Del Rio Landfill Redevelopment
Request for Proposals (RFP)
RFP-CED18-DEL

Schedule

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Submit proposals and requests for alternate formats to:
Gretchen Wolfe, Procurement Officer
City of Phoenix Community and Economic Development Department
200 West Washington Street, 20th Floor
Phoenix, Arizona 85003-1611
Telephone: 602-495-0747 (7-1-1 Friendly)
procurement.request.ced@phoenix.gov
phoenix.gov/solicitations/1330

This RFP does not commit the City to award any contract. All dates subject to change.
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I. RFP PROCESS

A. Introduction

The City of Phoenix (City) Community and Economic Development Department (CEDD) is offering the closed Del Rio Landfill (Site), approximately 156 acres, within the Rio Salado Beyond the Banks Area, for lease and redevelopment. A Site map is included in this RFP as Attachment D. Proposers may propose to develop the entire Site or a portion of the Site.

Phoenix is the vibrant center of one of the fastest growing job markets and economies in the United States. The fifth largest city in the country, Phoenix is emerging in the new economy with strength in high technology, manufacturing, bioscience research, and advanced business services. Being a top market for skilled and available workforce, Phoenix is home to growing companies because it is a thriving business environment and a great place to live. More than 60% of Phoenix’s workforce is employed in advanced industries. The Site presents a unique, infill opportunity to build on the economic development momentum the City is experiencing.

B. Minimum Qualifications

The following minimum qualifications are non-negotiable.

1. At least one member of the proposer’s development team must have experience successfully completing at least one brownfield development in the last five years. This minimum qualification may be met by the lead developer or by a joint venture partner, consultant, or subcontractor.

2. The proposed development must include and demonstrate funding for the Rio Salado Scenic Drive, as described in Section II (E), through the Site.

3. The proposed development must include and demonstrate funding for recreational components on the Site for public use.

Each proposer must demonstrate these minimum qualifications in its proposal or its proposal will be deemed non-responsive and disqualified.

C. Pre-Proposal Meeting and Site Tour

Proposers are strongly encouraged to attend the pre-proposal meeting at the date and time listed on page one in the 10th Floor East Conference Room, Calvin Goode Building, 251 West Washington Street (updated 2/9/18). The purpose of this meeting is to review this RFP and respond to proposer questions. The pre-proposal meeting will be followed by a Site tour. Please email procurement.request.ced@phoenix.gov to register for this meeting and/or tour. As the City will be arranging for transportation on the Site, registration is required by the deadline listed on page one.
This is the only opportunity for proposers to access the Site during the RFP process so it is critical that interested parties register prior to the deadline listed on page one. Interested parties who fail to pre-register will be allowed to tour the Site only if space is available.

D. Proposer Questions and Notification

Proposers are advised to read this RFP in its entirety. Failure to read and/or understand any portion of this RFP shall not be cause for waiver of any portion of the RFP or subsequent contract.

All questions about this RFP must be submitted in writing no later than the deadline listed on page one to procurement.request.ced@phoenix.gov. Please list the name of this RFP in the subject line when submitting questions. All written questions will be responded to in writing and posted at phoenix.gov/solicitations/1330.

E. Changes to the RFP

Changes to this RFP will be in writing as an addendum and posted at phoenix.gov/solicitations/1330. The City shall not be responsible for any oral instructions given by any City employee, consultant, or official regarding RFP specifications, instructions, or documents.

Although registered pre-proposal meeting attendees, and potential proposers who request such notification in writing, will be notified by email when documents related to this RFP are available at phoenix.gov/solicitations/1330, proposers are responsible for obtaining all information posted on the website.

F. Proposal Guarantee

Each proposal must be accompanied by a $50,000 proposal guarantee in the form of a cashier’s check, payable without condition or restrictive endorsement, to the City of Phoenix. Each proposer’s proposal guarantee must be submitted with the proposal in a separate sealed envelope. Proposal guarantees of unsuccessful proposers will be returned via certified mail, without interest, no later than ten business dates after the business opportunity has been formally awarded by the Phoenix City Council or after all proposals are rejected. An unsuccessful proposer may request the return of its proposal guarantee after the award recommendation has been posted; however, once an unsuccessful proposer accepts the return of its proposal guarantee, it will no longer be considered for award of this business opportunity.

The successful proposer’s proposal guarantee becomes non-refundable upon Phoenix City Council approval of the business terms of its proposal. The successful proposer’s proposal guarantee will be credited to the resulting transaction, or if the successful proposer fails to execute the contract in a timely manner, the proposal guarantee will be forfeited as liquidated damages.
II. BUSINESS OPPORTUNITY

A. Site Description

Key strengths of the Site include the unique opportunity to redevelop a closed landfill as well as its location, size, and access to a talented workforce. The Site is comprised of all or portions of the following Assessor’s Parcel Numbers (APNs): 113-15-001T, 113-22-003C, 113-17-005, 113-22-004E, 113-17-002, 113-17-001, and 113-17-008.

The Site is strategically located (distances are approximate):

- 1 mile from Interstate 10/Interstate 17;
- 3 miles from downtown Phoenix and Phoenix Sky Harbor International Airport;
- 5 miles from South Mountain Park, one of largest municipal parks in the country; and
- Within a 20-minute commute of more than 1.1 million people.

1. Closed Landfill

Between 1971 and 1981, the City operated approximately 103 acres of the Site as a municipal solid waste landfill and accepted approximately 2.5 million tons of solid waste at the Site. Upon its closure in 1981, the landfill was capped with imported soil.

