the following objectives:

1. Competitively bid to select development partners;
2. Maximize quality housing production with limited resources;
3. Maximize leverage with other funding sources;
4. Sustainability;
5. Statutory compliance (i.e., Surplus Land Act (“SLA”)/dissolution laws/other laws and regulations); and
6. Child Care Facilities – With the 2023 Update to the AHMP, the City added the Child Care Facilities principle recognizing the need for onsite childcare facilities serving low- and moderate-income households.

Under the AHMP, the City must utilize and leverage this housing asset, and its other housing real property assets, for the development of, and/or to advance the development of, affordable housing.

**“Affordable Housing”** means a residential dwelling unit occupied by persons and families of low- or moderate-income, at an affordable rent, restricted by deed and/or covenant for a period of not less than 55 years. For purposes of this RFP, not less than 20% of the residential units shall be restricted to lower income households, as defined in California Health and Safety Code section 50079.5, with an affordable rent, as defined in California Health and Safety Code section 50053. In meeting the 20% requirement, units may be restricted at deeper levels of affordability, such as being restricted to the requirements for very low or extremely low households. Once the 20% requirement has been met, additional affordable units may be restricted to serve moderate income households.

The general land use designation for the Property is Centre City Planned District – Employment/Residential Mixed-Use which allows for a variety of uses including office, residential, hotel, research and development, educational as well as medical facility uses with a minimum FAR of 2.5, and a maximum FAR of 4.0. However, various housing programs and incentives may be available which may increase the physical development potential of the site, and/or facilitate faster permitting. The Property is located in a “high” resource area using the State of California’s CTAC Opportunity Map.

The Property is located in the County Administration Center Design Zone which imposes design requirements for projects within the proposed zone. The Design



Guidelines may be accessed at:

[https://www.sandiego.gov/sites/default/files/design\\_guidlelines\\_for\\_pacific\\_highway\\_-\\_county\\_administration\\_center\\_design\\_zone.pdf](https://www.sandiego.gov/sites/default/files/design_guidlelines_for_pacific_highway_-_county_administration_center_design_zone.pdf).

Development regulatory documents including the Downtown Community Plan and others may be accessed at:

<https://www.sandiego.gov/planning/community/profiles/downtown>.

Development teams should review these documents to understand the development standards for the Property prior to preparing a design concept narrative and basic concept drawings. Project concepts are encouraged to exceed minimum standards where appropriate and are expected to display a high-quality design that complements and enhances the Little Italy neighborhood.

The City has adopted its 2023-2026 Economic Development Strategy which is the foundation for sustained economic and fiscal stability for the City. One of the strategy's key pillars is to "Create Homes for All of Us" by prioritizing the creation of safe and diverse types of affordable and accessible homes. The City's Economic Development Strategy may be found at:

[https://www.sandiego.gov/sites/default/files/focused\\_economic\\_development\\_strategy.pdf](https://www.sandiego.gov/sites/default/files/focused_economic_development_strategy.pdf)

Additional information regarding various City initiatives can be found at: <https://www.sandiego.gov/planning/work/housing/toolkit>.

### **1.3 Goals and Objectives**

The purpose of this RFP is to identify a well-qualified developer/development team ("Development Team") to complete the acquisition and redevelopment of the City-owned real property, located at 808 West Cedar Street, San Diego, CA 92101 ("Property"), as a high-quality, high-density multi-family rental residential development.

The City's objectives for the Property includes the following:

1. *Maximize Disposition Proceeds* – The City seeks to maximize its financial return, with net proceeds to be used to facilitate the production of additional affordable housing development(s). The Property is offered for-sale with the expectation that the purchase price will reflect fair market value, subject to appraisal. The City will not convey the Property to the Developer until the DDA closing.
2. *High Quality Development Concept* – The City envisions a high-quality, high-density residential development of mid- to high-rise construction, utilizing available development incentives, if appropriate, to maximize development intensity.
  - a. Development of the Property in a manner that creates a high quality, innovative, and sustainable downtown development that provides housing opportunities to households from a range of income levels.

- b. Utilize excellent building design and architectural features that contribute to an enhanced streetscape and appealing skyline.
  - c. Promote the Property's Transit and Pedestrian-Friendly location by enhancing connectivity to transit and the surrounding neighborhood.
  - d. Provide for on-site childcare use, if feasible.
- 3. Mixed-Income Housing Development – The City envisions a mixed-income housing development on the Property that includes affordable housing (serving households earning less than 80% of AMI), moderate-income housing (serving households earning 80% to 120% of AMI) and market-rate housing.
  - a. Development teams **must provide at least 20%** of the residential units as affordable units serving lower-income households with these units, by recorded covenant, rent and income-restricted for a period of not less than 55 years.
  - b. Above the 20% minimum, Development teams **may choose to provide** additional affordable units serving moderate-income households, by recorded covenant, rent and income-restricted for a period of not less than 55 years.
- 4. Expeditious Schedule – The City seeks the expeditious sale and development of the Property. Ideally, the redeveloped Property would be ready for occupancy within three years of execution of a DDA.
- 5. Prevailing Wage/Living Wage – Development that fully complies with prevailing wage construction employment and the City's Living Wage requirements pursuant to Chapter 2, Article 2, Division 42 of the Municipal Code.
- 6. City Policies and Programs – Compliance with the City's Equal Opportunity Program and commitment to make meaningful and wide-range sub-contracting and employment opportunities available to all interested and qualified firms and individuals on this project, including local firms, sub-contracting opportunities, and local participation on the development team.

The City does not intend to provide direct financial assistance to the selected Development Team for planning, due diligence or development of the Property.

#### **1.4 RFP Process:**

This RFP requests submittals through which the City will evaluate the qualifications and capacity of each Development Team, each Team's proposed development, and how each submittal addresses the City's stated goals and objectives. Submittals shall include fully-developed project concepts, preliminary design drawings, proposed uses, Property purchase offer, development and operating budgets, and financing strategies.

Based on evaluation of the proposals received, the City will select a single Development Team and request City Council approval to enter into an ENA for further negotiations. The ENA is intended to provide the framework for exclusive negotiations between the



recommended Development Team and the City with the goal of reaching agreement on the essential terms and conditions necessary to enter into a DDA to execute prompt disposition and development of the Property.

