



**CITY OF SAN ANTONIO  
REQUEST FOR QUALIFICATIONS (RFQ)  
FOR DESIGN-BUILD SERVICES FOR HAUSMAN ROAD  
PROJECT NUMBER: 40-00256**

**RFQ# CIMS06272012AM**

**AMENDMENT #1**

**July 12, 2012**

Amendment #1 includes responses to questions asked at the pre-submittal conference held on Monday, July 9, 2012 and questions received in writing before the deadline for written questions stated in the RFQ. This amendment also includes changes to the RFQ and RFQ solicitation documents.

**I. RFQ QUESTIONS & CLARIFICATIONS**

- Question:** The RFQ appears to be closely modeled after the recent Convention Center RFQ, and therefore is geared more toward vertical vs. horizontal construction. While both industries utilize design-build as a project delivery method, there are some items not normally encountered in horizontal pursuit documents, specifically:
  - III Project Scope of Services
    - Budgeting services
    - Cost estimating
    - Value engineering
  - IV Tentative Schedule for Selection Process and Award
    - Phase II proposed costing methodology due
  - VI.9.A.2 Proposed Key Personnel
    - Master planning/conceptual design
    - Project estimator
    - Development of construction/bidding documents
  - VI.9.B.1 Experience with San Antonio Region Issues
    - Local site development

Is it the intent of the City to procure using vertical construction parameters, or should we expect an upcoming change to more closely mirror those normally associated with the horizontal industry?

**Response:** The City intends to procure Design-Build services using the parameters established in the published RFQ. Amendments will be issued to make points of clarification, but the overall methodology and expectations are as presented in the RFQ.

- Question:** While not specifically mentioned, it appears the intent is for this to be administered as CM@R. Is that true? If so, do you anticipate ultimately awarding a GMP contract?

**Response:** The contract resulting from the Design-Build procurement is not intended to be administered as CM@R. The Design-Build contract will have a not-to-exceed amount reflecting the project budget published in the RFQ for fulfilling the scope published in the RFQ. After a Design-Build firm is under contract with the City and advances design, a Guaranteed Maximum Price will be required from the Design-Builder.

- Question:** "Respondent" appears to have two definitions (reference - II. Definitions). Is "respondent" meant to be the design-builder (meaning the legal entity entering into a contract with the City), solely the engineer and prime builder, or the entire team (consisting of any and all named firms in the SOQ)?

**Response:** Respondent means the entity or entities responding to this RFQ such as Design-Builder, partnership, corporation, joint venture or other legal entity or team that will be legally executing the contract with the City.

4. **Question:** If this project is to be let as CM@R, and it is the intent to take bids for all the subcontracts during the Phase II Proposed Costing Methodology, what is expected of the Respondent in regards to the following key personnel for VI.9.A.2 Proposed Key Personnel:
- Construction crews for this job
  - Subconsultants (construction)

**Response:** The project will not be let as CM@R.

5. **Question:** Page 13 of the request for qualifications item 8 Design Build Contract Template and General Conditions is labeled as tab 7 and item 9.A.1. Experience is labeled as tab 7. Please verify that 9.A.1. should be tab 8 and will subsequently change the tab number thereafter accordingly.

**Response:** The version of the RFQ currently posted on the City's website reflects the correct tabs.

6. **Question:** Should discretionary contracts disclosure forms (form 3) be completed for all members of the team including Architects and Engineers or just for the General Contractor?

**Response:** The Discretionary Contracts Disclosure form (form 3) is to be completed and submitted by the prime firm only. Prime firm must disclose all subconsultants and subcontractors on this form. Subconsultants/subcontractors are not required to complete and submit this form.

7. **Question:** Item 9.A.2: Can the Organizational Chart be printed on 11 x 17 paper instead of the requested letter size 8.5 x 11 paper so the chart can be more legible for all parties reviewing the SOQ. Design-build project and the organizational chart contain a larger team than other types of procurement?

**Response:** Yes, the organizational chart can be printed on 11 x 17 paper as long as it is folded neatly in the proposal.

8. **Question:** Item 9.A.3: (resumes) Are head shots of team members allowed?

