

**REQUEST FOR INFORMATION ("RFI") PHASE 1,
FOR HOUSTON POLICE AND COURTS FACILITIES**

Solicitation No.: S67-I00436

Required for use by:

**CITY OF HOUSTON
(Department of Finance)**



This RFI distributed by:

**CITY OF HOUSTON
(STRATEGIC PROCUREMENT DIVISION)
ONE (1) ORIGINAL, TEN (10) COPIES & ONE (1) ELECTRONIC COPY
OF THE RESPONSE TO BE SUBMITTED**

All proposals and other communications must be addressed and returned to:

Brenda Chagoya, Senior Staff Analyst
Strategic Procurement Division
901 Bagby Street, B-500
Houston, Texas 77002

RESPONSES MUST BE RECEIVED NO LATER THAN 2:00 P.M., CENTRAL TIME, ON APRIL 9, 2015

Responses must be submitted in sealed envelope(s) or package(s). The outside of the package or envelope must clearly indicate the name, "**RFI S67-I00436– RFI Phase 1, Houston Police and Courts Facilities**" and the time and the date specified for receipt. The name and address of the Respondent must also be clearly printed on the outside of the envelope(s) or package(s).

**ANNISE D. PARKER
MAYOR**

**LOURDES COSS
CHIEF PROCUREMENT OFFICER**



**CITY OF HOUSTON
CONSULTING SERVICES
S67-100436
NOTICE OF REQUEST FOR INFORMATION**

**STRATEGIC
PROCUREMENT DIVISION**
901 Bagby Street,
Concourse Level
Houston, Texas 77002

TABLE OF CONTENTS

	<u>Page No.</u>
I. Description of Services	3
II. Scope of Services	3
2.0 General	3
2.1 Requirements and Guidelines	3
2.2 Anticipated Schedule	4
2.3 Goal	4
2.4 Services Required	4
III. Review Process	4
3.0 RFI Phase 1	4
3.1 RFI Phase 2	5
3.2 City of Houston Policies	5
IV. Review Criteria	6
4.0 Review Criteria	6
V. Submittal Requirements	6
5.0 Submittal Instructions and Delivery of Submittal	6
5.1 Term Sheet Requirements	7
VI. Instructions for Respondents	9
6.0 Instructions	9
6.1 Examination of RFI	9
6.2 Inquiries and Interpretations	10
Attachment 1: Program Requirements and Design Guidelines	11
Attachment 2: Summary of Key Financial Terms and Conditions	19



**CITY OF HOUSTON
CONSULTING SERVICES
S67-I00436
NOTICE OF REQUEST FOR INFORMATION**

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PROCUREMENT DIVISION**
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I. DESCRIPTION OF SERVICES

The City of Houston ("City") is soliciting information for the purpose of assisting the City's consideration of ideas to provide public safety and courts facility improvements. The purpose of seeking the information is to assist the City in selecting a strategy for implementing the Houston Police and Courts Facilities improvements and determining the approach to achieve the strategy for the implementation.

Please review the Scope of Work/Services below, and submit responses as requested on the cover page.

II. SCOPE OF SERVICES

2.0 General

The City is soliciting information from firms ("Respondent(s)") with an established history of expertise and qualifications in facility development services in accordance with this Request for Information ("RFI"). Expertise and qualifications in public safety and courthouse infrastructure is preferable. The City intends to use this information to develop a course of action that will result in expanded and improved facilities for the Houston Police Department ("HPD") and Municipal Courts Department ("MCD"). These facilities will be known, collectively, as the Houston Police and Courts Facilities ("PCF"). City program values to be integrated into the facilities include Service to the Public; Functional Usefulness; Architectural Character; Durability; Operational Survivability; Security; Cost-Effectiveness; and Schedule Adherence.

This is the first phase of what the City currently anticipates to be a two-phase RFI process. The RFI Phase 1 response is expected to be conceptual in nature. RFI Phase 2, should the City choose to proceed, will involve collaborative meetings between the City and Respondent(s) and result in a higher level of detail in the Respondent's subsequent response.

By responding to this RFI, each Respondent affirms that it understands this RFI and has sufficient knowledge of the scope, nature, quality, and amount of work to be performed.

