



**CITY OF SAN ANTONIO  
CAPITAL IMPROVEMENTS  
MANAGEMENT SERVICES**

**REQUEST FOR PROPOSAL (“RFP”)  
FOR CONSTRUCTION MANAGER AT RISK SERVICES  
FOR THE EASTSIDE EDUCATIONAL EXCELLENCE CENTER  
(RFP# CIMS07122013AM)**

*Pre-Submission Conference Agenda*

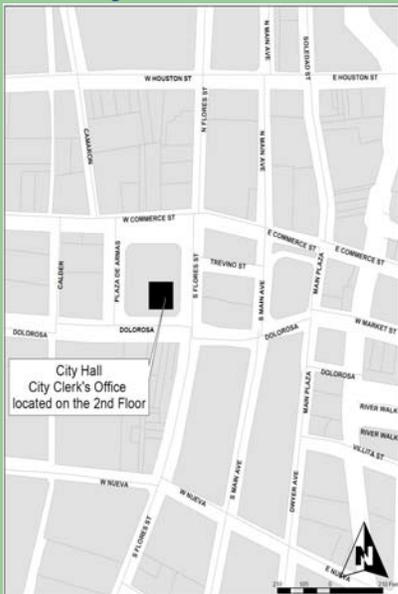
**July 19, 2013**

**10:00am**

**Plaza B Room Municipal  
Plaza Building**

**114 W. Commerce St.  
San Antonio, TX 78205**

**City Clerks Office:**



- **Call to Order (Welcome)**
- - **Introduction of City Staff**
  - **Background & Project Scope-Section I & II**
  - **Schedule of Events-Section III**
    - Deadline for submission of written questions: **July 24, 2013 at 4:00 p.m.**
    - Responses due on: **August 2, 2013 at 10:00 a.m.**
    - Anticipated Board Consideration Date: **August/September, 2013**
  - **Submittal Documents Requirements & Evaluation Criteria- Section V**
  - **Submission Instructions- Section VI**
    - Submittals are due on **Friday, August 2, 2013 at 10:00 a.m.**
    - Hand Delivery Location: City Clerk’s Office, 2<sup>nd</sup> Floor of City Hall at 100 Military Plaza (SW corner of Commerce and Flores)
    - May be delivered by mail to address in RFP. Must be received by the due dates/time as indicated in the RFP.
  - **Amendments to the RFP- Section VIII**
    - Review Website (<http://epay.sanantonio.gov/RFPListings/>) for:
      - Summary of Pre-Submission Conference including questions/responses and a list of attendees;
      - Amendments or changes to the RFP;
      - Responses to questions presented subsequent to Pre-submission Conference, if any and received prior to the deadline for questions.
  - **Restriction on Communications- Section IX**
    - Respondents are prohibited from communicating with City staff regarding the RFP/Submittals with the some exceptions
    - Questions must be submitted in writing
    - Deadline for submission of RFP questions is **July 24, 2013 at 4:00 PM**
  - **Award of Contract and Reservation of Rights- Section X**
    - Read this section carefully.
  - **Review of SBEDA Ordinance Compliance Provisions- Section XI**
  - **Wage & Hour**
  - **Primavera Software Requirements (Section 3.10 General Conditions)**
- **Questions and/or Information**
- **Adjournment**

**Send All Questions To:  
Angelica.Mata@sanantonio.gov**