Due to the potential for significant variations in proposals that may be received in response to this RFP, the City reserves the right, in the City's sole and absolute discretion, to enter into an ENA with the recommended Proposer without negotiation based on its proposal, to negotiate further terms and conditions for inclusion in the ENA, or to forego the ENA, and enter directly into DDA negotiations.

This RFP includes a number of links and attachments which provide Respondents access to required submittals, reference documents/materials, and other informational resources. The attachments and documents must be accessed EXCLUSIVELY through the City's RFP website ("RFP Site"):

<https://www.sandiego.gov/economic-development/successor/dispositions>

Any Addenda will be posted to the RFP Site. It is the responsibility of each prospective respondent to check the RFP Site through the Submittal Due Date for any applicable addenda or updates. It is the responsibility of each prospective respondent to review all RFP documents before submitting a response to this RFP.

## **1.5 Resource and Reference Materials:**

Development Teams are directed to **review all resource and reference materials** available on the RFP Site referenced above, and as available through links provided in this RFP.

The following documents are hereby incorporated as part of this RFP and are available on the RFP Site:

- [Attachment A-1](#) Property Location Map – High Altitude Aerial
- [Attachment A-2](#) Property Location Map – Low Altitude Aerial
- [Attachment B](#) Exclusive Negotiation Agreement
- [Attachment C](#) Financial Disclosure form
- [Attachment D](#) Contractor's Standard Pledge of Compliance
- [Attachment E](#) Workforce Report
- [Attachment F](#) 10-Year Project Financing History (Excel)
- [Attachment G](#) Phase I Environmental Report
- [Attachment H](#) Fault Investigation
- [Attachment I](#) Soils Estimate
- [Attachment J](#) Neighborhood House Lease

City recommends that Development Teams review these documents to understand existing conditions and development and planning standards for the Property.

## **1.6 Response to Exclusive Negotiation Agreement:**

Development Teams are asked to review and provide comments and any exceptions to the ENA (Attachment B), under Section 3.13.

## **1.7 Required Submittal Forms:**

Under Section 3.14, Development Teams must review, complete, and submit (as applicable) the following forms:

- [Attachment C: Financial Disclosure form](#)
- [Attachment D: Contractor Standards Pledge of Compliance](#)
- [Attachment E: Work Force Report](#)
- Attachment F: 10-Year Project Financing History (Excel)

[END OF SECTION 1]

## 2. Solicitation Schedule, Instructions and Contact

### 2.1 Solicitation Schedule

The proposed schedule for the RFP process and key solicitation milestones is summarized below. All dates are subject to change at the City's sole discretion.

Action	Date
Issuance of RFP	September 2, 2025
Pre-submittal meeting	September 29, 2025 at 10:00 a.m.
Deadline to submit questions	November 20, 2025 at 5:00 p.m.
RFP Submittal Deadline	December 8, 2025 at 5:00 p.m.
Interviews (if needed)	Week of January 19, 2026
City Council Committee	February/March 2026
City Council	February/March 2026

The City reserves the right to revise the above dates at any time. In the event of any changes to the schedule, appropriate and timely notice will be provided to the applicable parties.

Interviews may or may not be held as part of the RFP process, and if held, interviews may be requested for one or more RFP respondents, at the City's discretion. Respondents must be prepared to participate in interviews during the week of January 19, 2026. If the schedule changes, notice will be provided at least a one (1) week prior to . Additional information on format and focus of the interviews will be provided to those respondents receiving an interview request, as applicable.

### 2.2 RFP Submission Instructions

All RFP submittals must be delivered electronically to the City of San Diego no later than **Monday, December 8, 2025, at 5:00 p.m. (PST)** per the instructions below:

Proposers shall provide **one (1) "high quality" digital PDF file** containing all required information to:

[LAlarcon@sandiego.gov](mailto:LAlarcon@sandiego.gov)

Leonardo Alarcon, Successor Agency Coordinator  
Economic Development Department  
1200 3rd Avenue, Ste. 1400 San Diego, CA 92101  
(619) 236-6700

*All submittals in response to this RFP are public records under the Public Records Act (Government Code § 6250 et. seq.).*

*All proposals may be subject to public review at least ten (10) days before selection and award. If a Respondent claims a privilege against public disclosure for trade secret or other proprietary information, such information must be clearly identified. Development Teams may submit a written request for a determination on whether certain documents are proprietary and must be withheld from public disclosure. Such request must be received by the City **no later than 15 days prior to the submittal due date**. The City will issue a determination on the written request. If a written request is not received all documents are considered public records and subject to public disclosure. Personal information should be labeled as confidential and will remain so. Under California law, price proposals to a public agency are not a trade secret.*

***Note:** Incomplete submittals, incorrect information, or late submittals shall be cause for disqualification. The date and time of submittals is fixed, and extensions may not be granted. We do not recognize the U.S. Postal Service, its postmarks, or any other organization as its agent for purposes of dating the proposals. All proposals received after the deadline shown will be rejected and will not receive further consideration.*

**Confidentiality – The above notwithstanding, should the Proposer wish to maintain the confidentiality of its financial statements or information requested in Attachments C, E and/or F, under Section 5.8 – Public Records, such documents must be submitted separately in unbound, hard copy format in a sealed envelope marked “CONFIDENTIAL – 808 West Cedar RFP Financial Information” (“Financial Submittal Envelope”) and not included in the digital PDF file submittal. The sealed envelope must also contain a self-addressed, stamped envelope to provide for the return of the documents. The sealed Financial Submittal Envelope must be delivered to the same address above by **the Submittal Due Date, no later than 5:00 p.m. (PST)**.**

Civic San Diego, consultant to the City and its financial consultant will review the documents submitted in the sealed Financial Submittal Envelope, evaluate whether all requested documents have been provided, and provide a summary of the contents of the documentation to the selection committee during the RFP evaluation process. All documents will be treated as confidential as allowed by law and returned in the self-addressed envelope prior to selection of a Development Team. Failure to follow these instructions may result in rejection of the RFP response or the records subject to public inspection under a Public Records Act request.

