



**CITY OF SAN ANTONIO
REQUEST FOR QUALIFICATIONS (RFQ)
FOR
ARCHITECTURAL & ENGINEERING DESIGN SERVICES FOR THE
PLAZA DE ARMAS BUILDING IMPROVEMENTS**

AMENDMENT #1, April 28, 2011

Amendment #1 includes the responses to questions received at the presubmittal meeting, in writing and revisions to solicitation documents and/or required forms.

I. QUESTIONS AND CLARIFICATIONS TO RFQ

1. Is it only required from the Prime Firm or also from Consultants to fill out the Discretionary Contracts Disclosure form?
Response: Yes, both Prime Firm and Sub-Consultants should fill out the Discretionary Contracts Disclosure form.

2. It is mentioned under Section II (Scope of Work) that the basement is to be closed off. Can a portion of the basement be utilized for any required spaces or equipment if all necessary means of egress is provided in the new design?
Response: Yes, the basement is not to be considered for employee or public occupation, however, it can be used of equipment and storage.

3. On page 1 of the RFQ it states a structural survey was completed by Alpha Engineers in 2007 which recommended existing beams be strengthened or replaced with steel beams. Is the Structural Survey by Alpha Engineers available for review?
Response: The structural evaluation performed by Alpha engineers focused on the skylights and integrity in the roof and adjacent walls, it does not cover the entire structure or go into a full forensic study. The report will be posted for informational purposes only and should not be intended for this RFQ, bidding, permitting or construction.

4. On page 1 of the RFQ it states “Water intrusion through the load bearing perimeter walls continues to be a concern. There have been attempts to mitigate the water problem but have produced unsatisfactory results. It is possible to get a copy of this report to better understand what might be a course of action in the proposal?
Response: There is not a report available at this time. Continuing issues have occurred over time of operation. The selected consultant should engage professional assistance to investigate.

5. On page 2 of the RFQ it states “An archaeological report and Phase I Environmental report is on file for this property with the Capital Improvements Management Services, Environmental Services Division. It is possible to get a copy of this report to better understand what might be a course of action in the proposal?
Response: No, there is not report. Please refer to Section II of this Amendment.

6. Is the project going to be LEED certified?

Response: No.

7. The scope reference HVAC, will there be a commissioning agent?

Response: No.

8. What is the construction budget for this project?

Response: At this time there is not a defined construction budget. The selected consultant is to assist in preparing a budget.

9. If a firm is seeking this contract, can their family members make campaign contribution?

Response: Please refer to the Discretionary Contracts Disclosure form which states the following:

“Under Section 2-309 of the Municipal Campaign Finance Code, the following listed individuals are prohibited from making a campaign or officeholder contribution to any member of City Council, candidate for City Council or political action committee that contributes to City Council elections from the 10th business day after a contract solicitation has been released until 30 calendar days after the contract has been awarded:

- a) Legal signatory of a high-profile contract
- b) Any individual seeking a high-profile contract
- c) Any owner or officer of an entity seeking a high-profile contract
- d) The spouse of any of individual listed in response to (a) through (c) above
- e) Any attorney, lobbyist, or consultant retained to assist in seeking a high-profile contract

Penalty. A high-profile contract cannot be awarded to the individual or entity if a prohibited contribution has been made by any of these individuals during the contribution "black-out" period, which is the 10th business day after a solicitation has been released until 30 calendar days after the contract has been awarded.”

10. On Page 5 of the RFQ, under Criteria A, it states a minimum of 5 projects sheets are required. May be include more than 5? Will additional text on our qualifications be considered or is there a 5 page maximum for this section?

Response: No, please limit to 5 project sheets only with only one page per project.

11. Also, on page 8 of the RFQ it states, “All pages shall be numbered.” Does this include all of the forms as well?

Response: No, required forms do not need to be numbered.

12. Will the City provide a WORD document for the Subcontractor/Supplier Utilization Commitment Form? It is currently included in PDF form only.

Response: No, the form is only available in PDF.

II. REVISIONS TO THE RFQ AND SOLICITATION DOCUMENTS

1. The following reports have been added to the RFQ and City's website for informational purposes only and should not be considered for design services for this RFQ, bidding, permitting or construction:
 - 2007 Roofing Assessment by Debra Dockery
 - 2007 Structural Evaluation by Alpha

2. Section II Scope of work which states the following:

“An archaeological report and Phase I Environmental report is on file for this property with the Capital Improvement Management Services, Environmental Services Division. “

Has been deleted.

END OF REVISIONS

No other items, dates, or deadlines for this RFQ are changed.

(Note: Amendment 2 with additional questions will be posted soon)