Details about the closed landfill are available in the Del Rio Landfill Summary Report posted with this RFP. The report summarizes the Site conditions, identifies environmental and development issues, and presents possible mitigation alternatives. The report also includes information about the City’s methane gas collection and discharge system for the closed landfill and the eleven groundwater wells at and around the Site, which the City monitors for groundwater quality. The Site is subject to groundwater and leachate monitoring requirements and the City must maintain access to both the methane gas system and the groundwater wells, which are depicted in the Figures 5 and 6 of the Del Rio Landfill Summary Report.

The Site is classified as “a closed solid waste facility” per Arizona Revised Statutes 49-701.3(b)(i) and redevelopment of the Site is allowable provided the Site maintains that classification by meeting certain conditions relating to leachate, landfill gas, landfill cover, and regulatory notification (see Section 2.5 of the Del Rio Landfill Summary Report).

Although the City is providing this report and other available documents with this RFP, the successful proposer shall be responsible for retaining its own environmental consultant and engineer for any additional Site investigation necessary to determine whether the proposed development can be constructed on the Site. The Site will be leased “as-is” with no warranty of any kind, expressed or implied, by the City, including the condition of the subsurface soil,
the Site’s geology, and/or the presence of known or unknown faults. The successful proposer shall assume all environmental liability resulting from the proposed development’s impact on the Site and shall be fully responsible for all remediation or response costs associated therewith.

2. Zoning

The Site is zoned A-2 RSIOD (Industrial District, Rio Salado Interim Overlay District), and A-1 RSIOD (Light Industrial District, Rio Salado Interim Overlay District). Please see Chapter 6 (Sections 627, 628, and 655) of the Phoenix Zoning Ordinance.

3. Access

The Site is on the north side of Elwood Street, which is classified as a collector street. It is approximately 600 feet west of 16th Street, which is classified as an arterial street, and 750 feet to the east of 7th Street, which is classified as a major arterial street. The Site can be accessed from Elwood via three parcels (APNs 113-15-001T, 113-22-004E, and 113-17-008).

As part of the City’s Transportation 2050 plan, south Phoenix will be connected to downtown by light rail along Central Avenue. A light rail station is planned near the intersection of Central Avenue and Rio Salado Scenic Drive, and the Interstate 17 interchange at 7th Street will be improved as described in the Build Lane Configuration and Traffic Control Map posted with this RFP.

4. City Infrastructure

The City’s existing water and wastewater infrastructure serving the Site is listed below and development requirements can be found in Section IV (B) of the City’s Design Standards Manual for Water and Wastewater Systems.

a. Existing Water Infrastructure
   • 8-inch Cast Iron Pipe within Elwood Street between 7th Street and 12th Street
   • 6-inch Asbestos Cement Pipe (ACP) stub connected to the main in Elwood Street and 9th Street that extends about 265 feet into the Site
   • 8-inch ACP within Elwood Street between 16th St. to approximately 600 feet short of 12th Street
   • 8-inch ACP stub from the 8-inch within Elwood Street, which has a fire hydrant on it
   • 1½-inch galvanized substandard main off the 8-inch within Elwood Street, which must be abandoned by the City prior to Site development
Field verification will be required to determine if an existing 2-inch service and meter off the 8-inch ACP and an existing 3-inch service and meter off the 8-inch ACP stub are active for use by the successful proposer.

b. Existing Wastewater Infrastructure
   - 8-inch Vitrified Clay Pipe (VCP) within 7th Street and Elwood Street
   - 8-inch VCP within 9th Street, 110 feet south of Elwood Street
   - 8-inch VCP within 12th Street, 175 feet south of Elwood Street

If a 4-inch service and tap exists from manhole #201 within 12th Street, it will require abandonment by the City prior to Site development.

5. Arizona Revised Statutes Title 34

The successful proposer will be required to comply with Arizona Revised Statutes (A.R.S.) Title 34, Chapters 2 and 6 for all expenditures related to the:

a. Construction of the Rio Salado Scenic Drive, and

b. Construction and maintenance of the recreational amenities installed for public use.

B. Community Vision

In 2012, the City released the Del Rio Area Brownfields Plan to guide redevelopment of brownfields within the Del Rio Area, including the Site. The Plan, which resulted from a series of community planning meetings and visioning workshops, identifies a vision for future development as well as shared values and design concepts. The Plan was formally adopted into the 2015 Phoenix General Plan.

The City’s Parks and Recreation Department also solicited community input for its Del Rio Park Conceptual Master Plan, which is posted with this RFP. Although the Phoenix Parks and Recreation Board approved this conceptual master plan in 2012, the City has been unable to fund the recreational components described in it. Proposers are encouraged to consider the community input reflected in this document as they incorporate recreational components for public use in their proposals.

C. Appraisal

The City will order an appraisal of the Site after the proposal deadline so the appraisal can reflect the uses proposed in the responsive proposals. If a short-list process will be used by the evaluation panel, the appraisal may be ordered after the short-listed proposals have been identified.
D. Surrounding Area

The surrounding area includes a mixture of residential, commercial, and industrial land uses. Neighborhoods are located throughout the area south of the Site and individual parcels vary in use from multi-family to large lot residential. Although large warehouse developments, sand and gravel operations, and outside storage have historically existed in the area, the City is interested in commercial development on the Site that complements and improves the surrounding neighborhoods.

The Site is closely connected to the City’s Airport Area Employment Corridor, which offers a commercial real estate inventory of more than 18 million square feet (SF) of industrial space and nearly 4 million SF of office space. Companies located in this corridor represent a wide range of uses including logistics, customer support services, basic manufacturing, and advanced industries such as aerospace and defense.