*California State law makes it illegal for public officials or their employees to participate in the making of a contract in which he or she is financially interested. The law defines the making of a contract to include responding to Requests for Proposals. The law further defines a public official very broadly to include members of advisory boards that are not actual parties to the contract. Prospective respondents who are aware of circumstances that could create a conflict of interest if a proposal package were submitted are urged to contact the person identified as the Contact person for this request. A violation of these rules are grounds for disqualification of the development team.*

Development Teams assume any and all costs for submitting a response to this RFP, as well as for the costs associated with conducting any studies or obtaining any necessary development approvals and permits for the proposed project.

### **2.3 RFP Requests for Information (RFIs)**

Development Teams will have an opportunity to request clarifications and ask questions pertaining to the terms, conditions, and content of the RFP.

All RFIs shall be submitted in writing only via email addressed to City Contact: Leonardo Alarcon, Successor Agency Coordinator at [LAlarcon@sandiego.gov](mailto:LAlarcon@sandiego.gov). RFIs must be sent no later than Thursday, November 20, 2025 at 5:00 p.m. (PST). Once RFI responses are generated, all RFIs, responses, and any substantive changes to the RFP will be issued as addenda, which will be available to all Development Teams only via Q&A section of the RFP Folder. It is the respondents' responsibility to verify issuance of RFP addenda prior to the submittal due date. To ensure fairness and avoid misunderstandings, all communications must be in written format and addressed to the email address provided above. Any verbal communications will not be considered or receive a response. No additional information, whether written or oral, will be accepted or considered after the RFI submittal deadline for any reason. It is the respondents' responsibility to ensure that RFIs are complete and clearly understandable in all respects.

### **2.4 Pre-submittal Meeting**

A pre-submittal virtual meeting is scheduled for: **Monday, September 29, 2025, using the following link:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NTBlZjRiOTAtMTIzOC00NGRmLTkxZWMTMDQ2YzBmODFjY2E0%40thread.v2/0?context=%7b%22Tid%22%3a%22ab26ceb7-278f-4dcb-8df6-4e2363556459%22%2c%22Oid%22%3a%22f860cb57-423d-44f5-bc0a-19a6a25fe57a%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTBlZjRiOTAtMTIzOC00NGRmLTkxZWMTMDQ2YzBmODFjY2E0%40thread.v2/0?context=%7b%22Tid%22%3a%22ab26ceb7-278f-4dcb-8df6-4e2363556459%22%2c%22Oid%22%3a%22f860cb57-423d-44f5-bc0a-19a6a25fe57a%22%7d)

Meeting ID: 236 000 248 695 2

Passcode: kB9zm7cN

This meeting will provide an opportunity for City and Civic to discuss all aspects of the RFP and the selection process, as well as respond to questions. Prospective respondents and their representatives and primary team members are strongly encouraged to attend.

## **2.5 City Council Approval of Exclusive Negotiations**

The final submittals received in response to this RFP will be reviewed and evaluated based solely upon information contained in each, and the Development Team interviews, if held. The RFP stage is expected to conclude with the City's selection/recommendation of a single Development Team. The City will request City Council approval to enter into exclusive negotiations with the recommended Development Team through approval of an ENA between the City and the selected developer. The ENA will provide a 90-day exclusive negotiation period to negotiate and prepare a DDA for the prompt disposition and development of the Property in accordance with the Development Team's proposal.

[END OF SECTION 2]



### 3. RFP Submittal Requirements

A complete, concise, and professional response to this RFP, identifying the Development Team's experience and commitment to the proposed project, will enable the City's Selection Committee to identify the most qualified Development Team. Development Teams must demonstrate their project concept, design and supporting financing plan necessary to successfully design, develop, and deliver the proposed project.

The Development Team shall follow the format described below. The contents of the submittal must be clear, concise, and complete and the font shall be in at least 11-point type. The Development Team shall **submit one "high quality" digital PDF file in accordance with Section 2.2 above.**

Each section of the RFP responses shall be labeled in the order shown below.

#### 3.1 Cover Letter (page length: 2 single-sided pages)

Submit a signed cover letter including the title of the RFP, submittal date, the respondent's name, and principal contact for the development team including, address, telephone number, and email address(es). The cover letter must include:

- A brief narrative conveying the respondent's interest, capabilities, and experience relevant to the proposed project;
- The brief vision for the proposed project; and
- The proposed financial offer for the Property and any key terms or conditions.

By signing the cover letter, the Development Team certifies that all information in the RFP response is true and correct to the best of its knowledge and acknowledges that the proposal is a public record under the Public Records Act (Government Code section 6250 *et. seq.*) *All proposals may be subject to public review at least ten (10) days before selection and award.*

#### 3.2 Table of Contents

The table of contents shall be complete, clear, and include section headers and pages.

#### 3.3 Financial Offer

Development Teams must provide a detailed financial offer for the Property based on the information provided in the Development Team's proforma (Section 3.10). Critical elements of the purchase proposal shall include, but not be limited to:

1. Purchase price and how the price is calculated or derived;
2. Conditions associated with the purchase price; and
3. Contingencies associated with the purchase price.

### **3.4 Development Team Identification**

Respondents must form a Development Team demonstrating financial and technical capabilities to execute the proposed project concept and design.

#### **A. Development Team Roles**

Provide a brief summary of the Development Team and roles for each firm. For purposes of the RFP and submittal, the Development Team must include, at minimum, the following roles (multiple roles may be performed by a single firm):

- Respondent Lead/Developer;
- Lead Architect; and
- Other key team members, if necessary.

Respondents may provide additional team members with significant responsibilities or of critical importance to the project such as engineers, contractors, financial or equity partners, lenders, and any other known participating respondent entities.

This section must also describe the following:

- The decision-making process among the members of the Development Team and how those decisions will be delivered and communicated to the City;
- How often and through what mechanism (in-person meeting, conference calls, etc.) the Development Team will interface with the City throughout the predevelopment and development process;
- Approach to subcontracting and sub-consultants; and
- General approach to the project management and oversight throughout the term of the project, including day-to-day project management and reporting, scheduling, cost management, document management, and risk management.

