



HILLCREST BUSINESS ASSOCIATION

Request for Quote

To: Interested parties

From: Benjamin Nicholls

Date: 5/8/19

Fax:

Phone:

Subject: Hillcrest East MAD Creation

Number of pages (incl. cover): 2

excl. attachments

The Hillcrest Business Association is seeking a quote for assistance in completing the creation of a Maintenance Assessment District in Hillcrest, San Diego. Please respond to this simple request for quote before May 30, 2019 at 5pm either by mail or email.

Existing conditions: The Hillcrest Business Association is developing a maintenance assessment district in east Hillcrest. This assessment district will provide enhanced services to the east part of the Hillcrest commercial district. These services will include security, landscaping, and cleaning.

Description of work: Please provide a price quote in the section provided below for the following work:

- Edit and finalize the management plan, engineer's report, and draft city contract so that all documents are acceptable to the City of San Diego Economic Development Department and City Attorney. Draft documents are available on the HBA website.
- Review and finalize proposed budget and assessment model including contributions and expenditures related to from Uptown Community Parking District, state gas tax, and City of San Diego contributions.
- Meet with critical property owners within the district and secure their support for the project. Where appropriate, work with the HBA to modify management plan and engineer's report to make modifications to satisfy key property owner concerns.
- Conduct the petition process called for in City Council Policy relating the MAD formation.
- In consultation with the HBA, conduct an outreach campaign (including two publicly noticed meetings and two mailers) to property owners within the proposed MAD area so as to secure their support for the MAD as required by City Council Policy relating the MAD formation.

PRICE: _____

Additional Information:

- The successful respondent to this RFQ will win the right to enter contract negotiations with HBA to implement the project.
- Direct service providers only. Third party contracts will not be considered.
- Please provide any further information concerning this project, including suggestions for how to better complete the project, as an attachment to this document. You may provide



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any relevant materials about your company that should also be included as an attachment to this RFQ.

- All contractors hired by the HBA conform with state and local laws; City of San Diego insurance, workers compensation and equal employment provisions; and shall indemnify the City of San Diego and the HBA.
- All contractors will provide their own materials, labor and shall be a registered company within the City of San Diego.

Please forward any questions concerning this RFQ to Benjamin Nicholls at (619) 299-3330.