

THE CITY OF RICHMOND
&
THE PORT OF RICHMOND



REQUEST FOR QUALIFICATIONS/PROPOSALS

Rehabilitation and Adaptive Use of Historic Buildings
In
Pt. Potrero Marine Terminal
(Historic Richmond Shipyard No. 3)

February 2008

REQUEST FOR QUALIFICATIONS/PROPOSALS

Request for Qualifications/Proposals

**Rehabilitation and Adaptive Use of Historic Buildings
In
Pt. Potrero Marine Terminal
(Historic Richmond Shipyard No. 3)**

**Richmond City Council
&
Surplus Property Authority**

Gayle McLaughlin – Mayor
Nathaniel Bates – Councilmember
Maria Viramontes – Councilmember
Tom Butt – Councilmember
Ludmyrna Lopez – Councilmember
John E. Marquez – Councilmember
Jim Rogers – Councilmember
Harpreet Sandhu - Councilmember
Tony K. Thurmond – Councilmember

Bill Lindsay
City Manager

Jim Matzorkis
Port Executive Director

Telephone: (510) 215-4600
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February 2008

For more information concerning this opportunity contact:
Norman Chan, Port Administrator at (510) 215-4606

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REQUEST FOR QUALIFICATIONS/PROPOSALS

EXECUTIVE SUMMARY

Potential Development Opportunity:	Develop a Rehabilitation and Adaptive Use Project for several historic buildings situated in the Pt. Potrero Marine Terminal (Historic Shipyard No. 3) owned by Richmond Surplus Property Authority within Redevelopment Project Area 11-A.
Location:	The site is bound by Richmond Harbor Channel on the south, west and east, and Canal Blvd on the north.
Size:	A total of four (4) historic buildings as shown on Exhibit "A" contain a total of approximately 203,368 square feet of usable space available for development.
Development Team:	Qualified development teams must have substantial development experience related to historic buildings or sites. It is critical that the team include a qualified historical architect who may also serve as the project architect.
Property Disposition:	Long-Term Lease (Min. 15 years)
Developer Selection Process:	The following is the format of the selection process to be implemented as part of this RFP. The First Stage is the Submittal of Statement of Interest and Qualifications including Financial Capacity Documents that determines the qualified developer(s) for submitting proposal. Next, all proposals will be reviewed by a panel of staff and consultants to generate a short list of qualified development teams. Additional information may be sought from "short-listed" development teams. Finally, the City Council and Surplus Property Authority will direct staff to enter into an Exclusive Right to Negotiate (ERN) agreement with the selected development team.
Pre-Proposal Meeting & Site Tour:	<i>February 27, 2008, Wednesday</i> , 1:30PM (PST) at 1301 Canal Blvd, Richmond, CA 94804.
Financial Capacity Documents Due:	<i>March 12, 2008, Wednesday</i> , by 5:00 PM (PST) at Keyser Marston Associates, 55 Pacific Avenue Mall, San Francisco, CA 94111, Attn: Tim Kelly, Phone: 415-398-3050.
Notification to Qualified Developer for Submitting Proposal	<i>March 21, 2008, Friday.</i>

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Written Questions Submitted: *March 25, 2008, Tuesday, by 5:00 PM (PST), to Norman Chan, Port of Richmond, 1411 Harbour Way South, Richmond, CA 94804 by fax or e-mail.*

Proposals Due: *April 3, 2008, Thursday, by 5:00PM (PST) at the Port Office, 1411 Harbour Way South, Richmond, CA 94804*

Interview: *At the City's discretion short-listed development teams will be invited for an interview to determine the best qualified team for the approval of City Council and Surplus Property Authority.*

For Further Information: Norman Chan
Port Administrator
Port of Richmond
1411 Harbour Way South
Richmond, CA 94804
Phone: (510) 215-4606
Fax: (510) 233-3105
Email: Norman.Chan@ci.richmond.ca.us

REQUEST FOR QUALIFICATIONS/PROPOSALS

I. THE OPPORTUNITY

The City of Richmond (“City”) and Richmond Surplus Property Authority (“Authority”) are pleased to offer an exciting opportunity to rehabilitate four (4) historic buildings for adaptive uses proposed by the selected development team. These buildings are associated with Rosie the Riveter/World War II Home Front National Historical Park and located within the Pt. Potrero Marine Terminal complex (Historic Shipyard No. 3) in the Port of Richmond, Richmond, California.

