



Edwin M. Lee, Mayor
 Naomi M. Kelly, City Administrator

John Updike
 Director of Real Estate

EXHIBIT C

MINIMUM QUALIFICATIONS/COMPLETENESS CHECKLIST

In order for a proposal to be considered, Respondents must follow guidelines for submissions. Minimum qualifications will be met by submitting a completed proposal package, including all required attachments, and by demonstrating through the submission requirements a financial capacity to pay the proposed bid offer, which must be at minimum \$6.5 million.

Proposals must be received by 4:00PM on April 3, 2017. Postmarks will not be considered in judging the timeliness of submissions. Proposals may be delivered in person or mailed to:

City and County of San Francisco
 C/O: Real Estate Division
 Attention: Request for Proposals: FILLMORE HERITAGE CENTER
 General Services Agency
 25 Van Ness Avenue, Suite 400
 San Francisco, CA 94102

Interested Respondents will submit nine (9) copies of the proposal, separately bound in a sealed envelope clearly marked “**Request for Proposals: FILLMORE HERITAGE CENTER**” to the location listed above. Emailed or fax submissions will not be accepted for consideration. Below is the minimum qualifications checklist to be reviewed by the City. Please refer to the RFP for specific requests within each part of the checklist and more detailed formatting rules.

Company Name _____

Date _____

	To Be Completed by City	
	<u>Check if Yes</u>	<u>City Notes</u>
Introduction/Summary	<input type="checkbox"/>	_____
Proposed Use/Concept and Community Benefits	<input type="checkbox"/>	_____
Development Team Qualifications	<input type="checkbox"/>	_____
Development Team Expertise	<input type="checkbox"/>	_____
Financial Statements	<input type="checkbox"/>	_____

To Be Completed by City
Check if Yes

City Notes

Project Feasibility

Project Schedule

Demonstrated Financial Capability to Pay Bid Offer

**Note: Minimum Bid Price is \$6.5M*

Bid and Offer to Negotiate Exclusively (Exhibit E)

Form SFEC-126 Information (Exhibit G)

Community Benefits Submission Form (Exhibit H)

Earnest Money Deposit Form (Exhibit I)
