

CITY OF SAN ANTONIO

Finance Department



REQUEST FOR INFORMATION ("RFI")

for

**Bob Ross Senior Center - Public Private Partnership
RFI XX-XXX; XXXXXXXXXXXX**

**Date Issued: XX/XX/XXXX
Proposals Due: XX/XX/XXXX at XX:XX a.m.**

Overview

The purpose of this Request for Information (“RFI”) is to enable the City of San Antonio (“City”), the Department of Human Services (“DHS”), the Neighborhood and Housing Services Department (“NHSD”) and the Office of Innovation (Innovation) to obtain information from potential Respondents regarding the reutilization and redevelopment of City property. The property includes a senior center and vacant fire station. The goal is to develop a multipurpose facility that provides senior housing, services, and medical care facilitated through the use of innovative technologies that primarily promote health, wellness, socialization, and independence.

Background

The Bob Ross Senior Center and the Fire Station sit on two contiguous parcels located at 2219 and 2235 Babcock Road, San Antonio, Bexar County, Texas 78229. Parcel No. 1 is improved with a freestanding, one-story, senior center building containing 25,017 square feet of gross building area and Parcel No. 2 is improved with a freestanding, one-story, fire station building containing 6,017 square feet. The combined land area is 3.61 acres or 157,034 square feet. The senior center was built in 1980 and is in average overall condition. The fire station was built in 1969 and is in fair overall condition.

The subject’s neighborhood has shifted with various periods of investment demand, but the neighborhood is considered to be in a growth stage of the real estate life cycle with new commercial development and redevelopment occurring within the market area. The subject is located on the western peripheral of the South Texas Medical Center. This area of commercial development includes multi-story and high-rise office buildings, office condominiums, retail centers, apartment complexes, and special purpose properties. The South Texas Medical Center spans over 900 acres and has over 40 medically related treatment, education and research facilities. The South Texas Medical Center, which serves directly 38 counties, consist of separate medical, dental and nursing schools, five higher education institutions, twelve hospitals and five specialty institutions. These facilities combined currently to total over 4,200 patient beds. There is approximately 300 acres of undeveloped land for future expansion. In addition to the medical center, there are several major shopping center developments and free standing commercial properties in the subject’s neighborhood. These include Snowden Medical Plaza, Medical Center Plaza, Medical Centre Pointe, and The Village, to name a few.

The Five Oaks and San Antonio Medical Foundation deed restrictions are still active on the property the restrictions include the following with # 1 having the most impact on a potential project change in use. (most of the restrictions were meant for the fire station but are still active deed restrictions for the Bob Ross Center)

- i. Land must be used for medical, educational and/or research purposes
- ii. Construction of a building by 2/14/64 for educational work related to medicine and the cause, cure and prevention of disease and illness
- iii. Building, and any alterations, must conform to architectural standards of San Antonio Medical Foundation (approved by Trustees)
- iv. Provide suitable, and ample off-street parking
- v. Building setback 75 feet from Babcock and 35 feet from Snowden
- vi. Keep property maintained, free of weeds, trash, grass and shrubbery cut
- vii. Free of trash
- viii. Will promulgate and enforce rules respecting lights, noises, pets, musical instruments affecting the comfort of persons or institutions in the Medical Center to conform to the rules established by the Medical Foundation trustees
- ix. Cooperate with other institutions in the Medical Center toward purpose of the Medical Foundation as disclosed by its corporate charter
- x. Comply with rules, restrictions and regulation and standards by the Board of Trustees of the Medical Foundation respecting property within the South Texas Medical Center

Objectives

The intent of this RFI is to describe the City's requirements so a Respondent may explain how its offering would facilitate a specific need. The Respondent should provide general information about the capabilities of its solution(s) and identify key differentiators from competitors. The City's primary objectives of this RFI are to learn the following from the Respondent as well provide some initial conditions that the City has assessed.

