

**REQUEST FOR PROPOSALS
EQUESTRIAN LEASE - SITE 3**

**TIJUANA RIVER VALLEY REGIONAL PARK
2191 Hollister Street, San Diego, California
County Parcel 2013-0234-A**

April 16, 2014

I. BACKGROUND

A. PROPERTY DESCRIPTION

The County of San Diego is seeking submittals from prospective tenants interested in leasing approximately 10 acres of County-owned land located on Assessor Parcel Number 637-010-36 and 637-010-37 (“Property”). The intended use of the site is for public equestrian use. The address of the Property is 2191 Hollister Street, San Diego, California 92154. The location of the Property is shown on Exhibit “A” LOCATION MAP and Exhibit “B” SITE MAP.

The selected respondent will negotiate terms of a ground lease for five (5) years with the potential for a five (5) year option to extend the term of the lease. The Property is to be used for equestrian related activities that are to be made available to the general public. The tenant will have exclusive use of the Property during the term of the lease. The selected respondent will need to provide and pay for all utilities and services necessary for its use and occupancy of the Property, including but not limited to gas, water, electricity, trash, and sewer/septic tank. The County shall have no responsibility to either provide or pay for any utilities and services. It is the responsibility of each proposer to determine any utility requirements and how utilities are furnished to the site. The selected respondent would also have to provide all improvements necessary for its use and occupancy of the Property.

The Property is owned by the County of San Diego but is located within the boundaries of the City of San Diego. The Property is located in a federally mapped floodway, and is included in the City of San Diego’s local coastal program area and Multiple Habitat Preservation Area (MHPA), which is a component of the County’s Multiple Species Conservation Program. The County acquired the Property for park purposes, and is seeking a tenant for the site that will use the site for equestrian related recreational and educational uses that serve the public. The selected respondent shall operate the Property and construct any improvements to the Property in accordance with applicable laws, regulations and ordinances.

B. RESPONSE REQUIREMENTS

Interested parties shall include the following in their response:

1. Proposed amount of rent
2. Proposed use of the Property for public equestrian purposes
3. Qualifications of proposer
4. Financial capacity to meet the rent payments
5. Three (3) professional references

The form attached as Exhibit “C” PROPOSAL RESPONSE FOR LEASE OF COUNTY PROPERTY shall be completed and used to submit your response.

C. DELIVERY OF RESPONSES

Responses to this Request for Proposals are due no later than **Friday, May 16, 2014**. Late proposals are not accepted and will be returned unopened. Please deliver four (4) copies of your proposal to:

County of San Diego
Real Estate Services Division
Attention: Sara Isgur, Senior Real Property Agent
5560 Overland Avenue
Suite 410
San Diego, California 92123-1204

Any questions or requests for clarifications to this Request for Proposals should be submitted in writing to Sara Isgur via mail at the above address, email at sara.isgur@sdcounty.ca.gov or via facsimile to 858-694-2369. Responses to inquiries will be sent via facsimile to all proposers. No other person should be contacted with regard to questions or clarifications specific to this project.

D. PROPOSED SCHEDULE

Issue Request for Proposals	Wednesday, April 16, 2014
Pre-Proposal Site Tour	Friday, April 25, 2014 at 2:00 pm
Deadline for submitting responses	Friday, May 16, 2014
Selection of proposed lessee	Friday, May 30, 2014

E. WITHDRAWAL

The County reserves the right to withdraw this Request for Proposals at any time without prior notice. The County also reserves the right to accept or reject any and all responses for any reason.

F. LEASE APPROVAL

The provisions outlined in this Request for Proposals are non-binding. A binding agreement will not be created until/unless the lease contemplated by this Request for Proposals is fully executed by the selected respondent and the County. The County is not bound by the terms of any lease until it has been formally approved by the County's Board of Supervisors and fully executed by the County's lease administrator. A copy of the form of lease may be requested by contacting Sara Isgur at 858-694-2314 or sara.isgur@sdcounty.ca.gov.

II. SPECIAL TERMS AND CONDITIONS

A. USE OF TRAILS

Compliance with all County Department of Parks and Recreation regulations relating to its trail network within the Tijuana River Valley Regional Park, including but not limited to hours of operation of the park and trail system, will be a requirement of the lease. The Tijuana River Valley Regional Park is open from dawn to dusk daily.

B. REPAIRS AND MAINTENANCE

The selected respondent will be responsible for all maintenance and repairs associated with the Property. The Property does not contain any permanent structures except for a small building. The selected respondent will be responsible for compliance with all storm water regulations, laws and ordinances, in particular those regulations relating to the storage and disposal of manure.