The Nina Mason Pulliam Rio Salado Audubon Center, which works to connect urban people with nature through hands-on, science-based education and conservation programs, is less than one mile to the west of the Site, and the Rob and Melani Walton Campus of Liberty Wildlife, which provides wildlife rehabilitation, natural history and environmental education, and conservation services to the community, is approximately three miles to the east of the Site.

The Site is bordered by the following property uses:

- North – Rio Salado Habitat Restoration Area, with nearly 600 acres of desert river habitat offering a multi-use trail system along terraced banks lined with trees and wetlands.
- East – Commercial and industrial uses
- South – Commercial, industrial, and residential uses
- West – New speculative industrial building (approximately 400,000 SF)

E. Desired Project

This Section details the “Desired Project” that will result from the successful proposal and lists specific considerations that should be addressed in proposals. Proposers should review all referenced materials.

The Desired Project should:

1. Create a commercial development that complements and enhances the surrounding neighborhood through employment opportunities, public open space, and recreational components. Development may include commercial, light industrial, recreational, retail, destination, cultural or other compatible uses.
2. Provide an innovative, appropriate, and high quality design that is aesthetically and functionally compatible with the Rio Salado Beyond the Banks Area Plan.

3. Address the environmental regulatory requirements applicable to developing on a closed municipal solid waste landfill and allow the City ready access to the methane gas system and groundwater wells.

4. Dedicate a width of 60 feet and construct the Rio Salado Scenic Drive along the northern boundary of the Site, just south of the 200 foot easement and possibly extending south to Elwood on the eastern boundary.

5. Include recreational components, to be installed and maintained by the successful proposer, available for public use. These components should be consistent with elements described in the Del Rio Area Brownfields Plan and depicted in the Del Rio Parks Conceptual Master Plan.

6. Consider how the Site will provide multimodal connections using surrounding streets, trails, and transit facilities.

7. Be consistent with all applicable regulations, guidelines and adopted plans, including the Complete Streets Program, the Comprehensive Bicycle Master Plan, the Tree and Shade Master Plan, Rio Salado Interim Overlay District, and the goals identified in the Rio Salado Beyond the Banks Area Plan and Del Rio Area Brownfields Plan.

8. Incorporate and implement elements of sustainability into the design, construction, and maintenance of the proposed development. A wide range of sustainability programs and concepts can be found at phoenix.gov/sustainability and new development sustainability-related design elements are outlined in the Downtown Code, Sections 1223-1224.

9. Align with the goals of the adjacent neighborhoods. There are several neighborhood and community organizations in this area. A list of active neighborhood and community groups is available at https://www.phoenix.gov/nsd/programs/neighborhood-coordination.

F. Return to the City

In its proposal, each proposer shall detail its return to the City in terms of financial return (annual lease payments and term of proposed lease) and other tangible public benefits, which may include one or more of the following: new jobs, business opportunities, economic impact and revitalization, civic space, community amenities, bicycle facilities, shared public parking, pet friendly spaces, and/or public art.

Although the City reserves the right to participate in projects that create significant public benefit, such as public infrastructure above and beyond what would be necessary for the proposed development, there is currently no identified City
funding for the development resulting from this RFP.

III. PROPOSAL INSTRUCTIONS

A. Delivery of Proposals

Each proposer must submit the following in a sealed package marked with the proposer’s name and the name of this RFP:

- 1 original proposal,
- 8 color copies of the proposal
- 1 e-copy of the proposal in native format on a flash drive or CD, and
- 1 proposal guarantee as specified in Section I (F).

Proposals must be submitted by the deadline to the address listed on page one. Proposals received after the deadline will be disqualified as non-responsive.

B. Form of Proposals

Proposals shall conform to the following format. Proposals that are incomplete; conditional; obscure; or that contain additions not requested, changes or exceptions to material provisions or requirements of this RFP; or irregularities of any kind, are subject to disqualification.

Each proposal must be compiled and tabbed as described below in a loose-leaf three-ring binder and each page of the proposal must be numbered. Proposers are encouraged to limit their proposals to no more than 25 double-sided letter-size pages, excluding the items listed for Tab 1.

1. Tab 1 – General Information

In this section, each proposer shall provide:

a. Executed Affidavit (Attachment A)

b. Signed Conflict of Interest and Solicitation Transparency Disclosure Form (Attachment B)

c. Executive Summary (maximum 2 pages)

Provide a concise summary of the overall proposal. If the proposer is a joint venture, the Executive Summary must identify the lead developer. If someone other than the person listed on Attachment A will serve as the proposer’s primary contact person for the proposal, the Executive Summary must provide that person’s name, telephone number, and email address.
2. Tab 2 – Concept to Activate the Site

In this section, each proposer shall provide:

a. Completed Development Details Form (Attachment C)

b. A narrative description of the proposed development, including an explanation of how the proposed development addresses each element in Section II (F) and details for the operation and management of the proposed development after completion of construction, including ongoing maintenance of the recreational components for public use.

c. Conceptual building elevations and a conceptual site plan, including any phasing.

d. Circulation plan(s) showing transit, vehicular, bicycle and pedestrian access and circulation within and around the Site.

e. An environmental mitigation plan describing how the proposer will ensure:

   1) the proposed development will meet all applicable environmental regulatory requirements for developing on a closed municipal solid landfill, and
   2) City access to the methane gas system and groundwater wells will be maintained.

