

REQUEST FOR PROPOSALS

BITTERS ROAD PROPERTY

HILL COUNTRY VILLAGE, TEXAS

Preface: The City of Hill Country Village, Texas, (hereinafter referred to as the “City”) is issuing this Request for Proposals (the “RFP”) to solicit responses from developers and/or development teams with proven successful track records in planning and developing real property in Bexar County, Texas. The prospective developer will be required to carefully integrate any proposed development with high consideration of the interests of adjacent and nearby residential property owners.

The site made the subject of this Request consists of approximately fourteen acres of undeveloped land at the northwest corner of the intersection of Bitters Road and South Tower Drive in the City. Respondents to this RFP will be accorded access to the property for visual inspection upon such terms and conditions as the City establishes.

The City is appreciative of the effort required to respond to this RFP. Each responsive proposal will be given serious consideration. We thank you for your interest. Further details are set forth below.

The City: The City is a “Type A” general-law municipality founded in 1956 and located in north-central Bexar County, Texas, about 20 minutes north of downtown San Antonio and three miles north of the San Antonio International Airport. The 2.1 square mile city is surrounded by the corporate limits of the City of San Antonio and the Town of Hollywood Park. Although situated in an urban environment, the City’s 985 residents enjoy a rural type of living with residential lots being at least two acres in size. The City does have a mixed-use commercial business district primarily located along the west side of Highway 281. Further information pertaining to the City may be found at its web site at www.hcv.org.

The Opportunity: The City currently owns the subject site which consists of approximately fourteen (14) acres of undeveloped land located along the northwest corner of the intersection of Bitters Road and South Tower Drive (the “Property”). Approximately 1600 feet of frontage is on Bitters Road. Land to the east of the site in the City of San Antonio and is commercial. Land to the west of the site is almost exclusively high-end residential use. Bitters Road is a 4 lane, undivided road with heavy automotive traffic patterns and is a major artery providing access to and from Highway 281. A drawing illustrating the outline and location of the Property is on the last page of this RFP.

The City is seeking to creatively work with a visionary developer or team to provide for a signature project that will include (1) construction of a new approximately 7715 square

foot City Town Hall Building (with a City Council Chambers/Municipal Court Courtroom, administrative offices, meeting rooms, police department offices and other work-related facilities, public works offices, kitchenette, restrooms, and storage) on approximately the six acres nearest the intersection of Bitters Road and Tower Drive and (2) development of the remaining approximately eight acres to be appropriately integrated with neighboring residential uses, the existing environment, and vision of the City for the entire 14-acre parcel.

The City encourages Respondents to clearly express how your team would creatively approach the concept, construction, structure, design, and development of the project.

Development Context & Goals: Central to the City's selection process will be the Respondent's ability to successfully address two of the City's goals.

The first goal is the City's need to protect and preserve the integrity and rural environmental qualities enjoyed by all existing residential landowners whose property could be impacted by development of the site. The City will require demonstrable assurance that such landowners will not be adversely impacted by any noise, odor, light, traffic or safety. The City further requires that development be of a type and scale consistent with higher end uses.

The second goal is the City's desire to generate ongoing streams of revenue from ground lease and potential property and sales or use tax payments on the portion of the Property not used as part of the City Town Hall Building site.

While the nature of this RFP allows for a wide variety of approaches to this development, the City expects that the successful development team will assume the primary role in the development and that any role that the City plays will be secondary or tertiary. The response to the RFP should address any specific expectations that the Respondent has for the City (not including any specific financial and/or pricing expectations which will be negotiated as part of any pre-development or development agreements).

Responses that specifically exclude portions of the property may be rejected at the sole discretion of the City.

Existing Zoning and Restrictions: The Property is currently zoned for large lot (4 ½ acres) residential use. The City recognizes that the Property may need to be rezoned in part for smaller lot residential or commercial development and anticipates working cooperatively with the Respondent to accomplish same consistent with the City's stated goals.

In addition, the Property was purchased using bond funds as authorized by the voters of the City. In order to use any portion of the Property for anything other than a City Town Hall building, a vote of the citizens of the City will be required. The City is prepared to present proposed other uses or to the voters of the City for their consideration but, pursuant to applicable law, the City may not advocate for or against approval of a proposed use or uses by the voters.

