



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

**REQUEST FOR PROPOSAL  
CONSTRUCTION MANAGER AT RISK SERVICES  
DISTRICT 10 SENIOR CENTER PROJECT  
PROJECT NUMBER: 40-00350  
(RFP# CIMS05132013AM)**

*Pre-Submission Conference Agenda*

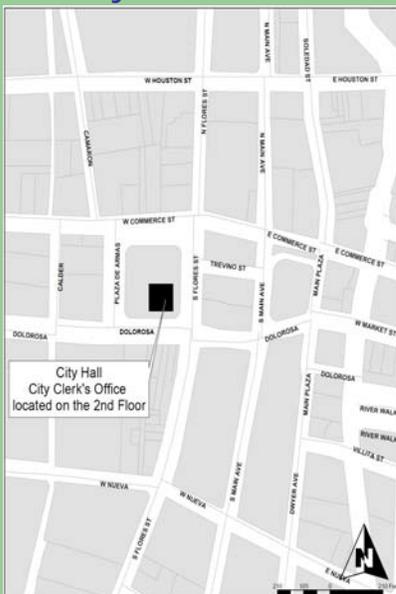
May 21, 2013

9:30am

Plaza B Room Municipal  
Plaza Building

114 W. Commerce St.  
San Antonio, TX 78205

**City Clerks Office:**



Send All Questions To:  
[Angelica.Mata@sanantonio.gov](mailto:Angelica.Mata@sanantonio.gov)

- **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: **May 24, 2013 at 4:00 pm**
    - Responses due on: **June 11 2013 at 3:00 pm**
    - Anticipated Council Consideration Date: **August 2013**
  - **Submittal Documents Requirements & Evaluation Criteria- Section V**
  - **Submission Instructions- Section VI**
    - Submittals are due on **Tuesday, June 11, 2013 at 3:00 p.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 RFQ- 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 **May 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**
- **Questions and/or Information**
- **Adjournment**