

City of Carson

C. Contract Management

1. State the time and personnel commitment the property management entity proposes to commit to the implementation of the project. Identify the anticipated management structure of the proposed contract.
2. Provide a listing of at least three current references that have relevant knowledge concerning the property management entity's ability to manage such a project. References should be able to address project management and the ability of the respondent's company to deliver the proposed services.

D. Format, Time and Place of Submission

Respondents shall submit **seven (7) copies** of their proposal packages in sealed envelopes or boxes labeled "Proposal for Dominguez Trailer Park Acquisition Property Management Services", no later than **5:00 p. m. on Thursday, May 6, 2010**, to the following address:

**City of Carson
Office of the City Clerk
701 East Carson Street
Carson, CA 90745**

Please include a return address on your proposal package that includes your company name and address.

SECTION IV SELECTION PROCESS AND EVALUATION CRITERIA

A. Selection Process

A property management entity will be selected to enter into an agreement for the Dominguez Trailer Park acquisition based on the submittals received in connection with this RFP.

1. The selection process will consist of two steps:

Step 1

An evaluation of the proposals by a team of City staff and outside consultants with specialized expertise will be conducted. As a result of the evaluation process, a short list of the most responsive and qualified property management entities will be created.

