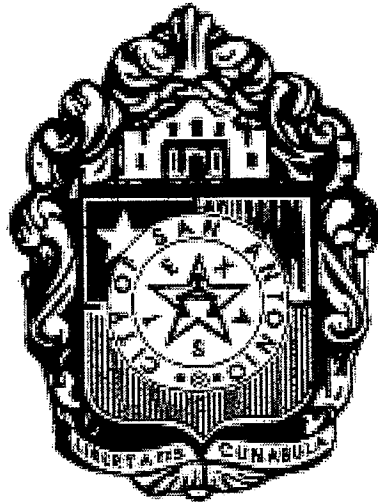


CITY OF SAN ANTONIO

Housing & Neighborhood Services Department



REQUEST FOR PROPOSAL ("RFP")

for

Tax Increment Reinvestment Zone Number 11 / Inner City Development Projects

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I. BACKGROUND

The City of San Antonio is seeking proposals for development projects located within the boundaries of the Tax Increment Reinvestment Zone (TIRZ) Number 11 known as the Inner City TIRZ. The Inner City TIRZ and its Board of Directors were created by the City Council in 2000 to support development, redevelopment, revitalization and public infrastructure improvements within a 2.6-square mile area adjacent to downtown San Antonio. This Request for Proposals (RFP) seeks catalyst projects that will 1) generate TIRZ Fund revenue, 2) implement the goals of previous planning studies which incorporate parcels from the Inner City TIRZ, and 3) meet the special development use patterns in compliance with the current 2006 TIF Manual adopted by the City Council in November 2006.

Successful projects will demonstrate an understanding of the unique leverage provided by Tax Increment Financing. The TIF tool is designed to reward projects that create substantial value in a relatively short period of time. In San Antonio, TIF is often used as a committed source of revenue for payment of a construction and/or permanent loan obtained from a private lending institution for a specific project.

The City of San Antonio is dedicated to the revitalization of inner-city neighborhoods and commercial districts, particularly in those areas located inside Loop 410 and south of Highway 90. The City's revitalization strategy is based on the implementation of a tiered system of incentive tools, including Tax Increment Financing (TIF). By leveraging private investment for certain types of development within a targeted area, TIF can assist in financing needed public improvements and enhancing infrastructure. A TIRZ should act as an economic stimulus to the neighborhoods, districts and corridors within and surrounding the zone.

The Inner City TIRZ comprises approximately 1700 acres, or 2.6 square miles, east of Downtown San Antonio inside Loop 410, primarily south of Interstate Highway 35, north of Interstate Highway 10, and straddling both sides of Interstate Highway 37 (See Exhibit 1). Due to its size and location, the zone contains a wide variety of neighborhoods, businesses and entertainment districts that are broadly representative of the City's development history. The zone also includes some key landmarks such as the Riverwalk, Alamodome, AT&T Center, and Sunset Station. The school district for the Zone is the San Antonio Independent School District.

The TIRZ was designated on December 14, 2000 to support redevelopment and public infrastructure improvements within the boundaries of three enterprise zones. Since that time, the TIRZ Project Plans, Finance Plans, and boundaries have been amended to encourage various types of projects. Currently, the TIRZ properties represent a broad spectrum of the City's development history, touching San Antonio's Riverwalk downtown, historic neighborhoods south and east of downtown, as well as modern redevelopment efforts.

The large amount of land within the TIRZ -- and its privileged location near downtown -- provides unprecedented opportunities for large-scale thinking. At the same time, the number of individual neighborhoods, corridors, and districts within the TIRZ creates dozens of opportunities for tailored, small-scale projects. At least twelve different neighborhood associations are represented in the Zone, including: Lone Star, King William, Lavaca,

Downtown, Historic Gardens, Nevada Street, Coliseum Oaks, Coliseum Willow Park, Jefferson Heights, Harvard Place/Eastlawn, Government Hill, and Dignowity Hill.

The Zone's unique urban histories suggest the basic foundations for new development ideas. These histories are also at the root of the actual challenges to redevelopment in the TIRZ. With an average poverty rate nearly double that of the City and a relatively low rate of education, the residents of the Zone need jobs and training opportunities to overcome historic patterns of disinvestment. Since educational opportunities in San Antonio are intimately related to property values, any strategy that seeks to reinvest in the future of this community must consider property redevelopment as one of its key tactical tools. Some neighborhoods in the Zone have already taken steps to break the vicious cycle of low property values and limited educational opportunities. These strategies could certainly be used as learning models for other efforts.

Whether the models are local or national in origin, implementation of development ideas remains the challenge. Fortunately, the TIF mechanism provides an unparalleled implementation tool. In brief, the TIRZ will reimburse the costs of developing or redeveloping public infrastructure and other eligible costs. The reimbursement is drawn directly from the project's "increment" which is defined as the property taxes collected on the site's new, higher value. In a way, a project finances itself by creating a long-term revenue stream against which initial construction and permanent financing can be secured. Three points should be emphasized to ensure successful project planning: 1) TIF is designed to reward projects that create substantial real property value increases relatively quickly; 2) as a reimbursement program, TIF does not provide up-front money, so recipients of TIF must still secure private financing; and 3) reimbursements take place over a long period of time beginning one to two years after the completion of construction. Projects that take these factors into account will be able to put together a project and finance plan that allows a developer to address issues that otherwise might remain liabilities, such as difficult drainage, street design, environmental remediation, or rehabilitation of older structures.