**Response:** Yes.

9. **Question:** Item 9.A.4: (project sheets) Will you consider projects in the past 10 years instead of 8 years since there has been a limited amount of design-build horizontal projects in Texas in the past several years. A 10 year window of project experience allows teams to show similar scope to the Hausman Road project.

**Response:** The timeframe for project sheets has been changed to 10 years instead of 8 years. See Section II of this Amendment for this change to the RFQ.

10. **Question:** Item 9.A.4: For the 5 completed projects requested do you prefer for the project experience to emphasize more of the design scope or construction scope of the projects?

**Response:** The City is looking for the Project Sheets to demonstrate experience in both the design and the construction sides of the projects.

11. **Question:** Item 9.B.1: Please define (Local site development) what is included under listed as sub bullet 4.

**Response:** Local site development is defined as the process of preparing raw land for residential or commercial construction and the actual residential or commercial construction of infrastructure and / or facilities on that land. The intent of including this knowledge in the RFQ is because of the project's proximity to land with the potential for future development and the project's interface with current developments.

12. **Question:** Any word on when the CD with all the 30% design information will be made available?

**Response:** The CDs were made available at the pre-submittal conference. CDs will also be available at the City's Plans and Records Office. See Section II of this Amendment for details.

13. **Question:** Also, the RFQ references the City of SA General Conditions (Exhibit A) and Design-Build Contract (Exhibit B) and requires comments on both. However neither of these exhibits are posted with the solicitation on the CIMS website. Where can we find these documents?

**Response:** The Design-Build Contract and the General Conditions have been posted on the City's website.

14. **Question:** Page 14, item #2 (key personnel), you are asking for a "Key Person" with 5 yrs experience with design-build projects similar to Hausman Road, while on item #4 (project experience), it asks for "projects of similar size and scope utilizing the DB project method", with bullet a bulleted #3 statement "if not DB contract, identify type of contract". The Key Personnel are very restrictive and the project experience is not. Did the City mean for the restrictions on Key Personnel to be greater than for Project Experience regarding the DB similar past project experience?

**Response:** Yes, the City's intent is to restrict key personnel to a minimum of five years of design-build experience while allowing more flexibility on the Project Sheets section of the submittal. The City prefers projects highlighted in the Project Sheets section to be design-build projects. If a Respondent uses projects that are not design-build in the Project Sheets section, that fact needs to be disclosed.

15. **Question:** Where is the COSA General Conditions (Exhibit A and Design Build Contract Template (Exhibit B)

**Response:** See response to question #14.

16. **Question:** How many pages can Tab 9 have with narrative?

**Response:** The page limit on the narrative describing the organizational chart is 3 pages. See Section II of this Amendment for this change to the RFQ.

17. **Question:** Can the org chart be more than 2 pages?

**Response:** No; however, organizational chart can be placed on an 11x17 page. See response to question #7.

18. **Question:** What does Preliminary exploratory forensics entail?

**Response:** Preliminary exploratory forensics deals with investigating the project site and existing conditions to gain a fuller understanding of the scope and inherent challenges of the project. Examples of preliminary exploratory forensics include investigative site visits and utility locates.

19. **Question:** Is the litigation form only for the prime?

**Response:** Yes. The Litigation Disclosure form is to be completed and submitted by the prime firm only. Subconsultants/subcontractors do not need to complete and submit this form.

20. **Question:** For tab 7, DB contract template and general conditions, do we submit redlines and additions or do you want a narrative explaining requested changes?

**Response:** There is no preference on the format of the comments or requested changes to the contract template and general conditions as long as the proper reference to the sections of the contract or general conditions is provided.

21. **Question:** If a critical parcel acquisition is held up due to eminent domain, what provisions will COSA have regarding construction time loss?

**Response:** If eminent domain proceedings affect the critical path of the project schedule, as demonstrated by a time impact analysis submitted in accordance with the contract documents, the General Conditions allow for claims for additional time.

22. **Question:** Can designer subconsultants include their project experience for tab 11?

**Response:** Yes, designer subconsultants may include their project experience in Tab 11. Note that the section requires the DB firm to disclose their role on the project highlighted on the Project Sheet.

