



**REPORT TO REDEVELOPMENT
AGENCY BOARD**

AGENDA ITEM

TO: REDEVELOPMENT AGENCY
BOARD

DATE: May 4, 2010

SUBJECT: Request for Proposals for Downtown Theater Development

Report in Brief

The Redevelopment Agency's 2010-2014 Implementation Plan as approved by the Agency Board in December 2009 focused on ways to revitalize Woodland's Downtown core area. One of the top priorities identified was attracting a modern multi-screen theater as a catalyst project for transforming downtown into an entertainment center with active evening uses.

In order to attract developer interest and solicit the best development project possible, it is suggested that the Agency Board release a Request for Proposals (RFP). It is recommended that the Agency Board adopt Resolution No. ___ (Attachment I) to direct the Executive Director to release the RFP in substantially the form attached to this report, establish an Agency Board Selection Subcommittee to evaluate the proposals and submit a recommendation back to the Board.

Staff recommends that the Redevelopment Agency Board approve Resolution No. _____ authorizing the Executive Director to release the RFP in substantially the form attached to this report, establish an Agency Board Selection Subcommittee to evaluate the proposals and submit a recommendation back to the Board.

Background

The 2010-2014 Redevelopment Implementation Plan was accepted by the Agency Board on December 16, 2009. The Plan's overall vision is to make downtown a social gathering place and the main location in town for entertainment, dining, and specialty retail. In many older historic downtowns, the role of providing the daily retail needs of the surrounding neighborhoods has declined due to competing shopping opportunities in outlying shopping malls and in new growth areas. However, older downtowns can thrive by becoming entertainment, dining, and specialty destination centers with lively nightlife, quality restaurants, and unique shops. To some degree, the market is already driving Downtown Woodland to move in that direction with the opening of successful restaurants and specialty businesses in the last few years. New theaters can act as the catalyst to accelerate transformation.

The development of a theater can create significant economic impacts. Fewer entertainment dollars will “leak” to neighboring communities with theaters, especially North Natomas and Davis, and new jobs will be created. Though these are important economic benefits for Woodland, it is expected that the theater’s greatest value is its ability to generate new pedestrian traffic, bring more customers downtown and create an atmosphere of excitement and activity. The activity generated by a multiplex cinema would support Downtown businesses, encourage expansion of those existing businesses, and attract new businesses.

Among the cities reporting a resurgence in energy and investment in downtown because of the opening of a new theater are Lodi, Redwood City, Petaluma, and Alameda. For example, Redwood City reported that its restaurants increased sales revenue by 70% after a theater opened there. Officials of those communities report the introduction of a new theater was the primary catalyst of their downtown; that it turned downtown into the destination shopping and entertainment district they needed. They often describe theaters as “magnets” for other business enterprises and investment. To what extent this might happen in Woodland remains to be seen; however many businesses in Woodland expect a theater to be an excellent addition to downtown that will positively affect their operation.

Discussion

An excellent process to make the best, most-informed decision about the location of the theater and choose the most advantageous development proposal is to ask developers to submit formal project proposals through a competitive RFP process.

Some of the reasons to pursue this approach are that:

1. It motivates the developers to provide the precise information needed in order to evaluate the strength of each proposal.
2. It helps elected officials understand the financial feasibility of the project and whether or not a public subsidy is needed.
3. It increases the likelihood of obtaining a high quality design and one that meets community expectations.
4. It makes the developers look at the site more thoroughly, identify constraints more accurately, and most importantly;
5. It demonstrates which developer can most quickly build the project and with the least amount of subsidy.

The attached RFP (Attachment II) identifies two locations preferred for the new cinema—the block between Third and Fourth streets on Main Street currently occupied by the Hoblit Chrysler dealership and the State Theater site, located on Main Street between Elm and Walnut. The RFP as currently written does not promise any particular Agency subsidy or assistance though there are several redevelopment tools that can be used if desired. It is the intent of the RFP to encourage developers to present proposals that do not necessarily rely on receiving an Agency subsidy or other

financial assistance, though if needed that can be discussed. The RFP also does not specify the number of screens required in a new theater. It was decided it is best left to the private sector to determine the appropriate size that is most profitable given the constraints of the site selected and that generates the most benefit for the community.

