

**Invitations for Bids**  
***“Mission Events Center” Building***

Luis Garcia, an applicant of the Operation Facelift Grant Reimbursement Program, is accepting sealed bids for renovations to the Property on 5608 South Flores, San Antonio, Texas. Property descriptions and bid packets can be obtained in the request for proposal (attached).

Operation Facelift reserves the right to cancel this procurement or reject any and all bids at any time and for any reason. The bids selected, if any, will be reviewed for bid amount, intended use, and the timing of development/construction. The price and conditions of service are subject to the approval of the applicants.

Sealed bids must be received by mail or hand delivery at the **Department of Planning and Community Development, Operation Facelift Program, 1400 S Flores, San Antonio, TX 78204.** Sealed bids must be submitted in envelopes marked “5608 South Flores, Operation Facelift Grant.” Bidders may submit only one (1) signed original BID FORM, which must be complete and free from ambiguity. **Bids will be reviewed in the order they are received and can be accepted at any time until deadline of June 15, 2015, whichever occurs sooner.** Bidders will be notified of the status of their bid(s) within forty-five (45) days of receipt. All submitted bids must be valid for a period of ninety (90) days from the date the bid is submitted in response to this Invitation for Bids.

# **“Mission Events Center” Building**

Request for Proposal

May 13, 2015

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## **Background**

A key objective of the program is to revitalize and return activity to commercial corridors. Fresh paint, new awnings, or complete facade rehabilitation all signal that something positive is happening. These first few steps can be the spark to ignite interest and spur new commercial activity. Operation Facelift provides a catalyst for these first steps.

Operation Facelift is a grant program with funds to support façade improvement projects on commercial buildings located in target areas. Participating projects are reimbursed for eligible façade improvements. The maximum grant award is \$19,500 and funds are distributed on a reimbursement basis.

Selected contractors must adhere to Prevailing Wages. A meeting will be organized by the applicant with selected contractor and city staff prior to commencement of construction.

Funding is provided on a rebate basis upon completion of the improvements. Participants are responsible for financing the project (cash or bank loan), project management, hiring all consultants and contractors, obtaining all permits and approvals, correcting any code violations, paying Prevailing Wages on construction contracts, and maintenance of the façade improvements.

## Scope of Service

Luis Garcia, applicant of the Operation Facelift Program, is the general contractor of proposed project. Final decisions will be made through them and invoicing will be made out to Luis Garcia

A bid will be provided in **line** items as shown below. Please provide individual pricing for each line item requested. A bid list is provided for you to fill out

- Paint exterior with contrasting colors to emphasize upper and lower, horizontal and vertical elements, implementing existing colors
- Installation of two canopies on each side of entrance in three options
  - Option A: Red Fabric with iron rod body (see Attachment D)
  - Option B: Flat awning, ceramic Spanish tile
  - Option C: Flat awning, simulated Spanish tile in 26 gauge metal
  - Please also provide pricing for length of building on side street instead of canopy over entrance
- Installation of traditional double wood or metal doors with kick plate and thick frame
- Install exterior lighting under canopy (See Attachment B)
- Installation of neon bands along tower element in white
- Installation of durable metal sign 18 inch letters (see Attachment A)
- Installation of storefront windows on the west and south facades
  - Installation of 3M Safety Series Protection Film on new windows
- Decorative tile along base of building under new windows 12 inch (see Attachment B)

### Additional Requirements

Subcontractors must not have been debarred or suspended, and must show proof of liability insurance with bid. All contractors submitting a bid for the project must register with the City of San Antonio’s Small Business Division. You will go to [http://www.sanantonio.gov/purchasing/SAePS\\_intro.aspx](http://www.sanantonio.gov/purchasing/SAePS_intro.aspx) and register as a “Procurement Vendor.”

Please use the following checklist to ensure all bases are covered. Any questions can be answered at (210) 207-4686 or [operationfacelift@sanantonio.gov](mailto:operationfacelift@sanantonio.gov).

