

**THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL,
SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.**

ORDINANCE

**APPROVING A LEASE AGREEMENT WITH CASA GUIPZOT, LLC
FOR BUILDING 2 AT THE LA VILLITA HISTORIC ARTS VILLAGE
WITH THE CENTER CITY DEVELOPMENT AND OPERATIONS
WITH A TOTAL REVENUE OF \$147,321.95 WHICH WILL BE
DEPOSITED INTO THE GENERAL FUND.**

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WHEREAS, the City issued a Request for Qualifications (RFQ) for “Retail Space Vacancy at La Villita” (RFQ 24-068; 610017754) on March 25, 2024, with a submission deadline of May 10, 2024; and

WHEREAS, the RFQ was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities Website, the San Antonio e-Procurement System and an email notification was released to a list of potential respondents. Six proposals were received, and all six proposals were deemed responsive for evaluation; and

WHEREAS, the evaluation committee consisted of representatives from Center City Development and Operations and the Office of Historic Preservation; and

WHEREAS, the Finance Department, Procurement Division assisted by ensuring compliance with the City’s Procurement policies and procedures; and

WHEREAS, evaluation of each proposal was based on a total of 100 points: 40 points allotted for experience, background, and qualifications; 35 points allotted for proposed plan; 5 points were allotted for the Small Business Enterprise (SBE) Prime Contract Program; 5 points were allotted for Minority Women Business Enterprise (M/WBE) Prime Contract Program, up to 10 preference points were allotted for Local Preference Program; and 5 preference points were allotted for the Veteran-Owned Small Business Preference Program. Additional categories of consideration included references and financial qualifications; and

WHEREAS, the evaluation committee met to discuss and score the six proposals on July 1, 2024. The top ranked firm was Casa Guipzot, LLC and is recommended for award.

NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or designee, or the Director of the Center City Development and

Operations Department or designee is authorized to execute a lease agreement with Casa Guipzot, LLC for Building 2 at the La Villita Historic Arts Village with the Center City Development and Operations with a total revenue of \$147,321.95 which will be deposited into the General Fund. A copy of the Amendment to the Lease Agreement is attached hereto and incorporated herein for all purposes as **Exhibit I**.

SECTION 2. Funds received for this ordinance for lease agreement will be deposited in Fund 11001000, Internal Order 219000000007 and General Ledger 4407720.

SECTION 3. Funds received for this ordinance for lease agreement will be deposited in Fund 11001000, Internal Order 219000000007 and General Ledger 4407718.

SECTION 4. Funds received for this ordinance for lease agreement will be deposited in Fund 11001000, Internal Order 219000000007 and General Ledger 4401111.

SECTION 5. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

SECTION 6. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 17th day of October, 2024.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

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