



**PASADENA UNIFIED SCHOOL DISTRICT**

**REQUEST FOR PROPOSALS**

**FOR JOINT OCCUPANCY DEVELOPMENT OF A PORTION  
OF REAL PROPERTY OWNED BY PASADENA UNIFIED  
SCHOOL DISTRICT**

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FOR JOINT OCCUPANCY DEVELOPMENT OF REAL PROPERTY  
OWNED BY PASADENA UNIFIED SCHOOL DISTRICT**

**I. BACKGROUND**

The Pasadena Unified School District (“**District**”) owns a fee simple interest in approximately 5 acres of real property located at 1259 Linda Vista Avenue, Pasadena, California 91103 (Assessor’s Parcel Number: 5705-013-900), formerly known as the Linda Vista Elementary School (“**Property**”), a closed school site. While portions of the Property are currently used as a private preschool and park, there is a significant amount of unused and underutilized space.

The District is requesting the submission of proposals (“**RFP**”) from qualified development firms, partnerships, corporations, associations, persons, or professional organizations (“**Firm(s)**”) for the development of the Property (“**Proposed Project or Project**”) as follows:

- The District seeks to ground lease the Property in exchange for the design, construction, operation, maintenance, and all associated costs related to the development. The District, after consultation with the City of Pasadena (“**City**”) is interested in proposed developments of the highest quality, in terms of design and construction materials, and although the City is not a participant in the RFP process, as the entitling agency, it has approval authority over any proposed development.
- The ground lease (“**Ground Lease**”) is being procured under the joint occupancy (“**Joint Occupancy**”) statutes (Education Code sections 17515, et seq.), attached hereto as **Exhibit A**. To initiate the Joint Occupancy process and authorize an RFP for development of the Property, on August 28, 2025, the Board of Education (“**Board**”) approved Resolution 2836, Resolution of Intention of the Board of Education of the Pasadena Unified School District to Consider Proposals to Enter into Agreements to Develop a Portion of Real Property Located at 1259 Linda Vista Avenue, Pasadena, California 91103 for Joint Occupancy and Rescinding Resolution 2188, attached as **Exhibit B**.
- The Proposed Project will have two components pursuant to the Joint Occupancy statutes. The first component is the developer’s project (“**Developer’s Proposed Project**”). The second component is the District project (“**District’s Proposed Project**”).
- **Park Project:** The Joint Occupancy statutes require that the District maintain a physical presence on the Property, which is what the District Proposed Project is. (See Exhibit A.) The District has determined that its District Proposed Project will consist of improvement/modification of the existing park site that is located on the Property.

The Proposed Project and Property are further described in the Marketing Materials prepared by the District’s real estate professionals, CBRE.

“**Firm(s)**” includes any companies (including partnerships, corporations, or sole proprietorships) that the Firm has acquired an ownership interest in (in whole or in part) or merged with during the past five (5) years.

**II. DISTRICT’S DEVELOPMENT OBJECTIVES**

**1. Mission and Goals**

The mission of the District is to prepare students for success in an ever-evolving world, and its vision is to transform education to empower students to succeed. In support of its mission and vision, the District continuously seeks to

provide resources, educational opportunities and support to the students of the District and the community at large by generating long-term revenue for the District and supporting revitalization and beautification within the District's boundaries.

In furtherance of these efforts, the District desires to enter a long-term Ground Lease with a developer lessee (of up to 99 years) to develop the Property to best meet the District's needs and the surrounding communities, while generating revenue to the District. For the Developer's Proposed Project, the District is seeking residential development proposals. The District seeks to consider community needs and input, maximize job creation opportunities for community residents, generate long-term revenue to the District, and provide additional benefits to the District and the community.

**Park Project:** As discussed above, the District also seeks to meet the Joint Occupancy requirements of the Proposed Project, by requiring the selected developer to refurbish and improve the existing open space/park on the Property. The park portion of the Property shall remain under the District's use and control, and utilized by the community as a park and recreational space.