In September 2007, the City adopted a resolution directing staff to prepare and implement a plan for the rehabilitation and adaptive use of four vacant or underutilized historic buildings, located within the Pt. Potrero Marine Terminal complex, which would result in meeting the following long-term objectives:

1. Beneficial occupancy by paying tenants;
2. Positive cash flow that exceeds existing cash flow;
3. Opportunities for new jobs, particularly for Richmond residents;
4. Uses consistent with Resolution 129-99, Resolution 46a-00, Goal OSC-E of the General Plan and Policies LU-A.5, CF-K.2, ED-C.3 and OSC-E.2 of the General Plan and the establishing legislation for Rosie the Riveter/WW II Home Front National Historical Park and the Richmond General Plan.

The City’s goal is to preserve the historic value of its assets and generate revenue and jobs for its residents while expanding its maritime operations. This Request for Qualifications/Proposals (“RFQ/P”) seeks developers to submit proposals including terms of development for permitted uses consistent with the City’s General Plan (which is currently being revised) and the establishing legislation for Rosie the Riveter/World War II Home Front National Historical Park

Suggested uses may include, but are not limited to, commercial office, warehousing, coastal commercial, maritime operations, and tourist-related activities. It is very desirable that the proposed development include areas for uses that are beneficial to the public.

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II. PROJECT

PROJECT DESCRIPTION

The project includes the following historic buildings located inside Pt. Potrero Marine Terminal (Historic Shipyard No. 3) complex in Richmond, California:

- Building 6 – Riggers Loft/Paint Shop/Sheet Metal Shop
- Building 9 – First Aid Station
- Building 23 – Cafeteria
- Building 24 – General Warehouse

These buildings are included in the National Register of Historic Places district that is named in the legislation establishing Rosie the Riveter/World War II Home Front National Historical Park. The project site is bound by Richmond Harbor Channel on the south, west and east, and Canal Boulevard. on the north. Approximately 203,368 square feet of space is available for beneficial occupancy.

At the Developer's option, the project may include one or more buildings but **must include the rehabilitation of Building 6 – Riggers Loft/Paint Shop/Sheet Metal Shop.**

The City of Richmond is willing to provide a long-term lease for the subject properties, access, and sufficient proximate parking to support the adaptive use(s) subject to the City's lease obligations to its current tenants. The only access exception is the First Aid Station (Building 9), which is within the secured marine terminal perimeter, and any use must be limited to a user of the secured marine terminal or the Developer may propose moving the building outside the secured area but within the historic district.

BACKGROUND

Building Background

For detail specifications of these buildings, please refer to Exhibit C.

Building 6 – Riggers Loft/Paint Shop/Sheet Metal Shop

The building was built in August, 1942. It is a wood frame building with a timber pile foundation and corrugated metal exterior. The built-up composite roofing is supported by wood trusses. The building was divided into three areas and used as a riggers loft, paint shop, and sheet metal shop. No major alterations to the interior have been done since completion. The portion of the roof over the paint shop area collapsed approximately ten years ago. Temporary structures were erected to support three roof trusses that were dry rotted in the sheet metal shop area. Approximately 27,000 square feet of space is available for beneficial occupancy.

Building 9 – First Aid Station

The building was built in July, 1942. It is a wood frame building with a reinforcing concrete pile foundation and wood siding exterior. The building has a wood subfloor with linoleum finish. It was used as a medical facility for treating minor injuries and ailments of shipyard workers. Minor alterations to the interior have been done since completion. Approximately 4,500 square feet of space is available for beneficial occupancy.

