



# CITY OF SAN ANTONIO

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

## ADDENDUM II

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

DATE: September 2, 2014

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

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

**QUESTION 1:** Section II – Scope of Work, Item A – “Design Review Services”, RFQ page 5, Bullet 1, last sentence states “The independent review of ATC designs require the seal and signature of an architect or engineer licensed in the State of Texas.” Can you confirm that they will have to sign and seal plans which they will be reviewing?

**RESPONSE:** *The design professionals will NOT be required to sign or seal drawings. The licensure requirements are included to meet the State of Texas Government Code. An architect or engineer licensed in the State of Texas reviewing the design documents will be required to submit a signed letter to the City of San Antonio.*

**QUESTION 2:** Section V – Submittal Document Requirements, Item 8, Contracts Disclosure Form (RFQ Form 5), page 7, states “Prime shall complete and submit a form for the entire team.” Does this mean that Prime is intended to show any/ all of the subconsultant contributions on the form –OR- are we required to have the subconsultants complete their own form?

**RESPONSE:** *The Prime is responsible for completing the Contracts Disclosure Form for the all team members. Only one (1) form will be submitted per team.*

**QUESTION 3:** Section VI – Evaluation Criteria, Item A. 5, RFQ Page 10, Project Sheets states there is “a 30-page maximum for this section”. Is SAIA anticipating that each firm on the proposed team (subconsultants included) provide up to three (3) relevant projects sheets, OR is the limit three (3) projects total?

*RESPONSE:* Respondent Team (including Prime Firm, Joint Venture Parties or Partners, Sub-Consultants) should identify up to three (3) relevant projects performed, preferably within an aviation or noise mitigation environment, over the past five (5) years. Each Project Sheet should be no more than (2) pages. If a firm does not have three (3) projects to report, the maximum of 30 pages for this section can be used to report projects performed by others.

**QUESTION 4:** Declaration of Prime Contractor, DBE Form 3, RFQ Page 33, states “Submit this page for each subcontractor/ supplier for this contract, as listed on Item 1 of DBE Good Faith Effort Plan for Federally Funded Contracts (DBE Form 1) and/or Change or Addition of Subcontractors/ Suppliers on Federally Funded Contracts (DBE Form 3)”. However, there is not a section on the form to indicate which subcontractor/ supplier is intended to be utilized. How many of these forms are to be included with submittal? Also, if page/ form is required for each subconsultant, where on the form do we identify them?

*RESPONSE:* The Declaration of Prime Contractor (DBE Part 3) is part of the Letter of Intent (LOI) (DBE Form 2), which is where you would list the name and information of each subcontractor/supplier you intend to use. The Affirmation section in the LOI must be signed by the subcontractor and the Declaration of Prime Contractor by the Prime contractor. DBE Form 2 and DBE Form 3 must be submitted for each subcontractor/supplier you will utilize on the project.

**QUESTION 5:** Is there an estimated cost or budget for DRIT?

*RESPONSE:* This is a High Profile RFQ, indicating the total awarded contract value will be in excess of \$2 million (\$2,000,000).

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