Selection Process

A selection subcommittee consisting of a minimum of six (6) qualified members will be appointed by the Agency Board based on the specific project needs and goals of the RFP. Agency staff would brief the subcommittee on the process, requirements, and criteria of the selection process. The subcommittee will be comprised of one representative from each of the following groups:

- City Manager/Agency Executive Director or his designee
- Redevelopment Manager
- An outside city project manager involved with theater development
- Two (2) Redevelopment Agency Board members or designees
- Deputy Director of the Community Development Department or his designee

The selection subcommittee would review and evaluate the proposals according to the criteria detailed in the RFP and summarized below:

1. Experience and financial capacity of the developer, including overall strength of the development team
2. Market viability and financial feasibility of the proposed project
3. Development schedule
4. Cost of project, sources of funds and level of funding commitment
5. Design and land use planning skills and experience in developing downtown places or projects
6. Knowledge of potential sources of state, federal, and private financing that may be available for a project of this type
6. Ability to incorporate historic preservation actions in this project
7. Benefits to the community

RFP Time Schedule

Board approves release of RFP	May 4, 2010
Issue RFP	May 5, 2010
Pre-proposal conference	May 20, 2010
Proposals due	June 10, 2010
Sub-Committee reviews proposals	June 11-June 18, 2010
Board selects developer and authorizes initiation of negotiations	July 6, 2010
DDA negotiations conducted	July/August 2010
Board reviews and approves terms of DDA	September 7, 2010

Fiscal Impact

At this time, there is no fiscal impact on the Redevelopment Agency budget. Though there are many tools the Agency can use to assist the selected developer, no commitments will be made until negotiations have been completed and staff returns to the Board with the Disposition and Development Agreement.

Public Contact

An Implementation Plan Advisory Committee met several times to prepare the Implementation Plan and identify specific projects. The theater project was one of the top priorities. Shortly thereafter, the Agency Board established a Board Subcommittee to review the RFP. The comments from the subcommittee have been incorporated into the RFP document attached to this report. This item was also posted on the City Council/Agency Board agenda.

Alternative Courses of Action

1. Approve Resolution No. _____ authorizing the Executive Director to release the RFP in substantially the form attached to this report, establish an Agency Board Selection Subcommittee to evaluate the proposals and submit a recommendation back to the Board.
2. Do not approve the resolution and provide alternative direction to staff.

Recommendation for Action

Staff recommends that the Redevelopment Agency Board approve Alternative No. 1.

Prepared by: Cynthia Shallit
Redevelopment Manager

Mark G. Deven
Executive Director

Attachment I: Resolution
Attachment II: Theater Request for Proposals (RFP)

AGENCY RESOLUTION NO. _____

**A RESOLUTION OF THE REDEVELOPMENT AGENCY OF
THE CITY OF WOODLAND AUTHORIZING RELEASE OF A REQUEST FOR
PROPOSALS FOR DEVELOPMENT OF A DOWNTOWN THEATER AND
APPOINTING A BOARD SELECTION SUBCOMMITTEE**

WHEREAS, the Agency adopted the Redevelopment Agency 2010-2014 Implementation Plan on December 15, 2009,

WHEREAS, the Implementation Plan stated that the primary investment strategy for the next five years is to assist the historic downtown core area in transitioning to a destination center for entertainment, restaurants, and specialty retail shops, and

WHEREAS, in order to fulfill the goals of the Implementation Plan, promote redevelopment, and provide improved economic growth within the Project Area, the Agency seeks to attract a new theater complex to Main Street in the historic downtown area.

NOW THEREFORE BE IT RESOLVED THAT the Redevelopment Agency Board:

1. Authorizes the Executive Director to Release a Request For Proposals (RFP) for a Downtown Theater Development and
2. Appoint a Board Selection Subcommittee to review development proposals

I HEREBY CERTIFY THAT the foregoing resolution was duly and regularly adopted by the Redevelopment Agency of the City of Woodland, County of Yolo, State of California on the 4th day of May 2010 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Marlin H. Davies, President

ATTEST:

