

Request for Competitive Sealed Proposals

Fire Station # 18 Replacement

Pre-Submittal Conference Agenda

January 19, 2016

10:00 a.m.

Municipal Plaza
Conference Room C

City Clerks Office:



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



- Introductions/Welcome
- Section I, Background
- Section II, Project Scope
- Section III, Tentative Schedule
 - Deadline for written questions, January 22, 2016 at 4:00 PM
 - SOQ Submittal Deadline, February 2, 2016 at 11:00 AM
 - Interviews (If Necessary), February 2015 (TBD)
 - Anticipated Council Date, March 2015
- Section IV, Pre-Submittal Conference
- Section V, Submittal Document Requirements and Evaluation Criteria
 - A. Background, Experience and Qualifications of Prime Firm and Key Sub-Consultants – **30%**
 - B. Understanding of the Project and Proposed Management Plan – **15%**
 - C. Experience with San Antonio Region Issues and COSA contracts – **10%**
 - D. Price – **35 %**
 - E. SBEDA Prime Contract Program – **10%**
- Section VI, Submission Instructions
 - No later than February 2, 2016 at 11:00 A.M. – **No late submittals will be accepted.**
- Section VII, Amendments
- Section VIII, Restriction on Communication
 - POC for RFCSP questions, Clayton Hoelscher, 210-207-8310
- Section IX, Award of Contract and Reservation of Rights
- Section X – SBEDA Requirements
- Questions and/or Information
- Adjournment