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This building is currently located within a secured marine terminal facility operated by Auto Warehousing Company. Subject to approval by the National Park Service, U.S. Department of Interior, and the City of Richmond, this building may be relocated to the north east corner of the Port property adjacent to the intersection of Sea Cliff Drive and Canal Boulevard.

Building 23 – Cafeteria

The building was built in September, 1943. It is a wood frame building with continuous concrete footings for exterior walls and interior piers. The exterior walls are made of wood siding. The interior layout has been modified since completion. The building was used as a cafeteria to provide meals for shipyard personnel and entertainment facilities for ship launching parties. Approximately 14,268 square feet of space is available for beneficial occupancy.

Subject to approval by the National Park Service, U.S. Department of Interior, and the City of Richmond, this building may be relocated to the north east corner of the Port property adjacent to the intersection of Sea Cliff Drive and Canal Boulevard.

Building 24 – General Warehouse

The building was built in June, 1942. It is a four-story reinforcing concrete structure with reinforcing concrete foundation on solid rock. It has two (2) freight elevators and one passenger elevator. It was used to store ship supplies and facilities. Each floor has approximately 40,000 square feet of usable area. No major alteration to the interior has been done since completion. Approximately 157,600 square feet of space is available for beneficial occupancy.

Site Background

The site, including six historic buildings, is part of the Historic Richmond Shipyard No. 3 and is listed in the National Register of Historic Places. It is associated with Rosie the Riveter/World War II Home Front National Historical Park which was established by an Act of Congress (Public Law 106-352). In addition Historic Richmond Shipyard No. 3 is a California Historical Landmark (No. 1032 Richmond Shipyards District). Currently the historic district is part of an active marine terminal complex, Point Potrero Marine Terminal. Approximately 60 to 80 acres of land area is being used for importing, exporting and processing new vehicles. Two berths, 6C and 7 are used for loading and offloading cargos. The five historic graving basins/dry docks are also included in the historic district and are currently being used as a commercial marina for berthing commercial vessels.

CURRENT ZONING

The Site is zoned M3 Heavy Industry and M-4 Port/Marine Terminal/Ship Repair. The site is also located in the Richmond Redevelopment Project Area 11-A and Richmond Enterprise Zone. The Planning Department is currently working on updating the General Plan. Please refer to the following link for additional information related to current zoning:
http://www.ci.richmond.ca.us/~planning/zoning_lu/zoning/Zoning.pdf.

The following documents determine the entitlements and use restrictions for the four buildings:

Resolution 129-99, City of Richmond Supporting a National Historic Site

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Resolution 91-06, City of Richmond Authorizing Application by the Mayor for a Preserve America Community Designation

Resolution 46a-00, City of Richmond development policy for the historic Shipyard 3

Goal OSC-E of the General Plan and Policies LU-A.5, CF-K.2, ED-C.3 and OSC-E.2 of the General Plan

DEVELOPMENT ISSUES

Environmental Issues

The roofing and/or flooring may contain asbestos materials. Lead-based paint may also be found in the exterior and/or interior of these buildings. It is an option of individual developers to conduct a hazardous materials survey/inspection of each building that they intend to develop. Any hazardous materials found are required to be remediated as part of the development.

The bulk of the Point Potrero Marine Terminal has been under the jurisdiction of the State Department of Toxic Substances Control. Information on the location and status of the investigations can be found at:

http://www.envirostor.dtsc.ca.gov/public/profile_report.asp?global_id=07370030

Seismic Retrofit Issues

Because these buildings are associated with a City, State and National Register Historic District and landmark, special care must be taken to preserve the historic integrity and landmark status of these structures.

Seismic retrofit is not required but may be triggered by a change in occupancy. If required, seismic strengthening schemes shall be developed based on the requirements of the City's Building Code.