3. Tab 3 – Return to the City

In this section, each proposer shall provide:

a. An annual lease payment schedule for the full term of the proposed lease.

b. A description of the economic, fiscal, employment and other tangible public benefits to be generated by the proposed development.

c. A description of any requested City assistance, including specific details such as the type of assistance, length of agreement term, commencement and completion dates, etc. Any requests for City assistance must:

   • Be limited to assistance the City can reasonably accommodate,
   • Be clearly and quantitatively demonstrated to be less than the public benefit generated by the proposed development, and
   • Fill a clearly described financial gap.

4. Tab 4 – Business Plan

In this section, each proposer shall provide:
a. Documentation of the proposed development’s feasibility, including:

- Research/market demand data that supports the proposed development.
- Method of property control for the Site and, if applicable, any adjacent property.
- Letters of interest from potential tenants/buyers/operators for the proposed development.

b. A project budget clearly detailing and defining the proposed development’s costs, including construction costs, soft costs, contingencies, and assumptions.

c. An operating pro forma for the proposed development, including all revenues, expenses, debt service, taxes, and other assessments for at least 10 years, and assumptions. If City assistance is requested for a period longer than 10 years, the pro forma must match the duration of the requested assistance.

d. A comprehensive timeline with major milestones and all stages of the proposed development including site control, planning and design, entitlements, plan review, permits, construction, and occupancy and/or lease-up. This timeline should detail any phasing for the proposed development. Proposers shall include reasonable assumptions for the proposed timeline.

e. A construction mitigation plan that:

- Identifies potential impacts to both residential and commercial neighbors as well as traffic on streets and alleys surrounding the Site; and
- Outlines viable mitigation strategies.

5. Tab 5 – Proposer’s Qualifications and Experience

In this section, each proposer shall:

a. Clearly identify the key individuals and companies comprising the proposed development team and each proposed development team member’s roles and responsibilities for the proposed development.

b. Describe the proposed development team’s experience successfully financing, developing, completing, and managing other projects of similar scale and complexity, including the roles and responsibilities of each proposed development team member for those projects. For each project included, the proposer shall include contact information for at least one reference.
c. Provide clear and compelling information to demonstrate the proposer’s financial capacity to successfully develop and complete the proposed development, including:

- A clear strategy to fund all proposed development costs, including specific details on all funding sources as well as the types and amounts of equity, financing, grants and other funding sources for the proposed development.
- Documentation from potential lenders of interest in the proposed development.
- Documentation of other projects for which the proposer has successfully worked with the proposed funding sources.
- If tax credits are part of the proposed financing plan, evidence of proposer’s successful tax credits proposals.

IV. PROPOSAL EVALUATION

CEDD will perform an administrative review of proposals for responsiveness. This review will focus on accurate and complete submission of proposals based on the RFP requirements. CEDD reserves the sole right to determine the responsiveness of proposals.

A. Evaluation Panel

If applicable, the CEDD Director will appoint an evaluation panel to review the proposals and recommend a proposer to be awarded the contract resulting from this RFP. The CEDD Director may accept this recommendation and forward it to the Phoenix City Council or reject it.

The evaluation panel may interview all the proposers or a short list of proposers, or the evaluation panel may evaluate the proposals solely on the materials submitted by the proposal deadline. If a short list process is used, the evaluation panel will use the evaluation criteria established in this RFP to identify the proposers most likely to be successful in the evaluation process. The short-listed proposers may then be scheduled for interviews with the evaluation panel. If interviews are conducted, the evaluation panel may consider information from the interviews that clarifies the materials submitted by the proposal deadline.

The evaluation panel will determine a consensus score for each evaluation criterion, which will then be added together to determine a total consensus score for each proposal.

B. Evaluation Criteria

The evaluation panel will review the information submitted in the proposals to address the requirements listed in the corresponding tabs of Section III (B). All responsive and responsible proposals will be evaluated based on the following criteria. This is a best-value-to-the-City procurement, which means the evaluation
panel will look at all factors, not just financial return to the City, in selecting the recommended proposer.

1. Concept to Activate the Site (0-350 points)
2. Return to the City (0-250 points)
3. Business Plan (0-200 points)
4. Proposer’s Qualifications and Experience (0-200 points)

V. GENERAL TERMS AND CONDITIONS OF PROPOSAL

A. Solicitation Transparency Policy

Commencing on the date and time this RFP is published, potential or actual proposers including their representatives, employees, agents, proposed partners, subcontractors, joint venturers, members, or any of their lobbyists and attorneys (collectively for this Section V (A) only, the proposer), shall only discuss matters associated with this solicitation with the Mayor, any members of City Council, the City Manager, any Deputy City Manager, or any department director directly associated with the solicitation (including in each case their assigned staff, except for the designated Procurement Officer) at a public meeting, posted under Arizona Statutes, until the resulting contract is awarded or all proposals are rejected and the solicitation is cancelled without any announcement by the Procurement Officer of the City’s intent to reissue the same or similar solicitation. As long as the solicitation is not discussed, proposers may continue to conduct business unrelated to this solicitation with the City. Proposers are also prohibited from contacting any evaluation panel members.

A proposer may discuss its proposal or this RFP with the Mayor and/or one or more members of the Phoenix City Council, provided such meetings are: 1) scheduled through the Procurement Officer identified on page 1; 2) conducted in person at 200 West Washington, Phoenix; and 3) posted as open meetings with the City Clerk at least 24 hours prior to the scheduled meetings. The City Clerk will be responsible for posting the meetings. The posted notice shall identify the participants and the subject matter, as well as invite the public to participate.

With respect to the selection of the successful proposer, the City Manager and/or City Manager’s Office will continue the past practice of exerting no undue influence on the process. In all solicitations of bids and proposals, any direction on the selection from the City Manager and/or City Manager’s Office and Department Head (or representative) to the evaluation panel or selecting authority must be provided in writing to all prospective proposers.

