



**CITY OF SAN ANTONIO
REQUEST FOR QUALIFICATIONS (RFQ)
FOR
DESIGN-BUILD SERVICES FOR THE HENRY B. GONZALEZ CONVENTION
CENTER EXPANSION**

**AMENDMENT #2
June 26, 2012**

Amendment #2 includes the responses to the questions received in writing prior to the Pre-Submittal Conference and questions asked at the Pre-submittal Conference, held on Monday, June 25, 2012.

I. QUESTIONS AND CLARIFICATIONS TO RFQ

Questions & Responses:

1. **Question:** On Page 8, Section A2 of the RFQ, it is noted that the respondent should label key personnel including “Proposed Project Engineer”. There are various types of engineers. Can COSA please define what constitutes a Project Engineer?

Response: The Project Engineer is a licensed engineer, with a background in vertical building construction, who is assigned to the project and is capable of sealing documents.

2. We have found “081 GC’s for City of San Antonio Building Design-Build Contracts”, but cannot find the Design-Build (DB) Agreement.

Response: Design Build Agreement Template, General Conditions for DB Contracts were added via Amendment #1 on June 22, 2012.

3. **Question:** Is there a page limit for the entire submission?

Response: Each section has a page limit denoted in the description of information requested for that respective section.

4. **Question:** Will the geotechnical firm on this project be chosen by the owner, or the contractor?

Response: Material testing for quality control (QC) will be done by of the Design-Build Team. Material testing for quality assurance (QA) will be done by the Owner’s Representative.

5. **Question:** Will the Pre-Submission Conference sign-in sheets be made available?

Response: Yes, the sign in sheet is available on the City’s RFP site at <http://www.sanantonio.gov/RFPListings>.

6. **Question:** If you are submitting as a Joint Venture, does the JV need a letter from the bonding company?

Response: Yes, the JV (both firms) will need to submit a letter from the bonding firm.

7. **Question:** Will Forms 3 and 4 be just for the Prime (or Joint Venture) or must they also be filled in by the subcontractors?
Response: Forms 3, Discretionary Contracts Disclosure Form and Form 4, Litigation Disclosure Form, need only be filled out by the prime firm. If there is a Joint Venture, both firms in the JV need to fill out and turn in the Discretionary Contract Disclosure forms. Subcontractors are not required to fill out Forms 3 and 4.
8. **Question:** Will you consider a project highlighted on a project sheet if it was completed more than 10 years ago?
Response: The City will not extend the 10 year requirement in section A.4 (Project Sheets). However, your firm may highlight previously completed projects with your proposed team in Section A.1 (Experience) of the RFQ.
9. **Question:** Does the Proposed Plan (section C of the RFQ) page limit include exhibits?
Response: Yes, the Proposed Plan (Design Management, Construction Management and Outreach and Diversity) page limit includes exhibits.
10. **Question:** Will the proof of insurance be needed by the prime, or by each firm in the Joint Venture (JV)?
Response: Yes, proof of insurance is needed from the JV (both firms).
11. **Question:** For the documentation and forms requested in Section VI of the RFQ, items 2 through 8, please confirm that “Respondent” refers to the construction firm or JV entity that will directly contracting with the City for the Design-Build services, not the contracting entity’s design partner(s) and other subconsultants.
Response: The prime firm or JV (if applicable) are required to fill out and submit items 2 through 8 in Section VI Submittal Document Requirements for Phase I of Solicitation. Subconsultants are not required to turn in forms.
12. **Question:** The relevant similar projects may involve hundreds of subcontractors. In addition, for similar convention centers they will likely be from other markets where the criteria for the S/M/W-owned businesses varies from those of San Antonio and involve subs that do not work in the SA market. Would it be acceptable to list the goal and participation level achieved for the project in total? Additionally, please clarify the last sentence of this item as usually there is no design fee relationship between the subcontractors and the prime. In cases where a subcontractor participates in DB, their fee usually remains a function of some percentage of overall construction and is not a function of the designer/Architect fee.
Response: Due to the volume of firms participating in similar past projects, Respondents may chose to only provide a summary of the overall SBE, MBE, and WBE utilization achieved for a project. The last sentence of this item is revised to read:

“In one or more tables, provide a list of the prime firm and all first tier construction subcontractors and first tier design phase subconsultants including their status as Small, Minority, or Woman-Owned. This list shall also include the percent of total fees paid to each subcontractor/subconsultant and percent earned by the prime firm. As an alternative, due to the volume of firms participating in similar past projects, Respondents may chose to only provide a summary of the overall SBE, MBE, and WBE utilization achieved for a project.”