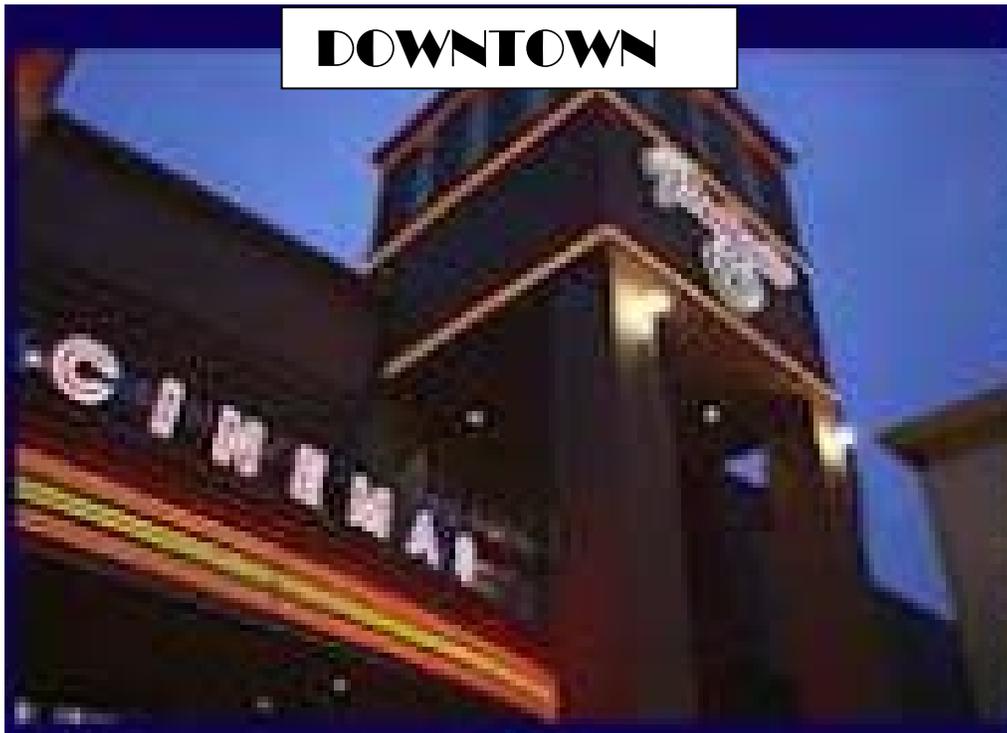
APPROVED AS TO FORM:

Sue Vannucci, Secretary

Ed Quinn, Agency Attorney

REDEVELOPMENT AGENCY OF THE CITY OF WOODLAND

**REQUEST FOR PROPOSALS
For A**



**Multi-Plex Theater
In
Woodland, California**

Project No. 821-24-8251

May 5, 2010

REQUEST FOR PROPOSALS

Historic Downtown Woodland
Multi-Plex Theater

Redevelopment Agency of the City of Woodland
520 Court Street
Woodland, CA 95695
Attn: Cynthia Shallit, Redevelopment Manager

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REQUEST FOR PROPOSALS

Historic Downtown Woodland Multi-Plex Theater

EXECUTIVE SUMMARY

Opportunity: Proposals from the development community to develop a new modern multi-plex theater in the historic downtown of Woodland.

Location: The Agency is willing to consider any location within the Downtown Specific Plan Area. The center of the downtown is a registered historic district listed on the national Register of Historic Places. The two locations are 801 Main Street and 322 Main Street.

Proposer

Selection Process:

- 1) Proposals Submitted
- 2) Evaluation of submittals by a subcommittee of the Agency Board
- 3) Interviews of any selected group of developer teams
- 4) If a developer is selected, the developer negotiates a development agreement with the Agency.

Pre-Submittal

Meeting: May 20, 2010 at 10:00 AM at City Hall
300 First Street
Woodland, CA 95695

Proposals Due: June 10, 2010 by 3 PM
Woodland City Hall
300 First Street
Woodland, CA 95695

Contact information: Cynthia Shallit, Redevelopment and Housing Manager
(530) 661-5815
Cynthia.Shallit@cityofwoodland.org

INTRODUCTION

The Redevelopment Agency of the City of Woodland (Agency) seeks proposals from a multi-disciplinary firm for the design and development of a new multi-plex theater that will re-energize and invigorate the center core of its historic downtown. If possible, the Agency would prefer to see additional retail developed along with the theater for a mixed –use product.

The Woodland Redevelopment Project Area was created in 1988 and covers approximately 620 acres. Though Woodland is one of the smallest redevelopment project areas in the state in terms of the amount of tax increment generated, it did successfully issue a bond in 2007. Past projects include development of a Class-A office building in the city (Woodland Corporate Center), a 35,000-s.f. office building located at the corner of East and Main streets, and the Hotel Woodland, a successful renovation of a beautiful historic landmark.

