



## CITY COUNCIL COMMUNICATION

**Title: Award of RFP Old Town Downtown Master Plan**

**Date: 01/03/2025**

**From: Rick Vasquez Director of Planning; Leili Samuelson Procurement Manager**

The Cibolo Planning Department with the assistance of the Finance Department - Procurement office, has completed the evaluation of Request for Proposal No. RFP Old Town Downtown Master Plan.

### I. Background Information:

Based on Texas Local Government Code and our City Charter, Planning Department issued a Request for Proposal (RFP) to solicit responses for selection of a vendor to complete the Old Town Downtown Master Plan.

### II. Bidders:

The RFP was posted on October 15, 2024. The following bidder submitted proposal by the published due date of November 15, 2024.

Bidder	Address, City, State, Zip Code
Lionheart Places LLC	1023 Springdale Road, Suite 6-E   Austin, Texas 78721
Kendig Keast Collaborative	77 Sugar Creek Center Boulevard, Suite 600 Sugar Land, TX 77478
Asakura Robinson	2500 Summer Street, Suite 3228 Houston, TX 77007
Halff	100 NE Loop 410, Suite 701, San Antonio, TX 78216
Covey Planning + Landscape Architecture	800 S. Austin Avenue , Georgetown, TX 78626
Design Workshop	812 San Antonio Street Suite 401 Austin, TX 78701
Able City	110 Broadway St. Ste. 590, San Antonio, TX 78205
DTJ DESIGN, Inc	3101 Iris Ave, Ste. 130, Boulder, CO 80301
Kimley-Horn and Associates, Inc.	2600 N Central Expy, Suite 400, Richardson, TX 75080

### III. Evaluation Process

The Planning Department evaluated each proposal based on the following factors:

	Proposal Evaluation Criteria	Points
1.	Firm Background	10
2.	Project Experience and Qualifications	35
3.	Methodology and Technical Approach	30
4.	Ability to comply with Exhibit A Terms and Conditions	5
5.	Cost Proposal	20
6.	Oral Interviews	20
	Total	120

Interview was not conducted.

### IV. Evaluation Results

The Evaluation Team determined that **Lionheart Places LLC**, with an **average score of 96.3 out of 100** possible points, met the requirements of this RFP and is the preferred provider set forth in the subject RFP. This determination was accomplished by evaluating their responses against the Evaluation Criteria.

Please see attached evaluation form: Bid Tab Evaluation

### V. Procurement File

The procurement file for this solicitation is available at the Finance Department - Procurement office. Questions on procurement may be directed to the City's Procurement Manager, Leili Samuelson at [lsamuelson@cibolotx.gov](mailto:lsamuelson@cibolotx.gov)