Preservation Treatment Issues

The proposed work to these buildings shall meet the [Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings](#) as established by the U. S. Department of Interior. The City of Richmond also encourages the use of the [State Historical Building Code](#) as established by the State Historical Building Safety Board when needed to preserve historic building features. These standards may or may not affect the cost, design and reuse of these buildings.

Green Building and Sustainable Development Strategies

The City desires proposals that rehabilitate these buildings in a manner that meet adaptive use needs while retaining the property's historic character. Strategies that provide a benefit of reduced operating costs by employing energy / resource efficient and durable design features without posing a substantial cost to the project are preferred. One of the objectives is to use LEED criteria which have been successfully applied to historic rehabilitation projects across the country. Preserving the building is one of the most effective strategies and a very natural progression in sustainable development. While providing environmental benefits to the community, the use of

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green and sustainable building strategies maximizes the adaptive reuse market potential of the buildings. This approach helps protect the building from becoming an obsolete economically disadvantaged asset and improves the building's marketability and utility.

Permitting Issues

The proposed development project is subject to comply with federal and/or state environmental review process. The selected developer is responsible for obtaining all required permits from including but not limited to Richmond Building Regulations and Planning Department, Richmond Fire Department, San Francisco Bay Conservation and Development Commission, U. S. Army Corps of Engineers, San Francisco Regional Water Quality Control Board, etc.

AVAILABLE PUBLIC FINANCING

The following briefly summarizes the known public financing that may be available to help finance the reuse and rehabilitation of the buildings:

- *Financing toward the cost of the seismic retrofit and historic improvements.* The City may choose to assist the Developer in financing the construction cost including the seismic retrofit and historic rehabilitation. The Developer will be responsible for: (1) leveraging the City's financing into additional public and private funds; (2) financing any construction costs over and above the City's financing; and (3) funding any and all operating costs. This would include possessory interest property taxes and all typical nnn costs which will require a common area association to allocate common area charges between the public and proposed private section of the Port.

AVAILABLE TAX CREDITS

- *Federal historic preservation tax credit.* Provided that the rehabilitation of the buildings meets the Secretary of Interiors' Standards for Rehabilitation and Guidelines for Rehabilitation Historic Buildings, and after rehabilitation, the building is used for income-producing purposes for at least five years, the improvements costs are eligible for Federal historic preservation tax credit. For more information visit the [National Park Service](#) website.

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III. PROJECT GOALS AND OBJECTIVES

PROJECT GOALS

The key goals for the Proposed Project are:

1. Develop the buildings for proposed and future adaptive reuse that is consistent with the City's General Plan and the establishing legislation for Rosie the Riveter/ World War II Home Front National Historical Park. It is very desirable that the proposed development include area(s) for uses beneficial to the public.
2. Preserve the historic value of the buildings and historic district.
3. Generate revenues to the City.
4. Create short-and long-term jobs.

The City or Authority shall not be liable for any real estate commission or brokerage fees that may arise from transfer, lease or sale of the property. The City or Authority has not engaged a broker, Authority or finder in connection with any proposal contemplated for the Project.

The RFQ/P reflects development parameters and business terms designed to ensure that the City and Authority's stated project goals are met.

OBJECTIVES

To carry out its vision for expansion of the Port and the development of Rosie the Riveter/World War II Home Front National Historical Park, the City developed the following long-term objectives for the Project:

- 1 Beneficial occupancy by paying tenants
- 2 Positive cash flow that exceeds existing cash flow
- 3 Opportunities for new jobs, particularly for Richmond residents
- 4 Uses consistent with Resolution 129-99, Resolution 46a-00, Goal OSC-E of the General Plan and Policies LU-A.5, CF-K.2, ED-C.3 and OSC-E.2 of the General Plan and the establishing legislation for Rosie the Riveter/World War II Home Front National Historical Park and the Richmond General Plan.
- 5 Higher and better uses for the buildings that take advantage of the a) outstanding views of the City of San Francisco and Angel Island; b) its location near Brooks Island, a protected bird sanctuary; c) its maritime transportation potentials; d) its adjacency to the Bay Trail; and e) the potential to bring new uses to an area known for heavy industrial activities by proposing uses that attract safe public access to the Richmond shoreline.