The Zone is governed by a TIRZ Board whose responsibilities include the selection and prioritization of projects to receive TIF revenue. These project(s) get incorporated by amending the Project and Financing Plans which are presented as recommendations to City Council for final approval. The Board would like to take a more proactive approach to development in the Zone without losing the ability to act quickly on a specific project.

The TIRZ Board directed City staff in March 2008 to issue a Request for Proposals (RFP) to stimulate catalyst proposals that directly engage the critical challenges and unique opportunities within the Zone. The projects sought by this RFP implement three primary qualities: generate TIRZ Fund revenue, implement the goals of previous planning studies, and meet TIF Development Patterns. These qualities are discussed in detail in the Scope of Services.

TIRZ Planning Areas, Neighborhoods, Districts and Corridors

The Zone includes the following six planning areas which were identified based on the various planning studies that have been completed by or in conjunction with the City of San Antonio Planning Department. The full text of the plans is referenced below.

- a. Downtown Neighborhood Plan
http://www.sanantonio.gov/planning/neighborhoods/Downtown/downtown_plan.pdf
- b. Government Hill Neighborhood Plan
http://www.sanantonio.gov/planning/neighborhoods/govt%20hill/govt_hill.pdf
- c. Arena District/Eastside Community Plan
<http://www.sanantonio.gov/planning/pdf/neighborhoods/eastside.pdf>
- d. Lavaca Neighborhood Plan
<http://www.sanantonio.gov/planning/neighborhoods/lavaca/2table%20contents.pdf>
- e. South Central San Antonio Plan
http://www.sanantonio.gov/planning/neighborhoods/South_Central_Plan.PDF
- f. St. Paul Gateway District Redevelopment Plan
<http://www.sanantonio.gov/planning/pdf/neighborhoods/SanAntonioTX04v7.pdf>

Exhibit I illustrates five of the planning areas above with an overlay of the parcels in the Inner City TIRZ. For questions regarding the inclusion or exclusion of a particular parcel, submit in writing to the Staff Contact Person as required by Section VIII., Restrictions on Communication.

Exhibit II is a map of current NCR areas.

II. SCOPE OF SERVICES

This RFP will allow the City to issue a call for projects that support housing and commercial development which is compatible with surrounding development. The RFP also builds on the previous planning work done by the City and others. This considerable amount of work is represented in part by six Plans: Downtown Neighborhood Plan, Government Hill Neighborhood Plan, Arena District/Eastside Community Plan, Lavaca Neighborhood Plan, South Central San Antonio Plan, and St. Paul Gateway District Redevelopment Plan. Each of these plans articulates principles, strategies and recommendations for different neighboring communities within the Inner City TIRZ. These recommendations are summarized below in a manner consistent with the implementation of the RFP and the TIF mechanism. Proposals should demonstrate how the proposed project(s) would implement these specific development goals.

Since TIF is a long-term incentive, development supported by TIF must add long-term value to the public realm. Accordingly, projects must be built using design principles that recognize the importance of the long-term safety and comfort of all public infrastructure users – whether they are walking, jogging, riding or driving. Such design principles should recognize and implement the land use, zoning, subdivision, and street design characteristics that ensure that TIF projects are accessible to people of all ages and abilities. In practical terms, this means that many areas

within TIF projects give priority to the safety of pedestrians by carefully controlling vehicular design speeds on public right of way. Such walkable communities, in coordination with other City initiatives, also help protect San Antonio's air quality by reducing the number of vehicle miles traveled. The City's Unified Development Code (UDC) sets out a menu of approaches to help designers and developers meet the City's urban design policies.

The TIF Program has been directed to uphold the highest standards of not just the infrastructure it finances but the private improvements that depend on or benefit from that infrastructure. In order to ensure long-term value for the City and flexibility for developers, Appendix F, TIF Development Patterns, of the TIF Manual provides a menu of development options. The City of San Antonio's 2006 TIF Manual can be downloaded from <http://www.sanantonio.gov/nad/devdiv/tif/pdf/TIFManual.pdf> or by contacting the City as required by Section VIII, Restrictions on Communication.

Projects submitted in response to this RFP must demonstrate a commitment to one or more of the standards listed below. The following options are non-conventional Use Patterns or Special Districts defined in the Unified Development Code and previously approved by City Council:

- 1. Infill Development Zone (IDZ) (in Community Revitalization Action Group area only)** Use Pattern: Flexible use regulation combined with contextual urban design standards to promote pedestrian activity and maintain character of neighborhood. The IDZ may be used as a Special or Overlay District.
- 2. Traditional Neighborhood Development (TND)** Use Pattern: Comprehensive development approach that integrates and fine-tunes urban design standards to permit the development of neighborhoods that encourage daily pedestrian activity. Defines size, location and composition of the Centers, Neighborhoods, and Open Space that constitute a TND.
- 3. Transit Oriented Development** Use Pattern: Encourages compact, mixed-use development within ½-mile of Transit Station or Major Bus Boarding Location. Focus is on density and pedestrian accessibility.
- 4. Commercial Center** Use Pattern: Urban design guidelines specifically tailored to shopping, service and employment opportunities within walking distance of residential areas. Guidelines balance the needs of pedestrians and drivers and encourage nodal, mixed-use development.
- 5. Conservation Subdivision** Use Pattern: Primarily residential guidelines designed to maximize preservation of large parcels of natural habitat through the use of density bonuses.
- 6. Commercial Retrofit** Use Pattern: Increased flexibility to encourage the redevelopment of existing shopping centers and big box retail sites with a development pattern which is pedestrian friendly and compatible with surrounding development.