#### **B. Development Team Qualifications**

For each firm on the Development Team, respondent shall provide the following information:

- The firm's relevant professional experience with a preferred page limit of five (5) single-sided pages. Development Teams are encouraged to keep marketing and promotional materials to a minimum, use project examples as reference points, and focus the information to demonstrate meeting the minimum qualifications as specified in the RFP;

- Submit Forms included in Attachments C, D, E, and F, as applicable; and
- A resume, curriculum vitae, or professional summary with a preferred page limit of one (1) single-sided page for each of the firm's key personnel assigned to the Development Team.

### **3.5 Organization Chart and Contact Sheet**

- Provide an organizational chart graphic that incorporates the firms, the roles of each firm, and key staff information for the full respondent team, along with proposed relationships/reporting structure (page length: 1 single-sided page).
- Provide a Contact Sheet that includes, at minimum, one primary contact for each firm, including contact name, address, email address, and telephone number (page length: 1 single-sided page).

### **3.6 Project Vision and Concepts**

Development Teams shall provide a narrative describing the vision for the Property, which highlights how the vision intends to meet the City's goals. The RFP response is expected to establish a baseline concept for the project that will serve as a key starting place for refining of the project. The successful Development Team will be expected to work with the City to refine the final development plans. The narrative must explain how the Development Team plans to engage the City in these refinements and ensure that the completed project responds to the City's goals.

In addition, the submittal must include the following information:

- 1) Describe the number of building(s), building heights, expected uses, unit count, square footages (gross and rentable), and the area devoted to each type of use, materials to be used and type(s) of construction as well as any parking that may be provided. Development Teams must provide a table detailing each use, both gross and usable square footage;
- 2) Describe how the development considers the Downtown Community Plan, Downtown Design Guidelines and other design standards laid out in the various planning documents and regulations;
- 3) Identify any community amenities and/or public spaces that would be available to the public;
- 4) Identify any anticipated sustainability features for the development; and
- 5) Describe the Development Team's plan to address Prevailing Wage/Living Wage and City Policies such as the Equal Opportunity Program and meaningful sub-contracting and employment opportunities for local firms.

### 3.7 Preliminary Design Drawings

Development Teams shall provide a basic concept development plan package that includes, at a minimum, a site plan/ground floor plan, elevations, sections, and representative illustrations of the development in scales to be determined by respondent. All drawings submitted must be legible, orient north-up and only include one plan or elevation/perspective per sheet. All drawings are to be to scale, with all dimensions, materials and other notes clearly legible on 11X17 inch sheet size.

- 1) **Site Plan/Floor Plans:** Provide a development site plan with all buildings, streets, and project/land uses within 300 feet, with the development site in the center. The site plan must illustrate the proposed development concept for the Property, including proposed building(s) footprint, proposed open spaces and landscape design concept(s), parking with parking counts, vehicular and pedestrian access.
- 2) **Stacking Plans:** Building stacking plan for each unique building, providing a comprehensive block elevation view of the proposed space type usage, defined by either square footage or a percentage of the overall floor area, for each floor within the building.
- 3) **Elevations:** Provide colored architectural exterior elevations for each unique building (indicating the number of buildings represented by each elevation). Elevations should provide a comprehensive view of the entire development and illustrate proposed building massing and height, fenestration, materials and colors of all finishes and related architectural elements.
- 4) **Context/Perspective Drawings:** Provide a representative illustration of the proposed development (plan, aerial sketch, photomontage, etc.) clearly showing massing and the relationship to adjacent structure and finished grades, open spaces, streets, and any parking areas. This drawing should clearly illustrate the relationship of the proposed project to the adjoining street and the neighborhood. The perspective should show the proposed development in context with the adjacent building masses. Context elements do not need to be photo-realistic, but must accurately convey the bulk, scale and character of the surrounding area.
- 5) **Project Data Sheet:** Submit a project data sheet for each building identifying gross floor area of each use (residential, retail, office, etc.). Provide FAR calculations and any proposed FAR Bonus/TDR proposals in a separate table.

All information should be consistent with assumptions articulated in the Development Team project proforma, as described in Section 3.10.

### **3.8 Schedule of Performance**

A proposed schedule of performance outlining key milestones of development for the proposed project commencing with the execution of the DDA, including preparation of concept drawings and working drawings; predevelopment, entitlements, financing, design, and construction activities; and the receipt of a certificate of occupancy. The proposed schedule must demonstrate the ability to perform diligently and in a timely manner and show, at a minimum, all of the following:

- 1) Project construction must begin no later than three (3) months after the close of the escrow and
- 2) Project construction must be completed within thirty-six (36) months after the start of construction.

### **3.9 Preliminary Financing Plan**

Development Teams must provide a narrative describing the respondent's approach to financing of the project. Development Teams must identify anticipated challenges or risks with respect to financing the project and how those risks may be addressed or mitigated. Within this response, respondent shall also include:

- 1) The entity(ies) that will be responsible for financing the project;
- 2) The estimated total project cost;
- 3) The potential sources of any funding (e.g. private equity, bonds, commercial loan, bond financing, etc.) and potential capital stack composition (e.g. rough percentages for equity sources, primary debt, mezzanine lenders, etc.). Include any letters of interest or commitment letters from equity partners or lenders;
- 4) The estimated financing amount, including rate, term and yields; and
- 5) Expected cap rates, expected leveraged and unleveraged Internal Rates of Return, expected return on cost rates, yield expectation, residual cap rates or other relevant information.

### **3.10 Development Team Project Proforma**

Development Team must provide a detailed proforma which provides the basic project details, sources and uses of funds, development costs, and cash flow projections, including, at a minimum, the following content:

- 1) Detailed assumptions relating to all proposed uses and programming;
- 2) An all-in development budget including all direct, indirect, and financing costs, which clearly specifies key assumptions and how calculations are made, including from predevelopment up to, and including, stabilized operation;

- 3) A stabilized year operating statement detailing assumptions for all sources of income, a vacancy factor, detailed operating expense budget, Net Operating Income (NOI), capital reserves, debt service, and equity returns;
- 4) A source and use table detailing the predevelopment, construction, and permanent stages of the project phase;
- 5) A clear statement regarding the Development Team's profit/equity return requirement and how it is calculated; and
- 6) Annual cash flow projections for each project phase including, at a minimum, the following elements:
  - a. Annual cash flows for predevelopment and construction stages, including financial offer and development expense timing and associated sources of funding;
  - b. Annual cash flow projections for the first 10 years of operations, including:
    - i. Line-item detail for all operating revenue sources and associated timing;
    - ii. Line-item detail for all operating expenses and associated timing;
    - iii. Line-item detail for all ongoing payments to the City, as applicable;
    - iv. Projections of NOI;
    - v. Assumptions for capital reserve and replacement funding;
    - vi. Annual debt service expense calculations;
    - vii. Annual residual cash flows to equity; and
    - viii. Sale/exit assumptions.