To achieve the District's mission and goals, the District's Joint Occupancy development of the Property would generate long term revenues for the District to benefit its students, education programs and facilities District-wide. Moreover, pursuant to the Joint Occupancy requirements, the District intends to occupy and use a portion of the Property for open space and park space that provide long-term community benefits.

## **2. Property Location/Conditions**

The size and location of the Property make it ideal for a residential development. Additional information about the location, layout and potential development opportunities for the Property is provided in the Marketing Materials. The District intends to ground lease the Property on an as-is condition, subject to certain limited representations and warranties.

## **III. MANDATORY QUIET PERIOD**

From the date of issuance until the RFP process is completed, any interested Firm and/or their agent or representative, shall not communicate with any District staff member, member of the Board, member of any Board appointed committee, or District consultant, excluding CBRE regarding this RFP. Any interested Firms violating the communications prohibition may be disqualified at the District's discretion.

## **IV. PROJECT REQUIREMENTS**

The District will engage in the development of the Property according to the following requirements. The District intends to select a qualified Firm who can demonstrate strong relevant experience with similar projects, financial capacity, and alignment to the District's mission and goals as outlined above. Evidence of ability to finance, undertake and complete the Project is crucial to a successful submission.

1. The District does not wish to participate in any way in financing of the Project.
2. The selected Firm would be expected to provide funding for all aspects of the design, construction, and operation of the Project, at its own cost and expense. Moreover, the District may seek reimbursement from the selected Firm for consultant costs associated with the Project.
3. The District will give significant weight to any proposals that provides for a non-refundable upfront payment of a minimum of one million dollars (\$1,000,000). The District anticipates that it will incur costs related to conducting the RFP, reviewing proposals, executing a ground lease and maintaining compliance with Education Code requirements. This payment is intended to offset the District's costs and may be applied

as prepaid rent during the term of any lease agreement.

4. The selected Firm will be required to demonstrate adequate debt and equity financing to construct and operate the Project.
5. The selected Firm will be responsible for payment of any applicable property taxes for the Property and personal property taxes for the development but may be entitled to apply for applicable property tax exemptions.
6. The selected Firm will likely be required to pay prevailing wages for construction and development of the Project.
7. The selected Firm, with the assistance of the District, will be responsible for obtaining the required environmental approvals and land use entitlements for the Project.
8. If the Project requires the District to relocate personnel from the Property, the District reserves the right to require the selected Firm to pay the District's reasonable costs, including, but not limited to, moving expenses.
9. The selected Firm will be required to work closely with and consider the District a partner in its planning, design and construction process. The ground lease agreement will require the selected Firm to prepare and secure District staff's approval for an overall work plan for all design and construction activities for the Project. The District will also retain the right to approve the design of the Project at the schematic design, design document and construction document phases.
10. The selected Firm will be required to comply with standards for property maintenance, property management, capital replacement reserves, reporting requirements, and other operational requirements specified in the ground lease.
11. The District in its sole discretion reserves the right to prohibit certain uses of the Property, regardless of what the City, State or current zoning laws allow.
12. The District in its sole discretion reserves the right to favor projects of the highest quality, design, and construction standards, as well as those that are designed with the look and feel of the immediate surrounding neighborhoods.

**Requirements per the Joint Occupancy Statutes**

The requirements set forth in the Joint Occupancy statutes for development of the Property, see **Exhibit A**, include but are not limited to the following:

1. Any building, or portion thereof, that is occupied or used by a private entity shall be subject to the zoning and building code requirements of the City of Pasadena. (Ed. Code § 17515.)
2. The term of any lease or agreement shall not exceed ninety-nine (99) years. (Ed. Code § 17517.)
3. Title to the portion of the building to be occupied by a private individual, firm, local governmental agency or corporation shall remain exclusively the property of said entity during the term of the Ground Lease, and title to that portion of the building or facility occupied, or to be occupied by the District shall vest in the District upon completion and acceptance by the District. (Ed. Code § 17518.)
4. The selected Firm must construct, or provide for the construction of, a building or buildings for the joint use of the school district on the Property. (Ed. Code §17518.)