7. Urban Development Flex District: Encourages the development of a land use pattern that encourages compact neighborhoods and centralized commercial areas that promote a sense of community and are pedestrian and transit friendly.

8. SmartCode / Form-Based Zoning: Transect-based zoning and subdivision code that encourages walkable, mixed-use neighborhoods at various scales, including hamlets, villages, and regional centers.

Location-Specific Criteria

The following kinds of projects have been approved by City Council as priorities for their respective areas. Projects should implement one or more of the priorities listed below for their Planning Area, in addition to meeting the General Criteria listed above.

Downtown Neighborhood

Projects in this area will implement goals drawn from the Downtown Neighborhood Plan Action Plan and TIF Manual. Generally, the goals for this area are to encourage pedestrian-oriented projects, including urban living, neighborhood commercial activity, and an expanded River Walk. To facilitate implementation, these general goals have been organized into three general types of projects and numerous specific projects. Responses to this RFP must correspond to at least one of the following specific projects. In all cases, special consideration (additional points) will be given to projects that focus on the Commerce Street Corridor from east to west neighborhoods, the EastTown @ Commerce NCR area, and the Southtown NCR area.

1 Type 1 Project: Infrastructure

- 1.a Upgrade water or sewer lines
- 1.b Replace overhead utilities underground
- 1.c Rebuild existing streets to street design that prioritizes pedestrian safety and comfort
- 1.d Rebuild existing sidewalks for ADA compliance, pedestrian safety and comfort, and improved accessibility
- 1.e Rebuild creeks and drainage to control flooding and accommodate urban development
- 1.f Renovate existing parks to increase usage
- 1.g Build new parks that enhance and broaden existing system of open and public spaces
- 1.h Create a way finding/signage network
- 1.i Extend the River Walk north and south

2 Type 2 Project: Specific Development/Redevelopment

- 2.a Renovate existing buildings for urban housing, mixed-use, or commercial uses
- 2.b Build new housing, mixed-use, or neighborhood commercial buildings on currently vacant land, in compliance with Appendix F, TIF Development Patterns of 2006 TIF Manual
- 2.c Build shared parking structures to support adjacent uses

3 Type 3 Project: Other Eligible Project

- 3.a Incentive Program that is designed to further the goals of the Zone and this Planning Area (Neighborhood Commercial Revitalization program support, façade improvement, improvement district, revolving loan fund, etc)
- 3.b Zoning change or overlay that facilitates Zone and Planning Area goals

Government Hill Neighborhood

Projects in this area will implement goals drawn from TIF Manual and the Government Hill Neighborhood Plan as summarized in the Goals, Objectives and Strategies developed by community participants during the April 29, 1998 and June 2, 1998 community meetings. Generally, the goals for this area are to encourage pedestrian-oriented revitalization projects, conservation or rehabilitation of housing stock, increased safety, and improved neighborhood community facilities. To facilitate implementation, these general goals have been organized into three general types of projects and numerous specific projects. Responses to this RFP must correspond to at least one of the following specific projects. In all cases, special consideration (additional points) will be given to projects that focus on N. New Braunfels, Walters, Sandmeyer, Mason, and/or Carson streets.

1 Type 1 Project: Infrastructure

- 1.a Upgrade water or sewer lines
- 1.b Replace overhead utilities underground
- 1.c Rebuild existing streets to street design that prioritizes pedestrian safety and comfort
- 1.d Rebuild existing sidewalks for ADA compliance, pedestrian safety and comfort, and improved accessibility
- 1.e Work with TxDOT to landscape along both sides of I.H. 35, utilizing existing irrigation system, and create a noise and pollution buffer
- 1.f Work with TxDOT to install safety barriers between neighborhood and I.H. 35 right of way
- 1.g Install speed control devices on identified problem streets throughout the neighborhood
- 1.h Rebuild creeks and drainage to control flooding and accommodate urban and neighborhood development
- 1.i Provide a neighborhood park for recreation and open space within the neighborhood; work with the City and School District to identify potential properties for a neighborhood park
- 1.j Connect parks with sidewalks and tree lined streets
- 1.k Connect neighborhoods on the north and south sides of I.H. 35 with a safe pedestrian crossing, one option being a redeveloped Walters St. bridge
- 1.l Work with SAISD or other agencies to establish library, parks, and community facilities (see plan for specific locations)
- 1.m Install new lighting around bus stops, neighborhood amenities and in needed areas

2 Type 2 Project: Specific Development/Redevelopment

- 2.a Renovate existing buildings for urban housing, mixed-use, or commercial uses
- 2.b Build new housing, mixed-use, or neighborhood commercial buildings on currently vacant land, in compliance with Appendix F, TIF Development Patterns of 2006 TIF Manual
- 2.c Build shared parking structures to support adjacent uses; work with SAISD on issues of shared parking

3 Type 3 Project: Other Eligible Project

- 3.a Incentive Program that is designed to further the goals of the Zone and this Planning Area (Neighborhood Commercial Revitalization program support, façade improvement, improvement district, revolving loan fund, etc)
- 3.b Zoning change or overlay that facilitates Zone and Planning Area goals; rezoning of existing 1938 zoning to 1965 zoning to restrict incompatible land uses
- 3.c Create and manage a systematic plan to repair and rehabilitate housing, with special emphasis on the needs of the elderly
- 3.d Form an oversight committee to monitor and inform landlords/tenants of code violations. In addition, this committee will work with residents and area churches to help provide services for elderly and needy.
- 3.e Monthly inspection and clean up of vacant lots in the neighborhood
- 3.f Market the vacant parcels of land to prospective homeowners and businesses
- 3.g Recruit desired businesses and the expansion of existing businesses in the neighborhood
- 3.h Encourage the involvement of all organizations in the area to work together to improve the neighborhood

