

Request for Proposals (RFP)
Former CD Manufacturing/Warehouse
Building – City-Owned Property
400 Guthrie Lane, Brentwood CA 94513



For More Information Contact:
C/O: Ricardo Noguera, Economic Development Manager
City of Brentwood - Economic Development Office
925-516-5118 or 925-516-5440
RNoguera@Brentwoodca.gov

Proposal Packages Due By 5:00PM PDT
[Date TBD] by Email to RNoguera@Brentwoodca.gov
Cc: EconomicDevelopment@Brentwoodca.gov

A. Development Opportunity

The City of Brentwood, California (“City”) is soliciting proposal offers from interested parties for the purchase and renovations of an existing 20,278 square foot, warehouse/manufacturing building on a 1.28 acre (55,670 square feet) parcel within the “Harvest Commerce Center”, APN 010-160-035, located immediately east and adjacent to the Brentwood Police Department Headquarters. This facility is located just off Brentwood Boulevard, a major north-south arterial running along the eastern end of the city. Brentwood Boulevard at one time served as the primary arterial from Pittsburg eastward to the Delta. The Brentwood Boulevard Corridor continues to serve as the entryway to the city from eastern communities such as Mountain House, Tracy and Manteca.



The property presents an excellent opportunity for an owner or developer to renovate and convert the building for light industrial, manufacturing, or multi-tenant office use. With the City's low vacancy rates and high demand for these spaces, the site is well-positioned for redevelopment.

The City seeks an experienced developer or business to acquire and transform the property into a hub for employment-generating sectors such as technology, advanced manufacturing, light industry, healthcare, or professional services. Interior renovations, including HVAC and electrical upgrades, are required. As part of the RFP process, City staff will conduct a walkthrough and provide on-site inspections.

B. About Brentwood

Brentwood continues to be a location of choice for families in the San Francisco Bay Area seeking a high quality of life and reasonably priced housing within a safe and family focused community. Brentwood benefits from its presence in the San Francisco Bay Area, including major job centers

in the East Bay Area. Several thousand technology and healthcare workers reside in Brentwood. The City currently contains three business parks: Sunset Industrial Park, Sand Creek Business Park and the Harvest Commerce Center; all with single digit vacancies. The City is also embarking on the implementation of the Innovation Center; a 260-acre town center development straddling Highway 4. Over the coming years, the City envisions a mix of technology, light industry, mixed-use and multi-family developments being developed.

The community also offers unique agri-tourism experiences, a quaint and thriving downtown, exceptional parks and recreational facilities and easy access to various tourism activities such as the California Delta, Mt. Diablo State Park and other regional amenities. Brentwood is home to 66,789 residents and growing, with a regional trade market of 300,000 individuals within a 30 minute drive time. Average household income in Brentwood is \$148,000, with 58% of Brentwood households earning in excess of \$100,000 annually. Residents with some level of college attainment or above is **73% and 45%** have an Associate's degree or higher. Median single home value is estimated at \$855,000.



C. The Property

The property originally served as a Compact Disc (CD) manufacturing building along with the adjacent building which is now the headquarters of the Brentwood Police Department. It is located within the Harvest Commerce Center, which consists of a mix of light industrial and commercial uses.

Key aspects of the property include:

- ◆ **Height:** 20 foot clear height in the interior and can be used for a variety of uses from office to light industrial and manufacturing;
- ◆ **Interior Space:** Approximately 20% of the existing space is reserved for office but can be expanded. The existing building can be divided to support multiple tenants, one business or multiple uses;
- ◆ **Power:** Access of up to 2,200 amps of power. There is an existing system of compressed air lines in the building, however prospective buyer will need to determine its functionality further;
- ◆ **Parking:** A total of sixteen (16) onsite parking stalls. According to the City's zoning code, light industrial or manufacturing uses require 1 parking stall per 1,000 square feet of space, which equates to 20 stalls for this building. Office uses, however, require 1 stall per 250 square feet, resulting in a total of 80 parking stalls. A new owner may increase on-site parking by removing some of the existing landscaping. Additionally, the City is considering the installation of diagonally striped on-street parking along Guthrie Lane. The construction of any additional on-site parking will be the financial responsibility of the buyer;
- ◆ **Rear Access:** Access to the rear of the site is limited with exception to a small gate and cannot be accessed by a vehicle. The building is situated near the property line on the east with residential development immediately adjacent to the property;
- ◆ **Adjacent Uses:** The east and south sides of the property are adjacent to residential uses, the Brentwood Police Department is to the west, and Harvest Center Development is to the north.