The Agency has focused its development efforts on the downtown Main Street corridor, as this area is the heart and soul of Woodland’s community. It contains one of the largest concentrations of employers in the City, and is home to the Historic District. The District includes more than 50 contributing historic structures dating as far back as the mid-1800’s.

Attracting a theater to downtown is a desired redevelopment project of the Woodland community. The concept of developing a theater to strengthen the downtown’s entertainment and cultural attractions has been included in all the governing planning documents prepared by the Agency and the City—the General Plan (2002), Downtown Specific Plan (2003), and Redevelopment 2010-2014 Implementation Plan.

BACKGROUND

Location:

The City of Woodland (the “City”) is located in the Central Valley of California, which has been one of the most prosperous and fastest growing areas of the State, though it is currently experiencing a serious downturn in economic activity along with the rest of the State. The City is 85 miles northeast of San Francisco, and, according to the State Department of Finance, the City population as of January 1, 2009 was approximately 56,000. Woodland lies on I-5 north of the state capitol, Sacramento, and just a 15 minute drive from Sacramento International Airport.”

Downtown Historic District

Woodland is known for its historic downtown. Restaurants, bars, antique stores, small professional service businesses, and offices help keep Main Street as the center of town. In the heart of downtown sits the City Hall, a 19th century valley classic that was rebuilt during the Depression. The residential neighborhoods between East and West streets are filled with tall trees and well-maintained houses of Victorian, Tudor and Craftsman design. During the 1980's several local property owners renovated key historical buildings. A jewel in the center of town is the Woodland Opera House, a national historic landmark and, since the 1970s, a state park. The brick opera house was closed for 76 years before it reopened in 1989 and today provides a gorgeous setting for live theater. The productions attract visitors both before and after the show, strolling in Downtown. Besides the Opera House, the Yolo County Courthouse facade has been completely refurbished and there was a major renovation and expansion of the Woodland Public Library, a beautiful building constructed in the Mission Revival architectural style in 1862.

THE VISION

Many older historic downtowns are losing their role as full service retail centers as competing shopping opportunities grow in outlying commercial centers and in new growth areas. However, older downtowns can thrive by transforming themselves into destination locations for entertainment, dining, and specialty retail. New theaters can act as the catalyst to that transformation because they generate new activity and excitement, which lures new patrons to the downtown and acts as a magnet to other business enterprises and investment.

The multi-plex theater project is expected to create new jobs in Woodland's Downtown core district, while rehabilitating a currently underutilized lot in the heart of the city. Some theater operators estimate they could sell approximately 300,000 movie tickets per year in Woodland, resulting in over \$3.3 million in revenues at this location. Additional benefits could include:



- Fueling the local economy by acting as a magnet to draw residents to the downtown during evenings and weekends
- Increasing purchases at other local businesses
- As businesses become stronger, increasing new investment in historic buildings
- Stopping “leakage” of entertainment dollars from Woodland to the surrounding areas
- Creating new theater jobs and new retail jobs

Though there are direct financial benefits of developing a theater, the greatest benefit is the stimulus effect a theater complex can have on downtown. Throughout California and indeed across the United States, we can see examples of where entertainment facilities when centrally located can bring new life to urban centers. Movie theaters have been credited with the revitalization of historic downtowns in many places including Lodi, Petaluma, Redwood City, and Alameda. We would expect to have the same stimulus effect in Woodland.

POTENTIAL THEATER SITES

Two sites have been designated as possible locations of the cinema complex: Both are located in the section identified as the “Downtown Core” district between Elm and Fourth streets in the Downtown Specific Plan area. Included in this area are key landmarks such as the Hotel Woodland, the Porter Building, the Opera House, Dead Cat Alley, the Chinatown site, and Heritage Plaza.

Each developer is expected to select and demonstrate how the preferred location can be the most advantageous site. Early market analysis suggests that Woodland is an underserved movie theater market and that not only would an expanded modern facility slow the leakage of Woodland’s residents expenditures on movies elsewhere, but the new theater may attract movie goers from surrounding communities to Woodland. A map of the existing theaters within a 10 and 15-mile radius is shown in Attachment A.