2.1 Requirements and Guidelines

Respondent(s) shall clearly and concisely describe their proposed solution for addressing City requirements within the PCF. Attachment 1 provides a summary of program requirements and design guidelines to be addressed. Each item has been prioritized as "Required", "Highly Desirable", and "Desirable". The City asserts a strong preference for solutions addressing all requirements listed, but wishes to provide Respondent(s) flexibility in their approach. Accordingly, the City will consider solutions whose attributes have been adapted in accordance with the priorities indicated (i.e., solutions are not required to include all "Highly Desirable" and "Desirable" items).



**CITY OF HOUSTON
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S67-100436
NOTICE OF REQUEST FOR INFORMATION**

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901 Bagby Street,
Concourse Level
Houston, Texas 77002

2.2 Anticipated Schedule

Activity	Responsibility	Date
Release of RFI Phase 1	City	March 23, 2015
Deadline to Submit Questions	Respondent	March 27, 2015
Release of Response to Questions	City	April 2, 2015
RFI Phase 1 Responses Due	Respondent	April 9, 2015
Potential Release of RFI Phase 2	City	May 11, 2015
Clarification and Alignment Meetings	City / Respondent	TBD
RFI Phase 2 Responses Due	Respondent	July 9, 2015
Procurement Actions in accordance with Selected Solution	City	TBD

2.3 Goal

As stated in Section 2.0, the City is conducting what will potentially be a two-phase RFI process, of which this is the first phase. It is the City's intent that if the City progresses to RFI Phase 2, Respondent(s) will have provided sufficient information for the City to select an appropriate course of action and proceed with a suitable procurement option for the PCF. The City may at any point in the RFI process, choose to revise or amend the process or its requirements, or cancel the RFI Phase 2 altogether to pursue a separate course of action if deemed to be in the best interest of the City.

2.4 Services Required

Respondent(s) shall review the Program Requirements and Design Guidelines presented in Attachment 1 to acquaint themselves with the City objectives for the PCF. Each requirement has been prioritized as "Required", "Highly Desirable", and "Desirable". The City asserts a strong preference for solutions addressing all requirements listed, but wishes to provide Respondent(s) flexibility in their approach and will consider solutions adapted to the priorities indicated as specified in Section 2.1.

Respondent(s) shall provide a Term Sheet that clearly and concisely describes in conceptual terms their proposed ideas for providing a PCF meeting the stated requirements and maximizing value to the City. The City does not expect RFI Phase 1 submissions to provide any detail beyond that which is necessary for concept-level evaluation. Term Sheet requirements are further described in Section 5.1.

III. REVIEW PROCESS

3.0 RFI Phase 1

The City will receive RFI Phase 1 responses on or before the date specified in Section 5.0. Following the review of each response submitted, the City will group and rank the responses in accordance with the Review Criteria listed in Section 4.0. The City may give preference to those ideas that more closely meet the City, HPD, and MCD requirements specified in Attachment 1.

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Submission of the information requested indicates Respondent(s) acceptance of the evaluation techniques and the recognition that subjective judgments must be made by the City during the review process.

At the City’s discretion, the City will further explore one or more Project Strategies and Project Delivery Types through progression to RFI Phase 2. The selection of the idea(s) deemed most advantageous to the City may be made by the City on the basis of the submissions initially submitted, without discussion, clarification, or modification. Alternatively, selection of the successful submission(s) may be made by the City based upon further conversations with any of the Respondent(s). The City shall not disclose any information derived from the submissions provided by competing Respondent(s) in conducting such discussions unless required to do so under the Texas Public Information Act.

All submissions must be complete and convey all of the information deemed materially necessary for consideration of the idea(s). If a submission fails to conform to the essential requirements of the RFI, the City alone will determine whether the submission is susceptible to acceptable correction, and therefore entitled to further consideration, or not susceptible to acceptable correction and therefore not entitled to further consideration.

3.1 RFI Phase 2

Upon the City’s determination that an RFI Phase 2 should be pursued, the Respondents whose ideas are deemed potentially advantageous to the City will be invited to participate in the RFI Phase 2. The City intends to follow a process similar to that described herein; however, the City reserves the right to modify any or all of the steps prior to issuing a Phase 2 invitation. The Respondent(s) invited to participate in Phase 2 will be provided with the City’s documents identifying facility Performance and Management Standards (“Standards”) as well as other site related assessments and studies. Each invited respondent shall review this material and refine its response accordingly. The City intends to meet with the Phase 2 Respondent(s) to better understand and further develop the suggested response. During this period the City and/or its advisors will meet up to four times in-person with each Respondent for up to two hours per meeting to further study and develop (through drawings, calculations, estimates, or other means) its response. Following the conclusion of all Respondent meetings, the City will evaluate the different alternatives and identify the single Project Strategy and Project Delivery Type which has been demonstrated to be best able to deliver a facility solution with the highest potential for meeting all of the Standards and City requirements.

