



Request for Competitive Sealed Proposal

Phil Hardberger Park Phase 3: Urban Ecology Center – 40-00134

Pre-Submission Conference Agenda

- Welcome, Introduction and General Information
- Contracts Review & Process
- Discussion of Background & Project Scope
- Review of Contract Requirements & Processes
 - Schedule of Events
 - Deadline of submission of written questions: Wednesday April 2, 2012 at 4:00pm
 - Responses due on (Monday) April 9, 2012 at 9:30am
 - Anticipated date of short-listed firms Mid April 2012
 - Anticipated Council Consideration Date: June 2012
- Required Forms
 - 011 Invitation for RFCSP
 - Proposed Plan Narrative
 - Discretionary Contracts Disclosure Form (printed out)
 - Subcontractor/Supplier Utilization Commitment Form
 - Signed Addenda Acknowledgement Form (if applicable)
- Amendments to the RFCSP
 - Review Website (<http://epay.sanantonio.gov/RFPListings/>) for:
 - Summary of Pre-Submission Conference including questions/responses and a list of attendees;
 - Amendments to the RFCSP
 - Responses to questions presented subsequent to Pre-submission Conference, if any and received prior to the deadline for questions.
- Submission Instructions
 - Due Date/Time: Submittals are due **9:30 A.M., April 9, 2012, (Monday)**.
 - Hand Delivery Location: City Clerk's Office, 2nd Floor of City Hall at 100 Military Plaza (SW corner of Commerce and Flores). Allow ample time.
 - May be delivered by mail to address in RFCSP; however, **must be received** by the due dates/time as indicated in the solicitation
- Restriction on Communications
 - Questions (outside of this meeting) must be submitted in writing according to the Restrictions on Communication requirements of the RFCSP.
- Evaluation Criteria
- Review of SBEDA Ordinance Compliance Provisions
- Labor Compliance
- Questions and/or Information
- Adjournment

Friday March 30, 2012

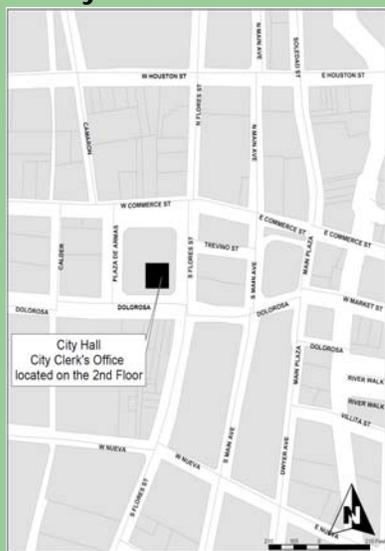
9:00am

Municipal Plaza
Conference Room B

114 W. Commerce

San Antonio, TX
78205

City Clerks Office:



Send All Questions To:
Lake Flato, Inc. (210)-277-3335
rjones@lakeflato.com