5. No rental fee or other charge for District's use of a building or a portion of the Project shall be paid by the District. (Id. § 17518(a).)
6. The Board has approved a resolution of intention to consider proposals. The Board may select the proposal that best meets the needs of the District. (Ed. Code §§ 17521-17522.)
7. The District may enter into a lease or agreement with the selected Firm after Board approval of the selected proposal. (Ed. Code § 17524.)
8. The selected Firm must either file a bond for the performance of the lease or agreement, or an irrevocable letter of credit for the performance of the lease or agreement. (*Id.*) The District will consider other forms of guarantees that would satisfy this requirement and provide protections for the District.

## V. CONTENT OF RFP RESPONSE AND FINAL RESPONSES

Each Firm's Response must be consecutively numbered on each page and must include the following information, using the following outline structure, except as may be otherwise directed. The Firm's Response shall be **no longer than seventy-five (75) pages**, inclusive of résumés, forms, and pictures, and tabbed according to the numbering system reflected below.

1. **Content of RFP Response.** Responses must be concise, well organized, and demonstrate Firm's qualifications, and shall be formatted as outlined below.
  - 1.1. **Letter of Interest.** A dated Letter of Interest must be submitted, including the legal name of the Firm(s), address, telephone, and fax numbers, and the name, title, and signature of the person(s) authorized to submit the Response on behalf of the Firm. The signatory shall be a person with legal authority to bind the selected Firm, and key partners as required for this RFP. NOTE: The signatory must be an employee of the responding entity on the development team that will be providing project financing. The Letter of Interest should identify the development team's primary contact (include address, e-mail address and telephone number) who is responsible for all District queries made during the intake and processing of the response.

If proposing joint venture partners and subcontractors, include company name(s), the types of services to be provided by each, and the primary contact for each.
  - 1.2. **Table of Contents.** A table of contents of the material contained in the RF Response should follow the Letter of Interest.
  - 1.3. **Executive Summary.** The executive summary should contain an outline of the Firm's approach, along with a brief summary of the Firm's qualifications.
  - 1.4. **Team Organization Chart.** Provide an organizational chart and succinct narrative describing the role and relevant background experience of each of the key individuals who will be involved in implementation of the Project and address the availability of resources, experience and capabilities to assure timely implementation of the Project. Describe overall project management structure and accountabilities.
  - 1.5. **Project Management Design and Construction.** For the design and development of the Project, provide a description of the Firm's overall project management structure and a description of the reporting relationships and accountabilities between individuals. Describe the Firm's approach to communications within your team and between your team and the District. This section shall identify the contact person with primary responsibility for the Project, the key personnel proposed to work on the Project, and joint venture partners and subcontractors. The persons listed will be considered committed to the Project with no substitutions without prior agreement.

1.6. **Identify Project Financing.** Identify the responding entity who will be providing specified project financing, as well as any other key members of the development team, including the actual Project lead for day-to-day management of the Project and any other consultants included on the development team at this time (name of individual(s), firm address, e-mail address and telephone number). At a minimum, the submittal shall identify the lead responding firm, joint venture partner firms, and experts in development operations.

1.7. **Development Experience.**

1.7.1. **Completed Projects.** Provide a minimum of three (3) and a maximum of six (6) development projects which have been completed by the team, including identification and a brief description of each project's square footage, city and street address, construction/completion time frames and dates, and identification and role of the team members in the project. Photographs and/or graphics of projects must be included. Client and public agency references related to these projects shall be included. All projects are to have been completed within the last ten (10) years.

1.7.2. **Project Deadlines.** Identify established methods and approaches utilized by your Firm to successfully meet deadlines, and provide examples demonstrating effective use of stated methods and approaches.