At the conclusion of RFI Phase 2, the City will determine the most suitable procurement method (RFP, RFQ/RFP, Lease, or other method) and move forward under relevant and applicable City procurement rules. Phase 2 will not result in a contract award. The appropriate procurement process will be conducted for the selection of a successful firm to perform the services required.

3.2 City of Houston Policies

Respondent(s) invited to participate in RFI Phase 2 will be required to sign a Non-Disclosure Agreement (NDA) prior to receiving Standards or other confidential technical information.



**CITY OF HOUSTON
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S67-I00436
NOTICE OF REQUEST FOR INFORMATION**

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Concourse Level
Houston, Texas 77002

IV. REVIEW CRITERIA

4.0 Review Criteria

The City's review committee will review the Term Sheets in accordance with the following criteria.

- 1) Ability of proposed strategy to meet functional requirements.
- 2) Long term affordability of estimated Rough Order of Magnitude (ROM) cost.
- 3) Extent to which location would be accessible to meet the operational needs of the City Department(s).

V. SUBMITTAL REQUIREMENTS

5.0 Submittal Instructions and Delivery of Submittals

All submittals must be received by the City, no later than 2:00 p.m. Central Time, April 9, 2015, in a sealed envelope or box marked "RFI S67-I00436– RFI Phase 1, Houston Police and Courts Facilities".

**Responses are to be submitted to:
MAIL, HAND DELIVER, AND /OR
EXPRESS MAIL SUBMITTAL TO:**

City of Houston
Strategic Purchasing Division
901 Bagby Street, B-500
Houston, Texas 77002

Late submittals will not be considered under any circumstances. Late submittals properly identified may be returned to Respondent unopened.

Telephone, email, and/or facsimile (Fax) submittals are not acceptable under any circumstances.

Respondent shall provide one (1) original hard copy, ten (10) additional hard copies, and one (1) electronic copy of the complete RFI response as specified above.

All electronic copies must either be in Microsoft Office software or Adobe Portable Document Format (PDF). All image files must be in one of the following formats: .jpg, .gif, .bmp, or .tif and submitted on a CDROM or thumb drive. Image files are to be already inserted as part of a document such as a PDF. Individual image files on the electronic media must be clearly named and referenced in your response.

	<p>CITY OF HOUSTON CONSULTING SERVICES S67-I00436 NOTICE OF REQUEST FOR INFORMATION</p>	<p>STRATEGIC PROCUREMENT DIVISION 901 Bagby Street, Concourse Level Houston, Texas 77002</p>
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NOTE: The original signature on one (1) hard copy will serve as the official signature of record for all electronic copies.

Submittal response package (envelope/box/carton) must indicate on the lower left-hand corner the Respondent’s company name and address, and the RFI number.

Submittals are to be submitted as a booklet or in notebook form with appropriate indices. Each submittal should be prepared simply and economically, providing a straightforward concise description of the Respondent's service, approach and ability to meet the City’s needs as stated in this RFI.

Respondent(s) shall submit the following documents. Failure to comply with the submittal requirements may impede full consideration of the Respondent’s ideas. However, the City reserves the right to waive any inconsistencies or informalities if deemed in the best interests of the City.

5.1 Term Sheet Requirements

The City is looking for the best idea with the potential to deliver the best value to the City on a long term basis. To facilitate the review of ideas, Respondent(s) shall carefully review the requirements included herein and submit a complete response to all items. Respondent(s) may submit more than one Term Sheet for the PCF, but should describe only one solution per Term Sheet. Respondent(s) may submit two (2) Term Sheets for the PCF, one being identified according to the Respondent's judgement as the “Lowest Cost Option” and the other as a “Best Value Option”. Up to two (2) additional Term Sheets (for a maximum of four (4) Term Sheets) may be submitted that describe Police-only and/or Courts-only facilities, but any such additional Term Sheets must present an alternate to at least one comprehensive solution. Term Sheets may be fewer than, but in no case more than ten (10) pages. Incomplete responses may be considered non-responsive and eliminated from further consideration. Each Term Sheet shall include the following components as described below: a statement expressing the Respondent’s interest in participation in RFI Phase 2; the Respondent’s information and a point of contact; a description of the complete solution addressing program requirements and design guidelines included in Attachment 1.