Submittal Requirements: The City is seeking information concerning the Respondent's financial capabilities, experience, and accomplishments, particularly in the development and construction of a fully functioning public building such as City Hall or comparable structure, high end retail sales, office, and/or other commercial ventures, and residential uses compatible with existing neighboring residential uses. At a minimum, all submissions shall contain the following:

1. A Letter of Introduction to include the name and address of Respondent; a statement whether the Respondent is an individual, partnership, corporation, joint venture, special purpose entity or other type of business entity; the names and experiences of principal officers or employees of Respondent, identification and contact information of persons authorized to represent the Respondent.
2. Conceptual Approach to include a description of the type, planned uses, site plan, and character of the development project(s) envisioned by the Respondent, including a generalized outline of measures to protect existing residential owners against negative impact of the project.
3. Any business concept or structure, if any, currently envisioned by Respondent.
4. A statement of prior experience and qualifications involving projects of similar scope and scale in which the Respondent has participated, describing relationships in these projects (i.e., developed, owned, operated or managed), particularly joint private-public projects; and for each project or relevant experience, provide at least one name, email address, and phone number for a contact person familiar with Respondent's performance on such project.
5. A statement of financial capacity to include information adequate to fully demonstrate financial ability and readiness to develop or build; demonstrated track record in structuring private-public partnerships that reduce public partner's capital investment and risk, especially examples of creative deal structuring for private-public partnerships in the past ten years; expected source(s) of both debt and equity financing for each component of the project; and capability to obtain and provide the capital to competitively and successfully finance the project(s).

Pre-Submission Open Meeting: The City may schedule a public meeting open to all interested parties prior to the date any responsive submission is due. The purpose of the meeting will be to afford prospective Respondents the opportunity to generally discuss and ask questions about the City's vision, interests, requirements and any other relevant matter. The intent of any meeting is to better facilitate all Respondents in their understanding of this matter such that their submissions will be optimally prepared. Any party interested in attending the meeting should submit their email or other contact information to Frank Morales, City Administrator, who will then contact each party to advise them of the time, date and location of the meeting. No determination has yet been

made to have such a meeting, but the City reserves the right to schedule one if it determines a meeting would be beneficial to this process.

Inquiries, Submittals & Timetable: Respondents are not permitted to contact (by any means of communication) City staff or other persons affiliated with the City for any reason before or during the selection process except to contact Frank Morales, City Administrator, for the express purpose of clarifying the specifics of this RFP. Any such contact shall be directed to the address mentioned below.

Inquiries or requests for clarification regarding this RFP shall be directed in writing by one of the following methods, prior to the question deadline:

U.S. Mail to:

City of Hill Country Village
116 Aspen Lane
San Antonio, Texas 78232
Attn: Frank Morales, City Administrator
Re: Bitters Road Property

Electronic Mail to:

Frank Morales, City Administrator @ fmorales@hcv.org
Re: Bitters Road Property

Clarifications will be provided as soon as reasonably possible. Clarifications which might affect other firms' responses will be posted to the City's website at www.hcv.org. Early requests for clarification are encouraged. The deadline for questions related to this RFP is **April 30, 2019, by 3:00 pm Central Time.**

Please submit eight (8) paper copies of the RFP response documents in 8 ½" X 11" format and eight (8) digital versions on compact disc in MS Word (.doc) or Portable Document Format (.pdf). If large-format drawings or exhibits are included, copies of these exhibits must be reduced to 8 ½" X 11" format or folded 11" X 17" format.

Sealed Responses to this Request for Statement of Qualifications will be received until **3:00 pm Central Time on May 30, 2019** (the "Submission Deadline") at:

City of Hill Country Village
116 Aspen Lane
San Antonio, Texas 78232
Attn: Frank Morales, City Administrator
Re: Bitters Road Property

Responses should be clearly marked "Bitters Road Property." Responses received after the Submission Deadline will not be considered and may be refused or returned unopened.

Submissions of Responses once received by the City may not be modified or withdrawn unless specifically requested in writing by the City. A collective listing of participating firms or a listing of selected firms will not be published except where required by law.

In selecting a Respondent, the City will consider any and all factors deemed relevant by the City including, but not limited to, qualifications and experience, financial status, prior experience in similar projects, responsiveness to this RFP, professional and other references, and reputation.

If the City, in its sole discretion, considers one or more of the Respondents as most qualified and chooses to move forward with that responder, the City may request to enter into a pre-development agreement, a memorandum of understanding, a letter agreement, or an interim agreement to facilitate further conversations and negotiations. The City will work with the successful responder on the form and content of any future agreements. The City may also request additional information from any Respondent to include personal interviews and meetings. The City reserves the right to: (1) evaluate the responses submitted; (2) waive any irregularities therein; (3) select Respondents for the submittal of more detailed or alternate proposals; (4) accept any submittal or portion of submittal; (5) reject any or all Respondents submitting responses; (6) reject any part or all of any submittal; or (7) cancel the entire process.

The City reserves the right to accept or reject any or all submittals as a result of this RFP, to negotiate with all qualified sources, or to cancel this RFP in part or its entirety if found to be in the best interest of the City. This RFP does not commit the City to award a contract, issue a purchase order, enter into any agreement, or pay any costs.

Miscellaneous: This document and corresponding attachments related to this RFP are for informational use only. Reliance on this information is at your own risk, and the City assumes no liability for errors, omissions, or inaccuracies.