801 Main Street

This is a 57,000 square foot site located between Third and Fourth streets on the north side of Main Street. The parcel borders the historic Dead Cat Alley on the north. The site is surrounded (see Attachment B) by privately leased parking lots on the east, retail stores on the south across the street and the three story Odd Fellows building on the west and the Woodland Opera House.



**Woodland Opera House constructed
1885, 1895-96**

322 Main Street

This area has the potential to be the western gateway into the Downtown. The north side of Main Street between Elm and Walnut is planned for reuse as a multi-story mixed-use facility, with retail uses on the ground floor and residential units on the upper floors (see Attachment C). The south side of Main Street between Elm and Walnut streets is the location of the current historic State Theater.

Demographic Information

Throughout Yolo County, farming and ranching activities grossed nearly \$323 million in 1997. Since its incorporation in 1871, Woodland has owed its existence and growth to the nearby farms and ranches; many of the businesses in Woodland serve the farmers and farmer's families and employees and have done so for generations. Woodland's citizens continue to value the City's agricultural roots and its small town life. This history is reflected in its well-preserved, historic buildings lining Main Street-the heart of the community.

Though dominated by agriculture, Woodland's economy has also relied on the warehouse and distribution activities that have developed here as result of the City's proximity to Interstates 5 and 80 and State Routes 99 and 113.

In addition, Woodland is the County Seat for Yolo County. This supports the City's economy by adding County offices as well as court facilities that employ hundreds of local workers.

The City has a diverse mix of housing. The downtown is dominated by homes built in the late 19th and early part of the 20th century. The west side of town was built out in the mid 20th century and the southeast part of town built out in the 80's, 90's and early 2000's. The City has growth continuing in the Spring Lake Specific Plan Area located further southeast along County Road 102 that leads to the city of Davis. Expected completion of the specific plan is in the next fifteen years. This plan will add an additional 4,400 housing units. According to the 2000 Census, the City was approximately 59% home ownership units and 41% rental.

Zoning

Both sites are located in the District A of the Downtown Specific Plan (DSP). Theaters and cinemas are conditionally allowed in this zone. Projects in this category are reviewed by the Zoning Administrator to determine if the project meets the appropriate performance standards, complies with other requirements of the DSP and applicable City regulations, and does not pose any design or operational features that would warrant further public review. If acceptable, the project will proceed in a similar fashion as an allowed use.

Parking

In 2008, the City Council revised the off-street parking requirements for the DSP. The off-street parking requirement for a multi-plex theater is one space for every four seats.

Site Plan/Setbacks

While the exterior materials and the articulation/form of the building constructed for the multi-plex theater are important components of the project's aesthetics, the overall design of the site and how it relates to the adjacent streets and commercial uses are of equal importance. As a result, the design of the site should lend itself to safe pedestrian activity and foster a social gathering place by including a plaza, outdoor dining areas, and/or other features-. The streetscape features of the site particularly on the Main Street frontage need to project a strong "curb appeal".

DSP District A Development Standards

- Height – 65 feet maximum
- Front and Street Side Yard Setback – None
- Side Yard Setback – None
- Rear Yard Setback – None, unless adjacent to residential use, then 10 feet
- Parking – One space per every four seats
- Lot Coverage – 100%

Design Review

Site development plans are subject to review and approval by the City's Planning Commission. Public art is required for the site. Woodland's downtown is home to the Downtown Woodland Historic District, an historic place listed on the National Register of Historic Places. A significant number of the buildings that contribute to the Historic District are located on Main Street. As a result, the Agency is seeking a quality design that complements but does not replicate the historic building elements present in the downtown. The selected developer shall participate in community meetings sponsored by the Woodland Redevelopment Agency to receive and respond to input on design. Developers should refer to the DSP Design Guidelines (Chapter 6, P. 6-1) for specific information on the design of new structures in District A of the DSP. The community

meetings may include participation by a number of the City's advisory committees: Historic Preservation Commission, Traffic Safety Commission, Planning Commission, and Redevelopment Subcommittee.

Utilities

We anticipate that there is sufficient capacity in the existing utility systems for storm drain, sewer, and water, but that will need to be confirmed during the planning review process.

Relocation of Car Dealership

On one site, the relocation of the car dealerships is part of the vision to open up downtown for revitalization. The relocation will help achieve the goals of the Downtown Specific Plan allowing a change from an auto-oriented business environment to a higher density and lively mixed-use area that is better integrated with the rest of downtown. The Agency is expected to participate at an agreed upon level in the cost of the move of the dealership. It is hoped that any proposal submitted will consider relocation as part of the theater project in terms of project financing and development schedule.