1.7.3. **References.** Provide a minimum of three (3) references knowledgeable of the Firm's projects undertaken (whether still pending or completed) within the last five (5) years. Educational institutions or other public agency references are preferred. For each reference, please provide a contact person, address, and telephone number(s).

1.7.4. **Additional Data.** Provide additional information about the Firm as it may relate to the Firm's Response. This can include letters of reference or testimonials.

1.7.5. **Conflicts of Interest.** If applicable, provide a statement of any recent, current, or anticipated contractual obligations that relate in any way to similar work, the Project, or the District that may be a potential conflict of interest.

1.8. **Legal Issues.** Please respond to each of the following questions:

1.8.1. Is there any current pending legal action against the Firm similar or any employee of the Firm? If so, please describe such pending action.

1.8.2. Have there been any settlements or judgments involving such actions within the last five (5) years? Please describe each such settlement or judgment, including the nature of the action and the amount of recovery.

1.8.3. Has the Firm or any of its employees ever been subject to litigation in connection with services or projects similar to the services or projects in this RFP? If the answer is "yes," please describe each litigation including its status.

1.8.4. Has the Firm had any contract terminated for cause within the last five (5) years? If the answer is "yes," please describe why the contract was terminated for cause.

2. **Proposal Requirements.**

2.1. **Description of Developer's Proposed Project:**

2.1.1. Describe key elements of the Developer's Proposed Project, which as discussed above will be a residential development.

- 2.1.2. Describe the manner in which the Developer’s Proposed Project will benefit the District, development team and other stakeholders.
- 2.1.3. Description of the Firm’s “Value Proposition” and unique expertise your team brings to the Proposed Project.
- 2.1.4. Provide your ideas for the Developer’s Proposed Project, including how it would fit within the existing design of the neighborhood and use high quality materials. Conceptual site plans are welcome. Describe how the Proposed Project will further the District’s objectives and goals.

**2.2. Description of District’s Proposed Park Project:**

- 2.2.1. Describe key elements of the District’s Proposed Project, which as discussed above will be the refurbishment and improvement of the existing park located on the Property.
- 2.2.2. Describe the manner in which the Firm’s proposal for the existing park will benefit the District, its students, and community.
- 2.2.3. Description of the Firm’s “Value Proposition” and unique expertise your team brings to the development of the District’s Proposed Project.
- 2.2.4. Provide your ideas for the District’s Proposed Project, including how it would fit within the existing design of the neighborhood and how it can be refurbished and improved to maximize the space and benefit the District, its students, and community. Conceptual site plans are welcome and would be helpful. Describe how the District’s Proposed Project will further the District’s objectives and goals.

**2.3. Public-Private Partnerships.**

- 2.3.1. Describe the quality, complexity, stability and longevity of the Firm’s partnerships with public agencies. Of particular importance is any development experience with other educational institutions, any specific examples of successfully working on a challenging project with a public entity, and public sector references.

**2.4. Operations Plan and Revenue Generation Opportunities.**

- 2.4.1. The following items will be the key criteria by which submissions for this section will be evaluated:
  - 2.4.1.1. Overall approach to operating and maintaining the Project.
  - 2.4.1.2. Show financial capacity of the development team, which forms the basis of the development team’s proposed Project.

**3. District’s Evaluation / Selection Process.**

Firms will be asked to provide background on experience, resources, and expertise needed to design and construct a successful Proposed Project on time and on budget. Past design and development experience, especially with similar types of projects, will be a critical factor in evaluating the RFP responses. A development team’s financial capacity and its ability to provide financing will be important factors in determining the most qualified development team. Key criteria for RFP evaluations will include the following qualifications and experience of the development team:

- Provide the best approach for the Proposed Project to support the District’s overall objectives as described in this RFP;
- Provide ways the Proposed Project will benefit the District, its students and the community at large;
- Demonstrate financial ability to provide project financing for the Proposed Project; and
- Demonstrate knowledge and experience to successfully design and construct similar types of facilities as those proposed for private use on the District’s Property.