III. GENERAL TERMS AND CONDITIONS

A. LEASE TERM

The term of the lease will be for five years. An option to extend the term of the lease for an additional five years shall be by mutual written agreement.

B. RENT

The minimum rental amount for lease of the Property is \$3,500 per month. The rent shall be adjusted on each anniversary of the commencement of the lease by a minimum of 3.0% of the rent for the prior lease year. If, as part of the proposed use, commercial activities extend beyond the Property, the County reserves the right to negotiate additional compensation for use of the trails system.

C. INSURANCE

The selected proposer shall provide insurance as follows:

1. If a commercial use, a Worker's Compensation insurance policy covering all employees. Any subcontractors will be required to provide this coverage.
2. Comprehensive General and Automobile Liability Insurance of \$2,000,000 combined single limit Bodily Injury and Property Damage which includes Abuse/Molestation coverage.
3. All insurance policies shall name the County of San Diego as additional insured.

The complete insurance terms will be included in the lease.

D. UTILITIES

The Property does not have electrical, gas, water, sewer or other utility connections. It is the responsibility of the proposer to determine any utility requirements and how utilities are furnished to the Property. The selected proposer will be responsible securing and paying for the cost of all utilities and trash removal from the Property. The County is committed to energy conservation and recycling. The selected proposer is expected to cooperate with reasonable conservation practices.

E. ASSIGNMENT AND SUBLEASING

The selected proposer shall not assign the lease or sublease the Property without prior written approval from the County.

IV. PROPOSAL EVALUATION AND SELECTION

Proposals that meet the requirements outlined in this Request for Proposals will be evaluated by a selection committee designated by the County that will include representatives from the County's Real Estate Services Division and the Department of Parks and Recreation. The selection committee will use the following criteria in evaluating the proposals:

1. The amount of rent the proposer is willing to pay the County to lease the Property
2. The proposer's demonstrated ability to pay monthly rent in accordance with a lease agreement
3. The proposer's experience in operating equestrian related facilities
4. Proposed use of the Property and the proposer's commitment to maintain a use for park related purposes

V. NEGOTIATIONS

After final selection of the most qualified respondent by the selection committee, a lease document will be negotiated and prepared that incorporates lease terms. If a lease cannot be negotiated, the County may, at its sole discretion, begin negotiations with other respondents and terminate negotiations with the previously selected respondent. The lease is subject to approval by the County's Board of Supervisors.

The selected proposer will be notified of the decision of the County's selection committee. It is the duty of each interested party to request any clarifying information from the County as it pertains to this Request for Proposals. Any clarifications provided by the County will be provided to all interested parties. All responses must be signed by the person with the authority to bind the entity submitting a response.

VI. PROPRIETARY INFORMATION

All response documents become the property of the County and subject to the Public Records Act requirements set forth in State of California, Government Code, Section 6250. Information provided will be kept confidential to the extent permitted by law.

VII. CLAIMS AGAINST THE COUNTY

Each respondent, and its respective officers, agents, employees or representatives, shall have no claims whatsoever against the County or any of its respective officials, agents, or employees arising out of or relating to this Request for Proposals or the ability to obtain a lease with the County if selected as the proposed lessee.