Employment Opportunity Requirements

The creation of employment opportunities for residents in the 95695 and 95776 zip codes is highly encouraged by the Agency. Agency staff can assist the developer in the development of a participation plan that offers employment opportunities to area residents. The negotiated disposition and development agreement will include this agreed upon plan.

SUBMITTAL REQUIREMENTS

The Agency will accept submittals through June 15 (3:00 PM deadline) and begin to schedule interviews shortly after submittals have been reviewed based on the criteria described below. For the most qualified submittals, the developer will be invited to present the proposals to the Selection Subcommittee of the Agency Board. Please include the following components in the proposal:

1. Cover Letter
2. Statement of Developer Qualifications

Describe how your firm is organized and how its resources will be utilized for this project, including identifying the individuals that would be involved with the development of this project. Please identify the lead staff person who will be the project manager and primary contact for Agency and City staff and explain how that

individual communicates and coordinates with the other team members. Identify the project team by key skills or specialized knowledge. Include an organizational diagram and a brief resume of each team member. Full resumes may be provided in an attachment.

3. Developer Experience

Identify any unique strengths or approaches that your firm may have related to this project. Provide a description of 1-3 projects similar in nature and scope that your firm or team has completed in the last five years. Include the length of time required to complete the project and the cost.

4. Proposed Development Schedule:

For the theater project, this section is critical. It is one of the most important criteria in selecting a developer. The developer's proposal should:

- Demonstrate the readiness of the site to be developed. Is the site cleared? Are there any existing tenants? What environmental assessment has been done?
- Describe the status of site control. Show evidence that the site is owned or that there is an agreement with the owner that it can be built in this location. Indicate any lease or sale terms or operating restrictions that are relevant. Provide copies of property deeds, lease agreements, or other documentation that may be relevant.
- Show a preliminary schedule for development of the proposed project which includes as a minimum, preparation of plans, projected plan approval dates, execution of contract with construction contractor, final acquisition of additional sites if needed, timing of financial commitments, commencement of construction, construction milestones, and completion of construction.

5. Market viability and financial feasibility of the proposed project:

Please discuss why you think a new multi-plex cinema is viable in Woodland. Given current market conditions, what attributes of the theater will ensure that it is competitive with the existing cinemas in the trade area. Is there serious competition from existing theaters? How would this theater operation attract theatergoers from surrounding communities? Will it require updated technology, stadium seating or other qualities? Consider if there is a threshold number of screens that are necessary for viable operation. Explain whether those screens need to be a certain size or if there can be variability.

Provide comments regarding the maintenance, cleanliness and appearance standards of the interior and exterior of the facility. Explain if regular upgrades,

repairs, and refurbishing are scheduled to ensure continued quality operation into the future. How will those upgrades be financed?

6. Project Design:

In order to understand the project design, please submit a conceptual project design and site plan. The developer is not expected to prepare architectural drawings, but should present enough information to show the Agency Selection Subcommittee the general project concept and how well it fulfills the goals of the Downtown Specific Plan and Design Guidelines. For this project, a strong preference is to enhance the historic fabric of the downtown. As work proceeds with the selected developer, the design should reflect community preferences, so please include a process to allow community input and show that in the project schedule. Describe your experience in working with community groups and how you would approach that in Woodland.

An ideal project will also include some other uses. Describe if you are planning to incorporate any other uses on the site.

It is important that the project is pedestrian-friendly. Explain how the site plan will promote pedestrian activity and pedestrian safety during all hours of operation. (

Describe how you are planning to meet the City's parking requirements. A description of the City's parking requirements for a theater is summarized on page 8.

7. Financing Plan

Present your financing plan for this project. Include all elements that are necessary to complete the project in your financing plan. To the extent possible, please discuss any other resources with which you are familiar such as other state or federal funds, or different private financing tools such as tax credits or loan guarantees.

Your financing plan should include:

- All the costs of the project from preconstruction to completion of the project and include all components as described above.
- Identification of the amount and sources of equity, construction financing and permanent financing. If possible, there should be letters of interest or commitment from equity partners and lenders. Developer and investor profit returns should be shown. Describe your current access to this financing and what steps you expect to go through to secure this financing.
- Describe any gap in the financing available.