Arena District/Eastside Community

Projects in this area will implement goals drawn from TIF Manual and the Arena District/Eastside Community Plan. To facilitate implementation, these goals have been organized into three general types of projects and numerous specific projects. Responses to this RFP must correspond to at least one of the following specific projects. In all cases, special consideration (additional points) will be given to projects that focus on Commerce from IH-37 to Houston, Martin Luther King Dr. from New Braunfels to IH-10, New Braunfels Avenue from MLK Dr. to IH-10, New Braunfels Avenue from IH-35 to MLK Dr., Houston St. from IH-37 to Walters St., and Hackberry St. from Duval St. to IH-10, the New Braunfels NCR area, and the New Light Village NCR area.

1 Type 1 Project: Infrastructure

- 1.a Upgrade water or sewer lines
- 1.b Replace overhead utilities underground
- 1.c Rebuild existing streets to street design that prioritizes pedestrian safety and comfort, with special emphasis on MLK as a ceremonial boulevard, and special emphasis on 167 street blocks which have poor roadway pavements

- 1.d Convert the signalized intersection of New Braunfels Avenue and Houston Street into a traffic roundabout
- 1.e Implement safety improvements at the top ten crash intersections
- 1.f Resurface six roadways (identified in Plan) at railroad crossings and replace wooden/asphalt railroad ties with concrete ties
- 1.g Close eight at-grade railroad crossings (identified in Plan); add street trees in planters to block vehicle access
- 1.h Build a new roadway beginning at the Commerce/Houston St. intersection and continuing north to Seguin Street, roughly parallel to Salado Creek along the east bank
- 1.i Remove the Union Pacific railroad tracks between Roland Ave. and IH-35 that are adjacent to the Coliseum grounds to maintain as a future transportation corridor
- 1.j Restore north/south cross town VIA bus service along Walters
- 1.k Rebuild existing sidewalks for ADA compliance, pedestrian safety and comfort, and improved accessibility
- 1.l Install weather protection shelters at the busiest bus stops. New sidewalks also will be added to/from these bus stops as needed
- 1.m Establish greenways along improved streets and pedestrian ways, with greenway "fingers" extending through the AT&T Center site and into adjacent neighborhoods and the proposed Town Center site
- 1.n Rebuild creeks and drainage to control flooding, accommodate natural habitats, and create new recreational opportunities; special attention focused on Salado Creek Greenway
- 1.o Build new park for recreation and open space within the neighborhood

2 Type 2 Project: Specific Development/Redevelopment

- 2.a Renovate existing buildings for urban housing, mixed-use, or commercial uses
- 2.b Create a town center
- 2.c Create a Mixed Use Town Center south of the AT&T Center
- 2.d Create a regional commercial center near W.W. White and IH-10
- 2.e Build new housing at a rate of 25 – 50 homes per year
- 2.f Build new medium density single-family and high-density multifamily residential neighborhoods near Salado Creek to supplement existing ones
- 2.g Build 600,000 square feet of new light industrial space
- 2.h Build 200,000 square feet of new retail, medical office, and business services space
- 2.i Develop mixed uses along New Braunfels to supplement existing commercial core at Commerce and New Braunfels
- 2.j Build new mixed-use and neighborhood commercial buildings on currently vacant land, in compliance with Appendix F, TIF Development Patterns of 2006 TIF Manual
- 2.k Build shared parking structures to support adjacent uses
- 2.l Celebrate Dr. Martin Luther King by creating a new public space/traffic circle with public art at Houston and New Braunfels

3 Type 3 Project: Other Eligible Project

- 3.a Incentive Program that is designed to further the goals of the Zone and this Planning Area (Neighborhood Commercial Revitalization program support, façade improvement, improvement district, revolving loan fund, etc)
- 3.b Zoning change or overlay that facilitates Zone and Planning Area goals
- 3.c Marketing effort highlighting recent community improvements

Lavaca Neighborhood

Projects in this area will implement goals drawn from TIF Manual and the Lavaca Neighborhood Plan. To facilitate implementation, these goals have been organized into three general types of projects and numerous specific projects. Responses to this RFP must correspond to at least one of the following specific projects. In all cases, special consideration (additional points) will be given to projects that focus on the Southtown NCR target area.

1 Type 1 Project: Infrastructure

- 1.a Upgrade water or sewer lines
- 1.b Replace overhead utilities underground
- 1.c Rebuild existing streets to street design that prioritizes pedestrian safety and comfort
- 1.d Rebuild existing sidewalks for ADA compliance, pedestrian safety and comfort, and improved accessibility
- 1.e Rebuild creeks and drainage to control flooding, accommodate natural habitats, and create new recreational opportunities
- 1.f Build new park for recreation and open space within the neighborhood
- 1.g Develop a system of bicycle paths that connect the neighborhood to nearby destinations, such as HemisFair Plaza, the Mission Trail, downtown, and the San Antonio River, while also enhancing the aesthetics and safety of existing pedestrian corridors
- 1.h Enhance public transit options to increase safety and/or maximize community residents' accessibility/usage
- 1.i Develop safe pedestrian crossings for Brackenridge High School and Page Middle and Bonham Elementary School students

