

**CITY OF SAN ANTONIO
NEIGHBORHOOD & HOUSING SERVICES DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Erik Walsh, City Manager

FROM: Verónica R. Soto, FAICP, Director, Neighborhood & Housing Services Department

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Lori Houston, Assistant City Manager; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Pre-Solicitation Briefing for Construction Contractors for Rehabilitation of Various Residential Properties Funded by the City of San Antonio HOME Investment Partnerships Program, Community Development Block Grant Program and General Fund

DATE: August 20, 2021

The Neighborhood and Housing Services Department (NHSD) will present a pre-solicitation briefing on the Construction Contractors for Rehabilitation of Various Residential Properties Funded by the City of San Antonio HOME Investment Partnerships Program, Community Development Block Grant Program and General Fund project which was added to the Biannual High-Profile Report. This briefing will allow an opportunity for input from Committee members.

The pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, proposed scoring criteria, evaluation committee members, project considerations, local preference program applicability, veteran owned small business preference program applicability and SBEDA Program requirements.

The Neighborhood and Housing Services Department is seeking qualifications from contractors that demonstrate the capability and the proven experience to perform general construction and housing rehabilitation services for third-party beneficiaries (qualified homeowners) of the City's HOME Investment Partnerships program (HOME), the Community Development Block Grant program (CDBG) and the City's General Fund. NHSD plans to create a list of qualified contractors for upcoming projects with a goal of having at least 15 qualified and capable contractors on the list.

The proposed term of the contract is four (4) years. Contractors shall be selected for placement on the pre-approved list for an initial term of one (1) year. After such initial one (1) year period, the City shall have the sole option to renew (keep the contractor on the pre-approved list) under the same terms and conditions for three (3) additional, one (1) year extensions. The Request for Qualification (RFQ) has a total contract value of \$41 million over the 4-year term.

Projects may include single-family home rehabilitation or reconstruction, minor home repairs, and roof replacements. Contracts may range from an estimated \$10,000 for a roof replacement to \$160,000 for the complete reconstruction of a single-family home. Respondents may demonstrate capacity for multiple types of rehabilitation or reconstruction. Respondents are not required to qualify for every type of rehabilitation. The City estimates the number of rehabilitation projects to be completed by type over a 12-month period to be as follows:

Type of Rehabilitation	Estimated Number of Units to Complete Annually
Roof replacement for single-family homes	300
Minor home rehabilitation	175
Substantial home rehabilitation	71
Home reconstruction	10

Rehabilitation/ Reconstruction Contractor will perform rehabilitation or reconstruction work as determined in the Scope of Work (SOW) developed by the City or the City’s on-call inspector and the contract for services between the Respondent and the homeowner. Rehabilitation scopes of work will vary from roof replacement (up to \$14,000), minor repair/rehabilitation (up to \$25,000), substantial rehabilitation (up to \$100,000) and reconstruction (up to \$160,000). These amounts may be adjusted by the City at any time based upon the City’s budget and priorities.

The City will enter into funding agreements with third-party beneficiaries, namely qualified homeowners receiving HOME, CDBG, or General Funds from NHSD’s housing programs, to fund City-approved SOW that meet applicable federal, state and local requirements. Additional funding for NHSD’s housing programs may include \$2,000,000 from the Inner City and Midtown Tax Increment Reinvestment Zones (TIRZ), pending approval of those funds by the TIRZ boards. Third-party beneficiaries (homeowners) will contract directly with a qualified contractor from NHSD’s approved list developed from this Request for Qualifications (RFQ) to perform the SOW as approved by the City.