

**Pre-Submission Conference Agenda
RFQ for Downtown Transportation Study
Wednesday, June 29, 2011 at 10:00 A.M.**

I. Welcome, Introductions of City Staff and General Information

A. Discussion of Background & Scope RFQ

II. Review of the RFQ Document; Questions/Responses; RFQ Process Reminders

A. Schedule of Events

1. Deadline for Submission of Written Questions **Wednesday, July 6, 2011 at 4:00 PM**
2. Responses Due on **Tuesday, July 19, 2011 at 2:00 PM**
3. Anticipated City Council Consideration, **September, 2011**

B. Amendments to RFQ Section of the RFQ

Review Website (<http://epay.sanantonio.gov/RFPListings/>) for:

1. Summary of Pre-Submission Conference including questions/responses and a list of attendees;
2. Amendments to the RFQ;
3. Responses to questions presented subsequent to Pre-submission Conference, if any and received prior to the deadline for questions.

C. Restriction on Communication section of the RFQ

1. Questions (outside of this meeting) must be submitted in writing according to the Restrictions on Communication requirements of the RFQ.
2. Deadline for submission of questions in connection with the solicitation is **Wednesday, July 6, 2011 at 4:00 PM**

D. Submittal Documents Requirements-Section V on page 4

E. Submission Instructions- Section VII on page 6

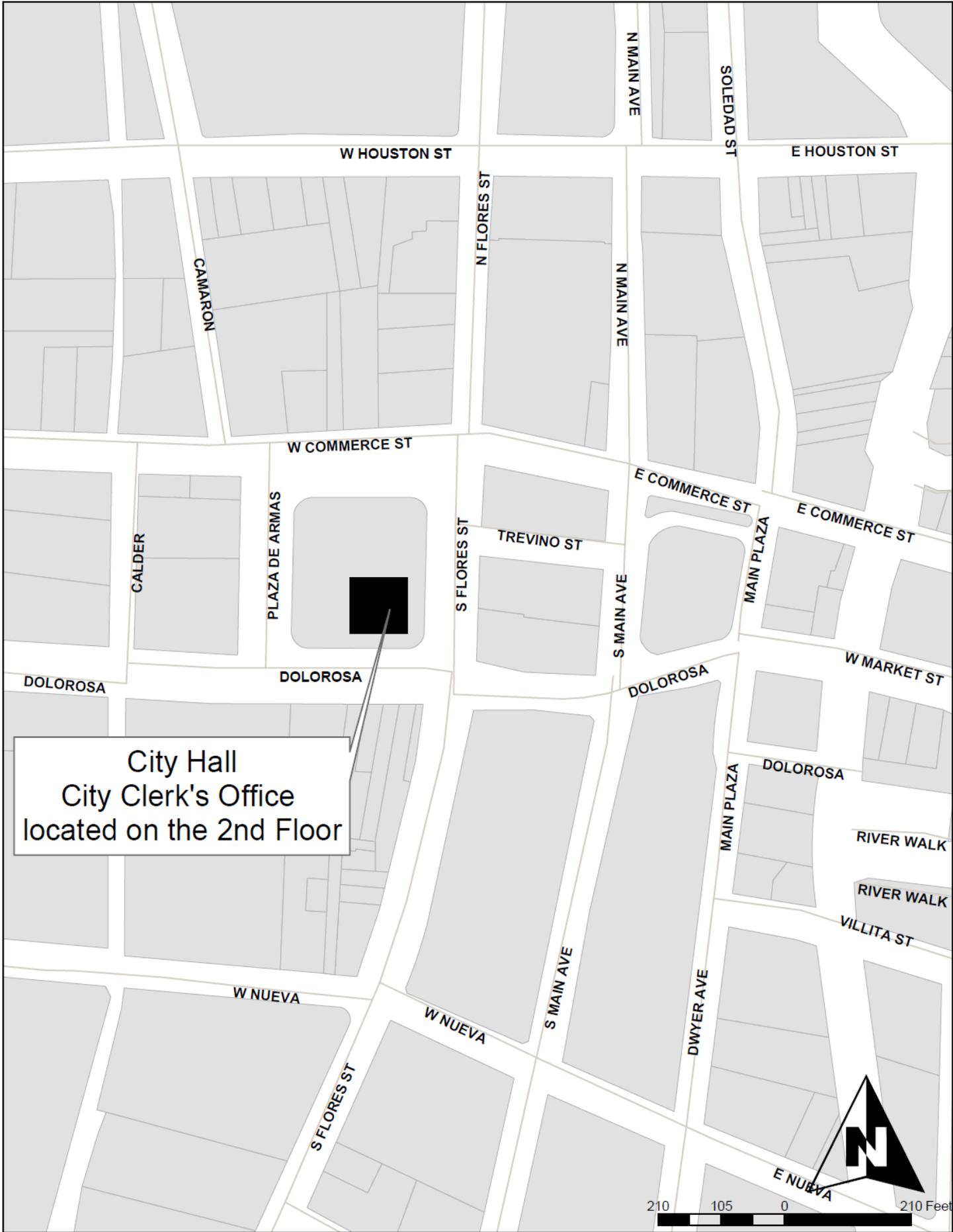
F. Evaluation Criteria- Section IX on page 8

1. Due Date/Time: Submittals are due **2:00 P.M., July 19, 2011 (Tuesday)**.
Hand Delivery Location: City Clerk's Office, 2nd Floor of City Hall at 100 Military Plaza (SW corner of Commerce and Flores).
2. May be delivered by mail to address in RFQ; however, **must be received** by the due dates/time as indicated in the solicitation.

G. Award of Contract and Reservation of Rights

H. Review of SBEDA Ordinance Compliance Provisions

III. Questions and/or Further Information



City Hall
City Clerk's Office
located on the 2nd Floor

