



## EXECUTIVE SUMMARY

MEETING DATE: June 5, 2026

HCR26-036

SUBJECT: Award of Contracts for General Contractor Services

COUNCIL DISTRICT: Citywide

ORIGINATING DEPARTMENT: Asset Management

CONTACT/PHONE NUMBER: Emmanuel Arellano (619) 578-7586

### REQUESTED ACTION:

Approve the award of four separate contracts—each with a maximum on-call contract amount of \$1,000,000—for General Contractor Services for the maintenance, renovation, modernization and alteration of properties the San Diego Housing Commission (SDHC) owns and/or manages. These four contracts, in aggregate, shall not exceed the sum of \$4,000,000 without further approval of the SDHC Board of Commissioners. The use of these contracts will adhere to and be limited by the operating and capital improvement budgets approved by the Housing Authority of the City of San Diego for the routine and extraordinary property maintenance of SDHC's affordable housing real estate portfolio in the corresponding fiscal year in which the contract is utilized.

### EXECUTIVE SUMMARY OF KEY FACTORS:

- SDHC has an ongoing responsibility to preserve and enhance the real estate assets it owns or oversees, including affordable rental communities, LLC-owned sites, public housing, and permanent supportive housing properties.
- To support this work more efficiently, staff determined that expanding the number of on-call General Contractor Services contracts is an effective procurement strategy.
- In May 2025, the SDHC Board approved the addition of several on-call general contractor contracts to ensure resources were available whenever needed.
- A few months after the Board's approval, a couple of general contractors requested to cancel their contracts because SDHC could not guarantee a specific volume of work or usage. These contracts are intended to function strictly as on-call agreements. Since the number of available contracts was reduced, staff initiated a new Request for Proposals to secure additional contracts.
- These additional contracts will provide the flexibility to complete routine and recurring construction projects promptly. By increasing the pool of pre-approved contractors, SDHC will be better positioned to carry out planned improvements to its portfolio over the next five years, assuming annual renewals are approved.
- On January 20, 2026, SDHC issued a Request for Proposals (RFP) for General Contractor Services. The RFP closed on February 27, 2026, and SDHC received six proposal responses.
- The four highest-ranked proposals for each RFP are presented in a table in the staff report: Elevate Consultants, LLC; LDCO, Inc.; GQ Builders, Inc.; and Grondin Construction.
- SDHC intends to utilize these contracts on an on-call, as-needed basis. Each contract will have a maximum annual capacity of \$1,000,000.
- The use of these contracts will remain subject to the operating and capital improvement budgets approved by the Housing Authority for the corresponding fiscal year.
- Because these General Contractor Services agreements function as on-call, as-needed contracts, the maximum contract amount represents neither a guaranteed payment to any contractor nor a commitment by SDHC to spend those funds. The stated contract ceilings do not create a budget encumbrance or financial obligation for SDHC.



# REPORT

**DATE ISSUED:** May 8, 2026

**REPORT NO:** HCR26-036

**ATTENTION:** Chair and Members of the San Diego Housing Commission Board of Commissioners  
For the Agenda of June 5, 2026

**SUBJECT:** Award of Contracts for General Contractor Services

**COUNCIL DISTRICT:** Citywide

***Advance notice of the San Diego Housing Commission Board of Commissioners' hearing of the following matter has been provided to the Housing Authority Members pursuant to the provisions of San Diego Municipal Code Section 98.0301(e)(4)(A)-(B).***

**REQUESTED ACTION**

Approve the award of four separate contracts—each with a maximum on-call contract amount of \$1,000,000—for General Contractor Services for the maintenance, renovation, modernization and alteration of properties the San Diego Housing Commission (SDHC) owns and/or manages. These four contracts, in aggregate, shall not exceed the sum of \$4,000,000 without further approval of the SDHC Board of Commissioners. The use of these contracts will adhere to and be limited by the operating and capital improvement budgets approved by the Housing Authority of the City of San Diego for the routine and extraordinary property maintenance of SDHC's affordable housing real estate portfolio in the corresponding fiscal year in which the contract is utilized.