2 Type 2 Project: Specific Development/Redevelopment

- 2.a Renovate existing buildings for urban housing, mixed-use, or commercial uses
- 2.b Build new housing, mixed-use, or neighborhood commercial buildings on currently vacant land, in compliance with Appendix F, TIF Development Patterns of 2006 TIF Manual
- 2.c Build shared parking structures to support adjacent uses; with special emphasis on ways to mitigate parking demand generated by residents, visitors, and local employers
- 2.d Build Neighborhood Supermarket or redevelopment / improvement of existing grocery stores
- 2.e Develop weekend and/or special event marketplace

- 2.f Acquire the use or joint use of the 400 Labor Street San Antonio Housing Authority (SAHA) building for a multi-faceted, intergenerational, community learning and activity center
- 2.g Acquire the SAISD structure (Burnet/Herff Elementary School) to house a high-tech resource and business center

3 Type 3 Project: Other Eligible Project

- 3.a Incentive Program that is designed to further the goals of the Zone and this Planning Area (Neighborhood Commercial Revitalization program support, façade improvement, improvement district, revolving loan fund, etc); with special emphasis on neighborhood commercial establishments through enforcement of code compliance, improvement of business appearances, reinstitution of neighborhood clean-ups, utilization of vacant buildings, and attraction of new neighborhood businesses
- 3.b Incentive Program that is designed to further the goals of the Zone and this Planning Area (Neighborhood Commercial Revitalization program support, façade improvement, improvement district, revolving loan fund, etc); with special emphasis on encouraging property owners to maintain and upgrade residential structures and properties
- 3.c Develop neighborhood historical iconography and landscaping programs
- 3.d Zoning change or overlay that facilitates Zone and Planning Area goals

South Central San Antonio

Projects in this area will implement goals drawn from TIF Manual and the South Central Community Plan. To facilitate implementation, these goals have been organized into three general types of projects and numerous specific projects. Responses to this RFP must correspond to at least one of the following specific projects. In all cases, special consideration (additional points) will be given to projects that focus on South Flores Street, South Presa Street, Roosevelt Avenue, the Missions, parks, and the San Antonio River, and the Presa Real NCR target area.

1 Type 1 Project: Infrastructure

- 1.a Upgrade water or sewer lines
- 1.b Replace overhead utilities underground
- 1.c Rebuild existing streets to street design that prioritizes pedestrian safety and comfort
- 1.d Rebuild existing sidewalks for ADA compliance, pedestrian safety and comfort, and improved accessibility
- 1.e Rebuild creeks, rivers and drainage to control flooding, accommodate natural habitats, and create new recreational opportunities
- 1.f Build new park for recreation and open space within the neighborhood
- 1.g Expand the hike and bike trail/linear park system to connect all parts of the city along waterways (including the San Antonio River, San Pedro Creek, Alazon Creek, and Apache Creek): Establish hike and bike trails, stabilize the pilot channel, and beautify and contour the trapezoid channel
- 1.h Plant more trees in the South Central San Antonio area

2 Type 2 Project: Specific Development/Redevelopment

- 2.a Renovate existing buildings for urban housing, mixed-use, or commercial uses
- 2.b Build new housing, mixed-use, or neighborhood commercial buildings on currently vacant land, in compliance with Appendix F, TIF Development Patterns of 2006 TIF Manual
- 2.c Build shared parking structures to support adjacent uses
- 2.d Provide recreational facilities and activities for youth and community members

3 Type 3 Project: Other Eligible Project

- 3.a Incentive Program that is designed to further the goals of the Zone and this Planning Area (Neighborhood Commercial Revitalization program support, façade improvement, improvement district, revolving loan fund, etc)
- 3.b Zoning change or overlay that facilitates Zone and Planning Area goals

Respondents to this RFP must demonstrate how the planned investment will contribute to revitalization activities in the community of which the TIRZ is a part. The Respondent must also indicate how the input of nearby neighborhood residents, businesses, and schools has influenced the project planning process. All proposals must communicate and demonstrate how the project achieves objectives of the City's Master Plan.

Design Quality

The design of the public and private elements of TIF-supported projects should be designed to ensure long-term value. Accordingly, public improvements must be built according to design principles that prioritize the safety and comfort of all users – whether they are walking, jogging, riding or driving. Similarly, private improvements must be built to provide livable environments for everyone, regardless of ability, age or size.

Universal Design

Projects must also consider the long-term value of the private improvements supported by TIF. The City of San Antonio Master Plan calls for efforts to facilitate the provisions of choice in housing for special needs populations (Neighborhoods: Policy 4d). Efforts to meet this policy include ensuring homes are visitable or easily adaptable to disabled persons. Policy 4i requires the community to explore the full range of options to allow people to remain in their homes throughout their lives. The City of San Antonio's Master Plan can be downloaded from http://www.sanantonio.gov/planning/master_plan.pdf.

The City of San Antonio adopted a Universal Design Policy (Ord. No. 95641) on April 18, 2002, requiring that any person receiving financial assistance from city, state, or federal funds administered by the City of San Antonio for the construction of new single family homes, duplexes, or triplexes, shall construct the units in accordance with specific features including entrance with no steps, wider doorways (2' 8"), lever door handles, lever controls on kitchen and lavatory faucets, and light switches and electrical receptacles within reachable height.

Environmental Protection

The TIF Program supports the Master Plan's Natural Resources Goal 1: to preserve the unique, rare and significant features of San Antonio's natural environment.