EXHIBIT "A"
LOCATION MAP

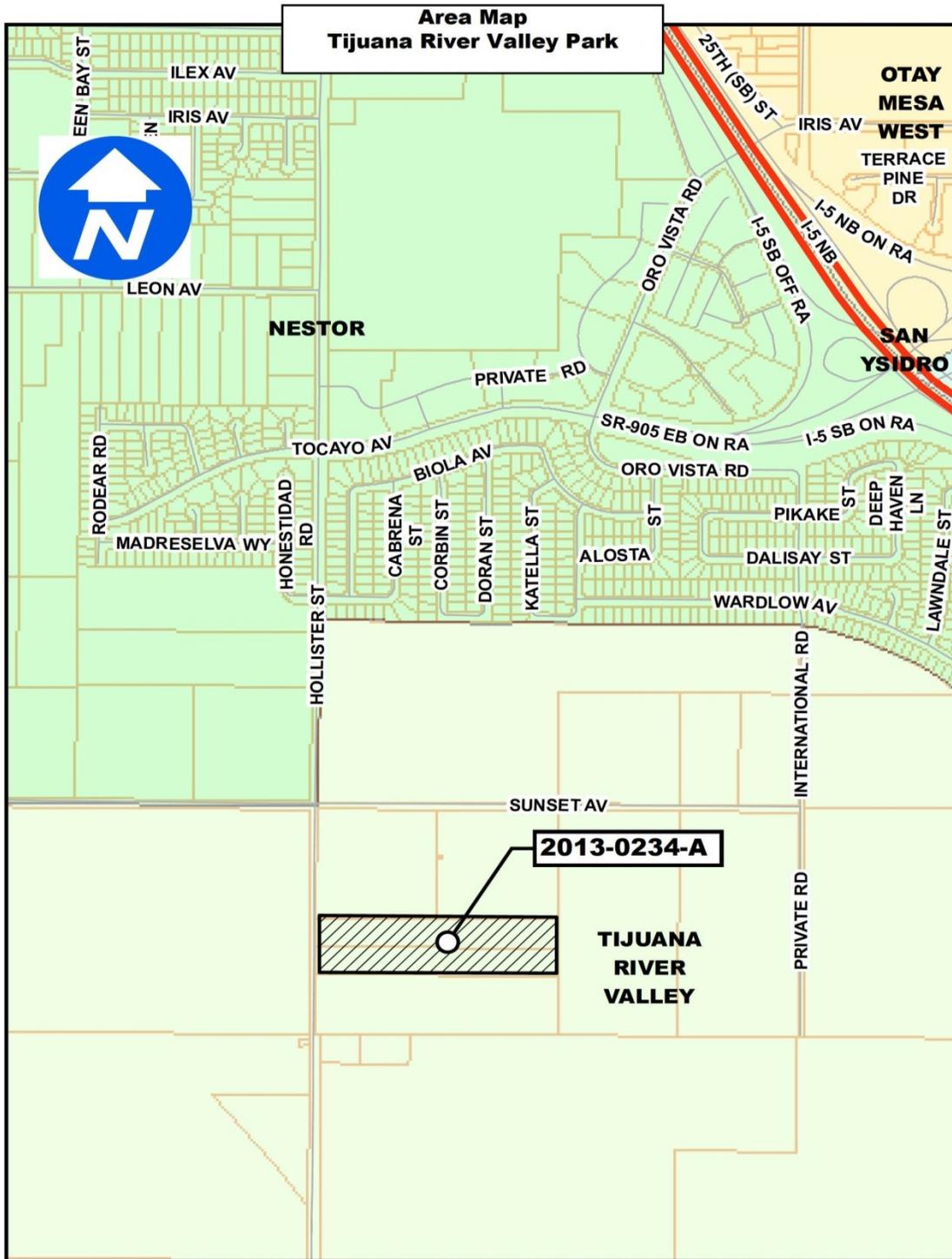


EXHIBIT "B"
SITE MAP

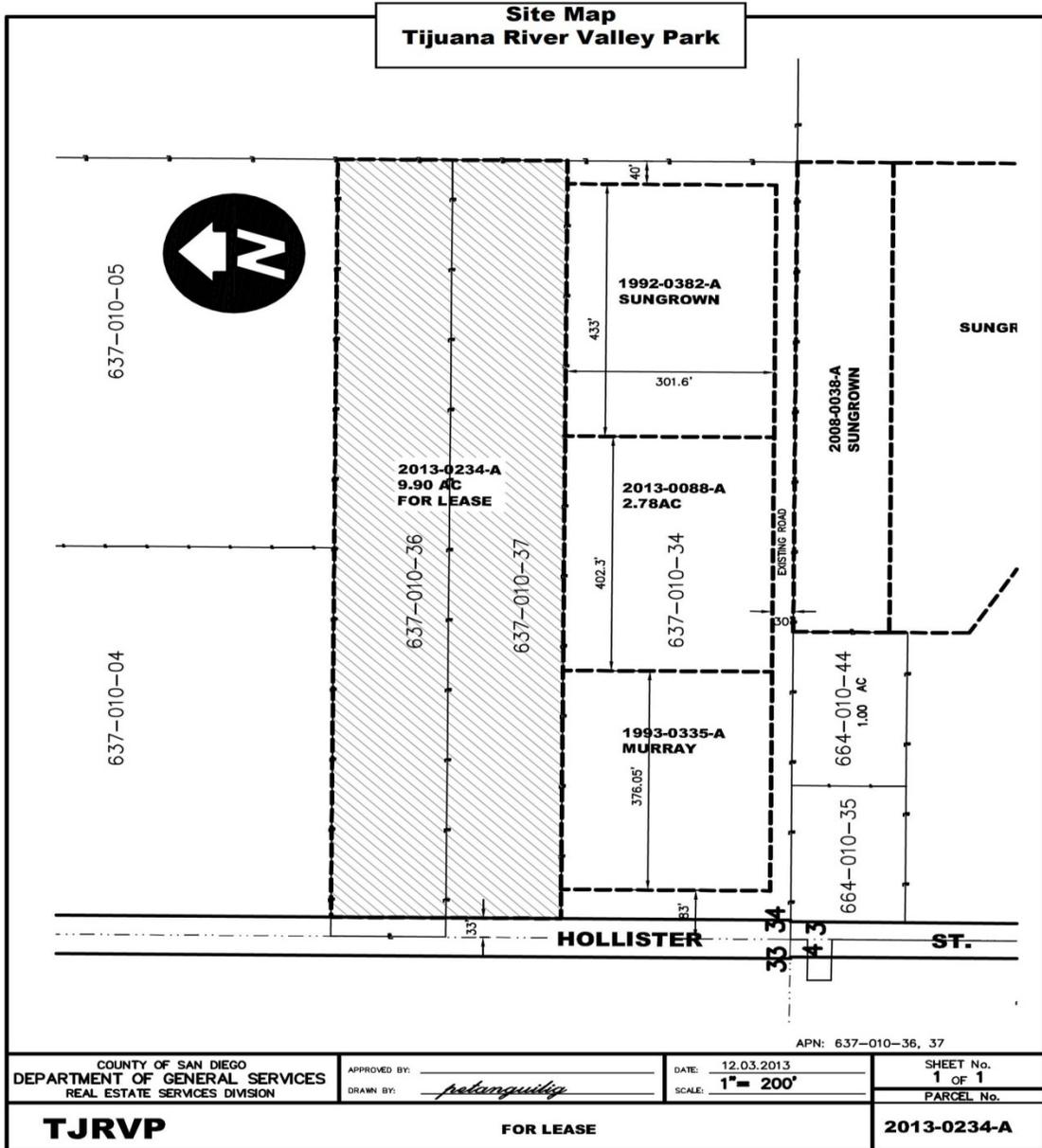


EXHIBIT "C"
PROPOSAL RESPONSE FOR LEASE OF COUNTY REAL PROPERTY

(Begins on next page)



**PROPOSAL QUESTIONNAIRE – for Lease of County Property
County of San Diego**

Real Estate Services Division • 5560 Overland Avenue, Suite 410 • San Diego, CA • 92123-1204

I INDIVIDUAL INFORMATION (MUST BE COMPLETED FOR EACH INDIVIDUAL SIGNING LEASE)

Name: _____

Address: _____

If at above address less than one (1) year:

Previous Address: _____ City: _____ State: _____ Zip: _____

Phone: _____

Cell phone: _____

II CORPORATE INFORMATION

Corporate Name: _____ DBA: _____

Business Address: _____ City: _____ State: _____ Zip: _____

How Long a Corporation: _____

Officer: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Business Phone: _____

Officer: _____ Title: _____

Address: _____ City: _____ State: _____ Zip: _____

Business Phone: _____

NOTE: ANY LEASE AGREEMENT SIGNED WITH A CORPORATION WILL REQUIRE A STATEMENT OF PERSONAL GUARANTEE TO BE SIGNED.

III PROPOSED USE OF COUNTY PROPERTY

Please provide an in-depth description of the proposed use. Vague or limited description may result in denial of application. In particular, please describe the proposed activities and how those activities will be made available to the general public. Please use a separate sheet of paper if necessary.

PROPOSED RENT: _____

IV LOCATION OF COUNTY PROPERTY

Street Address: _____

Or

Assessor Parcel Number: _____

V DECLARATIONS