### **3.11 Project Examples**

Development Teams must provide at least three (3) project examples (completed projects or under construction) which are most closely aligned with the proposed project. Project examples where two or more Development Team members worked on the same project are highly encouraged, but not mandatory. Project examples must include at a minimum:

- 1) Overall description of the project
- 2) Location of development
- 3) Gross square footage of the development
- 4) Number of uses and gross square footage dedicated to each use
- 5) Timeline for the development
- 6) Total cost of the project
- 7) Total financing for the project
- 8) Equity and financing partners and amounts of each source during construction



- 9) Equity and financing partners and amounts of each source upon permanent financing
- 10) Development Team members and personnel which worked on the project
- 11) Current occupancy or commitment (if under construction), including tenant mix
- 12) Leasing activity and lease up schedules (actual vs proposed)

### **3.12 Financial Statements.**

Each Development Team must include in its proposal the following information:

- 1) Financial Statements for the preceding three (3) years audited or prepared by a certified public accountant;
- 2) Tax returns for the preceding three (3) years; or
- 3) A full and detailed statement of the Proposer's true financial condition as of June 30, 2025, or most recent. The statement must include all the Proposer's assets, liabilities, equity, revenues, expenditures, as well as identification of operational capital (equity and debt), its sources and terms.

*The information requested in this section is required only from such member(s) or firm(s) of the Development Team proposed to be financially responsible for implementing and owning the project. Respondents are directed to submit confidential information requested in this section in hard copy format in accordance with Section 2.2.*

### **3.13 Exclusive Negotiation Agreement**

In order to expedite City approval of an ENA with the recommended Development Team, the City has included the proposed ENA as Attachment B. The Respondents shall review the ENA and provide the necessary information to complete the ENA as well as any redlines edits or comments to the ENA. The Respondent shall provide the City an updated ENA in both clean and redline format including all redline edits and comments.

### **3.14 Other Required Submittal Forms (Attachment C- F)**

Development Teams are requested to review, complete, and submit (as applicable) the following forms.

- **Financial Disclosure (Attachment C).**

Development Teams are subject to all federal, state, and local conflict of interest laws, regulations and policies applicable to public contracts and procurement practices, including, but not limited to, California Government Code section 1090 et seq. and section 81000 et seq., and the City of San Diego Ethics Ordinance, codified in the San Diego Municipal Code (SDMC) at sections 27.3501 to 27.3595. If respondent violates any conflict-of-interest law, the violation shall be grounds for immediate termination of any future DDA. Each respondent must complete a Financial Disclosure Statement with its submittal (**Exhibit 2**).

- **Contractor's Standard Pledge of Compliance (Attachment D).**

By submission of a proposal, each Respondent, or any of its principals, certifies no debarment, suspension, proposed debarment, ineligibility, or voluntary exclusion from participation in any requests for proposal, invitation to bid, contract, or agreement by any federal, state, City, or other government department or agency. Each Development Team shall submit a completed Contractor Standards Pledge of Compliance in substantially the attached form of Contractor Standards Pledge of Compliance (**Exhibit 3**).

- **Workforce Report (Attachment E).**

The City is strongly committed to equal opportunity in the solicitation of business contracting to assure that persons or businesses doing business with, or receiving funds from the City, are an equal opportunity business and employer. The City endeavors to do business with firms sharing the City's commitment to equal opportunity and will not do business with any firm that discriminates. Persons and businesses doing business with the City shall take positive steps toward diversifying and expanding their sub-consulting and subcontracting solicitation base and offering opportunities to all eligible persons or businesses.

Development Team understands that failure to comply with the following requirements and/or submitting false information in response to these requirements may result in rejection of its proposal by the City and debarment of the respondent from participating in City contracts for a period of not less than one (1) year.

Development Team acknowledges and agrees that it is aware of, and will comply with, City Council Ordinance No. 18173 (Municipal Code sections 22.2701 through 22.2708, as amended), EQUAL EMPLOYMENT OPPORTUNITY OUTREACH PROGRAM, a copy of which is on file in the Office of the City Clerk and by this reference is incorporated into this RFP. Development Team and all its subcontractors are individually responsible to abide by the City's Equal Employment Opportunity Outreach Program.

Development Team shall comply with Title VII of the Civil Rights Act of 1964, as amended; Executive Orders 11246, 11375, and 12086; the California Fair

Employment Practices Act; and any other applicable federal and state laws and regulations hereafter enacted. Development Team will not discriminate against any employee or applicant for employment on any basis prohibited by law.

Development Team shall insert the foregoing provisions in all contracts and subcontracts for any work covered by its proposal, so that such provisions will be binding upon each contractor and subcontractor. Development Team agrees that compliance with these laws will be monitored and reviewed by the City's Equal Opportunity Contracting Program staff.

Development Team acknowledges that the City seeks to promote employment and business opportunities for local residents and firms in all City contracts. Development Team shall, to the extent legally possible, solicit applications for employment, and bids and proposals for subcontracts, for work associated with its proposal from local residents and firms, as opportunities occur. Development Team shall hire qualified local residents and firms whenever feasible.

Development Team shall submit a current Work Force Report (**Attachment E**) or a current EEO Plan, as required by Municipal Code section 22.2705, which sets forth certain actions that Development Team will take to achieve the City's commitment to equal employment opportunities.

- **10-Year Project Financing History (Attachment F).**

**If submitted, submit confidentially pursuant to Section 2.2.**

Development Teams shall complete **Attachment F** to demonstrate experience financing new development under the instructions and threshold development values described below:

History of Financing Development: Submit a 10-year history of obtaining financing commitments for projects with a development value which is similar to the proposed development in this submittal.