5.1.1 Statement of Interest

Provide a statement of interest including a brief narrative describing the Respondent's background in providing facility development services. Include a statement describing the Respondent's Interest and availability to participate in subsequent RFI phases.

5.1.2 Company and Point-of-Contact (POC) Information

Provide a brief history of the firm and Respondent’s contact information including company name, headquarters address, POC name, POC address, POC phone, and POC email.

5.1.3 Description of Proposed Solution

Provide a description of the complete solution for the PCF that addresses the Program Requirements and Design Guidelines presented in Attachment 1. Description should include the following items, and state how the solution benefits the City, its citizens, and facility users in terms of the program values listed in Section 2.



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CONSULTING SERVICES
S67-I00436
NOTICE OF REQUEST FOR INFORMATION**

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PROCUREMENT DIVISION**
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5.1.3.1 Proposed Project Strategy:

Respondent may present ideas on one or more of the following Strategies:

- New Construction at existing Riesner site, other City-owned site, or at alternate non City-owned site
- Renovation of existing facilities at Riesner site, 1200 Travis, 1400 Lubbock, other City-owned facilities, or at alternate non City-owned facilities. (As previously discussed publicly, the City will continue internal consideration of renovations of existing facilities.)
- Other Strategy not identified above

5.1.3.2 Proposed Project Delivery Type:

Respondent may present ideas on one or more of the following project delivery Types:

- Design-Bid-Build (DBB)
- Design-Build (DB)
- Construction Manager at Risk (CMAR)
- Lease
- Lease with Option to Purchase
- Any of the above in connection with a Qualified Management Agreement (QMA)
- Design, Build, Operate, Maintain (DBOM)
- Design, Build, Finance, Operate, Maintain (DBFOM)
- Other project delivery Type not identified above

5.1.3.3 Solution Characterization:

Respondent must characterize proposed solutions as one of the following:

- Lowest Cost Option
- Best Value Option
- Police-Only Alternative to Comprehensive Lowest Cost or Best Value Option
- Courts-Only Alternative to Comprehensive Lowest Cost or Best Value Option

5.1.3.4 Physical Location:

Respondent shall describe location(s) of proposed facilities and indicate the current ownership of land and existing improvements. Respondent(s) must demonstrate ownership or option for ownership of any property proposed in their response by April 30, 2015.

5.1.3.5 Company Structure for Project Execution:

Respondent shall describe in sufficient detail the company's recommended organizational and financial structure to be used for executing the project.



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S67-100436
NOTICE OF REQUEST FOR INFORMATION**

**STRATEGIC
PROCUREMENT DIVISION**
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Houston, Texas 77002

5.1.3.6 Estimated Rough Order of Magnitude (ROM) Cost:

The City realizes that the time provided for the RFI process and the level of detail requested may be insufficient to provide a precise cost estimate. Respondent shall provide an estimated ROM value utilizing the format provided in Attachment 2. This form shall be included in the page-count limit.

VI. INSTRUCTIONS FOR RESPONDENTS

6.0 Instructions

This RFI contains specific requests for information. Respondent(s) are encouraged to examine all sections of this RFI carefully, in that the degree of interrelationship between sections is critical. In responding to this RFI, Respondent(s) are encouraged to provide any additional information they believe relevant.

Clause headings appearing in this RFI have been inserted for convenience and ready reference. They do not purport to define, limit or extend the scope or intent of the respective clauses. Whenever the terms "must", "shall", "will", "is required", or "are required" are used in the RFI, the subject being referred to is to be a required feature of this RFI and critical to the resulting submittal.

In those cases where mandatory requirements are stated, material failure to meet those requirements could result in elimination of the Respondent(s) response. Any deviation or exception from RFI requirements must be clearly identified by the Respondent in its submittal. **If Respondent's submittal does not incorporate all requirements provided in Attachment 1, the submittal must specifically address each omission.**

Expenses for developing and presenting submittals shall be the entire responsibility of the Respondent and shall not be chargeable to the City. All supporting documentation and manuals submitted with the Respondent's response will become the property of the City unless otherwise requested by the Respondent, in writing, at the time of submission, and agreed to, in writing, by the City.