**STAFF RECOMMENDATION**

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

- 1) Authorize the President and Chief Executive Officer (President and CEO), or designee, to enter into construction service agreements with the contractors referenced within this report based upon procurements previously competitively bid and awarded.
- 2) Approve the award of four separate contracts for General Contractor Services that include an initial one-year term, with four additional one-year contract renewal options, to the following companies. These four contracts, in aggregate, shall not exceed the sum of \$4,000,000 without further approval of the SDHC Board. The use of these contracts will adhere to and be limited by the operating and capital improvement budgets approved by the Housing Authority of the City of San Diego (Housing Authority) for the routine and extraordinary property maintenance of the affordable housing real estate portfolio in the corresponding fiscal year in which the contract is utilized:

Contractor	Properties	Proposed Maximum On-call Contract Amount
Elevate Consultants, LLC	SDHC-Managed Properties	\$1,000,000
LDCO, Inc.	SDHC-Managed Properties	\$1,000,000
GQ Builders, Inc.	SDHC-Managed Properties	\$1,000,000
Grondin Construction	SDHC-Managed Properties	\$1,000,000

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

### **SUMMARY**

SDHC has an ongoing responsibility to preserve and enhance the real estate assets it owns or oversees, including affordable rental communities, LLC-owned sites, public housing, and permanent supportive housing properties. To support this work more efficiently, staff determined that expanding the number of on-call General Contractor Services contracts is an effective procurement strategy. In May 2025, the SDHC Board approved the addition of several on-call general contractor contracts to ensure resources were available whenever needed. A few months after the Board's approval, a couple of general contractors requested to cancel their contracts because SDHC could not guarantee a specific volume of work or usage. These contracts are intended to function strictly as on-call agreements. Since the number of available contracts was reduced, staff initiated a new Request for Proposals to secure additional contracts.

These additional contracts will provide the flexibility to complete routine and recurring construction projects promptly. By increasing the pool of pre-approved contractors, SDHC will be better positioned to carry out planned improvements to its portfolio over the next five years, assuming annual renewals are approved. These on-call contracts do not guarantee any minimum amount of work. Instead, contractors will be engaged only as needed. Having multiple contracts in place allows staff to quickly obtain competitive quotes from approved contractors whenever general contractor services are needed.

Ongoing maintenance and capital improvement activities are essential to sustaining the physical condition of SDHC's real estate portfolio, guided in part by the 2025 Physical Needs Assessment (PNA), which forecasts long term replacement needs across a 20-year horizon. The on-call contracts will also provide the ability to respond quickly to unexpected situations—such as remediation or reconstruction after property damage from events like flooding or after a unit becomes vacant and requires extensive repairs. SDHC will use a general contractor when repairs exceed the scope or skill set of Maintenance Technicians. Having ready to use, on-call agreements eliminates the need to procure services for each individual project, reducing turnaround time and helping ensure that affordable units can return to service faster while supporting cost-effective operations. When general contractor services are required, staff request multiple quotes from available contracted vendors to secure the best value. Contractors will perform work using pre-established trade rates and scopes that have been reviewed and approved by SDHC staff or an SDHC hired Construction Management Consultant.

On January 20, 2026, SDHC issued a Request for Proposals (RFP) for General Contractor Services. The RFP was posted and made available for download on both SDHC's PlanetBids portal and the City of San Diego's PlanetBids site. During the bid period, 50 bid packages were downloaded by interested parties. The RFP closed on February 27, 2026, and SDHC received six proposal responses.

The RFP evaluation panel evaluated, scored and ranked the proposals based on the following criteria:

- Company Experience and Qualifications
- Company Technical Capabilities

- Cost Proposal
- Company Assurances of Nondiscrimination

The evaluation panel subsequently met to review the scores. The four highest-ranked proposals for each RFP are presented in the table above. A copy of the evaluation scoring form is provided as Attachment 1.

SDHC intends to utilize these contracts on an on-call, as-needed basis. As noted above, each contract will have a maximum annual capacity of \$1,000,000. The contracts will be administered in accordance with SDHC Administrative Regulation No. 203.100 and the Statement of Procurement Policy No. PO-PUR-373.01.

The use of these contracts will remain subject to the operating and capital improvement budgets approved by the Housing Authority for the corresponding fiscal year, ensuring that expenditures align with the resources allocated for both routine and specialized maintenance of SDHC's real estate portfolio. SDHC has previously employed comparable contracting methods for its real estate operations and capital replacement projects.

