



ADDENDUM II

SUBJECT: Retail Space Vacancy at 801 / 803 E. Riverwalk, (RFQ 26-032, 6100019415), Scheduled to Close: February 20, 2026; Date of Issue: January 9, 2026

FROM: Tiawana Lawrence
Procurement Manager

DATE: February 19, 2026

THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED REQUEST FOR QUALIFICATIONS

THE ABOVE MENTIONED REQUEST FOR PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

- 1. MODIFY:** The submission deadline has hereby been extended to **March 6, 2026, at 11:00 AM, Central Time.**

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL CONFERENCE:

On January 16, 2026, , the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Retail Space Vacancy at 801 / 803 E. Riverwalk. Additionally, a site visit was held on January 29, 2026. Below is a list of questions that were asked at the pre-submittal conference. No questions were submitted for the site visit. The City's official response to questions asked is as follows:

Question 1: Are the vendors going to be available to go and visit the space?

Response: A site visit was conducted on January 29, 2026 at the retail space location.

Question 2: What is the Local Preference Program?

Response: Please refer to Attachment D - LPP Identification Form.

Question 3: Regarding the points system, is this something that will be considered/matters for the award of the contract?

Response: The submissions for this RFQ will be scored on the following criteria:

A. Experience, Background and Qualifications (40 points):

B. Proposed Plan (45 points):

C. Local Preference (LPP) Ordinance (up to 10 points):

10 evaluation points for local businesses headquartered for one year or more within the incorporated San Antonio City limits, OR;

5 evaluation points for a business with an office within the incorporated limits of the City, which has been established for one year or more, from which at least

100 of its employees OR at least 20% of its total full-time, part-time and contract employees are regularly based or a minimum of 100 employees; and from which a substantial role in the business's performance of a commercially useful function or a substantial part of its operations is conducted by those employees.

D. Veteran-Owned Small Business (VOSB) Preference Program (5 points):

5 evaluation points for a Prime business that is certified as a Veteran-Owned Small Business.

Question 4: As per the presentation, the contract is tentatively scheduled to be awarded in April 2026, after the award of the contract, how soon can the vendor go and start working on the space?

Response: After City Council approval, Procurement will send an award letter to the awarded vendor and request all necessary insurance requirements. Once received, vendor may coordinate start date with the Center City Development and Operations Department.

Question 5: Will there be a City credit for rent during the time that the awarded vendor takes for space built out?

Response: Usually there is a timeline after Council approval that provides awarded tenant with time to build-out the space. That time-period could range from 3-6 months and rent will commence after this time-period.

Question 6: Is there a page that a vendor can go and download the information provided in the Pre-Submittal conference meeting?

Response: In order for an interested vendor to view the RFQ solicitation, they must be a registered vendor with the City of San Antonio. Vendor will need to complete the Certified Vendor Registration Form which may be access at <https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement> or contact Vendor Support at vendors@sanantonio.gov to complete the registration. All documents for this solicitation can be viewed in the San Antonio e-Procurement System (SAePS).

Question 7: If an existing vendor has a contract with the City of San Antonio, would the City be anticipating a percentage of gross sales for this new contract?

Response: If contract is awarded to an existing vendor, terms of this contract will likely be based on similar terms of the current vendor contract currently in place which include the following: Monthly base rent + 15.0% of retail revenues.

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Procurement Manager

Finance Department - Procurement Division