Land Use & Housing:

- i. Concept shall remain within the two parcels (3.61 acres) located at 2219 and 2235 Babcock Road, San Antonio, Bexar County, Texas 78229.
- ii. Concept shall maximize the amount of senior living units with a mix of single and double occupancy units.
- iii. Conceptual Approaches to Housing: Provide ideas on concept designs (plan, computer aided model, aerial sketch, photomontage, etc.) that characterize the context of the senior centric design of land use and housing. Ideas for concept drawings must illustrate the relationship of project ideas to the principal street and surrounding developments. . Provide ideas for how the senior housing living units could be made available to various income ranges to ensure a mixed income community. Concepts shall also incorporate medical elements to housing accommodations.
- iv. Conceptual Approaches to Site Planning: Site plan ideas should encompass the subject property and portions of contiguous parcels, include landscape and urban design concept(s). Site plan ideas should also account for property assets, including major pedestrian entrances, outdoor areas, and public rights-of-way. Taken into consideration should also be paths for walking, cycling, public transportation, motor vehicles, and parking.
- v. Conceptual Approaches to Architectural Design: Design ideas should comply with applicable deed restrictions.
- vi. Zoning: MF-33 - which allows 33 units per acre.
- vii. Concept shall incorporate LEED criteria and other sustainable development practices.

Services:

- i. Concepts for nutritious meal programs, social services, arts and crafts, exercise and recreation classes, spiritual wellness, library/quiet space, computer classes, basic health screenings, field trips, and therapeutic pool. Concepts would be for 350 to 500 daily attendees over the age of 60.
- ii. One reference is a senior center between 24,000 and 30,000 square feet width. Daily socialization activities may be run by the City of San Antonio or partner agencies.

Technology:

- i. Concept shall incorporate intuitive and innovative technology within the Senior Center and Independent living units to promote and assist seniors with aging in place, to include healthy aging and a senior-friendly community.
- ii. Provide technological solutions that promote and enhance:
 - a. Independence
 - i. Examples:
 1. Voice activated agents (i.e. Amazon Alexa; Google Home)

2. Navigation systems
- b. Health and Safety
 - i. Examples:
 1. Integrated fitness systems that track user activity and progress or wearable trackers
 2. Communication for emergency assistance
 3. Telemedicine
 4. Floor sensors tailored for room lighting systems
 5. Resident locating technology
 6. Security
 7. Biometrics
- c. Quality of Life
 - i. Examples:
 1. Integrated high speed Wi-Fi
 2. Artificial Intelligence (A.I.)
 3. Support Devices (i.e. steadying gloves for shaky hands)
- d. Socialization
 - i. Examples:
 1. Integrated resident call systems
 2. Smart interactive technology (i.e. telepresence; electronic connected networks with other senior communities)
 3. Technology enabled living quarters
 4. Technology enabled shared spaces

The City is seeking to gather information from firms that have experience providing these services to other like sized organizations. The City hopes to gain a better understanding of products currently in the marketplace and their functionality. Responses to this Request for Information may be used by the City to draft scopes of work, develop contract requirements, and maximize vendor participation to leverage competitive contract pricing. In the event the land size constraint is a key deterrent, submissions can consider alternative locations; alternatives should be codified in submission.

General Terms and Conditions of the Request for Information (RFI)

1. This is **ONLY a REQUEST FOR INFORMATION (RFI)** and should not be construed as intent, commitment, or promise to enter an agreement with a Respondent.
2. The City of San Antonio will not be obligated to any Respondent as a result of this RFI. The City is not obligated for any cost incurred by vendors in the preparation of the Request for Information. The City will not pay for any information herein requested nor is liable for any costs incurred by the vendor. For economy of presentation, special bindings, colored displays, promotional materials and the like are not required but if they are presented, the City will not be responsible for this cost.
3. This RFI is being submitted strictly for the purpose of gaining knowledge of the services available on the market that address the purpose of the RFI.
4. The City will review all information and recommendations received to assess our needs and define our requirements.
5. All Request for Information responses become the property of the City upon receipt and will not be returned. Any information deemed to be confidential or proprietary by Respondent should be clearly noted; however, 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.

6. The City welcomes vendors to submit any pertinent information that the City should consider, including topics that the City has not included in our RFI.
7. At a later time, the City may release its requirements, based on in whole or in part to the responses received for this RFI, and pursue a contract through the normal fair competitive bidding process.

A. Respondent Information: Provide the following information regarding the Respondent.

Respondent Name: _____

(NOTE: Give exact legal name.)

Principal Address: _____

City: _____ State: _____ Zip Code: _____

Telephone No. _____ Fax No: _____

Website address: _____

B. Contact Information: List the one person who the City may contact concerning your proposal or setting dates for meetings.

Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone No. _____ Fax No: _____

Email: _____

RESPONSE SUBMISSION:

The deadline for submitting the RFI Response is **11:00 a.m., Central Time, Monday, XXX XX, 2019.**

Proposals may be submitted electronically through the portal, email, or in hard copy format.

Electronic responses can be submitted electronically by the above due date in the SAePS portal where the RFI has been released.

Email responses will be accepted for this RFI, Respondents may submit to: Norbert.Dziuk@sanantonio.gov.

Responses can also be submitted in person or by postal mail to the below address. Should a Respondent submit a hard copy response please submit **four (4)** copies of your response in a sealed envelope marked, “**RFI XX-XXX; XXXXXXXXX – Bob Ross Senior Center – Public Private Partnership.**”

Mailing Address:

City of San Antonio, Finance Department – Purchasing Division

ATTN: RFI XX-XXX; XXXXXXXXXX – **Bob Ross Senior Center – Public Private Partnership**

XXXXXX, XXXXX

Riverview Towers, 111 Soledad, 5th Floor, San Antonio, Texas 78205

RFI Response Contact: Firms responding to the RFI shall designate a single contact within that firm for receipt of all subsequent information regarding this RFI and the forthcoming series of Request for Information (RFI).

Format of RFI Responses: The following outline is offered to assist in the development of your response. You should include the following as PDF files:

- A cover letter – the cover letter should include a brief summary of your response, how Respondent proposes for the City to achieve their goal and unique problems perceived by Respondent and their solutions to include measurable performance goals for the scope performed.
- The response itself, covering any or all of the areas of information requested by this RFI and its objectives. Include any suggestions or advice regarding the design, implementation, management, technology, etc. of this project. Detail what additional information or clarifications would be needed in order to prepare a comprehensive proposal in the future. Based on the project information provided to date, briefly describe the approach your team would recommend for this project and why.
- The qualifying project overview, at a minimum, must include:
 1. Describe the proposed business arrangements (i.e. ground lease, build-to-suite, parking management agreements, etc.);
 2. Describe the plan for the development, financing and operation of the qualifying project showing the anticipated schedule of which funds will be required;
 3. Describe the implementation strategy for the qualifying project
 4. Provide a preliminary schedule including permits and approvals from any federal, state or local agencies, to the extent such are required, and timing of any contemplated requests for federal, state or local resources, and the initiation, construction phasing, completion and opening of the qualifying project including major milestones and the proposed major responsibilities and timeline for activities to be performed by the City and the private entity;

Terms, Special Conditions and Other Considerations: This Section is reserved for a description of any special conditions the proposal may offer to or request from the City.

1. Terms: State the terms offered for the qualifying project.
2. Contingencies: State any contingencies or conditions requested by the private entity.

In order to assure that your response receives the attention it deserves, you are asked to consider limiting the size of your response (not counting any supporting documentation, brochures, marketing information) to approximately 20 pages.

Copyrighted Material: All responses received will be kept confidential by City of San Antonio staff unless prior permission is received from vendor to treat as a public document.

Reimbursement: City of San Antonio will not reimburse submitters for any costs in conjunction with their responses to this RFI.

Questions Regarding this RFI: Any questions regarding this RFI should be emailed to the attention of Norbert Dziuk (Norbert.Dziuk@sanantonio.gov).

Review Process: City of San Antonio's RFI's are issued with the intent to survey the industry to obtain information that provides guidance, which will be used in the preparation of RFIs.

Clarification: To fully comprehend the information contained within a response to this RFI, the reviewing group may seek further clarification to your submitted response. This clarification may be requested in the form

of a brief verbal communication by telephone; electronic communication; and/or a demonstration/presentation of the response to a meeting of the reviewing committee.

This RFI is posted on the City of San Antonio web page and through the SAePS portal:
<http://www.sanantonio.gov/purchasing/biddingcontract/opportunities> and at
<https://supplierservice.sanantonio.gov/irj/portal>.