Air Quality

The TIF Program also takes a proactive stance regarding San Antonio's air quality issues, given that the area is currently designated by the EPA as non-attainment (deferred). In the future, EPA will revisit the non-attainment designation based on measurements of ground-level ozone. Since cars and trucks are major sources of the Nitrogen Oxides (NOX) and Volatile Organic Compounds (VOC) that make up ground-level ozone, one approach to reduce ozone is to develop land in a way that reduces the number of times that residents must use their automobiles. Infill development and the development of compact, walkable neighborhoods have been shown to reduce NOX and VOC emissions in studies and simulations throughout the country. The US EPA encourages land use strategies that reduce vehicle miles traveled (VMT) through compactness, mixed uses, transit accessibility, pedestrian usability, and infill. One of the best ways to protect air quality with TIF is to support such compact, walkable development. The City's Unified Development Code incorporates a variety of approaches that promote infill and walkable neighborhoods, and the TIF Program only finances development that follows one of those Development Patterns.

III. TERM OF CONTRACT

The anticipated term of the contract will be based on the proposal requests submitted, the increment available in the TIRZ fund, and the remaining years of the TIRZ (the Zone expires on September 30, 2015). A Development Agreement which indicates the responsibilities of each of the parties will also be required to be approved by the TIRZ Board and City Council. A final Development Agreement will be negotiated between the City and a selected Respondent following the City Council's approval. Within ten (10) days after City Council approval of the Development Agreement, the Respondent will be required to submit a \$31,000.00 processing fee. Further, the Respondent will be required to submit a letter detailing the financing that is secured for the development of the project within a specified time to be determined by the TIRZ Board and City Council.

IV. PRE-SUBMITTAL CONFERENCE

A Pre-Submittal Conference will be held at 1400 S. Flores in the main conference room on April 2, 2008 at 9:00 a.m. Respondents are encouraged to prepare and submit their questions in writing 5 calendar days in advance of the Pre-Submittal Conference in order to expedite the proceedings. City's responses to questions received by this due date may be distributed at the Pre-Submittal Conference and posted on the City's website at <http://www.sanantonio.gov/rfp/>. Attendance at the Pre-Submittal Conference is optional.

This meeting site is accessible to persons with disabilities. Parking is available. Auxiliary aids and services are available upon request. Interpretation for the deaf must be requested forty-eight (48) hours prior to the meeting; call (210) 207-7245 VTTY for assistance.

Any oral responses provided by City staff at the Pre-Submittal Conference shall be preliminary. A written summary of the Pre-Submittal Conference shall contain official responses, if any. Any oral response given at the Pre-Submittal Conference that is not confirmed in the written summary of the Pre-Submittal Conference or by a subsequent addendum shall not be official or binding on the City. Only written responses shall be official and all other forms of communication with any officer, employee, or agent of the City shall not be binding on the City.

V. PROPOSAL REQUIREMENTS

Respondent's Proposal shall include the following items in the following sequence:

- A. EXECUTIVE SUMMARY: The summary shall include a statement of the work to be accomplished. The summary should include how the proposed TIRZ funds will be used in connection with the development project. This summary shall not exceed two (2) pages.
- B. RESPONDENT QUALIFICATION GENERAL QUESTIONNAIRE: Complete and submit Respondent Qualification General Questionnaire. (Attachment A)
- C. FINANCING INFORMATION SHEET: Complete and submit Financing Information Sheet. (Attachment B)
- D. DISCRETIONARY CONTRACTS DISCLOSURE: Complete, sign and submit Discretionary Contracts Disclosure Form. (Attachment C) If Respondent is proposing as a team or joint venture, then all parties to that team or joint venture shall complete and return this form with the proposal.
- E. LITIGATION DISCLOSURE: Complete and submit Litigation Disclosure Form. (Attachment D) If Respondent is proposing as a team or joint venture, then all persons or entities who will be parties to the contract (if awarded) shall complete and return this form with the proposal.
- F. SIGNATURE PAGE: Respondent must complete, sign and submit the Signature Page with proposal. (RFP Attachment G) The Signature Page must be signed by a person, or persons, authorized to bind the entity, or entities, submitting the proposal.
- G. PROPOSAL CHECKLIST: Complete and submit the Proposal Checklist. (Attachment H)
- H. FINANCIAL INFORMATION: Respondent shall submit three (3) most recent financial statements completed in accordance with generally accepted accounting principles. Audited financial statements are preferred.

Respondent is expected to examine this RFP carefully, understand the terms and conditions for providing the services listed herein and respond completely. FAILURE TO COMPLETE AND PROVIDE ANY OF THESE DOCUMENTS MAY RESULT IN THE RESPONDENT'S PROPOSAL BEING DEEMED NON-RESPONSIVE AND THEREFORE DISQUALIFIED FROM CONSIDERATION.

VI. AMENDMENTS TO RFP

Changes, amendments, or written responses to questions received in compliance with Section VIII, Restrictions on Communication may be posted on the City's website at <http://www.sanantonio.gov/rfp>. It is Respondent's responsibility to review this site and ascertain whether any amendments have been made prior to submission of a proposal. A Respondent who does not have access to the Internet, must notify City in accordance with Section VIII, Restrictions on Communication, that Respondent wishes to receive copies of amendments to this RFP by mail.

No oral statement of any person shall modify or otherwise change or affect the terms, condition or specifications stated in the RFP, and changes to the RFP – if any – shall be made in writing only.

VII. SUBMISSION OF PROPOSALS

A. Respondent shall submit one (1) original, signed in ink, and nine (9) copies of the Proposal, in a sealed package, clearly marked on the front of the package "**2008 Inner City TIRZ Development Project**". All Proposals must be received in the City Clerk's office no later than 3:00 p.m. Central Time, April 18, 2008 at the address below. Proposals submitted prior to the above time and date may be modified provided such modifications are sealed and received by the City Clerk's Office prior to the time and date set for submission of proposals. Any Proposal or modification received after this time shall not be considered.