A. Has this business, its officers, partners, or owners or for non business responses, have you ever been delinquent in payment of any financial obligations?
 No Yes (If Yes, please explain)

B. Has this business, its officers, partners, or owners or for non business responses, have you ever been a defendant in an unlawful detainer and/or breach of contract lawsuit?
 No Yes (If Yes, please explain)

VI FINANCIAL REFERENCES

1. <u>Name</u>	<u>Area code + Phone number</u>		
<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
2. <u>Name</u>	<u>Area code + Phone number</u>		
<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
3. <u>Name</u>	<u>Area code + Phone number</u>		
<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>

VII OTHER REFERENCES

1. <u>Name</u>	<u>Area code + Phone number</u>		
<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
2. <u>Name</u>	<u>Area code + Phone number</u>		
<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>
3. <u>Name</u>	<u>Area code + Phone number</u>		
<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip Code</u>

I/We hereby authorize the County of San Diego to conduct a credit investigation/request credit reports and verify all information on this application if my lease application is approved. I/We understand that the cost of the credit investigation will be paid to the County at the time of approval of my application. I/We understand that if information cannot be verified, approval of this application may be rescinded. Submission of this application does not constitute approval or require the County of San Diego to enter into negotiations for the sale, lease or use of County property.

Signature

Title

Date