The District will select the top ranked development team(s) that meet the minimum qualifications to participate in interviews with staff to discuss their vision, qualifications and Project approach. In the interview step, the selection process will be based upon the merits of a development team’s qualifications, preliminary vision to support the architectural, programmatic and financial goals and aspirations of the District, and their performance in the interview.

In addition, the top ranked development team(s) will be required to review and comment on a draft term sheet that outlines the key contractual terms and conditions with the District. The District reserves the right to request a “Best and Final Offer” from the top ranked development team(s), after final RFP submissions are received.

Any award of a contract will be subject to approval by the Board.

#### 4. **Terms and Conditions.**

- 4.1. The District reserves the right to contract with any Firm responding to this RFP, to reject any Response as non-responsive, and not to contract with any Firm, or any part thereof. The District makes no representation that participation in the RFP process will lead to an award of contract or any consideration whatsoever. The District reserves the right to seek Responses from, or to contract with, any Firm not participating in this process. The District shall in no event be responsible for the cost of preparing any Responses to this RFP.
- 4.2. Responses to this RFP will become the property of the District and subject to the California Public Records Act, Government Code sections 6250 et seq. Those elements in each response that are trade secrets as that term is defined in Civil Code section 3426.1(d) or otherwise exempt by law from disclosure and which are prominently marked as “TRADE SECRET,” “CONFIDENTIAL,” or “PROPRIETARY” may not be subject to disclosure. The District shall not be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. A Firm that indiscriminately identifies all or most of its response as exempt from disclosure without justification may be deemed non-responsive. In the event the District is required to defend an action on a Public Records Act request for any of the contents of a response marked “TRADE SECRET,” “CONFIDENTIAL,” or “PROPRIETARY” the Firm agrees, by submission of its response for the District’s consideration, to defend and indemnify the District from all costs and expenses, including attorneys’ fees, in any action or liability arising under the Public Records Act.
- 4.3. The selected Firm(s) and each of its (their) sub-consultants and/or co-venture partners, shall comply with all applicable federal and California laws, including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended, Executive Orders 11246, 11375, and 12086, the California Fair Employment and Housing Act beginning with Government code section 12900, Labor Code section 1735, and any other applicable federal and state laws and regulations hereinafter enacted, including the Federal Americans with Disabilities Act (ADA). Firms shall be responsible for establishing and implementing an ADA program within the Firm’s work place. Firms shall not discriminate against any prospective or active employee based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The selected respondent shall cause the above provisions to be inserted in all subcontracts for any work covered by this RFP so that such provisions will be binding upon each sub-

consultant.

4.4. The District reserves the right to amend this RFP by means of addenda.

## Exhibit A

### California Education Code sections 17515-17526

#### **17515**

Any school district may enter into leases and agreements relating to real property and buildings to be used jointly by the district and any private person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation pursuant to this article. As used in this article, "building" includes onsite and offsite facilities, utilities and improvements that, as agreed upon by the parties, are appropriate for the proper operation or function of the building to be occupied jointly by the district and the private person, firm, or corporation. It also includes the permanent improvement of school grounds.

Any building, or portion thereof, that is used by a private person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation pursuant to this section shall be subject to the zoning and building code requirements of the local jurisdiction in which the building is situated.

Section 53094 of the Government Code shall not be applicable to uses of school district property or buildings authorized by this section, except in the case of property or buildings used solely for educational purposes.

#### **17516**

(a) Before the governing board of a school district enters into a lease or agreement pursuant to this article, it shall own a site upon which a building to be used by the district and private person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation may be constructed and shall have complied with the provisions of law relating to the selection and approval of sites.