This policy is intended to create a level playing field for all proposers, assure contracts are awarded in public, and protect the integrity of the selection process.

“To discuss” means any contact by a proposer, regardless of whether the City responds to the contact. The City interprets the policy as continuing through a cancellation of a solicitation until City Council award of the contract, as long as the
City cancels with a statement that the City will reissue the solicitation. **Proposers that violate this policy shall be disqualified.** Additionally, should the procurement officer cancel this solicitation and announce the City’s intent to reissue the same solicitation or issue a similar solicitation, any proposer disqualified from this solicitation process for violating the Solicitation Transparency Policy will also be disqualified from the subsequent solicitation.

B. **Materials Submitted**

All materials submitted by proposers shall become the property of the City and become a matter of public record available for review pursuant to Arizona law. Each proposer shall mark any information submitted as part of its proposal that the proposer deems confidential or proprietary (collectively Confidential Information). If the City receives a request to review or disclose such Confidential Information, the City will provide the proposer written notice of the request to allow the proposer the opportunity to obtain a court order to prevent the disclosure or review of such Confidential Information. The proposer must obtain and deliver to the Procurement Officer a court order within seven calendar days of the date of the City’s written notice. If no court order is issued and received by the Procurement Officer within the seven-day period, the City may disclose or allow the review of such Confidential Information. If a proposer intends to seek a Court Order to shield its Confidential Information, the protest period will be extended the same number of calendar days to allow for this process.

C. **Award Recommendation**

On the day the City posts the award recommendation at [phoenix.gov/finance/businessopportunities/bid-awards-and-recommendations](http://phoenix.gov/finance/businessopportunities/bid-awards-and-recommendations), the procurement file for this RFP will be available for proposers and the public to review. The procurement file consists of all proposals, the RFP and all addenda, advertising documents, agendas, meeting minutes, presentations (if any), signed conflict of interest statements by evaluation panel members, and evaluation panel consensus scoring.

D. **Negotiations**

Once the award recommendation has been posted, the City may negotiate business terms with a proposer. The Procurement Officer will provide the recommended proposer with written authorization to negotiate with specific City staff. Communication between the recommended proposer and any City staff or officials not authorized by the Procurement Officer will still be subject to the Solicitation Transparency Policy listed in Section V (A).

The commencement of negotiations does not commit the City to accept all the terms of the proposal and negotiations may be terminated by the City at any time. These negotiations may result in minor or material changes to the proposal, including both the business terms and the proposed development. Successful negotiations will result in an award recommendation to the City Council and a
“Letter of Intent” stating the City’s intent to enter a contract with the recommended proposer on specified business terms. Following required approvals, City-drafted contracts addressing business terms and performance benchmarks will be entered between the parties.

City staff alone shall be responsible for negotiating business terms with recommended proposers. The terms and conditions of any contract resulting from this RFP are subject to approval by the Phoenix City Council.

E. Community Involvement

The recommended proposer must conduct community outreach as needed and make reasonable efforts to address, incorporate or respond to community input.

F. City’s Reservation of Rights

The City reserves the right to take any course of action the City deems appropriate at the City’s sole and absolute discretion, which may include:

1. Waiving any defects or informalities in any proposal or proposing procedure;
2. Accepting or rejecting any or all proposals or any part of any or all proposals;
3. Canceling the RFP in part or in its entirety;
4. Reissuing the RFP with or without modification;
5. Negotiating with any qualified proposer;
6. Extending the deadline for proposals; and/or
7. Requesting additional information from any or all proposers.

In the event the recommended proposer is a joint venture and its partners are unable to agree on terms with each other, the City reserves the right to move forward in this process solely with the lead developer identified in the proposer’s Executive Summary.

G. City’s Right to Disqualify for Conflict of Interest

The City reserves the right to disqualify any proposer that fails to provide information or data requested herein or that provides materially inaccurate or misleading information or data. The City reserves the right to disqualify any proposer on the basis of any real or apparent conflict of interest that is disclosed by the proposals submitted or any other data available to the City. This disqualification is at the sole discretion of the City. By submission of a proposal hereunder, the proposer waives any right to object now or at any future time, before any body or agency, including the City Council or any court, as to the exercise by the City of such right to disqualify or as to any disqualification by reason of real or apparent conflict of interest determined by the City.

Additionally, any proposer or any member or affiliate of a proposing team that currently contracts with the City must be in good standing for its proposal to be considered responsive. For the purpose of this RFP, good standing refers to
compliance with all contractual provisions, including payment of financial obligations.

H. **Preparation Costs**

Under no circumstance will the City be responsible for any costs incurred by anyone in: 1) responding to this RFP; 2) any subsequent follow up to the proposal; or 3) any subsequent negotiations of a contract.

I. **Additional Investigations**

The City reserves the right to make such additional investigations as it deems necessary to establish the competence and financial stability of any proposer submitting a proposal, including, without limitation, information provided by former employees and/or creditors.

J. **Proposer Certification and Affidavit**

By submitting a proposal, each proposer certifies it has not paid or agreed to pay any fee or commission, or any other item of value contingent on the award of a contract to any employee, official or current contracting consultant of the City. Any proposer unable to comply with any required certifications may be disqualified.

In compliance with Arizona Revised Statutes §§ 1-501 and -502, the City shall require any successful proposer that submits its proposal as a sole proprietorship or as an individual to complete the Affidavit of Lawful Presence prior to the award of any contract resulting from this process.