[END OF SECTION 3]

## 4. Evaluation Criteria

Subject to successfully meeting the pass/fail criteria in Section 4.1, responses to the RFP will be evaluated and scored according to the criteria set forth below as it relates to Section 4.2, through Sections 4.5. Except as otherwise expressly specified below, the order in which the evaluation criteria appear within each category or sub-category below is not an indication of weighting or importance. Proposals shall be evaluated based on the following grades:

**Exceptional (E)** – The proposal addresses the requirements in a complete and exceptional manner, which exhibits outstanding knowledge, creativity, innovation or other exceptional factors. The proposal shows no significant weaknesses or blatant deficiencies. The proposal has a probability of an exceptional outcome. Development Teams earning a grade of E will receive 100% of the weighting factor for the given evaluation criteria.

**Very Good (V)** – The proposal addresses the requirements in a complete and very good manner, which exhibits the knowledge, creativity, innovation with major strength in key areas. The proposal may include minor or correctable weaknesses, but no blatant deficiencies. The proposal has a probability of a very good outcome. Development Teams earning a grade of V will receive 90% of the weighting factor for the given evaluation criteria.

**Good (G)** – The proposal meets all and exceeds some requirements and is likely to have a high probability of an above average outcome. May include some minor, correctable weaknesses, but exhibits no blatant deficiencies. The proposal has a probability of a good outcome. Development Teams earning a grade of G will receive 80% of the weighting factor for the given evaluation criteria.

**Fair (F)** – Meets all minimum requirements and will likely result in an average outcome. The proposal includes some minor, correctable weaknesses, but exhibits no blatant deficiencies. Development Teams earning a grade of F will receive 70% of the weighting factor for the given evaluation criteria.

**Marginal (M)** – Meets all minimum requirements but will likely result in a below average outcome. The proposal exhibits minor, correctable weaknesses and some deficiencies. Development Teams earning a grade of M will receive 60% of the weighting factor for the given evaluation criteria.

**Poor (P)** – Meets all minimum requirements but will likely result in an unacceptable outcome. The proposal exhibits too many weaknesses and/or deficiencies to be correctable. Development Teams earning a grade of P will receive 50% of the weighting factor for the given evaluation criteria.

**Unsatisfactory (U)** – Meets a few to none of the requirements and demonstrates no clear strengths. The proposal will likely result in an unacceptable outcome; exhibits too many deficiencies. Development Teams earning a grade of U will receive 25% of the weighting factor for the given evaluation criteria.

**Non-Responsive (N)** – The proposal is unresponsive to the solicitation request and could not be evaluated. Development Teams earning a grade of N will receive 0% of the weighting factor for the given evaluation criteria.

#### **4.1 “Pass/Fail” Criteria Evaluation**

The City will evaluate each Development Team’s Statement of Qualifications (“SOQ”) based upon the following “Pass/Fail” criteria. A Submittal that fails to meet the “Pass/Fail” criteria, including without limitation, any minimum requirements, may be disqualified from this RFP.

##### **A) Administrative “Pass/Fail” Criteria**

The following list represents the “Pass/Fail” criteria as it relates to the administrative and legal aspects of the Applicant’s SOQ, and are as follows:

1. SOQ is in the format requested with all required information;
2. SOQ includes the completed disclosure statements (Attachment C & D);
3. SOQ includes a completed Equal Opportunity – Workforce Report (Attachment E);
4. SOQ includes a completed 10-Year Financing Experience History form (Attachment F);
5. Confirmation that neither the Applicant nor any other entity which is part of the Applicant’s team are currently disqualified, removed, debarred or suspended from performing or bidding on work for any federal, state or other governmental entity; and
6. The information disclosed does not in the City’s determination, adversely affect the Applicant’s ability to carry out the responsibilities as outlined in this RFP.

##### **B) Developer Experience “Pass/Fail” Criteria**

The Following list represents the “Pass/Fail” criteria as it relates to the Applicant’s ability to plan, design, construct, and manage housing projects as demonstrated in the Applicant’s SOQ, and are as follows:

1. In the last ten (10) years, the Applicant’s team has developed at least three (3) housing projects with not less than fifty (50) units per project;

2. The ability to successfully design and construct housing development projects;
3. The ability to operate and maintain completed real estate projects, including sustaining occupancy and maintaining site operations and character;
4. The capacity and willingness to work cooperatively with the community in the design and development of projects, as well as the long-term management of the projects.

### **C) Financial Capabilities “Pass/Fail” Criteria**

The Following list represents the “Pass/Fail” criteria as it relates to the Applicant’s ability to secure the necessary funding, including equity and debt capital to finance housing projects as demonstrated in the Applicant’s SOQ, as follows:

1. In the last ten (10) years, the Applicant’s team has demonstrated the ability to successfully finance at least three (3) housing projects and
2. In the last ten (10) years, the Applicant’s team has demonstrated the ability to leverage funds to successfully finance housing projects.

## **4.2 City’s Development Objectives**

The degree by which the proposed development addressed the City’s objectives and goals for the Property as outlined in Section 1.3, including:

1. Maximize Disposition Proceeds – The City seeks to maximize its financial return, with net proceeds to be used to facilitate the production of additional affordable housing development(s).
2. High Quality Development Concept – The City envisions a high-quality, high-density residential development of mid- to high-rise construction, utilizing available development incentives, if appropriate, to maximize development intensity.
3. Mixed-Income Housing Development – The City envisions a mixed-income housing development on the Property that includes affordable housing (less than 80% of AMI), middle-income housing (80% to 120% of AMI) and market-rate housing.
4. Expeditious Schedule – The City seeks the expeditious sale and development of the Property.



5. AHMP Guiding Principles – The AHMP outlines a number of guiding principles which the project should address.
6. Prevailing Wage/Living Wage – Development that fully complies with prevailing wage construction employment and the City’s Living Wage requirements under Chapter 2, Article 2, Division 42 of the Municipal Code.
7. City Policies and Programs – Compliance with the City’s Equal Opportunity Program and commitment to make meaningful and wide-range sub-contracting and employment opportunities available to all interested and qualified firms and individuals on this project, including local firms, sub-contracting opportunities, and local participation on the development team.