All technical and scope of work questions concerning this RFI are to be directed to Brenda Chagoya, Senior Staff Analyst in writing, at brenda.chagoya@houstontx.gov by the deadline set forth in Section 2.2. Respondent(s) may not contact other individuals at the City to discuss any aspect of this RFI, unless expressly authorized by the City of Houston Strategic Purchasing Division to do so. The City will publish all questions with responses according to the calendar presented in Section 2.2.

6.1 Examination of RFI

Before submitting a response, each Respondent shall have examined all City requirements and satisfied itself as to the conditions under which it will be developing a solution in accordance with requirements of this RFI.

No claim for compensation will be allowed for any reason, including unfamiliarity with the requirements and/or existing conditions. It shall be understood that the Respondent has full knowledge of all of the existing and/or revised conditions and accepts them "as is."

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6.2 Inquiries and Interpretations

Responses to inquiries which directly affect an interpretation or constitute a change to this RFI will be issued in writing by addendum/amendment and posted on the City of Houston eProcurement Strategic Procurement Website (http://purchasing.houstontx.gov/bid_download.aspx). It is the responsibility of each Respondent(s) to obtain this information in a timely manner. All such addenda/amendments issued by the City prior to the time that responses are received shall be considered part of the RFI, and the Respondent shall consider and acknowledge receipt of such in their response.

Only those inquiries which are made by formal written addenda/amendments by the City shall be binding. Oral and other interpretations or clarification will be without legal effect.



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S67-I00436
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ATTACHMENT 1
PROGRAM REQUIREMENTS AND DESIGN GUIDELINES

The requirements presented below are intentionally general in nature. Additional detail will be provided in subsequent phases of the RFI, should the City choose to proceed.

Item		Required	Highly Desirable	Desirable
1.0 PROGRAM REQUIREMENTS				
1.1	Facility Location: The PCF must be located within or in immediate proximity to the Houston Central Business District.	✓		
1.2	Security Pavilion: A single security entry point is required for all visitors to the PCF, including Visitors Center, Police Administration, Auditorium, Uniform Services, Municipal Court, and the Critical Incident Management Facility. If any of these functions are designated for areas which are non-contiguous to the primary PCF location, additional security and visitor entry must be planned for those locations. The Security Pavilion should be structurally separated from the primary facilities. (33 Staff - 15,164 GSF)	✓		
1.3	Visitors Center: Provides a convenient location within the PCF facility for the public to conduct police and/or court related business, such as filing or retrieving police reports, or paying fines. This area serves to limit the number of non-classified personnel accessing other parts of the facilities. (132 Staff – 74,025 GSF)	✓		
1.4	Auditorium shall be centrally located as it must be shared by the secured and unsecured environments of the facilities.		✓	
1.5	Uniform Services: All uniform / patrol operations will operate out of this building. May be, but is not required to be, co-located within the PCF. (352 Staff – 101,942 GSF)		✓	
1.6	Municipal Court: This building will consolidate all aspects of the Municipal Courts Department, which are currently being conducted at multiple locations. Satellite court operations will remain at their current off-site locations. (379 Staff - 285,757 GSF)	✓		



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S67-100436
NOTICE OF REQUEST FOR INFORMATION**

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PROCUREMENT DIVISION**
901 Bagby Street,
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Houston, Texas 77002

Item	Required	Highly Desirable	Desirable
1.7 Police Administration: Serves as the main focal point of the PCF. It consolidates administrative and investigative operations currently conducted at Riesner and Travis sites into a single building. (1,809 Staff – 552,517 GSF)	✓		
1.8 Critical Incident Management Facility (aka, Bunker): Provides incident and emergency operational infrastructure support. (69 Staff – 25,091 GSF)	✓		
1.9 Central Plant/Mechanical Floors: Facility shall include a functional point of receipt for all utilities into the site and distribution out to the facilities. This area shall be suitably designed for the facility structure and configuration, and shall provide all necessary major MEP equipment (boilers, chiller, pumps, cooling towers, main electrical distribution equipment, emergency power generator, etc.) to efficiently operate the PCF. (3 Staff - 74,339 GSF)	NC	O	
1.10 Secure Parking for Police (except Uniform Services) (38 Staff – 2,245 Stalls)	✓		
1.11 Secure Parking for Uniform Services (1,200 Stalls)		✓	
1.12 Secure Parking for Courts (400 Stalls)	✓		
1.13 Public Parking for Police (125 Stalls)	✓		
1.14 Public Parking for Courts (1,015 Stalls)	✓		
2.0 DESIGN GUIDELINES			
2.1 Design shall integrate core values of service to public, functional usefulness, architectural character, durability, operational survivability, security, cost-effectiveness, and schedule adherence.	✓		
2.2 Design shall consider the functional diagrams and affinity relationships relating to organizations residing within the facilities. (See Note 1)	✓		
2.3 Design shall meet or exceed the technical and performance requirements provided within the Houston Performance Standards. (See Note 1)	✓		
2.4 Design shall optimize total cost of ownership and shall demonstrate the best value to the City of Houston through the use of life cycle analysis.	✓		



