



**CITY OF SAN ANTONIO
REQUEST FOR QUALIFICATION (RFQ)
FOR
ALAMO PLAZA COMPREHENSIVE MASTER PLAN
AMENDMENT #1**

January 26, 2015

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

I. QUESTIONS AND CLARIFICATIONS TO RFQ

1. **Clarification: KINDLY NOTE THAT THE PRE-SUBMITTAL CONFERENCE HAS MOVED TO THE MUNICIPAL PLAZA BUILDING (WALKING DISTANCE FROM THE ORIGINAL LOCATION) LOCATED AT 114 W. COMMERCE, PLAZA C ROOM.**

2. Could a call-in number be provided for people to listen in on the Pre-Submittal Conference presentation and discussion?

Response: Yes, arrangements have been made for a call in for potential respondents who are unable to attend the Pre-Submittal meeting. **The call in telephone number is 1-877-226-9790 and access code is 4511640.**

Kindly note that any oral responses provided by City staff at the Pre-Submittal Conference shall be preliminary. A written summary shall contain the official responses and posted on the City's website via Amendment at www.sanantonio.gov/RFPListings

3. If the Prime firm is NOT an SBE or M/WBE, what is the percentage requirement or goals for SBE and/or M/WBE as subconsultants? It's unclear to me when reading through the document.

Response: A Small Business Enterprise (SBE) subcontracting goal of twenty-four percent (24%) applies to this solicitation. Eligible firms must be certified through the South Central Texas Regional Certification Agency (SCTRCA) as SBE **and** must be headquartered in the San Antonio Metropolitan Statistical Area (SAMSA) or demonstrate *significant business presence* in the SAMSA (which means 20% of their total company employees must be regularly based out of a local office within the SAMSA for at least the past 12 months). All Respondents must commit to meeting this subcontracting goal by submitting a signed Subcontractor/Supplier Utilization Commitment Form with their submittals.

4. We are interested in submitting an RFQ for the above referenced project; however, are there any special requirements, such as registering for the city, to submit an RFQ?

Response: All consultants (prime or subconsultant) wishing to do business with the City must first register with the Central Vendor Registry (CVR). To begin the registration process, kindly go to: <http://www.sanantonio.gov/purchasing/SAePS.aspx>. For technical assistance kindly contact the help desk at (210) 207-0118.

II. REVISIONS TO THE RFQ AND REQUIRED FORMS

1. The Pre-Submittal Conference on Section VI, Pre-Submittal Conference on page 20 has been revised. The Pre-Submittal Conference location has changed and will be held in the **Municipal Plaza Building, Plaza C Room located at 114 W. Commerce.**
2. Exhibit K, Evaluation Committee Members, has been posted to the City's website at <http://www.sanantonio.gov/RFPListings/> via this Amendment #1.

END OF REVISIONS

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