

Request for Qualifications

Program Management Services for Annual Sidewalk Projects

Pre-Submittal Conference Agenda

August 14, 2013

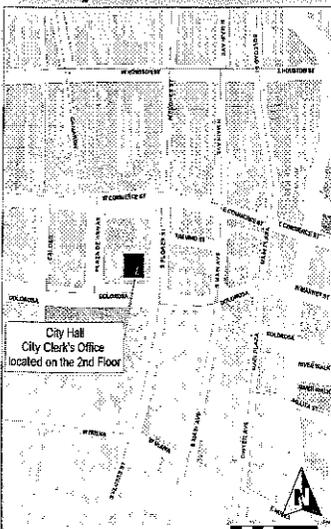
10:00 AM

6th Floor Conference Room

114 W. Commerce

Municipal Plaza Building

City Clerks Office:



- Introductions (Welcome)
- Discussion of Background & Project Scope- Section I & II (City Project Manager and Staff)
- Review of RFQ:
- Tentative Schedule (Section III)
 - Deadline for written questions, August 23, 2013 at 4:00 PM
 - SOQ Submittal Deadline, September 3, 2013 at 3:00 PM
 - Interviews, September 2013 (TBD)
 - Anticipated Council Date, October 2013
- IV, PreSubmittal Conference
- V, Submittal Document Requirements and Evaluation Criteria
 - A. Experience and qualifications of Prime Firm and Key Sub-Consultants – 25%
 - B. Team's Experience with San Antonio Region Issues and Past Experience with COSA Contracts – 15%
 - C. Understanding of the Project and Proposed Management Plan - 35%
 - D. SBEDA – SBE & M/WBE Prime Contract Program – 20%
- VI, Submission Instructions, No later than September 3, 2013 at 3:00 PM – **No late submittals will be accepted**
- VII, Restriction on Communication
 - POC for RFQ questions, Clayton Hoelscher, 210-207-8310
 - POC for SBEDA questions, Shuchi Nagpal, 210-207-0071
- VII, Award of Contract and Reservation of Rights
- IX, SBEDA Ordinance Compliance Provisions (POC Shuchi Nagpal)
- Questions and/or Information
- Adjournment

Send All Questions To:
Clayton.Hoelscher@sanantonio.gov



PRE-SUBMITTAL MEETING SIGN-IN SHEET

Program Management Services for Annual Sidewalk Projects

LOCATION: 6th Floor Conference Room
 PURPOSE: Pre-Submittal Meeting

DATE: 08-14-2013
 TIME: 10:00 a.m.

NAME	ORGANIZATION	PHONE	EMAIL
Clayton Hecker	COSA - Av	210-207-8310	Clayton.Hecker@Sensations2.gov
Mike Winkler	PTP Transportation	281-702-4247	mwinkler@ptp.net
JEFF FARNSWORTH	BMB	210-740-7285	j.farnsworth@bmbi.com
Adam Payne	Freese & Nichols	210-833-1350	a-p@freese.com
Joaquin Arch	Straight Line Mgt	210-226-2107	straightlinem@gmail.com
JANIER GARCIA	SHERFEE & GARCIA	(210) 493-9200	JANIER@SHERFEYSA.COM
Alan Thompson	Klotz Associates	210 736-0425	Alan.thompson@klotz.com
FRANK FONSECA	Traffic Operations Support Group	210-872-5054	Frank.Fonseca@trafficosg.com
Maggie Schuppens	WOSH - PIV	210-207-5867	Maggie.Schuppens@sanantonia.gov
Tenil E Castro	AIA Engineers	210-699-5764	tenil@iaa.com
VICKY ALLEN	RH SHACKLETON	210-240-6988	vshigiano@rhcity.com
Barbara Tavares	RH SHACKLETON	210-889-1340	btavares@rhcity.com
CURTIS MOLLER	SBE - PTAC	210-458-3252	Curtis.Moller@utsa.edu
Catherine Okubo	COSA - EOD	210-207-8088	catherine.okubo@sanantonio.gov
Fane DUNNAN	Dunnam Engineering	(210) 454-9599	Fane@DunnamEngineering.com
JEREMY DOBE	LAN	210-499-5082	jsdoege@lan-inc.com
Sascha Van der Oa	GKW SBE MBE	210-582-5870	Sascha@gkw-inc.com