(b) This section shall not apply to any building to be acquired by purchase pursuant to Article 2 (commencing with Section 17110) of Chapter 16 of Part 10.

#### **17517**

The term of a lease or agreement entered into by a school district pursuant to this article shall not exceed 99 years.

#### **17518**

(a) The governing board of a school district may let to any private person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation, any real property that belongs to the district if the instrument by which the property is let requires the lessee therein to construct on the demised premises, or provide for the construction thereon of, a building or buildings for the joint use of the school district and the private person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation during the term of the agreement.

(b) However, title to that portion of the building to be occupied by the private individual, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation shall remain exclusively the personal property of the private party during the term of the lease and the title to that portion of the building to be occupied by the district shall vest in the district upon completion thereof and acceptance thereof by the school district. No rental fee or other charge for the use of the building shall be paid by the district.

#### **17519**

Any lease of real property by a school district to a private person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation pursuant to this article shall be upon the terms and conditions as the parties thereto may agree and may be entered into without complying with any provisions of this code except as provided in this article. However, any lease or agreement pursuant to this article shall be subject to Article 7 (commencing with Section 35230) of Chapter 2 of Part 21.

**17520**

Before entering into a lease or agreement pursuant to this article, the governing board of a school district shall comply with Section 17521.

**17521**

For the purposes of receiving proposals for the joint occupancy of a building to be constructed on school property, the board shall, in a regular open meeting, adopt a resolution declaring its intention to consider the proposals. The resolution shall describe the proposed site on which the building to be jointly occupied is to be constructed in a manner so as to identify the site, shall specify the intended use of that portion of the building that is to be occupied by the district, and shall fix a time not less than 90 days thereafter for a public meeting of the governing board to be held at its regular place of meeting, at which meeting the board shall receive and consider all plans or proposals submitted.

**17522**

Notice of adoption of the resolution and the time and place of holding the meeting shall be given by publishing the resolution at least once a week for three weeks in a newspaper of general circulation published in the district if there is one, or if none is published in the district, in a newspaper published in the county.

**17523**

At the time and place fixed in the resolution for the meeting of the governing board, the board shall meet and consider all plans and proposals submitted for the joint occupancy of the building to be constructed on the proposed school site.

**17524**

(a) After considering all proposals submitted, the governing board of the school district may, subject to Section 17525, select the plan or proposal that best meets the needs of the school district and enter into a contract incorporating that plan or proposal either as submitted or as revised by the governing board of the school district.

(b) The governing board shall require any person, firm, local governmental agency, as defined in paragraph (3) of subdivision (f) of Section 4420 of the Government Code, or corporation with whom it enters into a lease or agreement pursuant to this article to file one of the following, as determined by the governing board:

(1) A bond for the performance of the lease or agreement.

(2) An irrevocable letter of credit issued by a state or national bank or a federal or state credit union for the performance of the lease or agreement.

**17525**

Any building constructed for the use of a school district pursuant to this article is subject to Sections 17280 to 17313, inclusive, and all other provisions of this code relating to the physical structure of school buildings.

**17526**

The provisions of this article prevail over any provisions of law that conflict therewith.

**Exhibit B**

**PASADENA UNIFIED SCHOOL DISTRICT**

**ITEM NO. M3**

**RESOLUTION NO. 2836**

**RESOLUTION OF INTENTION OF THE BOARD OF TRUSTEES OF THE PASADENA UNIFIED SCHOOL DISTRICT TO CONSIDER PROPOSALS TO ENTER INTO AGREEMENTS TO DEVELOP A PORTION OF REAL PROPERTY LOCATED AT 1259 LINDA VISTA AVENUE, PASADENA, CALIFORNIA 91103 FOR JOINT OCCUPANCY AND RESCINDING RESOLUTION 2188**

**August 28, 2025**

**WHEREAS**, the Pasadena Unified School District ("District") is the owner of certain real property located at 1259 Linda Vista Avenue, Pasadena, California 91103 (Assessor's Parcel Number: 5705-013-900), a closed school site formerly known as the Linda Vista Elementary School ("Property"); and

