

**CITY OF SAN ANTONIO**

**DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT**



**REQUEST FOR INFORMATION  
("RFI")**

**for**

**AFFORDABLE/WORKFORCE HOUSING DEVELOPMENT STUDY  
RFI 16-107**

**Date Issued: September 6, 2016  
Proposals Due: September 20, 2016**

**Purpose:**

The purpose of this Request for Information (RFI) is to enable the City of San Antonio, Department of Planning and Community Development (“City”) to obtain information from potential Respondents regarding the development of affordable/workforce housing in targeted reinvestment areas.

**Overview:**

The City of San Antonio is considering the adoption of a plan for strategic neighborhood reinvestment to spur the creation of new affordable/workforce housing. As part of a neighborhood improvements bond proposition being planned for the May 2017 election, the City is evaluating a possible program model in which assistance is provided in some or all of the following forms, in order to prepare a site for private construction of affordable/workforce housing:

- Acquisition of land
- Demolition of dilapidated or unusable structures
- Right-of-way (ROW) improvements (streets, sidewalks)
- Extension and/or expansion of utilities
- Remediation of hazards, such as asbestos or lead-based paint
- Other site improvements
- Waivers of City development fees

In order to participate in such a program, the private developer/builder would be required to provide income-restricted affordable/workforce housing. The percentage of the project that must consist of affordable/workforce housing, the degree of affordability required, and the minimum duration of the income restriction are yet to be determined.

Assistance would potentially be available to projects within areas characterized by blight, as defined in Chapter 374 of the Texas Local Government Code. These areas may include a) deteriorating buildings, structures, or other improvements, b) defective or inadequate streets, street layout, or accessibility, c) unsanitary or other hazardous conditions, or a combination of such characteristics.

Knowledge of planned/proposed projects will assist the City in determining appropriate areas for investment with the ultimate goal of creating additional affordable/workforce housing units. The potential assistance activities listed above are contingent on the availability of funds.

**Objective:**

The primary objective will be to identify the following:

- Specific geographic areas well-suited for redevelopment efforts, to include creation of new affordable/workforce residential units.
- Potential projects “in the pipeline,” with particular focus on those planned for areas considered blighted, and which include creation of new residential units.
- Feedback on the degree to which the assistance from the City described above increases the financial feasibility of projects leading to the development of new affordable/workforce residential units.

**Requested Information:**

**Respondents shall provide the following information with their submission response to this RFI:**

- 1) Briefly describe your development experience:
  - a) In San Antonio
  - b) Elsewhere
  - c) Specific to affordable/workforce housing
- 2) What is your capacity to complete an affordable/workforce housing project, as outlined in this document, within the designated timeframe of FY 2017-2022?

- 3) Please identify any area(s) of San Antonio that interest you for development of affordable/workforce housing and that may qualify as a “blighted area” as defined in the state statute.
- 4) Please identify any other areas of San Antonio in which you are pursuing, or considering pursuing, development of affordable/workforce housing.
- 5) Do you own or have ownership interest in one or more properties within the area(s) identified? If so, please describe.
- 6) What is the scope of development that you would consider? Check all that apply.
 

<input type="checkbox"/> Single Family	<input type="checkbox"/> Townhome	<input type="checkbox"/> Mixed Income
<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Mixed Use	<input type="checkbox"/> 100% Affordable
<input type="checkbox"/> Other _____		
- 7) Provide examples which reflect the character or form of the contemplated projects. Examples may be your own past projects or the work of others, and may be located in San Antonio or elsewhere.
- 8) Identify funding gaps you foresee in the development of affordable/workforce housing within your area(s) of interest.
- 9) What other funding sources, if any, do you anticipate utilizing or applying for?
- 10) After constructing such a project, would you intend to sell or retain ownership of the property?

**Response Submission:**

The deadline for submitting the RFI Response is **10:00 a.m., Central Time, Tuesday, September 20, 2016.** Please submit your response by U.S. mail, email, or in person to:

Mailing Address:

City of San Antonio, Department of Planning and Community Development  
 ATTN: RFI 16-107 – Affordable/Workforce Housing Development Study  
 Erika Ragsdale, Planning Coordinator  
 1400 South Flores Street  
 San Antonio, Texas 78204

Email Address:

[Erika.Ragsdale@sanantonio.gov](mailto:Erika.Ragsdale@sanantonio.gov)

This RFI is posted on the City of San Antonio web page: <http://www.sanantonio.gov/RFPListings/>

Questions about this RFI may be submitted via email to: Erika Ragsdale, Planning Coordinator at [Erika.Ragsdale@sanantonio.gov](mailto:Erika.Ragsdale@sanantonio.gov) by Wednesday, September 13, 2016 at 10:00 a.m.

**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 potential projects and geographic areas of interest 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. Confidential or Proprietary Information. All Request for Information responses 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; 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 Respondents 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: \_\_\_\_\_