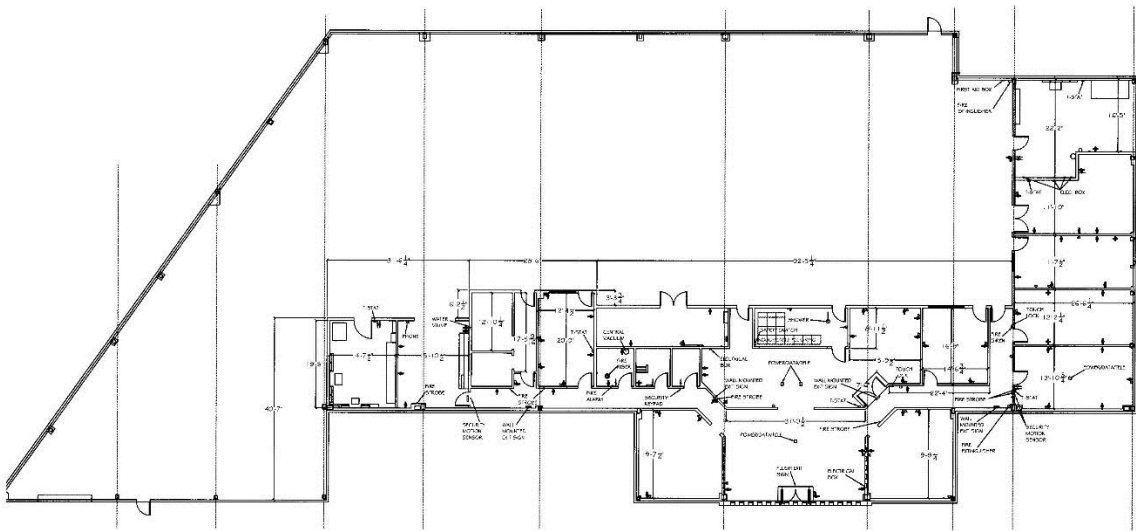
The property is located along the Brentwood Boulevard Corridor which extends from north to south. Balfour Road is located less than one half mile north of the site and connects the site to Highway 4. Driving south from the site along Brentwood Boulevard provides access to Vasco Road leading to Livermore and Highway 580.

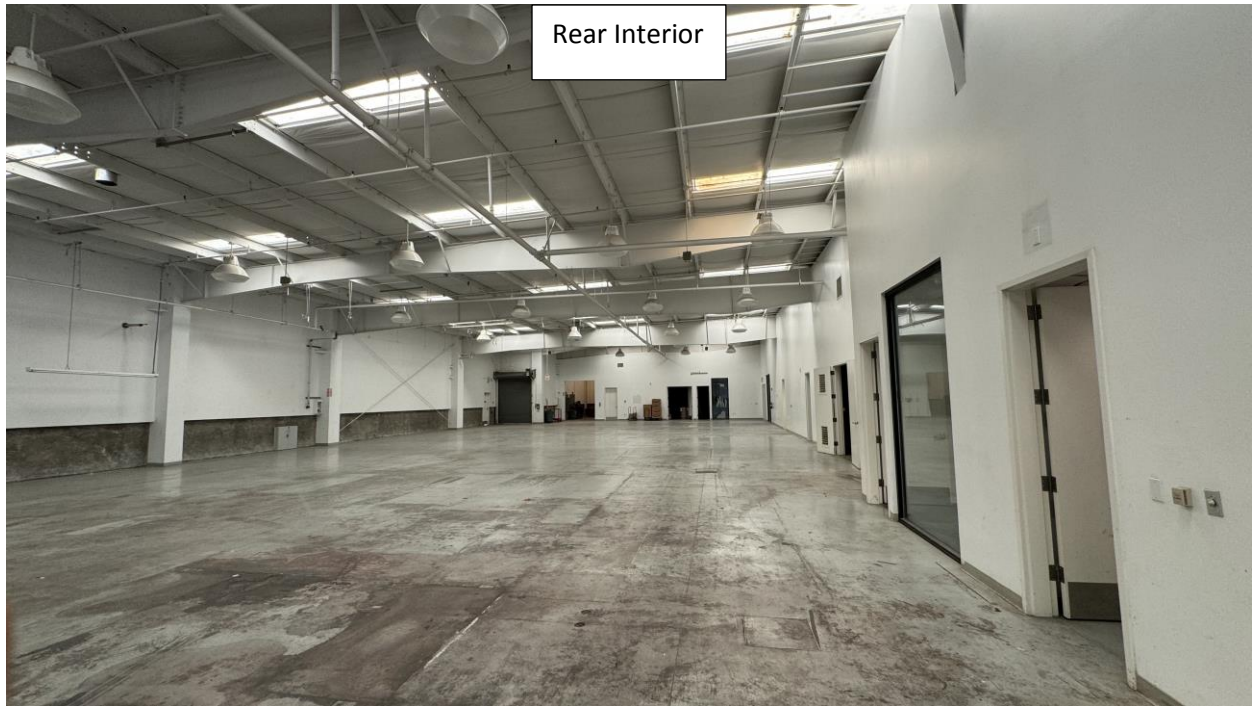
1. **Street Address:** 400 Guthrie Lane, Brentwood, CA 94513
2. **APN:** 010-160-035
3. **Current Owner:** City of Brentwood (former Successor Agency property)
4. **Year of Construction:** 1996
5. **Lot size:** 1.28 acres; 55,757 square feet
6. **Building Size:** 20,278 square foot 1-story
7. **Office Space:** 6,800 square feet
8. **General Plan Designation:** Brentwood Boulevard Specific Plan
9. **Zoning:** Brentwood Boulevard Specific Plan – PD12
10. **FEMA Flood Zone:** Zone X
11. **Utilities:** City provided wet utilities including water, sewer, storm drain in use. Electric and gas utilities are provided by Pacific Gas & Electric (PG&E).
12. **Parking:** 16 onsite parking stalls



