Transportation and Capital Improvements
RFQ for Assistance with the Edwards Aquifer Protection Program

Pre-Submittal Conference Agenda

January 5, 2016

11:00 AM

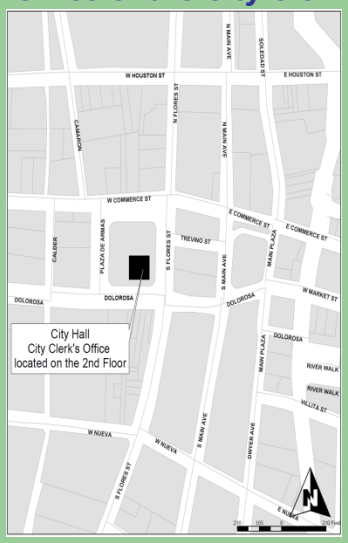
Municipal Plaza Building Plaza, 11th Floor Conference Room

114 W. Commerce

- Call to Order (Welcome)
- Discussion of Background & Project Scope- Section I & II (Grant Ellis)

  Review of RFQ:
- Tentative Schedule (Section III)
  - Deadline for written questions, January 7, 2016 at 11:00 AM
  - SOQ Submittal Deadline, January 15, 2016 at 10:00 AM
  - Interviews, if necessary, February 2016
  - Anticipated Council Date, March 2016
- IV, PreSubmittal Conference
- V, Submittal Document Requirements and Evaluation Criteria
  - A. Experience and qualifications of Prime Firm and Key Sub-Consultants – 40%
  - B. Proposed Management Plan – 40%
  - C. Team's Experience with San Antonio Region Issues and past experience with CoSA – 20%
- VI, Submission Instructions, No later than Friday, January 15, 2016 at 10:00 AM – **<u>No late submittals will be accepted</u>**
- VII, Amendments to RFQ
- VIII, Restriction on Communication
  - POC for RFQ questions, Carisa Gamez, 210-207-8325
- IX, Award of Contract and Reservation of Rights
- Questions and/or Information
- Adjournment

Office of the City Clerk



Send All Questions To:
Carisa.Gamez@sanantonio.gov