K. **Covenant Against Contingent Fees Paid by Proposer**

By submitting a proposal, the proposer certifies it has not employed or retained any person or company, other than a member of its proposed team or a bona fide employee working solely for the proposer, to solicit or secure the contract described in this RFP, and that no contract has been made to pay the proposer or any member of its team any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or execution of such contract. For breach or violation of this certification, the City shall have the right to annul any contract entered into with a proposer as result of this RFP without liability, or in its discretion to deduct the contract price or consideration, or otherwise, recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

L. **No Gratuities**

Proposers shall not offer any gratuities, favors, or anything of monetary value to any official or employee of the City nor its advisors for the purposes of influencing this selection. Any attempt to influence the selection process by any means, other
than disclosure of qualifications and credentials through the proper channels, shall be grounds for disqualification.

M. Protests

A proposer that submits a proposal that is disqualified may challenge the disqualification by filing a protest within seven calendar days of the date of the City’s notice of disqualification.

An unsuccessful proposer may challenge an award recommendation by filing a protest within seven calendar days after the award recommendation has been posted at https://www.phoenix.gov/finance/business-opportunities/bid-awards-and-recommendations. Proposers that have had their proposals disqualified may not protest an award recommendation.

All protests must be in writing, filed with the Procurement Officer listed on page one, and include all of the following:

1. Name of the RFP challenged;
2. Name, address and telephone number of the protester;
3. Detailed statement of the legal and factual grounds of the protest including copies of relevant documents;
4. Form of relief requested; and
5. The signature of the protester or its legal representative.

The CEDD Director, or the Director’s designee, will not review any supplements or amendments to a protest or multiple protests submitted by the same proposer. The CEDD Director, or the Director’s designee, will issue a written decision within a reasonable period of the protest filing. The Procurement Officer may provide copies of the protest and the City’s written decision to the recommended proposer.

VI. STANDARD CONTRACT PROVISIONS

The submission of a proposal in response to this RFP constitutes the agreement of the proposer that any contract resulting from this RFP will be prepared by the City. The submission of a proposal shall further constitute the agreement of the proposer that it will not insist on the use of standard contract agreements, documents or forms, and that it waives any demand for the use of its standard agreements. Pursuant to the City Charter, the language of the contract to be executed will be drafted under the supervision of the City Attorney and shall be the controlling document.

A. Indemnification

Proposers shall indemnify, defend, save and hold harmless the City and its officers, officials, agents, and employees (hereinafter referred to as “Indemnitee”) from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys’ fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as “Claims”) for bodily injury or
personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of proposer or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers’ Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnitee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnitee, be indemnified by proposers from and against any and all claims. It is agreed that the proposer will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. Incorporated into any contract resulting from this RFP will be the requirement that the proposer, at its sole cost and expense, shall and does hereby indemnify, defend and hold the City harmless from and against any challenge, whether administrative, judicial or otherwise, by any person or entity, to the City’s execution or performance under said contract, which indemnification shall survive the expiration or earlier termination of said contract.

B. Insurance Requirements

The successful proposer shall procure and maintain until all of its obligations have been discharged, including any warranty periods under the future contracts are satisfied, insurance against claims for injury to persons or damage to property that may arise from or in connection with the performance of the work hereunder by the proposer, its agents, representatives, employees or subcontractors. Insurance requirements will be outlined within the contract negotiated between the City and the recommended proposer.

C. Legal Worker Requirements

The City is prohibited by A.R.S. § 41-4401 from awarding a contract to any contractor that fails, or whose subcontractors fail, to comply with A.R.S. § 23-214(A). Therefore, each proposer agrees by submitting a proposal that:

1. The proposer and each subcontractor it uses warrants their compliance with all federal immigration laws and regulations that relate to their employees and their compliance with § 23-214 (A).

2. A breach of a warranty under paragraph 1 shall be deemed a material breach of the contract and is subject to penalties up to and including termination of the contract.

3. The City retains the legal right to inspect the papers of the proposer or subcontractor employee(s) that work(s) on this contract to ensure that contractor or subcontractor is complying with the warranty under paragraph 1.
D. **Applicable Law**

Any and all disputes arising under any contract to be negotiated hereunder or out of the proposals herein called for shall be governed according to the laws of the State of Arizona, and the proposer shall agree that the venue for any such action brought to enforce provisions of the contract shall be in the State of Arizona.

E. **Organization Employment Disclaimer**

Any contract resulting from this RFP will not constitute, create, give rise to or otherwise recognize an agreement or relationship, partnership or formal business organization of any kind between the City and the proposer as contractor, and the rights and obligations of the parties shall only be those expressly set forth therein. The recommended proposer will be required to agree as part of any contract resulting from this process that no person supplied by it in the performance of the contract is an employee of the City, and further agree that no rights of the City's Civil Service, Retirement or Personnel Rules accrue to any such persons. Any contracting party shall have the total responsibility for all salaries, wages, bonuses, retirement, withholdings, workmen’s compensation and occupational disease compensation insurance unemployment compensation, other benefits and taxes and premiums appurtenant thereto concerning such persons provided by such party in the performance of the contract, and shall save and hold the City harmless with respect thereto.
Assurances

The undersigned proposer hereby submits to the City of Phoenix (City) the enclosed proposal based upon all terms and conditions set forth in the City’s Request for Proposals (RFP) and referenced materials. Proposer further specifically agrees hereby to provide services in the manner set forth in the proposal submitted by the proposer.

The undersigned proposer acknowledges and states, under penalty of perjury, as follows:

1. The City is relying on proposer’s submitted information and the representation that proposer has the capability to successfully undertake and complete the responsibilities and obligations submitted in its proposal and in the resulting agreement.