#### **4.3 Development Team**

1. Expertise of the project team and personnel assembled to execute the project and demonstrated ability to design, finance, construct, manage and operate the proposed project and
2. Relevant experience of the individual personnel assigned to work on the project.

#### **4.4 Financial Capabilities and Offer**

1. Development Team’s ability to commit sufficient equity to the project to satisfy conventional lending requirements, including a review of the financial statements submitted;
2. Development Team’s ability to secure financing for similar projects, including relationships with current lenders;
3. Project financing plan;
4. Overall project proforma, including transparency of project underwriting and Development Team’s assessment of demand and market for proposed project and related proforma assumptions; and
5. Evaluation of value offered for the Property.

#### **4.5 Other pertinent factors**

Other pertinent factors as determined in the City’s sole discretion, including any bonus point(s) that may be awarded for optional development components.

1. *Development Teams that provide onsite childcare use will receive bonus points in the evaluation process.*
2. *Development Teams that provide middle income units (serving moderate AMI households) equal to or greater than 10% of the total residential units in addition to the 20% requirement will receive bonus points in the evaluation process.*

**[END OF SECTION 4]**

## **5. OTHER TERMS AND CONDITIONS**

### **5.1 City's Rights to this Solicitation**

This RFP does not create any legal rights or obligations between the City and any Development Team or any obligation to proceed with negotiations. The City accepts no financial responsibility for any cost incurred by the respondent during the solicitation process. Respondents to this RFP shall bear all expenses in connection with their submittals and responses. All Submittals become the property of the City and may be used in any way deemed appropriate.

### **5.2 City's Right to Modify and Withdraw RFP and Reject All Responses**

The City reserves the right to modify and withdraw the solicitation, and to reject all RFP responses for any legally permissible reasons without indicating the reasons. The City makes no representation that any agreement will be awarded to any respondent. Additionally, the City expressly reserves the right to postpone opening responses to this solicitation for its own convenience, and/or to waive any informality or irregularity in the responses received.

### **5.3 Addenda**

The City may issue addenda to this RFP as necessary. All addenda are incorporated into this RFP. Each respondent is responsible for determining whether addenda were issued prior to a response submission. Failure to respond to or properly address addenda in a response may result in rejection of the response.

### **5.4 Additional Information from Respondents**

The City reserves the right to request information from any respondent to clarify information submitted.

### **5.5 Contact with City Staff**

Except as provided in Section 2, Proposers considering submitting a proposal in response to this RFP, or that submit a proposal in response to this RFP, are prohibited from communicating with City staff who are directly involved with administration of this RFP or evaluation committee members about this RFP from the date this RFP is issued until a Proposer is selected by the City Council.

### **5.6 Examination of the Property**

Development Teams are not to disturb Tenant. Should in-person examination of the Property be deemed necessary for purposes of responding to the RFP, the City Contact shall be notified who will arrange a site visit.

### **5.7 Incurred Costs**

Each Development Team is solely and fully responsible for all costs associated with submitting its qualifications package in response to this RFP. The City will not be responsible for any costs incurred by in the preparation and/or submission of the RFP response.

## **5.8 Public Records**

By signing the Cover Letter and submitting a response, each respondent acknowledges that any information submitted in response to this RFP is a public record subject to disclosure unless the City determines that a specific exemption in the California Public Records Act (CPRA) applies. If the Respondent submits information clearly marked confidential or proprietary, the City may protect such information and treat it with confidentiality to the extent permitted by law. However, it will be the responsibility of the Respondent to provide to the City the specific legal grounds on which the City can rely in withholding information requested under the CPRA should the City choose to withhold such information. General references to sections of the CPRA will not suffice. Rather, the Respondent must provide a specific and detailed legal basis, including applicable case law, that clearly establishes the requested information is exempt from the disclosure under the CPRA. If the Respondent does not provide a specific and detailed legal basis for requesting the City to withhold Respondent's confidential or proprietary information at the time of application submittal, City will release the information as required by the CPRA and Respondent will hold the City, its elected officials, officers, and employees harmless for release of this information. It will be the Respondent's obligation to defend, at Respondent's expense, any legal actions or challenges seeking to obtain from the City any information requested under the CPRA withheld by the City at the Respondent's request. Furthermore, the Respondent shall indemnify and hold harmless the City, its elected officials, officers, and employees from and against any claim or liability, and defend any action brought against the City, resulting from the City's refusal to release information requested under the CPRA which was withheld at Respondent's request. Nothing in the agreement resulting from the application creates any obligation on the part of the City to notify the Respondent or obtain the Respondent's approval or consent before releasing information subject to disclosure under the CPRA.

## **5.9 Non-Discrimination Notice**

It is the policy of the City not to discriminate against the disabled in employment or provision of services. The information contained in this RFP will be made available in alternative formats to disabled persons upon request. It is the policy of the City to encourage equal opportunity in its contracts and leases. The City endeavors to do business with firms sharing the City's commitment to equal opportunity and will not do business with any firm that discriminates on the basis of race, religion, color, ancestry, age, gender, gender expression, gender identity, sexual orientation, disability, medical condition, or place of birth.

## **5.9 COMPLIANCE WITH CITY'S EQUAL OPPORTUNITY CONTRACTING PROGRAM**

Each Proposer understands that failure to comply with the following requirements and/or submitting false information in response to these requirements may result in rejection of its proposal by the City and debarment of the Proposer from participating in City contracts for a period of not less than one (1) year:

1. **Equal Opportunity Contracting.** The selected Respondent, and each of its subcontractors, shall comply with Title VII of the Civil Rights Act of 1964, as amended; Executive Orders 11246, 11375, and 12086; the California Fair Employment Practices Act; San Diego Municipal Code sections 22.2701 through 22.2707, and any other applicable federal and state laws and regulations hereinafter enacted. The selected firm shall not discriminate against any employee or applicant for employment based on race, religion, color, ancestry, age, gender, sexual orientation, medical condition, or place of birth. The selected Applicant shall cause the above provisions to be inserted in all subcontracts for any work covered by the contract so that such provisions will be binding upon each subcontractor, if used.

The selected Respondent shall insert the foregoing provisions in all contracts and subcontracts for any work covered by its proposal, so that such provisions will be binding upon each contractor and subcontractor. Each Proposer agrees that compliance with these laws will be monitored and reviewed by the City's Equal Opportunity Contracting Program staff.

