



CITY OF SAN ANTONIO

P.O. Box 839966
San Antonio, Texas 78283-3966

ADDENDUM I

SUBJECT: REQUEST FOR QUALIFICATIONS "DESIGN REVIEW, INSPECTION & TESTING SERVICES FOR RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM" DATED AUGUST 8, 2014

DATE: August 21, 2014

***THIS NOTICE SHALL SERVE AS ADDENDUM NO. I
TO THE ABOVE REFERENCED REQUEST FOR QUALIFICATIONS (RFQ)***

- A. THE ABOVE MENTIONED RFQ IS HEREBY AMENDED AS FOLLOWS:**
- a. RFQ Table of Contents, delete in its entirety and replace with the revised Table of Contents attached.**

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RFQ Required Forms, Instructions and Exhibits	
Submittal Cover/ Signature Page	Form #1
Submittal Checklist/ Table of Contents	Form #2
Litigation Disclosure Form	Form #3
DBE Good Faith Effort Plan for Federally Funded Contracts (DBE Form 1) Letter of Intent for Federally Funded Contracts (DBE Form 2)	Form #4
Contract Disclosure Form	Form #5
Staff Experience Matrix	Form #6
Contract Document Template (Posted separately and incorporated by reference.)	RFQ Exhibit A
<i>Evaluation Committee Members</i>	<i>RFQ Exhibit B</i>

- b. **RFQ Section I – Background, Item C “Minimum Qualifications”, delete in its entirety and replace with:**

C. MINIMUM QUALIFICATIONS

The Program is funded in whole or part by FAA grant funds. The Respondent shall assemble a multi-disciplinary team experienced with aviation noise insulation programs or noise mitigation. The successful Respondent shall demonstrate it possesses the qualifications and resources necessary to perform the required scope of services.

At a minimum, the Respondent's Prime must:

- propose a project manager with 5 years demonstrated experience managing design review, construction inspection, and testing services to include Acoustical Testing Services and Indoor Ventilation Testing
- assemble a team with experience in independent construction inspection and testing services of residential and commercial remodeling projects
- demonstrate public relations experience working with property owners, contractors, consultants and inspectors to coordinate the design review and inspection

At a minimum, the Respondent's Team (including subcontractors) must:

- *be able to provide all DRIT Services (Design Review, Inspection & Testing)*
- have an architect licensed in the State of Texas with demonstrated experience in providing design review services for residential and commercial construction
- have a mechanical engineer licensed in the State of Texas experienced in evaluation and design of residential and commercial heating, ventilating, and air-conditioning systems
- have an electrical engineer licensed in the State of Texas experienced in evaluation and design of residential and commercial electrical systems
- have an assigned inspector to the RATP who will provide all construction inspections
- have three years experience in acoustical treatment testing
- have three years experience in indoor ventilation testing

- c. **RFQ Section III – Schedule of Events, delete in its entirety and replace with:**

The following is a tentative schedule for the solicitation and evaluation of this RFQ:

Pre-Submittal Conference	Tuesday, August 19, 2014 at 1:30 p.m.
Deadline for Submission of Written Questions	Thursday, August 28, 2014 at Noon
Responses Due	Tuesday, September 9, 2014 at 3:00 p.m.
<i>Interviews, if necessary and if invited*</i>	<i>October 3, 2014</i>
City Council Consideration	November 2014

*Respondents are encouraged to maintain availability for interviews during these days, should they be invited.

- d. **RFQ Exhibit D – Evaluation Committee Members attached is added and follows RFQ Exhibit A – Contract Document Template.**

RFQ EXHIBIT B

EVALUATION COMMITTEE MEMBERS

This solicitation has been identified as high profile. In accordance with the Discretionary Contract Selection Process Guidelines, below are the proposed evaluation committee members.

1. Ed Belmares, Assistant City Manager
2. Frank Miller, Director, Aviation Department
3. Loyce D. Clark, Assistant Director, Aviation Department
4. Steve Southers, Manager, Environmental Stewardship, Aviation Department
5. Michael Rodriguez, Associate Architect, Planning & Development, Aviation Department
6. Loren G. Wood, Non-City participant, Airport Advisory Commission

B. QUESTIONS RECEIVED BY CITY STAFF IN ACCORDANCE WITH RFQ SECTION IX ARE ANSWERED AS FOLLOWS:

QUESTION 1: Can RFQ Forms 1 through 5 be posted in Microsoft Word format?

RESPONSE: Documents are now available on the City's website in Microsoft Word format.

----- End of Addendum -----