2. The City has the right to make any further inquiry it deems appropriate to substantiate or supplement information supplied by proposer.

3. Proposer has read and fully understands all the provisions and conditions set forth in the RFP documents, upon which its proposal is based.

4. The forms and information requested in the RFP are complete and made part of the proposal. The City is not responsible for any proposer errors or omissions.

5. This proposal may be withdrawn by requesting such withdrawal in writing at any time prior to the proposal deadline but may not be withdrawn after such date and time.

6. The City reserves the right to reject any and all proposals and to accept the proposal that, in its judgment, will provide the best quality development to the City.

7. This proposal is valid for a minimum of 120 days after the RFP proposal deadline.

8. All costs incurred by proposer in connection with this proposal shall be borne solely by proposer. Under no circumstances shall the City be responsible for any costs associated with proposer’s proposal or the RFP process.

9. Proposer has not in any manner, directly or indirectly, conspired with any person or party to unfairly compete or compromise the competitive nature of the RFP process.

10. The contents of this proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

11. To the best of the proposer’s knowledge, the information provided in its proposal is true and correct and neither the undersigned proposer nor any partner, corporate officer or managing employee have ever been convicted of a felony or a crime involving moral turpitude.
Legal Status

1. Proposer intends to operate the business as (check one):

   Corporation* (   ) Non-Profit 501(c)(3) (   )
   Government Entity (   ) Partnership* (   )
   Limited Liability Corporation* (   ) Sole Proprietorship (   )
   Other (Please describe: _________________________) (   )

   Identify the members, if LLC, partners, if a partnership, or officers, if a corporation, of the proposer (add lines as needed).

   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________

   For the purpose of this RFP, addenda and exhibits, any questions regarding the principals are referring to the officers, partners and members as disclosed.

2. In the past 10 years, have you personally, or any business with which you have been involved, been declared bankrupt, filed a petition in any bankruptcy court, filed for protection from creditors in bankruptcy court, or had involuntary proceedings filed in bankruptcy court? If "Yes," provide date, court jurisdiction, case name, case number, amount of liabilities, amount of assets and the status of each occurrence.

   Yes (   ) No (   )

3. Has the proposer or any of its principals or its principal’s affiliates been declared to be in default under any obligation to or contract with the City? If "Yes," please provide details concerning the nature of the default, including the City contract number.

   Yes (   ) No (   )

4. Are there any pending liens, claims or litigation in excess of $500,000 involving proposer, or any corporation or other entity that has, directly or indirectly, a controlling interest in the proposer, or any subsidiary of the proposer or other entity in which the proposer has a controlling interest or any of the proposer’s principals, officers, or directors? If "Yes," provide detailed information regarding complaints.

   Yes (   ) No (   )

5. Has the proposer, or any corporation or other entity that has, directly or indirectly, a controlling interest in the proposer, or any subsidiary of the proposer or other entity in which the proposer has a controlling interest or any of the proposer’s principals, officers, or directors, been involved in any lawsuits in the past 10 years? If "Yes," provide list.

   Yes (   ) No (   )

6. Has the proposer’s or any of its principals or its principals’ affiliate’s contracts been terminated prior to their expiration terms, voluntarily or involuntarily, within the last 10 years? If "Yes," provide name, location, and date of the contract(s).

   Yes (   ) No (   )

7. Has the proposer, or any corporation or other entity that has, directly or indirectly, a controlling interest in the proposer, or any subsidiary of the proposer or other entity in which the proposer has a controlling interest or any of the proposer’s principals, officers, or directors ever been barred from bidding on federal, state, or local government contracts? If "Yes," provide the current status of such suspension or debarment proceedings.

   Yes (   ) No (   )
References

Proposer shall furnish the names and contact information for 3 clients for whom the proposer is furnishing or has furnished services similar to those described in this RFP. Do not list City of Phoenix employees or officials as references.

1. Company and Reference Name: ______________________________________________________
   Telephone and E-Mail: ______________________________________________________________

2. Company and Reference Name: ______________________________________________________
   Telephone and E-Mail: ______________________________________________________________

3. Company and Reference Name: ______________________________________________________
   Telephone and E-Mail: ______________________________________________________________

Signature(s)

Proposer’s Legal Name¹:

¹The proposer must be authorized to transact business in Arizona and be in good standing prior to contract award.

Printed Name of Authorized Representative*: ____________________________________________

Title: ____________________________________________________________________________

Business Mailing Address: __________________________________________________________________________

Telephone and Email Address: __________________________________________________________________________

Signature: __________________________________________________________________________

*Proposal must be signed by an individual authorized to contractually bind the proposer.

Name of Joint Venture Partner (if applicable): __________________________________________________________________________

Printed Name of Authorized Representative*: ____________________________________________

Title: __________________________________________________________________________

Business Mailing Address: __________________________________________________________________________

Telephone and Email Address: __________________________________________________________________________

Signature: __________________________________________________________________________

*Proposal must be signed by an individual authorized to contractually bind the joint venture partner.

NOTARIZED

Signed and sworn before me this _______ day of _________________________ , __________

Notary Signature: _____________________________  Affix Seal: _____________________________

My Commission Expires: _____________________________

A-3
Attachment B
CONFLICT OF INTEREST AND SOLICITATION TRANSPARENCY DISCLOSURE FORM

Each proposer shall complete, sign, and submit this form with its proposal. Any proposal received without this completed and signed form will be disqualified as non-responsive. Proposers may add lines as needed to each section.