**WHEREAS**, in March 2006, the District's Governing Board ("Board") established a Surplus Property Advisory Committee ("Committee") in accordance with California Education Code section 17387 et seq.; and

**WHEREAS**, in the Committee's Recommendation Report, which was presented to and received by the Board, the Committee recommended that the Property be deemed surplus because the Property was identified as one of the District's most valuable assets and was being underutilized from an asset management perspective; and

**WHEREAS**, on February 28, 2012, after receiving the Recommendation, the Board adopted Resolution 2188 ("Resolution") deeming the Property surplus. The Resolution further authorized staff to undertake certain procedures to lease the Property pursuant to the surplus statutes cited therein; and

**WHEREAS**, the District engaged in a formal bidding process to lease the Property; and

**WHEREAS**, Stratford School, Inc. ("Stratford") was recommended as the highest bidder at the District Board meeting on October 30, 2014. A lease agreement with Stratford was fully executed on November 10, 2014, which was for a 25-year lease of the Property; and

**WHEREAS**, on May 12, 2016, upon Board direction, the District began the process of terminating the Stratford lease at the Property early. District staff engaged in negotiations with Stratford to enter into a Release and Settlement Agreement in which Stratford agreed to terminate the lease effective immediately for alternative compensation; and

**WHEREAS**, through the Release and Settlement Agreement, the Parties agreed to transfer the

leasehold interest granted to Stratford for the Property to an alternative site owned by the District and located at 2046 Allen Avenue, Altadena, CA 91001; and

**WHEREAS**, subsequent to lease negotiations, the District leased a portion of the Property to the Linda Vista Children's Center, previously known as All Saints and they are currently on a month-to-month lease; and

**WHEREAS**, the Property has been closed and vacated as a District school site, the field area of the Property is under a joint-use agreement with the City of Pasadena as a park area for residents; and

**WHEREAS**, the District seeks to provide resources, educational opportunities, and support to the students of the District and the community at large by generating long-term revenue for the District and supporting revitalization and beautification of the communities within the District's boundaries; and

**WHEREAS**, the District has demonstrated a commitment to beautification and revitalization by way of investment in the construction and remodeling of school athletic fields and other projects that benefit students while providing beautiful neighborhood spaces within communities; and

**WHEREAS**, in furtherance of these efforts, the District intends to explore opportunities to develop its real property, including the Property, by working with development partners and/or other public agencies; and

**WHEREAS**, any such partnering efforts will be through a thorough, transparent, and legally permitted process which considers community needs and input, promotes job creation opportunities for community residents, generates long-term revenue to the District and provides additional benefits to the District and the community; and

**WHEREAS**, the District is authorized to enter into leases and agreements with any private person, firm, local government agency, or corporation, in which the other party either constructs, or provides for the construction of, a building for joint occupancy through a request for proposals ("RFP") process, and may select the proposal that best meets the needs of the District, pursuant to Education Code sections 17515 et seq. ("Joint Occupancy Statutes"); and

**WHEREAS**, due to changed circumstances since the Committee found that the Property was being underutilized and would not be required for District educational purposes in the foreseeable future, and the District's Board deeming the Property surplus, the District now desires to develop the Property and utilize a portion of the Property for District uses in compliance with the Joint Occupancy Statutes; and

**WHEREAS**, it is the District's intent to accept proposals for a joint occupancy development of a portion of the Property, for a term not to exceed ninety-nine (99) years, in the manner required by Education Code sections 17521 and 17522 with the goal of generating long-term revenues from the site while also continuing to utilize a portion of the site for District uses; and

**WHEREAS**, the District will consider written proposals for joint occupancy development of the Property, including for residential use(s) to maximize revenues in response to the RFP and for the uses specified in the RFP at a regularly scheduled Board meeting at 351 S. Hudson Avenue, Pasadena, California, in the District's Elbie J. Hickambottom Board Room on a date that is noticed via publication prior to the meeting; and