23. **Question:** Under VI.C.2., Construction Management, page 16 of 31, last bullet – can you define and/or elaborate on what is meant by "joint-bid utility work"?

**Response:** Joint-bid utility work is defined as utility adjustments, replacements, or upgrades that are constructed as a part of the City contract with the DB firm.

24. **Question:** To whom does the cover letter need to be addressed to?

**Response:** The cover letter may be addressed to "Evaluation Committee Member".

25. **Question:** Is there a page limitation on the narrative regarding the organizational chart?

**Response:** See response to question #17.

26. **Question:** For Project Sheets, can Respondents include construction projects that are about to be completed?

**Response:** Yes, Respondents may include construction projects that are close to completion. Respondents should disclose the percent complete of the project at the time of the submittal.

27. **Question:** Is there a page limitation for the Project Sheets?

**Response:** The page limitation for each project sheet is 2 pages.

28. **Question:** Regarding page margins, can footers be less than the 1 inch margin limitation?

**Response:** Headers and footers may be less than 1 inch margin; however, the narratives and responses must be no less than 1 inch margin.

29. **Question:** On the Discretionary Contracts Disclosure Form, does the prime firm need to disclose the subcontractor's contributions?

**Response:** No. See response to question #6.

30. **Question:** Do Respondents need to provide acknowledgement that they have reviewed all the posted amendments?

**Response:** No.

31. **Question:** Does the 30% SBEDA goal include right-of-way?

**Response:** The 30% SBEDA goal includes all services to be provided by the Design-Builder as part of the scope of services on this RFQ.

32. **Question:** For Phase II of the solicitation process, what will be required for pricing?

**Response:** The City is still in the process of developing what will be required from the short-listed firms regarding pricing during Phase II of the solicitation process. This information will be provided to the short-listed firms.

33. **Question:** How does the City prefer for the submittals to be page numbered.

**Response:** Page numbers on submittals must be continuously from beginning to end.

## II. REVISIONS TO THE RFQ & SOLICITATION DOCUMENTS

1. A copy of the CDs with design information on this project is available at the City's Plans and Records Office, located at Municipal Plaza Building, 9<sup>th</sup> floor, 114 W. Commerce St. San Antonio, Texas 78205. CDs can be obtained at this location, Monday through Friday, between the hours of 8 am to 4 pm. This office is closed between 11:30 am – 12:30 pm for lunch. Please contact Alan Mota at 210-207-8035 to make arrangements to obtain a copy of the CDs.
2. Section VI. Phase I Submittal Document Requirement and Evaluation Criteria, Item 8, Design-Build Contract Template and General Conditions has been revised to read:

**DESIGN BUILD CONTRACT TEMPLATE AND GENERAL CONDITIONS:** Respondents are to review the City of San Antonio **Design-Build Contract Template and General Conditions (Exhibit A)** and provide written comments and/or concerns regarding the Contract and General Conditions. If Respondents do not have any comments and/or concerns, Respondent must indicate this in this tab. If no objections are submitted

by the Respondent, the City will presume that Respondent will sign the agreement as presented, if a contract is awarded. Respondent shall index and label this information as “**Tab 7**”.

3. Section VI. Phase I Submittal Document Requirement and Evaluation Criteria, Item 9, Experience and Qualifications of the Prime DB Firm, Key Personnel and Key Subconsultants, Item 2, Proposed Key Personnel/Organizational Chart, the last paragraph on page 14 has been revised to read:  
In addition, provide a narrative description of the organization chart, **not to exceed 3 pages**, including a description of the proposed assignments, roles and responsibilities, lines of authority and communication for each team member to be directly involved with this Project.
4. Section VI. Phase I Submittal Document Requirement and Evaluation Criteria, Item 9, Experience and Qualifications of the Prime DB Firm, Key Personnel and Key Subconsultants, Item 4, Project Sheets has been change to read:  
**4. Project Sheets (Indexed and Labeled as “Tab 11”) –** Respondent shall identify five (5) successfully completed projects of both similar size and scope utilizing the DB project method in the **past ten (10) years...**

**END OF AMENDMENT 1**

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