1. First Name, Middle Initial, Last Name, Suffix of Proposer’s Authorized Representative (person submitting this disclosure form and submitting the proposal)

___________________________________________________________________

2. Contract Information

Del Rio Landfill Redevelopment RFP-CED18-DEL

3. Name of individual(s) or entity(ies) seeking a contract with the City (i.e. parties to the Contract)

___________________________________________________________________

___________________________________________________________________

4. List all individuals(s) or entity(ies) that are partners, parent companies, joint venturers, or subsidiaries of the individual or entity listed in Question 3. Please include all board members, executive committee members, and officers for each entry. If not applicable, list “N/A.”

___________________________________________________________________

___________________________________________________________________

5. List all individuals or entities that will be subcontractors on this Contract, including each business name and the owner’s name, or list “N/A” if no subcontractors will be used on this Contract or “TBD” if subcontractors have not yet been identified.

___________________________________________________________________

___________________________________________________________________
6. List all attorneys, lobbyists, or consultants retained by any individuals listed in the answers to Questions 3, 4, or 5, assisting with this proposal and/or with securing the contract resulting from this solicitation. If none, list “none.”

___________________________________________________________________
___________________________________________________________________

7. Disclosure of Conflict of Interest:

Is the proposer or the proposer’s authorized representative aware of any fact(s) with regard to this solicitation or the resulting contract that would raise a “conflict of interest” issue under City Code Section 43-34? City Code Section 43-34 reads:

“An elected City official or a City employee shall not represent any person or business for compensation before the City regarding any part of a procurement, including any resulting contract, if during the time the elected official is or was in office or the employee is or was employed by the City such elected official or employee played a material or significant role in the development of the solicitation, any other part of the procurement, or the contract award.”

☐ The proposer and the proposer’s authorized representative are not aware of any conflict(s) of interest under City Code Section 43-34.

☐ The proposer or the proposer’s authorized representative is aware of the following potential or actual conflict(s) of interest:

___________________________________________________________________

___________________________________________________________________

8. Notice Regarding Prohibited Interest in Contracts:

Arizona Revised Statutes (A.R.S) Sections 38-501 through 38-511 and the Phoenix City Charter and Code prohibit public officers or employees, their close relatives, and any businesses they, or their relatives, own from: (1) representing before the City any person or business for compensation; (2) doing business with the City by any means other than through a formal procurement; and (3) doing business with the City without disclosing that the person has an interest in the contract. This prohibition extends to subcontracts on City contracts and also applies to parent, subsidiary, or partner businesses owned by a public officer or employee.

Although any contract in place at the time a person becomes a public officer or employee may remain in effect, the contract may not be amended, extended,
modified, or changed in any manner during the officer’s or employee’s city service without following city administrative regulations.

Is the proposer or the proposer’s authorized representative aware of any fact(s) with regard to this solicitation or the resulting contract that would raise a “conflict of interest” issue under A.R.S. Sections 38-501 through 38-511?

☐ The proposer and the proposer’s authorized representative are not aware of any conflict(s) of interest under A.R.S. Sections 38-501 through 38-511.

☐ The proposer or the proposer’s authorized representative are aware of the following conflict(s) of interest:

________________________________________________________________
________________________________________________________________

9. Solicitation Transparency Policy (No Contact with City Officials or Staff During RFP Process) Acknowledgements:

☐ The proposer and the proposer’s authorized representative understand that a person or entity seeking or applying for a city contract, or any other person acting on behalf of that person or entity, is prohibited from contacting City officials and employees, other than the listed Procurement Officer, regarding a business opportunity after a solicitation has been posted.

☐ This “no-contact” provision only concludes when the contract resulting from this solicitation is awarded at a City Council meeting. If contact is required with City official or employees, the contact will take place in accordance with procedures established by the City. Violation of this prohibited contacts provision, set out in City Code Sections 2-190.4 and 43-36, as well as in Section V of this solicitation, by a proposer, or its agents, will lead to disqualification.

10. Fraud Prevention and Reporting Policy Acknowledgement:

☐ The proposer and the proposer’s authorized representative acknowledge that the City has a Fraud Prevention and Reporting Policy and takes fraud seriously. The proposer or the proposer’s authorized representative shall report fraud, suspicion of fraud, or any other inappropriate action to the Phoenix Integrity Line at 602-261-8999 or 602-534-5500 (TDD); or via email to aud.integrity.line@phoenix.gov.

The purpose of the fraud policy is to maintain the City's high ethical standards. The policy includes a way for business partners to report wrongdoing or bad behavior.
Suspected fraud should be reported immediately to the Phoenix Integrity Line. The City has adopted a zero-tolerance policy regarding fraud.

**OATH**

The proposer’s authorized representative affirms the statements contained in this form, including any attachments, to the best of my knowledge and belief are true, correct, and complete. Should any of the answers to the above questions change during the solicitation process or the resulting contract, particularly as it relates to any changes in ownership, the proposer agrees to update this form with the new information within 30 days of such changes. Failure to do so may result in the disqualification of a proposal or be deemed a breach of contract resulting from this solicitation.

Printed Name and Title of Authorized Representative

Authorized Representative’s Signature   Date

Proposer’s Legal Name (and DBA, if applicable)
Name of proposer: _______________________________________

Each proposer must complete and submit this form with its proposal.

- Gross Square Footage (SF): ________________
- Commercial SF: __________________________
- Office SF: _______________________________
- Other SF (detail): _________________________

- Number of Parking Spaces: ________________
  - Number of Parking Spaces for Public Use: __________

- Number of Buildings: ______________________
- Building Height(s) (feet and stories): ______________
  (add lines as needed)

- Estimated Number of Construction Jobs: ______________
- Estimated Number of Permanent Jobs: ______________

- Estimated Value of Project: _____________________