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IV. DEVELOPER RESPONSIBILITIES

LABOR AND CONTRACT REQUIREMENTS FOR DEVELOPMENT

In order to avoid delay and inefficiencies, this RFP includes the information on laws that affect development projects. This section highlights requirements relating to prevailing wage and local hiring opportunities which will apply to a project that could develop as a result of this RFP.

1. Prevailing Wages

The California Labor Code requires that prevailing wages must be paid to all workers performing on-site on a public project. A project such as the one anticipated as a result of the RFP is considered a public project and triggers prevailing wage requirements set forth in the California Labor Code, Section 1771, et. Seq.

The prime contractor is responsible for compliance of all subcontractors, including lower tier subcontractors, with prevailing wage provisions. The contractor and all subcontractors are required to file labor compliance documents with supporting documentation, including certified payrolls. Written documentation must be filed within 10 days of issuance of a Notice to Process. Certificates of Completion are not issued until all required documents are filed.

Copies of the General Prevailing Wage Determination made by the California Director of Industrial Relations are available via the Internet at www.dir.ca.gov/DLRS/PDW.

2. Local Business, Local Resident Hiring and Living Wage Requirements

As part of the RFP process, the selected developer will be required to comply with the City of Richmond's Business Opportunity and Local Employment Requirements as set forth in Chapter 2.50 and Chapter 2.56 of the [Richmond Municipal Code](#). The selected developer will be required to execute a First Source Agreement with the City. The City's Living Wage Requirements went into effect July 1, 2002. All entities contracting with the City of Richmond and Surplus Property Authority are required to pay its employees a living wage. Please contact Norman Chan, Port of Richmond at 510-215-4606 for additional information regarding the above requirements. The selection panel may disqualify any proposal that does not satisfy these requirements.

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V. SELECTION PROCESS, CRITERIA & SUBMITTALS

SUBMITTAL REQUIREMENTS

A. Financial Capacity

Respondents shall provide evidence that the development entity has the financial capacity to carry out the proposed project. Information required includes: (1) Financial Statement for the most recent calendar year or fiscal year; and (2) Letter(s) from the developer's lender(s) outlining terms of conditions of previous projects financed and the developer's performance; and, (3) Letter(s) from the developer's lender(s) attesting to the developer's financial capacity to undertake and complete the project, and the developer's previous financial performance.

Two copies of the Financial Capacity materials must be submitted sealed under separate cover to **Tim Kelly, Keyser Mason Associates, 55 Pacific Avenue Mall, San Francisco, CA 94111**. These materials must be delivered no later than **5:00 p.m. PST on Wednesday, March 12, 2008**.

Once the City completes the review and evaluation of financial capacity materials submitted, each qualified developer will be notified on or before Friday, March 21, 2008 to submit a proposal including all business terms.

B. Proposal

1. Description of proposed rehabilitation and development, including financing, uses, occupancy type, and proposed tenants. Include letters of intent from prospective tenants, if applicable.
2. Conceptual description of proposed uses, project vision, timing and phasing.
3. Description of how the proposal addresses and maximizes fulfillment of the City and Authority's stated project goals listed in Section III.

C. Business Terms

Business terms must include, at minimum, the following:

1. Proposed lease terms including length of lease and revenue to the City.
2. Private or additional (non-City) funds to be used for any costs associated with the proposed rehabilitation and possible construction.
3. Project Time Schedule. Address all phases of project construction including, lease negotiations, entitlements, design, construction, marketing and final occupancy.