B. Mailing Address:

City Clerk's Office
Attn: David D. Garza
Housing & Neighborhood Services Department
P.O. Box 839966
San Antonio, Texas 78283-3966

Physical Address:

City Clerk's Office
Attn: David D. Garza
Housing & Neighborhood Services Department
100 Military Plaza
2nd floor, City Hall
San Antonio, Texas 78205

Proposals sent by facsimile or email will not be accepted.

- C. Proposal Format: Each proposal shall be typewritten and submitted on 8 ½" x 11" white paper inside a three ring binder. The use of recycled paper is encouraged. Unnecessarily elaborate brochures, artwork, bindings, visual aides, expensive paper, or other materials beyond that sufficient to present a complete and effective submission are not required. Font size shall be no less than 12 point type. All pages shall be double spaced and printed on one side only. Margins shall be no less than ¾" around the perimeter of each page. Each page shall be numbered. Electronic files, websites, or URLs shall not be included as part of the proposal; compact disks and/or computer disks submitted as part of the proposal shall not be considered. Each proposal must include the sections and attachments in the sequence listed in the RFP Section V, Proposal Requirements, and each section and attachment must be indexed and divided by tabs and indexed in a Table of Contents page. Failure to meet the above conditions may result in disqualification of the proposal.
- D. Respondents who submit responses to this RFP shall correctly reveal, disclose, and state the true and correct name of the individual, proprietorship, corporation, and /or partnership (clearly identifying the responsible general partner and all other partners who would be associated with the contract, if any). No nick-names, abbreviations (unless part of the legal title), shortened or short-hand, or local "handles" will be accepted in lieu of the full, true and correct legal name of the entity. These names shall comport exactly with the corporate and franchise records of the Texas Secretary of State and Texas Comptroller of Public Accounts. Individuals and proprietorships, if operating under other than an individual name, shall match with exact Assumed Name filings. Corporate Respondents and limited liability company Respondents shall include the 11-digit Comptroller's Taxpayer Number on the signature page of the Proposal.
- If an entity is found to have incorrectly or incompletely stated its name or failed to fully reveal its identity on the signature page of its proposal, the Director of the Housing & Neighborhood Services Department shall have the discretion, at any point in the contracting process, to suspend consideration of the proposal.
- E. All proposals become the property of the City upon receipt and will not be returned. Any information deemed to be confidential by Respondent should be clearly noted on the page(s) where confidential information is contained; however, the City cannot guarantee that it will not be compelled to disclose all or part of any public record under the Texas Public Information Act, since information deemed to be confidential by Respondent may not be considered confidential under Texas law, or pursuant to a Court order.
- F. Any cost or expense incurred by the Respondent that is associated with the preparation of the Proposal, the Pre-Proposal conference, if any, or during any phase of the selection process, shall be borne solely by Respondent.

VIII. RESTRICTIONS ON COMMUNICATION

A. Respondents are prohibited from communicating with elected City officials and their staff regarding the RFP or proposals from the time the RFP has been released until the contract is posted as a City Council agenda item. Respondents are prohibited from communicating with City employees from the time the RFP has been released until the contract is awarded. These restrictions extend to "thank you" letters, phone calls, emails and any contact that results in the direct or indirect discussion of the RFP and/or Proposal submitted by Respondents. Violation of this provision by respondent and/or their agent may lead to disqualification of respondent's proposal from consideration. Exceptions to the restrictions on communication with City employees include:

1. Respondents may ask verbal questions concerning this RFP at the Pre-Submittal Conference.
2. Respondents may submit written questions concerning this RFP to the Staff Contact Person listed in the address below until 4:00 p.m., central time, on April 7, 2008. Questions received after the stated deadline will not be answered. It is suggested that all questions be sent by certified mail, return receipt requested, to:

Norbert Dziuk, Contract Coordinator
City of San Antonio, Purchasing and Contract Services Department
131 West Nueva, Suite 175
San Antonio, Texas 78204

However, electronic submissions by e-mail will also be accepted at norbert.dziuk@sanantonio.gov.

3. Respondents may provide responses to questions asked of them by the Staff Contact Person after responses are received and opened. During interviews, if any, verbal questions and explanations will be permitted.
- B. City reserves the right to contact any Respondent to negotiate if such is deemed desirable by the City.
- C. City Code Article VII, Section 2-309 provides that any person acting as a legal signatory for a proposed contractual relationship that applies for a "high profile" discretionary contract, as defined by the City of San Antonio Contracting Policy and Process Manual, may not make a political contribution to any councilmember or Respondent at any time from the time the person submits the response to the Request for Proposal (RFP) or Request for Qualifications (RFQ) until 30 calendar days following the contract award. Any legal signatory for a proposed high-risk contract must be identified within the response to this RFP or RFQ, if the identity of the signatory will be different from the individual submitting the response.

If the legal signatory entering into the contract has made such a contribution, the City may not award the contract to that contributor or to that contributor's business entity. Any

contract awarded in violation of this provision shall be voidable at the discretion of the City Council.

The City has identified this solicitation as “high profile”.

