



**CITY OF SAN ANTONIO
REQUEST FOR QUALIFICATIONS (RFQ)
FOR
CIVIL ENGINEERING SERVICES
For 2007 General Obligation Bond Savings Projects**

AMENDMENT #1,

June 29, 2011

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

I. QUESTIONS AND CLARIFICATIONS TO RFQ

1. Could you expand on the City's intent on Item M on page 20 of the RFQ?

Response: The City's intent is to make the consultant aware that the City may elect to adopt a different project delivery method than the regular Design, Bid, Build. And the consultant is expected to make a recommendation if he believes a different method is appropriate for the individual project.

2. What are the City's desired milestone deadlines for the following:
- Design completion
 - Bidding & Award
 - Construction completion?

Response: The timeline for each project will be specific to the project and will be established during scoping of the project.

3. Can you clarify whether there is a 10-page or 13-page limit?

Response: Statement of Qualifications in narrative form that addresses items in Section VIII of the RFQ. This portion is limited to 13 pages not including forms and attachments – Indexed as Tab "6"

4. Will we need geotechnical and environmental services for this contract?

Response: Geotech services are highly likely. Environmental services are a possibility.

5. Will the City provide Environmental and Public Involvement services? Or will the Prime need to have consultants ready to provide these services?

Response: Both of these types of services are possibilities.

6. Is it accurate that the Statement of Qualifications' 13 page limit is to be divided as: - Narrative – four (4) pages or less
- Project Sheets – three (3) pages
- Project Management – three (3) pages, or however many pages are allowed according to page count in Narrative and Experience with City Issues
- Experience with San Antonio Region Issues – three (3) pages or less

Response: The Statement of Qualifications composed in any fashion as long as it does not exceed the 13 page limit.

7. Is it recommended to include Project Sheets for Subconsultants? If so, are three (3) Project Sheets recommended for all Subconsultants?

Response: The Project Sheets are for Prime Consultants only.

8. For the Project Sheets section, they are requesting “three (3) projects completed within the last three years by our firm.” Is “complete” considered when we have submitted the signed and sealed plans and the project is in construction or would these “completed” projects need to be constructed and operational?

Response: We are requesting three projects that have been completed and are operational.

9. In Section V – Respondent Submittal Documents, Part L – Proof of Insurability: does City require the engineering consultant firm to have Professional Liability (i.e., Errors & Omissions) Insurance for consideration of contract award? Is the lack of Professional Liability Insurance deemed non-responsive and thus a disqualification from consideration?

Response: This contract will require a \$1,000,000 Professional Liability policy and although respondents will not be disqualified for not currently having this coverage, you will be expected to obtain the required coverages before the commencement of any work.

II. REVISIONS TO THE RFQ AND SOLICITATION DOCUMENTS

1. In section V. Submittal Document Requirements of the RFQ, paragraph G which reads:

“SBEDA SBE PRIME CONTRACT PROGRAM COMMITMENT FORM (Form #5) – Completed SBEDA SBE Prime Contract Program Commitment form, as found in RFQ REQUIRED FORMS attachment, indexed or labeled as Tab “5” in Submittal.”

Is amended to read:

“SBEDA SBE SUBCONTRACTOR/SUPPLIER UTILIZATION COMMITMENT FORM (Form #5) – Completed SBEDA SBE Subcontractor/Supplier Utilization Commitment Form, as found in RFQ REQUIRED FORMS attachment, indexed or labeled as Tab “5” in Submittal.”

2. In section V. Submittal Document Requirements of the RFQ, paragraph K which reads:

LETTERS OF REFERENCE (Optional) – Indexed and labeled as Tab “9”. Respondent may provide a maximum of five (5) letters of reference.

Is amended to read:

LETTERS OF REFERENCE – Indexed and labeled as Tab “9”. Respondent may provide a maximum of five (5) letters of reference.

3. In section VIII. Restriction on Communications of the RFQ, (A) 3. which reads:

“The point of contact is Brenda Navarro. Ms. Navarro may be reached by telephone at (210) 207-5442 or by e-mail at Brenda.Navarro@SanAntonio.gov.”

Is amended to read:

“The point of contact is Fernando Hernandez. Mr. Hernandez may be reached by telephone at (210) 207-1339 or by e-mail at Fernando.Hernandez@SanAntonio.gov.”

4. Delete Form 5 SBEDA Program Commitment Form in its entirety and replace with the attached Form 5 SBEDA Subcontractor/Supplier Utilization Commitment Form Version 3/25/11.

5. In section XI. AWARD OF CONTRACT AND RESERVATION OF RIGHTS of the RFQ, P. which reads:

“Any respondent meeting the above criteria, that desires an individual submittal debriefing must deliver a written request to the Director of CIMS within 7 calendar days from the date the notice of non-selection was sent.”

Is amended to read:

“Any respondent meeting the above criteria, that desires an individual submittal debriefing must deliver a written request to the Contract Services Division within 7 calendar days from the date the notice of non-selection was sent.”

6. In Form 2 of the Required Forms, the Statement of Qualifications description which reads:

“Statement of Qualifications in narrative form that addresses items in Section VIII of the RFQ. This portion is limited to 10 pages not including forms and attachments – Indexed as Tab “6”

Is amended to read:

“Statement of Qualifications in narrative form that addresses items in Section VIII of the RFQ. This portion is limited to 13 pages not including forms and attachments – Indexed as Tab “6”

END OF REVISIONS

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



City of San Antonio
Subcontractor/Supplier Utilization Commitment Form

Solicitation Name: **2007 Bond Savings Civil Engineering Services**

Respondent Name:

Initial each statement and sign below.

In responding to this solicitation for which proposals are not initially evaluated based upon price, I hereby affirm my firm's commitment to meet the subcontracting requirements indicated in the solicitation.

I understand a Small Business Enterprise (SBE) subcontracting goal of **twenty** percent (20%) applies to this solicitation.

I understand that absent a waiver approved by the Small Business Office, failure to include a completed, signed copy of this Commitment to satisfy the subcontracting goal for this solicitation will render this response NON-RESPONSIVE.

I understand and affirm that absent a waiver approved by the Small Business Office, if asked to submit a price proposal response, I will be required to submit a Subcontractor/Supplier Utilization Plan with the price proposal response. Failure to submit the Subcontractor/Supplier Utilization Plan with the price proposal shall render the price proposal response NON-RESPONSIVE.

I understand that my firm's failure to submit the Subcontractor/Supplier Utilization Plan satisfying subcontracting goals during the price proposal response will be grounds for termination of negotiations and will allow the City to enter into negotiations with another Respondent.

Signature

Date

Printed Name & Title