D. Entity

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1. Separately describe the developer and other key team members' relevant project experience including brief descriptions of projects, their completion dates, location, concept, land uses, size, construction costs, and role of developer or team member.
2. Identify the developer and all members of the development team, including the legal nature of the firms and their relationship to each other, any joint venture partners, and the nature of the partnership interests. Provide names, addresses, telephone numbers, fax numbers, and email addresses (if applicable) of all team members. The development team description should also include an organizational chart clearly indicating legal and managerial relationships among team members. The team must include a qualified historical architect who may also serve as the project architect.
3. Identify the Project Manger by name, address, telephone, fax, and email address (if applicable). Provide a detailed resume of the Project Manager indicating qualifications and experience.

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EVALUATION CRITERIA FOR PROPOSALS

In order to evaluate proposals, emphasis will be placed directly on the team's relevant projects and experience with similar developments, financial capacity, and tenant relationships of the developer and proposed tenants. At the proposal stage, submittals will be evaluated based upon the following criteria:

1. Financial compensation to the City and Authority for the transaction. The proposed compensation should be unconditional/unqualified.
2. Leveraging of private or additional (non-City) funds to cover all costs associated with the proposed rehabilitation and possible construction.
3. Length and other terms of lease including financing structure.
4. Appropriateness of adaptive use associated with Rosie the Riveter/World War II Home Front National Historical Park in a marine terminal facility that may require to comply with rules and regulations established by the U.S. Customs, the U.S. Department of Homeland Security and the Office of Homeland Security, State of California..
5. Developers satisfaction of objectives listed in section III.

DEVELOPER SELECTION PROCESS

The City will conduct the selection process for identifying qualified development team(s) for the Rehabilitation and Adaptive Use of Historic Shipyard No. 3 Buildings project. The City Council and Richmond Surplus Property Authority Members will be involved in the selection process and are the sole and final decision makers regarding selection of a developer. The City Council and Richmond Surplus Property Authority reserve the right to reject any or all submittals, business terms or terminate negotiations at any time.

A "Pre-Submittal Meeting" and Site tour will be held at **1:30 p.m. on Wednesday, February 27, 2008**, at Building 23 (the Cafeteria), 1301 Canal Blvd, Richmond, California. Any questions may be addressed to Port staff at this meeting. Please wear flat-soled, closed-toe, comfortable walking shoes for the site tour. For those applicants not able to attend the Pre-Submittal Meeting, questions regarding this RFP should be submitted in writing, addressed to the attention of: Norman Chan, Port Administrator, Port of Richmond, 1411 Harbour Way South, Richmond, CA 94804 and received by the Port no later than **5:00 p.m. (PST) on Tuesday, March 25, 2008**.

Initially, all interested parties must submit the required financial capacity documents to the City's consultant, Keyser Marston Associates, 55 Pacific Avenue Mall, San Francisco, CA 94111, Attn: Tim Kelly, Phone: 415-398-3050. **Once the City completes the review and evaluation of financial capacity material submitted, the City will notify each qualified developer for submitting a proposal including all business terms.**

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Subsequently all requested information and materials in response to this Request for Proposals in writing. Written submittals delivered by the deadline indicated will be reviewed and evaluated based on the Evaluation Criteria for Proposals outlined in the previous section.

Members of the City selection panel and/or consultants retained by the City will evaluate the submittals and provide recommendations to the City Council and Authority. At its discretion, the City and/or Authority may modify the evaluation criteria and contact references without prior notice. The City may interview the qualified developers to determine the final team for the project.

SUBMITTAL DEADLINE

Two (2) copies of the Financial Capacity materials must be submitted sealed under separate cover to **Tim Kelly, Keyser Mason Associates, 55 Pacific Avenue Mall, San Francisco, CA 94111**. These materials must be delivered no later than **5:00 p.m. PST on Wednesday, March 12, 2008**. The sealed packet of Financial Capacity materials must be marked on the outside "Request for Qualifications/Proposals - Rehabilitation and Adaptive Use of Historic Shipyard No. 3 Buildings".