**WHEREAS**, the District may thereafter enter into a joint occupancy development agreement for a portion of the Property, or may reject all proposals; and

**WHEREAS**, previously Education Code section 17524(a) required the selected development partner's proposal to be submitted to the State Board of Education for approval prior to the District entering into a binding agreement with the selected development partner, however this requirement was repealed as of June 2020, and all approval authority is now with the District; and

**WHEREAS**, Education Code section 17524 requires that any party with whom the District enters into a joint occupancy agreement, pursuant to Education Code sections 17515 et seq., shall file one of the following, as determined by the District:

1. A bond for the performance of the agreement;
2. An irrevocable letter of credit issued by a state or national bank or a federal or state credit union for the performance of the agreement.

**WHEREAS**, under Education Code section 17521, the Board shall specify the intended use of that portion of the building that is to be occupied by the District; and

**WHEREAS**, the District will give notice of adoption of this Resolution and the time and place of the Board meeting to consider received proposals by publishing this Resolution once a week for a three-week period in a newspaper of general circulation; and

**WHEREAS**, the District reserves the right to waive minor irregularities or reject all proposals and to withdraw the Property from consideration for joint occupancy; and

**WHEREAS**, the District may select the joint occupancy proposal that complies with Education Code sections 17515 et seq., and that best meets the needs of the District, and may thereafter enter into an agreement incorporating that proposal either as submitted or as revised by the Board; and

**WHEREAS**, the Board has determined that it is in the best interests of the District to seek proposals to enter into agreements to develop the Property for joint occupancy; and

**WHEREAS**, due to changed circumstances since the time the Property was deemed surplus, the District is seeking to rescind the Property's surplus designation and proceed with the joint occupancy development project; and

NOW, THEREFORE, BE IT RESOLVED that the District's Board of Trustees ("Board") hereby finds, determines and orders as follows:

- Section 1. The foregoing recitals are adopted as true and correct.
- Section 2. The declaration of the Property as surplus and authorization of certain procedures for lease of such property is hereby rescinded.
- Section 4. The Board hereby authorizes staff to provide notice of the Pasadena Unified School District's intent to accept proposals for the joint occupancy of a portion of the Property, for a term not to exceed ninety-nine (99) years, in the manner required by Education Code sections 17521 and 17522.
- Section 5. That the District will consider written proposals for joint occupancy development of a portion of the Property to maximize revenues in response to the RFP and for the uses specified therein at a regularly scheduled Board Meeting noticed via publication prior to the meeting unless that date is otherwise amended via publication by the Superintendent or designee.
- Section 6. The Board authorizes staff to issue an RFP, and evaluate all proposals, plans, and packages submitted for joint occupancy development of the Property, and to provide a report and recommendation to the Board for its consideration.
- Section 7. After considering all proposals submitted, the Board shall select the proposal that best meets the needs of the District and enter into an agreement incorporating that proposal either as submitted or as revised by the Board of the District, or reject all proposals.
- Section 8. The Superintendent, or designee, is authorized to cause the notice of the adoption of this Resolution of Intention and of the time and place of the scheduled Board meeting, to be given by publishing the notice not less than once a week for three successive weeks before the District will receive and consider proposals in a newspaper of general circulation published in the City of Pasadena, located in Los Angeles County, pursuant to Education Code section 17522.
- Section 9. The Superintendent or designee is hereby further authorized to perform all actions and execute all documents necessary to carry out the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Board of the District on this 28 day of August 2025, by the following vote:

AYES: \_\_\_0

NOES: 0

ABSTENTIONS: 0

ABSENT: 0



\_\_\_\_\_  
Jennifer Hall Lee,  
President

Attested to:



\_\_\_\_\_  
Dr. Yarma Velazquez,  
Clerk