Each Proposer shall submit a current Work Force Report or a current EEO Plan, as required by Section 22.2705 of the San Diego Municipal Code, which sets forth certain actions that the Proposer will take to achieve the City's commitment to equal employment opportunities. Copy of Work Force Report is attached as Exhibit D to this RFP.

2. **Local Business and Employment.** Each Proposer acknowledges that the City seeks to promote employment and business opportunities for local residents and firms in all City contracts. Each Proposer shall, to the extent legally possible, solicit applications for employment, and bids and proposals for subcontracts, for work associated with its proposal from local residents and firms, as opportunities occur. Each Proposer shall hire qualified local residents and firms whenever feasible.
3. **Americans with Disabilities Act.** Every person or organization awarded a contract by the City of San Diego must acknowledge and agree to comply with Council Policy 100-04, adopted by Resolution No. R-282153, relating to the federally mandated Americans with Disabilities Act (ADA). Development Team members will be individually responsible for their own ADA programs.

## **5.10 Protests**

The City's protest procedures for this RFP are the procedures set forth in Municipal Code section 22.3017.

## **5.11 Insurance**

The Development Team selected at the conclusion of the RFP stage will be required to provide evidence of public liability and property damage insurance with limits of not less than \$5 million for injury to, or death of, persons and/or property damage arising

out of a single accident or occurrence, insuring against all liability the City, CivicSD, their agents, officers, and employees, arising out of, or in connection with, the performance of work under contract with the City. In addition, the selected Development Team will be required to provide evidence of automobile insurance and Workers' Compensation Insurance. The insurance shall be provided at the sole cost and expense of the firm selected, unless the requirement is modified or waived by the City.

#### **5.11 Confidential Solicitation**

The City will not share the details of individual responses to this solicitation with competing respondents during the selection process. After the selection process ends and prior to legislative action on the contract, all solicitations become a public record (except portions otherwise deemed confidential as noted above).

The Development Team shall not attempt to influence the decision process by lobbying or otherwise influencing decision-makers, be it elected officials, City officials or staff, or any other member of the decision-making body. By submitting a response to this RFP, the Development Team agrees to keep the Development Team's response confidential and not engage in any activity that may influence the City's decision outside of the process outlined in the RFP, as may be amended from time to time.

#### **5.12 News Releases/Public Comment**

The Development Team agrees that during the RFP process, if selected, the City will review and approve all news releases and other public comment pertaining to this solicitation and/or subsequent agreement(s) prior to release. All news releases will be submitted in writing to the City project manager for the solicitation. No news releases or public comment pertaining to this RFP, the proposals and responses, and/or subsequent agreement(s) shall be released or made public without the prior approval of the City.

#### **5.13 Indemnification**

The Development Team agrees, if selected, to indemnify and hold harmless the City, CivicSD, and all officers, agents and employees of each entity from any and all liability, claims, costs (including reasonable attorneys' fees), demands, damages, expenses, and causes of action.

#### **5.14 Examination of Solicitation**

The Development Team understands that the information provided is intended solely to assist the respondent in submittal preparation. To the best of the City's knowledge, the information provided is accurate. However, the City does not warrant such accuracy, and any errors or omissions subsequently will not invalidate this solicitation. The respondent represents that he or she has thoroughly examined and become familiar with work required in the solicitation and is capable of performing quality work and to achieve the objectives of the City.

### **5.15 Conflict of Interest**

Development Teams are subject to all federal, state and local conflict of interest laws, regulations and policies applicable to public contracts and procurement practices, including, but not limited, to California Government Code section 1090 et seq. and section 81000 et seq., and the City of San Diego Ethics Ordinance, codified in the San Diego Municipal Code (SDMC) at sections 27.3501 to 27.3595. If Respondent violates any conflict of interest law, the violation shall be grounds for immediate termination of any future DDA. Each Development Team must complete a “Disclosure Statement” and submit the statement with its proposal.

### **5.16 Real Estate Brokers Commission**

The City will not pay a brokerage commission for any transaction resulting from this RFP.

[END OF SECTION 5]

# ATTACHMENT A

## A-1 – Property Location Map – High Altitude Aerial

A High-Altitude map may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_a1.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_a1.pdf)

## A-2 – Property Location Map – Low Altitude Aerial

A Low-Altitude map may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_a2.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_a2.pdf)



# ATTACHMENT B

## Exclusive Negotiation Agreement

The Word version of the ENA may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_b.docx](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_b.docx)

Respondents may provide to the City any proposed changes to the ENA with redlines in a Word document.

[END OF Attachment B]

# ATTACHMENT C

## Financial Disclosure form

The Financial Disclosure form may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_c.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_c.pdf)

[END OF Attachment C]

# ATTACHMENT D

## Contractor's Standard Pledge of Compliance

The Contractor's Standard Pledge of Compliance may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_d.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_d.pdf)

[END OF Attachment D]

# ATTACHMENT E

## Workforce Report

The Workforce Report may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_e.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_e.pdf)

[END OF Attachment E]

# ATTACHMENT F

## 10-Year Project Financing History (Excel)

The 10-Year Project Financing History (Excel) Form may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-09/808westcedar\\_rfp\\_att\\_f.xlsx](https://www.sandiego.gov/sites/default/files/2025-09/808westcedar_rfp_att_f.xlsx)

[END OF Attachment F]

# ATTACHMENT G

## Phase I Environmental Report

The Phase I Environmental Report may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_g.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_g.pdf)

[END OF Attachment G]

# ATTACHMENT H

## Fault Investigation Report

The Fault Investigation Report may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_h.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_h.pdf)

[END OF Attachment H]

# ATTACHMENT I

## Soils Estimate Report

The Soils Estimate Report may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_i.PDF](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_i.PDF)

[END OF Attachment I]



# ATTACHMENT J

## Neighborhood House Lease

The Neighborhood House Lease may be downloaded from the following location:

[https://www.sandiego.gov/sites/default/files/2025-08/808westcedar\\_rfp\\_att\\_j.pdf](https://www.sandiego.gov/sites/default/files/2025-08/808westcedar_rfp_att_j.pdf)

**[END OF RFP DOCUMENT]**