



City of San Antonio

Agenda Memorandum

File Number:

POSTING LANGUAGE: Ordinance approving a professional services agreement with Alta Architects Inc. in the amount not to exceed \$1,454,000 for programming and design services for the District 2 Senior Center Design and Conceptual Master Plan. Funding is from Inner City Tax Increment Reinvestment Zone (TIRZ) #11. [John Peterek, Assistant City Manager; Razi Hosseini, Director, Public Works]

Agenda Item Number: 10

Agenda Date: June 26, 2025

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: District 2

SUMMARY:

On May 9, 2024, City Council authorized the purchase of a 12.21-acre tract of land located at 4911 Lord Road. The property was identified as an ideal site for a District 2 Senior Center facility and affordable senior housing due to the amount of acreage and its location next to Copernicus Community Center and Park. On October 3, 2024, City Council approved a Funding Agreement between the City of San Antonio and the Inner City TIRZ Board of Directors for an amount up to \$1,800,000 for the design of a District 2 facility at the recently acquired property at 4911 Lord Road and a concept master plan for affordable housing and park improvements at the adjacent Copernicus Park.

Procurement of Services

A Request for Qualifications (RFQ) was released for programming and design services for the D2 Senior Center Design and Conceptual Master Plan on December 4, 2024, with a submission deadline on January 31, 2025. The RFQ was advertised in the San Antonio Hart Beat, the City's website, the Texas Electronic State Business Daily, on TVSA, and through the online bidding website CivCast. Eleven (11) submittals were received with ten (10) deemed responsive for evaluation and one (1) submittal was disqualified due to prohibited campaign contributions made

during the “black out” period.

The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. Scoring was based on the published evaluation criteria, which included evaluation of Experience, Background, Qualifications of Firm, Key Personnel and Key Sub-Consultants; Understanding of the Project and the Proposed Management Plan; and Experience with San Antonio Region and Past Performance. The evaluation committee consisting of representatives from the Public Works Department and the Department of Human Services evaluated, scored, and ranked the submissions on April 18, 2025, and moved forward with the top three (3) ranked firms for interviews. Following interviews on April 28, 2025, the evaluation committee discussed and scored the shortlisted firms based off the aforementioned criteria, resulting in Alta Architects Inc. being the highest-ranked firm and recommended for award by the evaluation committee.

The Small Business Economic Development Advocacy (SBEDA) Program applied the Minority/Woman Business Enterprise (M/WBE) subcontracting goal of 12%. Alta Architects Inc. is a certified Small Business Enterprise (SBE) and has committed to meet the goal by subcontracting to SBEDA eligible vendors.

This contract was developed utilizing a formal Request for Qualifications (RFQ) process; therefore, as required by the Ethics Ordinance, a Contracts Disclosure Form has been included herein as an attachment.

FISCAL IMPACT:

Ordinance approving a Professional Services Agreement with Alta Architects Inc. in the amount not to exceed \$1,454,000 for programming and design services for the District 2 Senior Center Design and Conceptual Master Plan located in Council District 2. Funds are available from Inner City Tax Increment Reinvestment Zone (TIRZ) #11.