

# Transportation and Capital Improvements RFQ for On- Call Professional Architectural Services

## Pre-Submittal Conference Agenda

March 28, 2016

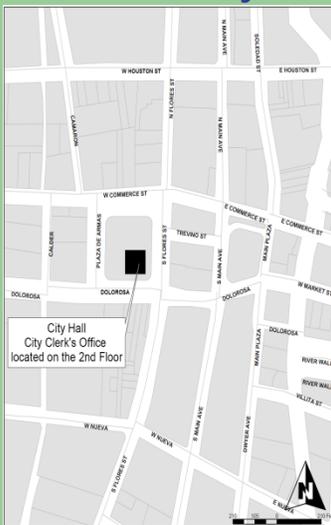
9:30 AM

Municipal Plaza  
Building Plaza, B Room

114 W. Commerce

- Call to Order (Welcome)
- Discussion of Background & Project Scope- Section I & II (TCI Vertical Team)
- Review of RFQ:
- Tentative Schedule (Section III)
  - Deadline for written questions, March 31, 2016 at 4:00 PM
  - SOQ Submittal Deadline, April 12, 2016 at 10:00 AM
  - Anticipated Council Date, June 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 – 30%
  - C. Team's Experience with San Antonio Region Issues and past experience with CoSA – 10%
  - SBEDA (SBE Prime 10 points, MWBE Prime 10 points)– 20%
- VI, Submission Instructions, No later than Tuesday, April 12, 2016 at 10:00 AM – **No late submittals will be accepted**
- VII, Amendments to RFQ
- VIII, Restriction on Communication
  - POC for RFQ questions, Carisa Gamez, 210-207-8325
  - POC for SBEDA questions, David Rodriguz, 210-207-0071
- IX, Award of Contract and Reservation of Rights
- XI, SBEDA Requirements
- Questions and/or Information
- Adjournment

### Office of the City Clerk



Send All Questions To:  
[Carisa.Gamez@sanantonio.gov](mailto:Carisa.Gamez@sanantonio.gov)

