



EXECUTIVE SUMMARY

MEETING DATE: July 18, 2025

HCR25-050

SUBJECT: Award of a Contract for Parking Management Services at the San Diego Housing Commission's Headquarters Office Building at 1122 Broadway, San Diego, CA 92101

COUNCIL DISTRICT: 3

ORIGINATING DEPARTMENT: Real Estate

CONTACT/PHONE NUMBER: Jenifer Bulskov (619) 578-7544

REQUESTED ACTION:

Approve the award of a contract to ACE Parking III, LLC (ACE Parking) to provide parking operator services at 1122 Broadway San Diego, CA 92101, the San Diego Housing Commission's headquarters office building, for a one-year term from August 1, 2025, through July 31, 2026, with four one-year options to renew at a total contract cost of \$1,592,215 if all options are exercised.

EXECUTIVE SUMMARY OF KEY FACTORS:

- SDHC's headquarters office building, known as "Smart Corner," is a five-story Class A facility with four levels of subterranean parking.
- The top two levels of the parking structure have 267 spaces and spaces for individuals with disabilities. These levels are used by SDHC's employees, visitors and other office and retail tenants.
- The lower two levels have 380 spaces used by the occupants of the residential tower adjacent to the Smart Corner office building. Parking operations on the lower two levels of residential parking are not included in the scope of service for this proposed agreement.
- The parking structure requires parking operations to manage the parking spaces, gates, gate equipment, card readers, parking booth, camera system, and cleaning, to enforce rules and regulations, and to perform additional duties as stated in the Parking Easement Agreement.
- On May 6, 2025, SDHC issued a Request for Proposals (RFP) for Parking Management Services at Smart Corner.
- The RFP closed on June 3, 2025, and three companies submitted proposals.
- The evaluation committee reviewed, scored and ranked the responses based on the following criteria: qualifications and experience, cost, technical experience/capabilities, and non-discrimination.
- ACE Parking was deemed the highest ranked and responsive bidder.
- SDHC staff, after careful consideration, recommended the award of the contract for parking operator services at SDHC's headquarters office building to ACE Parking, the incumbent parking management services operator.
- The Fiscal Year (FY) 2026 funding sources and uses proposed to be approved by this item were included in SDHC's Housing Authority-approved FY 2026 budget. Approval of sources and uses required for contract scope performed in future years will be included in SDHC's budget proposed for approval by the Housing Authority for that fiscal year.



REPORT

DATE ISSUED: July 10, 2025

REPORT NO: HCR25-050

ATTENTION: Chair and Members of the San Diego Housing Commission Board of Commissioners
For the Agenda of July 18, 2025

SUBJECT: Award of a Contract for Parking Management Services at the San Diego Housing
Commission's Headquarters Office Building at 1122 Broadway, San Diego, CA 92101

COUNCIL DISTRICT: 3

REQUESTED ACTION

Approve the award of a contract to ACE Parking III, LLC (ACE Parking) to provide parking operator services at 1122 Broadway San Diego, CA 92101, the San Diego Housing Commission's headquarters office building, for a one-year term from August 1, 2025, through July 31, 2026, with four one-year options to renew at a total contract cost of \$1,592,215 if all options are exercised.

Contract Term	Total Contract Amount
Year 1 August 1, 2025-July 31, 2026	\$299,901
Year 2 August 1, 2026-July 31, 2027	\$308,898
Year 3 August 1, 2027-July 31, 2028	\$318,165
Year 4 August 1, 2028-July 31, 2029	\$327,710
Year 5 August 1, 2029-July 31, 2030	\$337,541
Total Contract Cost	\$1,592,215

STAFF RECOMMENDATION

That the San Diego Housing Commission (SDHC) Board of Commissioners (Board) take the following actions:

- 1) Authorize SDHC to enter into an agreement with ACE Parking III, LLC (ACE Parking) for parking operator services at SDHC's headquarters office building at 1122 Broadway, San Diego, CA 92101, which SDHC owns, for a one-year term from August 1, 2025, through July 31, 2026, with four one-year options to renew for a total contract cost of \$1,592,215 if all options are exercised. A 3 percent increase in the yearly contract amount would apply for each renewal option the year SDHC chooses to exercise.