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S67-I00436
NOTICE OF REQUEST FOR INFORMATION**

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PROCUREMENT DIVISION**
901 Bagby Street,
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Item	Required	Highly Desirable	Desirable
2.5 Certain portions of the facilities and/or additional building space shall be designated for future growth, as indicated in Items 6.3 and 6.4.	✓		
2.6 Building envelopes shall provide for structural performance, hardening and security, thermal performance, weather protection, and sound isolation.	✓		
2.7 Buildings shall be designed for a minimum 50-year occupancy life for New Construction Strategy, or for a minimum 30-year occupancy life for all other project Strategies.	✓		
2.8 Design shall be responsive to the urban context of downtown Houston in creating an iconic design.		✓	
2.9 Interior volumes shall be appropriate for the function.		✓	
2.10 The building energy model shall demonstrate a 30% or greater reduction of electrical energy use to the baseline of 2009 International Energy Conservation Code as outlined in ASHRAE 90.1 - 2007 code.			✓
2.11 All public visitors shall enter through a common lobby/security check point as a single point of entry.	✓		
2.12 Design shall provide accessible connectivity with the first priority being the safety of the public and PCF employees.	✓		
2.13 Design shall incorporate public art throughout publicly accessible areas of the facilities in accordance with the City of Houston Art Program Ordinance No. 2006-731 (Attachment 3).	CF		L
2.14 Design shall provide a secure connection between the Police and Court components that is neither physically nor visually accessible by the public.	✓		
2.15 Design shall be developed to achieve a LEED certification level of "Certified".	NC, R		O
2.16 Design shall meet all criteria of Universal Design requirements, Texas Accessibility Standards (TAS), the American Disability Act Accessibility Guidelines (ADAAG), and any other applicable codes, standards, and requirements.	✓		
2.17 Toilet spaces shall be safe, sufficient in number, inviting, well lit, easily maintained, and easily accessible throughout the facilities. Design shall accommodate a wide variety and volume of users.	✓		



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S67-I00436
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Item	Required	Highly Desirable	Desirable
2.18 Design shall demonstrate N+1 redundancy for applicable portions of the following systems: Vertical and Lateral Force-resisting Structural Systems, Heating Ventilation and Air-conditioning system (HVAC), Electrical Systems, Fire Protection Systems (FPS), Fresh water supply and drainage systems, Telecommunications and data systems (Telecom).	✓		
2.19 Interior finishes shall be selected from a harmonious master palette allowing each facility to have a unique identity representative of its function yet complimentary to the interiors of the total Project.			✓
2.20 Court design shall meet key spatial affinities through an efficient arrangement of courts and courts support spaces while providing multiple options to manage public circulation due to surges from courts operations and high volume courtrooms.	✓		
2.21 Courtroom design shall allow all participants to see and hear the proceedings, protect witnesses/jurors from intimidation, provide reasonable confidentiality, provide full accessibility and provide flexibility for future changes in court operations.	✓		
2.22 Prisoner holding, receiving, and transport areas shall be designed to mitigate or minimize violence, escape, injury or suicide. Design shall maintain physical and visual separation between adult and juvenile detainees.	✓		
2.23 Design shall dictate that detainees being transferred into or out of the facilities are escorted by law enforcement via the secure Sallyport and shall proceed through a secured man-trap into the detention holding space.	✓		
2.24 Design shall provide separate Sallyports for adults and juveniles. Design shall maintain physical and visual separation between adult and juvenile detainees.	✓		
2.25 Design shall demonstrate sufficient hardening to protect against extreme weather, vandalism, and potential acts of terrorism. Design shall be sufficient to ensure continuous, uncompromised facility operations 24/7/365, including the provision of uninterrupted backup power to critical PCF facilities.	✓		
2.26 Interior finishes shall be of sufficient quality to withstand heavy, continuous, traffic with minimal wear or degradation to function and finish over time.	✓		



