



## FORM A – TRANSMITTAL LETTER

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### **INSTRUCTIONS – FORM A**

1. Form A shall be utilized to complete the Transmittal Letter as required in Section 4.1 of this Request for Quotes.
2. Fill in all necessary information in order to complete Form A.
3. Form A is available at: [www.sdcre.com](http://www.sdcre.com) and shall be used to complete Form A. Do not include the instruction page in the proposal.

**FORM A**

**TRANSMITTAL LETTER**

OFFEROR: \_\_\_\_\_

RFQ Date: \_\_\_\_\_

County of San Diego  
Real Estate Division  
Attention: Elizabeth Enloe  
5560 Overland Avenue, Suite 410  
San Diego, California 92123

The undersigned (“Offeror”) submits this quote in response to the Request for Quotes dated April 22, 2026 (“RFQ”), issued by the County of San Diego (“County”) for the lease and operation of a bicycle motocross track (“Project”) at a portion of 10610 Ashwood Street in the City of Lakeside (Portion of Assessor’s Parcel Number 392-130-46) within the County’s Cactus Park. Capitalized terms not otherwise defined in this transmittal shall have the meanings set forth in the RFQ.

Enclosed, and by this reference incorporated and made a part of this proposal, is the tabbed response to the RFQ as outlined in Section 4 including all forms and required material.

Offeror acknowledges access to all materials posted on the following website with respect to the Project: [www.sdcre.com](http://www.sdcre.com) as of \_\_\_\_\_ including all addenda and questions and answers matrices issued in connection with this RFQ.

Offeror represents and warrants that it has read and understands the RFQ and agrees to abide by the contents and terms of the RFQ.

Offeror understands that the County is not bound to shortlist any Offeror and may reject each proposal that the County may receive.

Offeror further understands that all costs and expenses incurred by it in preparing this proposal and participating in the Project selection process will be borne solely by Offeror.

Offeror agrees that the County will not be responsible for any errors, omissions, inaccuracies, or incomplete statements in the RFQ.

This proposal shall be governed by and construed in all respects according to the laws of the State of California.



<b>OFFEROR INFORMATION</b>	
<i>(To be completed by Offeror – please type or print clearly)</i>	
<b>BUSINESS INFORMATION</b>	
Company/Organization Name	
Business Structure* & State of Formation	State:
Street Address	
City, State, Zip	
Phone number	
Website Address	
<b>REPRESENTATIVE AUTHORIZED TO SIGN OFFER</b>	
Authorized Representative Name	
Authorized Representative Title	
Authorized Representative Email Address	
Authorized Representative Phone Num	
Authorized Representative Street Address	
Authorized Representative City, State, Zip	
<b>AUTHORIZED POINT OF CONTACT (POC)</b>	
<i>** If different from Authorized Representative</i>	
POC Name	
POC Title	
POC Email Address	
POC Telephone Number	
POC Street Address	
POC City, State, Zip	
<p>* <i>e.g. corporation, limited liability company (LLC), limited partnership (LP), general partnership (GP), limited liability partnership (LLP), sole proprietorship, nonprofit corporation.</i></p> <p>** <i>County communications to Offeror regarding this solicitation will be sent to the POC. If no POC is provided, such communications will be sent to the Authorized Representative.</i></p>	
<b>SIGNATURE</b>	
<p>I certify under penalty of perjury under the laws of the State of California, that I am authorized to execute and submit this proposal on behalf of the Offeror listed above; that all of the instructions and rules, exhibits, addenda, explanations, and any other information provided by the County, including but not limited to, the diligence material, has been reviewed, understood and complied with; and that all information in this submission is true, correct, and in compliance with the terms of the solicitation.</p>	
Authorized Representative Signature	Date