Preparation				
Interview Planning Checklist Items	Yes	No	COSA Reviews	Comments
Contractor has not been debarred or suspended.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contractors must submit copy of liability insurance along with bid	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bid must have full scope of work, including specs. No change orders will be allowed for projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contractor must submit an itemized bid list showing a breakdown of cost for project scope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Execution				
Interview Planning Checklist Items	Yes	No	Not Required	Comments
Pre-construction conference to be held with winning contractor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Winning contractor must comply with Davis Bacon regulations and submit payroll information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pre-qualified contractors maintained during project length.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contractors are regularly reviewed to assure eligibility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Records maintained indicating execution of project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Routine inspections and final inspections to ensure standards met	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

### **Term of Contract**

Bidding for the project does not guarantee an approval of the project through Grants Monitoring and Administration. If project is approved, a contractor will be selected. Contract will be created between City of San Antonio's Operation Facelift and Luis Garcia. It is then asked for the contractor to provide a contract to the Company, stating the timeline and scope of work presented during the bid.

### **Restrictions on Communication**

Questions about the project can be directed to Luis Garcia at Karen Carter [kcar0909@gmail.com]. Please refrain from reaching out to other city employees or officials.

### **Evaluation of Criteria**

Final selection will be made by Luis Garcia. Bids that are grossly varied from other bids will not be considered. Bid is selected by best value or lowest bid, dependant on the property owner. Change orders are discouraged, as bid is included in contract. However, under extreme cases will they be accepted. Please make sure bid is complete and covers all items, materials and labor. Items must be broken down into line items to be considered.

### **Award of Contract**

Upon awarding of contract, a letter will be sent to property owner. Property owner will enter into legal agreement with the city of San Antonio, followed by sub-contractor. Sub-contractor must complete project under designated time line.

### **Preconstruction Meeting**

Selected sub-contractor will meet with Capital Improvement Management System, Operation Facelift staff and property owner for information on how to submit payroll. Project must follow Davis Bacon Guidelines. Sub-contractor must submit payroll or payment will be withheld.

## **RFP Attachments and Exhibits**

### **Attachment A**

A1. Lettering in 18 inch Garamond Font (or similar)

**Mission  
Event  
Center**

Materials of sign to be in iron , aluminum or steel: color black or red rust

**EXAMPLE:**



## Attachment B

### B1: Exterior Lighting

The following are approved suggestion for exterior lighting on premises



### B3: Tile base

The following are approved suggestion for tiles on premises



# Attachment C

## C1: Design



**Ownership:** Louis S. Garcia

**Zoning classification:** Commercial Retail - C2

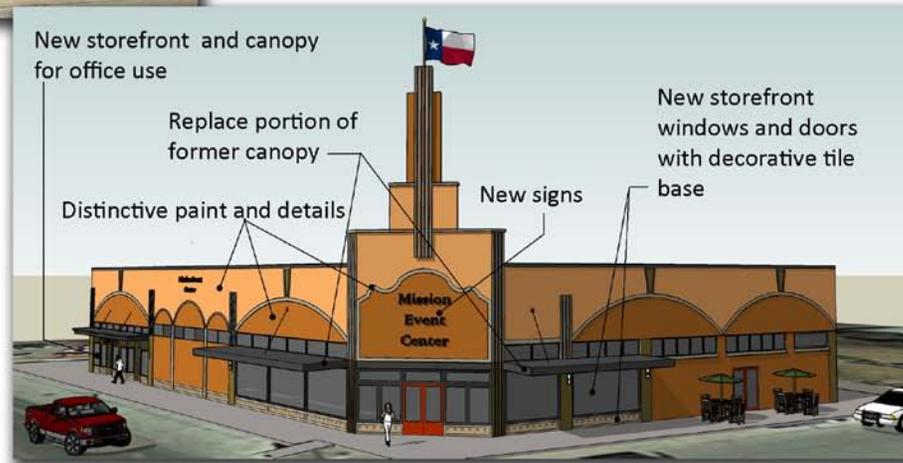
**Square Footage:** 9639 sq ft

**Property Value:** \$89,000.00

**Current Use:** Mission Event Center

### Facelift Proposal

1. Paint Exterior with contrasting colors to emphasis upper and lower portions and horizontal and vertical elements.
2. Replace a portion of the canopy
3. Install exterior lighting
3. Replace building signs with durable, permanent signs
4. Install storefront windows on the west and south facades including decorative tile base



City of San Antonio  
 Planning & Community Development  
 Operation Facelift



5608 S. Flores Road



## Attachment D

### D1: Fabric Awning with Iron Rod body



### D2: Spanish Tile Flat Canopy: Ceramic Tile



### D3: Stile-26 gauge Steel simulated tile