Please submit required proposal materials in the following format, identifying each item by letter and number.

Twenty (20) numbered sets of **Proposal**, *excluding* Financial Capacity, materials must be delivered to the Port of Richmond, 1411 Harbour Way South, Richmond, CA 94804, for receipt by the Port no later than 5:00 p.m. PST on **Thursday, April 3, 2008**. All responses must be addressed to the attention of Norman Chan, Port Administrator, and marked on the outside "Request for Qualifications/Proposals - Rehabilitation and Adaptive Use of Historic Shipyard No. 3 Buildings".

Submittals that are not received at the designated address on or before the specified deadline will not be accepted. Neither facsimile reproductions nor electronic transmission of Proposals will be accepted.

CONTACT INFORMATION

A "Pre-submittal Meeting" and Site tour will be held at 1:30 p.m. (PST) on **Wednesday, February 27, 2008**, at Building 23 (the Cafeteria), 1301 Canal Blvd, Richmond, California. Authority staff will try to address all questions at this meeting. Attendance is highly recommended.

Any additional questions regarding this RFQ/P should be submitted in writing and received by **5:00 p.m. on Tuesday, March 25, 2008** to:

Norman Chan
Port Administrator
Port of Richmond
1411 Harbour Way south
Richmond, CA 94804
Phone: (510) 215-4606
Fax: (510) 233-3105
Email: Norman.Chan@ci.richmond.ca.us

REQUEST FOR QUALIFICATIONS/PROPOSALS

CITY AND AUTHORITY NON-LIABILITY & RELATED MATTERS REGARDING THIS RFP

All facts and opinions stated herein are based upon available information and no representations or warranties are made with respect to their accuracy or completeness.

The RFP and the selection process shall in no way be deemed to create a binding contract, agreement or offer of any kind between the City and Authority and the developer. If the City and Authority select a developer pursuant to the RFP, any legal rights and obligations between the successful team, if any, and the City and Authority will come into existence only when an agreement is fully executed by the parties, and the legal rights and obligations of each party shall at the time be only those rights and obligations which are set forth in the agreement and any other documents specifically referred to in that agreement.

Each developer submitting proposals in response to this RFP agrees that the preparation of all materials for submittal to the City and Authority and all presentations are at the developer's sole cost and expense, and the City and Authority shall not, under any circumstances be responsible for any costs or expenses incurred by any candidate developer. In addition, each developer agrees that all documentation and materials submitted in response to this RFP shall remain the property of the City and Authority. Subject to California law relating to access to public records, the City and Authority may be required to publicly disclose all submitted information and materials to third parties requesting such information.

The City and Authority reserves the right to accept or reject any or all developer responses, to alter the selection process in any way, to postpone the selection process for its own convenience at any time, to waive any defects in any proposal, to issue a new RFP any time, or to hire any developer it deems appropriate in its sole and absolute discretion within or outside an RFP evaluation process.

No real estate commission or finder fee will be paid on this transaction by the City and/or Authority.

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VI. SCHEDULE

Approximate schedule for developer selection:

Issuance of RFQ/P	February 14, 2008
Pre-submittal Meeting and Site Tour *Please wear flat-soled, closed toe shoes.	February 27, 2008 1:30 PM (PST)
Deadline to Submit Financial Capacity Documents	March 12, 2008 By 5:00 PM (PST)
Notification to Qualified Developer for submitting Proposal	March 21, 2008
Deadline to Submit Questions	March 25, 2008 By 5:00 PM (PST)
Proposals with Business Terms Due	April 3, 2008 By 5:00 PM (PST)
Interview of Developers	<i>TBD</i>

VII. APPENDICES

Appendix A: Project Site Aerial

Appendix B: Photographs of Buildings

Appendix C: Specifications of Buildings

Appendix D: Drawings of Buildings

Appendix E: Location of Buildings