Subject Site

Floor Plan





Rear Interior



Northeast Access
Garage Door

D. Request for Proposals (RFP)

The City of Brentwood is seeking written proposals from prospective buyers to acquire, and renovate the building for an industrial or commercial project that aligns with the City's vision for a commercial corridor.

Contents of Written Proposal Submittal

Respondents are encouraged to provide all information requested in this RFP and address them in the following order:

- A. Letter of Intent (LOI) from Respondent containing the following:
 1. Competitive Offer Price
 2. Project Narrative including number of full-time jobs projected
 3. Acceptance of the Property in As-Is Condition, subject to due diligence and delivery of clear and free fee title by Seller.
 4. A clause that no brokerage fees will be due to Buyer's agent. City shall self-represent as Seller. This is a Successor Agency owned property.
 5. Due Diligence Period (90 Days).
 6. Conditions to Close. This transaction will require approval from the Brentwood City Council; Contra Costa County Oversight Board and State Department of Finance.
 7. Provide statement whether Respondent (or an agent on behalf of Respondent) has made any political contribution(s) totaling more than \$250 to any City Officer, such as the Mayor and/or Councilmembers, in the twelve (12) months preceding the date of the submission of this Proposal.
- B. Statement of qualifications including previous project or business experience, which may include office/industrial type developments and other uses outlined in the RFP. Must include a description of the buyer's proposed ownership structure.
- C. Proposed project goals and development type including a preliminary site plan, floor plan and project description.
- D. Three (3) professional references for projects previously completed, or business partners previously collaborated with.

For inquiries regarding this solicitation, please contact Ricardo Noguera, Economic Development Manager at 925-516-5118 or 925-516-5440, RNoguera@Brentwoodca.gov and carbon copy (cc) EconomicDevelopment@Brentwoodca.gov.

The City will host a voluntary walk through of the property. **[Date TBD]**.

Submittal Process

Formal written proposals are due by 5:00PM Pacific Daylight Time on [Date TBD] by email to RNoguera@Brentwoodca.gov, with a carbon copy (cc) to EconomicDevelopment@Brentwoodca.gov

Following receipt of written proposals, the City of Brentwood may choose to conduct interviews with any or all of the respondents. City staff will recommend a finalist to the City Council for selection. The City Council will then consider and ultimately approve the selection of a company or developer. The selected developer or company will then have up to ninety (90) days to conduct

their due diligence on the property and negotiate an Exclusive Negotiating Agreement (ENA) or Purchase and Sales Agreement (PSA) with city staff. Staff will return to Council after the 90 day period with a ENA or PSA. If approved by City Council, the selected business or developer will then be forwarded to the Contra Costa County Oversight Board for review and consideration prior to being forwarded to the State Department of Finance, which will have the ultimate determination and approval of a Purchase & Sales Agreement.

Evaluation and Selection Criteria

The City of Brentwood reserves the right to evaluate and recommend a developer or business that best meets the needs of the City. Respondent qualifications will be evaluated and ranked based on a variety of criteria including, but not limited to:

- A. Contents of the Letter of Intent (LOI) including competitive offer price, acceptance of property in as-is condition, due diligence period and any conditions to close.
- B. Developer and/or Business Team Qualifications
- C. Developer's and/or Business's Proposed Project Goals and Development Type
- D. Results of final selection interviews

The City of Brentwood reserves the right to amend this RFP package, and the incorporated evaluation and selection criteria at its choosing.

E. Business Terms

The City of Brentwood is committed to the success of the sale process and supporting the developer or businesses interest in creating a viable, high quality commercial or industrial project. Following selection of a Buyer, staff will propose the offer to the full City Council for consideration. If the City Council acting as the Successor Agency Board approves this agreement, staff will forward the agreement to the County Oversight Board for consideration and then the agreement would be reviewed and finalized by California's Department of Finance.

The City's Economic Development Team will provide no-cost liason services throughout the pre-development and entitlement process.

F. Appendices – Supplemental Property Information

- 1. [Location Map](#)
- 2. [APN Map](#)
- 3. [Zoning - General Plan - Planned Development 12 \(PD12\)](#)