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Item		Required	Highly Desirable	Desirable
2.27	Design shall incorporate just-in-time supply inventory storage space for all functional elements.	✓		
3.0 ORGANIZATIONAL EFFICIENCY				
3.1	If utilizing currently operating sites, the final solution shall provide a move and relocation plan in association with a project phasing plan that allows for continuous operations of the Municipal Courts and provides for swing space for select Houston Police divisions. The final solution shall provide an overall master schedule that includes the temporary move and relocation of all divisions within the Riesner, Travis, and Lubbock St. sites.	✓		
3.2	Construction phasing shall be accomplished in an orderly fashion ensuring the continuous operation of Police and Courts and minimize disruptions to their operations during the construction sequence.	✓		
4.0 SECURITY AND PHYSICAL CONFIGURATION				
4.1	Design shall integrate a holistic layered security design approach for the entire facility. Design shall discourage violence and provide safeguards that mitigate potential threats.	✓		
4.2	Design of the overall perimeter security shall mitigate risk to the lowest level possible within the bounds of operational requirements and agency resources.	✓		
4.3	Design shall provide, as a layer of security and access control, turnstiles to enforce and regulate one-way traffic of pedestrians in and out of designated access portals.		✓	
4.4	Design shall provide security screening equipment to detect potential threats including but not limited to the presence of explosives, weapons and contraband.	✓		
5.0 SECURITY SYSTEMS - TECHNOLOGY				
5.1	Design shall provide a complete "Turn-Key" installation of an integrated security system with all equipment called for in proper operating condition. (See Note 1)	✓		
5.2	Design shall provide a Control Systems Software application/program that performs logic and control functions based on programmable criteria. Monitoring of the system shall be in a Central Control Room and integrate other security systems.	✓		



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S67-I00436
NOTICE OF REQUEST FOR INFORMATION**

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PROCUREMENT DIVISION**
901 Bagby Street,
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Houston, Texas 77002

Item	Required	Highly Desirable	Desirable
5.3 Design shall provide a complete and fully functional security head-end system that supports and integrates all video surveillance components and cameras, alarm monitoring, access control, intercommunications, and control system software.	✓		
5.4 Design shall provide a complete and fully functional “Lock-up” System.	✓		
5.5 Design shall provide sufficient intercom capabilities within the holding area to facilitate movement throughout the holding areas and detention locations. Intercoms shall be interfaced with other applicable systems.	✓		
5.6 Design shall provide sufficient duress alarm systems or “panic buttons” strategically deployed throughout the facility and site to protect the public, employees and staff from assault or other threatening hazards.	✓		
6.0 SPACE PROGRAM AND DATA SHEETS			
6.1 Design shall provide sufficient capacity of secure and non-secure parking spaces as described in Items 1.10 through 1.14, including spaces for specialized service vehicles. Parking structure(s) shall be designed for efficient entry and exit within the entire facility while being safe and easy to use.	✓		
6.2 Design shall provide food services for PCF employees and visitors.		✓	
6.3 Design shall provide 120,000 GSF of space for expansion within the Police Administrative facility.	✓		
6.4 Design shall provide 16,888 GSF of space for four future courtrooms within the courthouse.	✓		
7.0 SITE DESIGN REQUIREMENTS			
7.1 Design shall incorporate a consistent landscape concept throughout the site. Design shall utilize an integrated combination of hardscape, planted areas and plant materials selected to minimize maintenance.			✓
8.0 SYSTEMS PERFORMANCE			
8.1 Areas housing major MEP and utility distribution equipment (e.g., Central Plant, Mechanical Floors, etc.) shall be hardened to ensure utility services 24/7/365.	✓		
8.2 Design shall provide a fully functioning high-speed cable and supporting infrastructure system distributed throughout the facility for voice, data, security, free public Wi-Fi and all other low voltage systems.	✓		