IX. EVALUATION CRITERIA

The City will conduct a comprehensive, fair and impartial evaluation of all Proposals received in response to this RFP. The City may appoint a selection committee to perform the evaluation. Each Proposal will be analyzed to determine overall responsiveness and qualifications under the RFP. Criteria to be evaluated may include the items listed below. The selection committee may select all, some or none of the Respondents for interviews. If the City elects to conduct interviews, Respondents may be interviewed and re-scored based upon this same criteria, or other criteria to be determined by the selection committee. The City may also request additional information from Respondents at any time prior to final approval of a selected Respondent. The City reserves the right to select one, or more, or none of the Respondents to provide services. Final approval of a selected Respondent is subject to the action of the City of San Antonio City Council.

Evaluation criteria:

A. Experience, Background, Qualifications (25%)

1. Background of Respondent, to include but not limited to years of experience as a developer, number of similar projects successfully completed, and number of similar ongoing projects.
2. Respondent's and support personnel's professional qualifications and length of time working in Respondent's capacity.
3. Respondent's Resources

B. Proposed Plan (35%)

1. Implementation of neighborhood and community plan goals
2. Compliance with development use patterns as identified in the Tax Increment Financing 2006 Manual in coordination with the Unified Development Code
3. Coordination with other programs, agencies and services to bring private investment
4. Project readiness and timeline to complete proposed project

C. Financial Information (40%)

1. Evidence of financing secured for the Proposed Project
2. Financial Feasibility of the Proposed Project
3. Public to private investment leverage
4. Leverage of other funds from other sources outside of City funds
5. Generation of TIRZ Revenue (calculated revenue based on proposed development, value and timeline)

X. AWARD OF CONTRACT AND RESERVATION OF RIGHTS

- A. City reserves the right to award one, more than one or no contract(s) in response to this RFP. It is the discretion of the City to choose the project(s) for the area designated.
- B. The Contract, if awarded, will be awarded to the Respondent(s) whose Proposal(s) is deemed most advantageous to City, as determined by the selection committee, upon approval of the TIRZ Board and City Council.
- C. City may accept any Proposal in whole or in part. If subsequent negotiations are conducted, they shall not constitute a rejection or alternate RFP on the part of City. However, final selection of a Respondent is subject to City Council approval.
- D. City reserves the right to accept one or more proposals or reject any or all proposals received in response to this RFP and to waive informalities and irregularities in the proposals received. City also reserves the right to terminate this RFP and reissue a subsequent solicitation, and/or remedy technical errors in the RFP process.
- E. No work shall commence until City signs the contract document(s) and Respondent(s) provides the necessary evidence of insurance as required in this RFP and the Contract. Contract documents are not binding on City until approved by the City Attorney. In the event the parties cannot negotiate and execute a contract within the time specified, City reserves the right to terminate negotiations with the selected Respondent and commence negotiations with another Respondent.
- F. This RFP does not commit City to enter into a Contract, award any services related to this RFP, nor does it obligate City to pay any costs incurred in preparation or submission of a proposal or in anticipation of a contract.
- G. If selected, Respondent will be required to comply with the Insurance and Indemnity, Universal Design Criteria, Competitive Bidding, Professional Service Provisions and other requirements as established in the City's 2006 TIF Manual.
- H. Conflicts of Interest. Respondent acknowledges that it is informed that the Charter of the City of San Antonio and its Ethics Code prohibit a City officer or employee, as those terms are defined in the Ethics Code, from having a financial interest in any contract with City or any City agency such as City-owned utilities. An officer or employee has a "prohibited financial interest" in a contract with City or in the sale to City of land materials, supplies or service, if any of the following individual(s) or entities is a party to the contract or sale: the City officer or employee; his parent; child or spouse; a business entity in which he or his parent, child or spouse owns ten (10) percent or more of the voting stock or shares of the business entity, or ten (10) percent or more of the fair market value of the business entity; or a business entity in which any individual or entity above listed is a subcontractor on a City contract, a partner or a parent or subsidiary business entity.

Respondent is required to warrant and certify that it, its officers, employees and agents are neither officials nor employees of the City, as defined in Part B, Section 10 of the City's Ethics Code. (Discretionary Contracts Disclosure – Attachment C)

- I. Independent Contractor. Respondent agrees and understands that, if selected, it and all persons designated by it to provide services in connection with a contract, is (are) and shall be deemed to be an independent contractor(s), responsible for its (their) respective acts or omissions, and that City shall in no way be responsible for Respondent's actions, and that none of the parties hereto will have authority to bind the others or to hold out to third parties, that it has such authority.
- J. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that persons, or their agents, who seek to contract for the sale or purchase of property, goods, or services with the City, shall file a completed conflict of interest questionnaire with the City Clerk not later than the 7th business day after the date the person: (1) begins contract discussions or negotiations with the City; or (2) submits to the City an application, response to a request for proposals or bids, correspondence, or another writing related to a potential agreement with the City. The conflict of interest questionnaire form is available from the Texas Ethics Commission at www.ethics.state.tx.us. Completed conflict of interest questionnaires may be mailed or delivered by hand to the Office of the City Clerk, if mailing a completed conflict of interest questionnaire, mail to Office of the City Clerk, P.O. Box 839966, San Antonio, TX 78283-3966. If delivering a completed conflict of interest questionnaire, deliver to: Office of the City Clerk, City Hall, 2nd floor, 100 Military Plaza, San Antonio, TX 78205. Respondent should consult its own legal advisor with questions regarding the statute or form.

XI. SCHEDULE OF EVENTS

Following is a list of projected dates with respect to this RFP:

RFP Solicitation Period	March 19, 2008 – April 18, 2008
Pre-Proposal Conference	Wednesday, April 2, 2008
Final Questions Accepted	Monday, April 7, 2008
Proposals Due	April 18, 2008
Evaluations Conducted	April 21, 2008 – April 25, 2008