



CITY OF SAN ANTONIO

FINANCE DEPARTMENT – PURCHASING DIVISION

ADVERTISEMENT ONLY

Solicitation Type and Name: Request for Proposal EastPoint Neighborhood Sustainability Plan Consultant

Solicitation Number: RFP-016-011, RFX # 6100007571

Description: The City of San Antonio's ("City") Office of EastPoint is seeking the professional services of an experienced consultant to develop a Sustainability Plan for the EastPoint neighborhood revitalization initiative. The process will focus on evaluating the various EastPoint-focused grant programs and initiatives to determine what worked, what has not worked and why; determine which programs and initiatives that should be sustained and developed specific strategies on how they should be sustained; and develop strategies and recommendations on which programs/initiatives should be replicated to other parts of the Promise Zone and other parts of the City, as well as the specific locations/areas where they should be replicated and sustainability strategies for replication.

Date Issued: May 18, 2016

Due Date & Time: June 20, 2016, at 11:00 a.m.

Pre-Submittal Conference: 2:00 p.m., Thursday, May 26, 2016 at Riverview Towers, 11th Floor in the Hill Country Conference Room located at 111 Soledad, San Antonio, Texas 78205. Attendance at the Pre-Submittal Conference is optional, but highly encouraged. Respondents that are not able to attend in person may participate by Conference Call. Respondents may call the toll free number listed below and enter access code to participate the day of the conference.

Toll Free Dial-In Number: 1-877-226-9790

Access Code: 4511640

Staff Contact Person: Debra Light, Procurement Specialist 3, debra.light@sanantonio.gov

Evaluation Committee Voting Members:

Dr. Mike Etienne, Director of EastPoint, City of San Antonio EastPoint Department

Floyd Wilson, Market President, Frost Bank

~~Mary Ellen Burns, Senior Vice President, United Way of San Antonio & Bexar County~~

Brian Dillard, President, Dignowity Hill Neighborhood Association

Jackie Gorman, Executive Director, San Antonio for Growth on the Eastside

Richard Milk, Planning Director, San Antonio Housing Authority

Andrew Solano, Policy Advisor & Liaison to Council, Mayor's Office

Pursuant to Section 011 – Restriction on Communications, Respondents are prohibited from communicating with: 1) 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; and 2) City employees from the time the RFP has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until **1:00 p.m.**, Central Time, on **Friday, June 3, 2016**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail to:

Debra Light, Procurement Specialist III
City of San Antonio, Finance Department, Purchasing Division
Debra.Light@sanantonio.gov

Questions submitted and the City's responses will be posted with this solicitation.

TO REGISTER AS A VENDOR: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: vendors@sanantonio.gov.

Applicable Product Categories: 91827, 91812 and 91826

To view this solicitation, go to the City of San Antonio's website, Bidding and Contracting Opportunities, <http://www.sanantonio.gov/RFPListings/>.