### **FISCAL CONSIDERATIONS**

Because these General Contractor Services agreements function as on-call, as-needed contracts, the maximum contract amount represents neither a guaranteed payment to any contractor nor a commitment by SDHC to spend those funds. Likewise, the stated contract ceilings do not create a budget encumbrance or financial obligation for SDHC. Approval of these actions will have no impact on the Fiscal Year 2026 Housing Authority-approved budget or the proposed Fiscal Year 2027 budget, which the SDHC Board approved May 8, 2026, and which will be presented to the Housing Authority June 9, 2026, for consideration and action. Any expenditures under the contracts will be governed by the operating and capital improvement budgets approved for the corresponding fiscal year, covering both routine and exceptional property maintenance needs within SDHC's real estate portfolio. SDHC has previously used a comparable contracting model for its real estate operations and capital replacement projects.

### **SDHC STRATEGIC PLAN**

This item relates to Strategic Priority 3, Create and Preserve Housing in the SDHC Strategic Plan for Fiscal Years 2026-2030.

### **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 to 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.

All contractors have submitted Equal Opportunity Contracting forms and Workforce Reports with each contract execution or renewal.

### **KEY STAKEHOLDERS and PROJECTED IMPACTS**

Stakeholders include residents at properties that SDHC owns and/or manages and SDHC's Property Management Department.

## **ENVIRONMENTAL REVIEW**

### California Environmental Quality Act

General contractor services are categorically exempt from the requirements of the California Environmental Quality Act (CEQA) 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 review and approval will be processed for the contracts utilizing federal funds. 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,

*Emmanuel Arellano*

Emmanuel Arellano  
Vice President Asset Management  
Real Estate Division

Approved by,

*Azucena Valladolid*

Azucena Valladolid  
Chief Operating Officer  
San Diego Housing Commission

Attachments: 1) On-Call General Contracting Services Evaluation Criteria

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](http://www.sdhc.org).

## EVALUATION CRITERIA

Following the opening of the proposal packages, the proposals will be evaluated by an Evaluation Selection Committee. The Committee shall rank and recommend in order of preference firms deemed to be the most responsible and responsive and whose proposals are the most advantageous to the Commission after consideration of the proposal criteria listed below. The submittal documents for this RFP contained in this section must align with and reflect the elements contained in the scope of services and contract deliverables, as described in this RFP.

CRITERIA	POINTS
<p><b>I. Qualifications &amp; Experience</b></p> <p>Provide narrative detailing relevant experience to include but not limited to:</p> <ul style="list-style-type: none"> <li>• Describe your firm’s background and experience, services, size, and history as these factors are relevant to general contractor services.</li> <li>• Describe your team’s experience with work on similar scopes of services and include all current licenses.</li> <li>• Include all applicable resumes and work experiences of key personnel assigned.</li> <li>• Provide at least three client references from whom your firm has performed general contractor services. For each client, describe the project, services performed, and provide the name, address, and telephone number for a person at client’s firm familiar with such work.</li> </ul>	30
<p><b>II. Technical</b></p> <p>Company provided detailed information regarding the firm’s technical capabilities to include but not limited to:</p> <ul style="list-style-type: none"> <li>• Provide a statement of your firm’s understanding of the work to be performed.</li> <li>• Describe your firm’s ability to carry out the specified scope of services.</li> <li>• Provide an example of completing work on schedule within the past year.</li> </ul>	25
<p><b>III. Cost Proposal</b></p> <p>As described on the Cost Proposal form. (Note: Located within Proposal Submittal Documents, page 2.)</p>	30
<p><b>IV. Assurances of Non-Discrimination</b></p> <p>Contractor shall demonstrate its compliance with federal and state (as applicable) non-discrimination and equal opportunity regulations and policies.</p> <p>Provide a narrative detailing the Contractor’s knowledge, experience, and</p>	15



<p>demonstrated commitment to refrain from unfair treatment and encourage proactive inclusion of all protected classes as outlined in both applicable federal and state regulations.</p> <p>Be sure to provide proactive activities and initiatives which may include but are not limited to:</p> <ul style="list-style-type: none"><li>• Knowledge in the principles and practices of non-discrimination regulatory requirements;</li><li>• Recruitment/workplace practices, engagement and outreach efforts to ensure contractors are not unlawfully discriminating in its recruitment, promotion and other related Human Resources (HR) activities;</li><li>• Outreach and engagement efforts to ensure Contractor is not unlawfully discriminating in its subcontracting opportunities.</li></ul>	
<b>Total Possible Points</b>	<b>100 Points</b>