SELECTION CRITERIA

Submissions will be reviewed and ranked based on the following criteria:

1. Experience and financial capacity of the developer, including overall strength of the development team.
2. Market viability and financial feasibility of the proposed project.
3. Development schedule
4. Cost of project, sources of funds and level of funding commitment
5. Design and land use planning skills. Experience in developing downtown places or projects.
6. Knowledge of potential sources of state, federal and private financing sources that may be available for a project of this type.
6. Ability to incorporate historic preservation actions in this project.
7. Benefits to the community.

Reference checks will be made on past projects. The selection panel reserves the right to incorporate references and previous work experiences into its evaluation.

SELECTION PROCESS

Stage 1. Review of the submittals and selection of a qualified development team and proposal.

The Board Selection Subcommittee, consisting of a minimum of six qualified members, will be established based on the specific project needs and goals of the RFP. The subcommittee will be composed of six representatives:

City Manager/Redevelopment Agency Executive Director or his designee
Redevelopment Manager
An outside city project manager involved with theater development
Two (2) Redevelopment Agency Board members or designees
Planning Manager or his designee

The selection subcommittee will review and evaluate the development proposals submitted according to the criteria presented in this RFP. After written submittals have been evaluated, the selection subcommittee may also conduct oral interviews and ask additional questions. The selection subcommittee will subsequently make a recommendation to the Agency Board of Directors of the most qualified development team to proceed.

If the submittals received are considered insufficient or nonresponsive, the Agency will re-open the RFP process and allow consideration of any site in the Downtown area.

Stage 2. Negotiation of the Disposition and Development Agreement

After selection of the development team, staff will be authorized to commence negotiation of the **Disposition and Development Agreement** (or Owner Participation Agreement as the case may be). After approval of the selected developer and negotiations, the selected development team's proposed project will be presented at an Agency Board meeting. The Agency may decide to execute a Disposition and Development Agreement (DDA) with the selected development team. The DDA will detail the Agency's and the development teams contractual responsibilities, the method and financing, the approved elements of the project proposal including project design and scope, and the Agency's right to approve changes. In addition, the DDA will include a schedule of performance and procedural items such as defaults, cures, and remedies.

The DDA will contain terms that are required by State Community Redevelopment Law, adopted by Agency policy, or commonly required in the industry. Some or all of the following may be applicable to the project. This list is intended to set forth factors that may be unfamiliar to some developers and should not be viewed as a complete list of terms.

- a. Use covenants recorded against the land
- b. Regulatory agreement for special considerations, if any
- c. Payment and performance bonds and/or irrevocable letter of credit
- d. Comprehensive liability insurance
- e. Anti-discrimination provisions
- f. Performance deposit (non-refundable)
- g. Extension fees for delay in commencement or completion of construction
- h. Liquidated damages
- i. Errors and omissions insurance for architects and engineers
- j. Local hire
- k. Limitations on transfers prior to completion
- l. Compliance with California Environmental Quality Act mitigation, if any
- m. The Agency's right to cure defaults, assume loans and complete construction
- n. Loan guarantees and additional securities
- o. Worker's compensation insurance
- p. Prevailing wages may apply depending on the source or type of assistance provided.

SELECTION SCHEDULE

Though attendance is not required, a pre-submittal meeting for all interested applicants will be held at 10:00 AM on Thursday, May 20, 2010 at:

Woodland City Hall
Council Chambers
300 First Street

Woodland, CA 95695

The following is an estimated schedule for selecting a firm and negotiating a contract:

<u>Action</u>	<u>Dates</u>
Board approves release of RFP	May 4, 2010
Issue RFP	May 5, 2010
Pre-submittal conference	May 20, 2010
Proposals due	June 10, 2010
Selection subcommittee reviews proposals	June 11-June 18, 2010
Board selects developer and authorizes initiation of negotiations	July 6, 2010
DDA negotiations conducted	July/August 2010
Board reviews and approves terms of DDA	September 7, 2010

SUBMITTAL DEADLINE

Submit seven copies of your response to this Request for Proposals to:

City of Woodland
Redevelopment Agency
300 First Street
Woodland, CA 95695
Attn: Cynthia Shallit, Redevelopment Manager

All proposals are due **Thursday, June 10 by 3:00 pm.**

Contact information: Cynthia Shallit, Redevelopment and Housing Manager
(530) 661-5815
Cynthia.Shallit@cityofwoodland.org

: