



City of San Antonio

Agenda Memorandum

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Agenda Date: 4/26/2018

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
TRANSPORTATION AND CAPITAL IMPROVEMENTS DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director/City Engineer, Transportation & Capital Improvements

COPY: Audit and Accountability Committee; Peter Zanoni, Deputy City Manager; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Pre-Solicitation Briefing for the Design-Build Services for the Downtown City Office Building (Frost Renovation) Project

DATE: April 26, 2018

The Transportation & Capital Improvements Department will present a pre-solicitation briefing on the Design-Build Services for the Downtown City Office Building (Frost Renovation) Project, which was added to the Annual High Profile Report.

This pre-solicitation briefing will cover the solicitation type, estimated contract value, scope of the project, proposed scoring criteria, SBEDA Program requirements, evaluation committee members and solicitation timeline.

This project will provide renovations to the existing Frost Bank Building. This building is 22 floors, and approximately 381,000 square feet. When renovated, the building will house 23 City departments and over 1,400 City employees, consolidating several departments that are currently located in four buildings. It will also provide five floors for tenant offices in the tower and some retail space on the street level. The concourse level will include an exercise/wellness center, conference rooms and cafeteria/food service. Typical floor plans in the building will have core areas consisting of shared conference, break room, storage and workroom spaces. Construction is expected to be completed by February 2021.