

**City of San Antonio, Aviation Department
Pre-Submittal Conference
Agenda**

Economic Impact Study for the San Antonio Airport System
(6100000398)

**San Antonio International Airport
Terminal A, Mezzanine Conference Room
9800 Airport Boulevard
San Antonio, Texas 78216**

Monday, July 25, 2011, 8:30 a.m.

Tele-Conference Participants: Respondents may call the toll free number listed below and enter access code to participate the day of the conference.

Toll Free Dial In Number: (877) 226-9790

Access Code: 8813501

- I. Welcome and Introduction of City Staff**
- II. Overview of Background and Scope of Services**
- III. Overview of RFP Process:**
 - A. Proposal Requirements
 - B. Submission Instructions
 - C. Communication Restrictions
 - D. Evaluation Criteria
- IV. Small Business Economic Development Advocacy (SBEDA) Program Presentation**
- V. Key Points:**
 - A. Schedule of Events
 - **Deadline for Questions:** Wednesday, July 27, 2011, 10:00 a.m.
 - **Proposal Due Date:** Friday, August 5, 2011, 11:00 a.m.
 - B. Proposal Submission:
 - Electronically through SAePS Portal
 - Hard Copies - Delivery Location: City Hall, City Clerk's Office, 2nd Floor 100 Military Plaza
 - C. Review <https://supplierservice.sanantonio.gov/iri/portal> for updates & revisions.
- VI. Questions**
- VII. Adjourn**

Note: Changes to the RFP and responses to questions will be posted through the City of San Antonio's SAePS Supplier Service Portal, <https://supplierservice.sanantonio.gov/iri/portal>. It is Respondent's responsibility to review this site and ascertain whether amendments or revisions have been made prior to submission of a proposal. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in RFP. Changes, if any, to the Request for Proposals shall be made in writing only.