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CONSULTING SERVICES
S67-I00436
NOTICE OF REQUEST FOR INFORMATION

STRATEGIC
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 901 Bagby Street,
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 Houston, Texas 77002

Item		Required	Highly Desirable	Desirable
8.3	Design shall ensure 100% coverage by nationwide Cellular Service providers throughout the facility.	✓		
8.4	All building envelopes shall be designed to withstand 150 mph 3-second wind gust pressures. ASHRAE 90.1 energy standards shall serve as minimum performance criteria for the building envelope.	✓		
8.5	Design shall include radio equipment infrastructure and a Distributed Antenna System (DAS) to support handheld and base station radios for communication on the Texas Wide Area Regional Network Project 25 Phase II system, and cellular phone transmissions supporting operations.	✓		
8.6	Allowances shall be provided by the City at a future date for Furniture, Fixtures, and Equipment (FF&E), Audio/Visual (A/V) equipment, Security equipment, and IT/Data requirements.	✓		
9.0 OPERATIONS AND MAINTENANCE				
9.1	Final solution shall incorporate facility maintenance and management solutions including the following: Building management services, Routine and emergency maintenance operations, Utilities management, HVAC and central plant services, Roads and grounds, Interior/exterior janitorial, Telecommunications, Radio Communications, Fire alarm and life safety systems, Elevators and conveyance systems, Roofing systems, Environmental health and safety, Lifecycle renewal, Parking structures, Shipping/Receiving, Trash and recycling, Asset management, Security electronics, Detention hardware and equipment, Access control systems, and Maintenance engineering services through an Integrated Building Technology platform. Utility bills will be directly paid by the City.		✓	

Notes and Abbreviations:

- 1 = Information to be provided in RFI Phase 2, should the City choose to proceed.
- CF = Priority applies for City-financed project delivery types.
- L = Priority applies for Leased project delivery types.
- NC = Priority applies for New Construction project strategies.
- O = Priority applies for all Other project strategies.
- R = Priority applies for Renovation project strategies.



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ATTACHMENT 2
Summary of Key Financial Terms and Conditions

Please complete the following table as applicable to the Proposed Strategy. Please provide as much detail as possible regarding the nature, amounts, and timing of anticipated cash flows, and other key assumptions.

Project Overview	
Proposed Project Strategy (i.e., New Construction, Renovation, Other):	
Project Site Location:	
Current Project Site Ownership:	
Proposed Project Ownership:	
Proposed Project Delivery Method:	(DBB, DB, CMAR, DBOM, DBFOM, Lease, etc.)
Description of Respondent / Contracting Entity	Description of Respondent Legal Structure and existing available financial capital of the respondent entity, if any
Contracting Entity Capitalization:	Description of anticipated future financial capitalization: <ul style="list-style-type: none"> • During construction phase • During City occupancy phase
Key Contract Terms	
Contract Start Date:	
Contract End Date:	
Date of Beneficial Occupancy:	
Type of Lease:	Describe lease terms and who is responsible for what costs
End of Term Options:	(Renewal, Extension, Purchase, etc.)



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Asset Condition:	Describe minimum asset quality during and at the end of occupancy – can be expressed as a percent of useful life remaining.
Key Financial Terms	
Capital Structure:	Debt / Equity Ratio and description of financing package, if applicable. If a lease, please propose a discount rate that you believe is appropriate for discounting cash flows, and rationale for rate
Taxes:	Property Tax Exemption: Sales Tax Exemption:
Proposed Discount Rate:	Estimated Weighted Average Cost of Capital, or if a different rate is proposed, an explanation of the rationale for that rate.
Rough Order of Magnitude Costs for Construction/Improvements	
Construction / Acquisition Costs:	Hard Costs: Soft Costs: Financing Costs: <i>If not presented as present values, please provide timing and sufficient detail to allow the City to estimate present values.</i>
Construction Escalator:	
Minimum Availability / Lease Payment / Annual Cost	
Total Annual Availability Payment:	
Fixed or Base Capital Charge / Rent	(A component of Total Annual Availability Payment)
Operating & Maintenance Costs:	Please provide description of included items, e.g., insurance, etc. See Attachment 1, Section 9 for list of Highly Desirable items. (A component of Total Annual Availability Payment)
O&M Escalator:	
Non Availability:	Please describe compensation arrangements to the City for facility not being available
Other	
Operational Impact:	
Operational Efficiencies:	
Operational Deficiencies:	