13. **Question:** If the Prime firm is a Joint Venture (JV), does the JV have to register with the Central Vendor Registration? What if both firms in the JV are already registered with the CVR?

Response: Yes, as the JV is a distinct entity, the JV should be registered in the CVR prior to contract award.

14. **Question:** Please confirm that Form 6 is only required from the responding construction firm or Joint Venture entity that will be directly contracting with the City for the Design-Build services, not the design partner(s) or other sub-consultants of the contracting firm or JV.

Response: Mentor Commitment Form is required of all respondents forming the JV partnership. Subconsultants are not required to submit the form.

15. **Question:** I have recently signed up for SAP, is that the same as signing up for the Central Vendor Registry (CVR)?

Response: The City's CVR is also referred to as SAePS. To verify CVR registration, you may contact Claudia Ovalles (CIMS Small Business Division) at (210) 207-3900.

16. **Question:** Does the Mentor-Protégé Program have to be a Prime/Subcontractor relationship, or can it be a Joint Venture agreement?

Response: Firms within a joint venture may apply as both mentors and protégés. Each have particular selection and participation criteria. Specific mentor pairing requests will be considered but cannot be guaranteed, due to selection criteria and current protégés awaiting pairing.

17. **Question:** The Project Sheet example, provided on the City's website, has an area to list subcontractors for that project. In some situations, the list of subcontractors may be too long for the 2-page limit. Would the City consider extending the page limit?

Response: Project sheet limit is 2 pages. See response to Question #12 above.

18. **Question:** Our firm has the capacity to mentor multiple protégés. If we have received Mentor-Protégé evaluation points on the Convention Center project, can we earn Mentor-Protégé evaluation for another project (prior to the 2-year period), if we commit to taking on a second Protégé?

Response: While we encourage firms to mentor as many protégés as capable, a firm will only receive the Mentor Protégé evaluation points one time during a two year period.

19. **Question:** Are firms with no significant business presence within the SAMSA eligible to earn Mentor Protégé evaluation criteria points?

Response: Yes but prime firms are expected to meet all mentor requirements and expectations/responsibilities listed in the Mentor Protégé Program Manual.

20. **Question:** We are a large firm and will be joint venturing with an SBE/MBE firm. Can we serve as a mentor to our SBE/MBE J/V partner while our SBE/MBE J/V partner mentors another SBE firm? Can a firm be both a Mentor and a Protégé?

Response: Firms may apply as both mentors and protégés. Each have particular selection and participation criteria. Mentor pairing requests will be considered but cannot be guaranteed, due to selection criteria and current protégés awaiting pairing.

21. **Question:** Where in the City SBEDA Ordinance does it stipulate that a respondent may not receive Mentor-Protégé evaluation criteria points for any additional solicitations for a two (2) year period? If there is a written policy can you share the policy?

Response: While not stipulated in the SBEDA Ordinance, the Mentor Protégé Evaluation Points and qualifications and responsibilities are clarified on page 6 of the Mentor Protégé Program Manual (Incentive and Recruitment Policy Section). See section below:

“Mentor Solicitation Incentive: Based on a determination by the Goal Setting Committee (GSC), up to a five (5) point evaluation incentive may be available for discretionary solicitations issued in an industry where the Mentor-Protégé API is offered. The Mentor incentive can only be applied to a firm for one (1) solicitation, unless the firm has successfully completed a mentorship agreement with a Protégé in the City’s Mentor-Protégé Program or the potential Mentor was not chosen to become a Mentor after 24 months from initially applying for and receiving the incentive.”

END OF REVISIONS

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