- 2) Authorize SDHC's President and Chief Executive Officer (President and CEO), or designee, to substitute the funding sources with other available funding sources provided that the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should actions be to the benefit of SDHC and its mission.
- 3) Authorize the President and CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and to take such actions as are necessary and/or appropriate to implement these approvals, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.

SUMMARY

SDHC's headquarters office building, known as "Smart Corner," is a five-story Class A facility with four levels of subterranean parking. The top two floors of the parking structure are used by SDHC's employees, visitors and other office and retail tenants. The bottom two levels are used by the occupants of the residential tower adjacent to the Smart Corner office building.

The top two levels of the parking structure have 267 spaces and spaces for individuals with disabilities. The lower two residential levels have 380 spaces. The parking operations on the lower two levels of residential parking are not included in the scope of service for this proposed agreement.

Garage access for SDHC employees, residential tower residents, office and retail tenants is through keycards. The keycard access is maintained by the parking operator. Garage access for visitors is provided through a ticket machine, and the exiting is processed by a parking booth attendant.

The parking structure requires parking operations to manage the parking spaces, gates, gate equipment, card readers, parking booth, camera system, and cleaning, to enforce rules and regulations, and to perform additional duties as stated in the Parking Easement Agreement.

On May 6, 2025, SDHC issued a Request for Proposals (RFP) for Parking Management Services at Smart Corner. The RFP was posted and made available for download on the PlanetBids website, which made it available to 153 parking-related vendors. On May 22, 2025, a mandatory pre-bid meeting and site walk was held at Smart Corner with representatives from four companies attending. The RFP closed on June 3, 2025, and three companies submitted proposals. All were deemed responsive for the evaluation panel. The evaluation committee reviewed, scored and ranked the responses based on the following criteria: qualifications and experience, cost, technical experience/capabilities, and non-discrimination.

Company name	Ranking
ACE Parking	1
Metropolis	2
Everpark, Inc	3

ACE Parking was deemed the highest ranked and responsive bidder. SDHC staff, after careful consideration, recommended the award of the contract for parking operator services at SDHC's headquarters office building to ACE Parking, the incumbent parking management services operator.

FISCAL CONSIDERATIONS

The Fiscal Year (FY) 2026 funding sources and uses proposed to be approved by this item were included in SDHC's Housing Authority-approved FY 2026 budget. Approval of sources and uses required for contract scope performed in future years will be included in SDHC's budget proposed for approval by the Housing Authority for that fiscal year.

SDHC STRATEGIC PLAN

This item relates to the Core Value “Believe in transparency and being good financial stewards” in SDHC’s Strategic Plan for Fiscal Year (FY) 2022-2024. SDHC is in the process of developing a new Strategic Plan.

NONDISCRIMINATION ASSURANCE

At SDHC, we’re about people. We are committed to ensuring a compassionate, person-centered approach to SDHC’s programs, policies, projects and activities and serving our community impartially, fairly and without bias. We are also committed to ensuring compliance with all applicable federal, state and local laws and protections to the extent that they affect this action relative to nondiscrimination.

ACE Parking is committed to ensuring equal employment opportunities. ACE Parking has submitted a workforce report for record keeping purposes only.

ENVIRONMENTAL REVIEW

California Environmental Quality Act (CEQA)

Parking management is categorically exempt from CEQA requirements pursuant to Section 15301 (Existing Facilities), which allows the operation, repair, maintenance permitting, leasing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

National Environmental Policy Act (NEPA)

The parties agree that the provision of any federal funds as the result of this action is conditioned on the City of San Diego’s final NEPA review and approval.

Respectfully submitted,



Jenifer Bulskov
Vice President, Property Management
Real Estate Division

Approved by,



Jeff Davis
Deputy Chief Executive Officer
San Diego Housing Commission

A printed copy is available for review during business hours at the information desk in the main lobby of SDHC’s offices at 1122 Broadway, San Diego, CA 92101. Docket materials are also available in the “Governance & Legislative Affairs” section of SDHC’s website at www.sdhc.org.