



CITY OF SAN ANTONIO

TRANSPORTATION & CAPITAL IMPROVEMENTS #

THROUGH INNOVATION AND DEDICATION, WE BUILD AND MAINTAIN SAN ANTONIO'S INFRASTRUCTURE.

**RFQ: SPATIAL PROGRAMMING AND EFFICIENCY STUDY FOR THE FROST BANK TOWER
AMENDMENT#1
APRIL 7, 2016**

Amendment #1 contains questions received in writing and questions received at the PreSubmittal Conference held on Friday, April 1, 2016 and/or revisions to the RFQ and/or RFQ documents.

I. QUESTIONS AND CLARIFICATIONS TO RFQ

1. Is the City looking for economic modeling or real time working conditions for the retail space? Do you want the firm to anticipate when the building shall be occupied by tenants or real time marketing conditions?
Response: The City's expectation is that the economic modeling will anticipate market absorption of the retail space and develop cost estimates accordingly. For instance if it takes 2 years to fully lease the retail space, then the estimates developed should reflect the cost of any required construction upon lease up 2 years into the future. However, any estimates to develop the shell of the retail space should be reflective of the date the shell will need to be completed in order to market the space to prospective tenants.
2. If a firm is selected for this contract does it preclude the firm from the design phase?
Response: No, it does not preclude the respondent from the participating.
3. With regard to the organization structure analysis, is the City looking for physical or strategic planning?
Response: Strategic planning.
4. Does the City want a high level cost estimate or bankable by the September 30, 2016 milestone?
Response: The purpose of the estimate to be submitted by September 30, 2016 is to validate the preliminary budget that the City has based its initial planning on. Therefore, the City will be relying on the Consultant's estimate to determine if the City's budget should be adjusted up or down depending on the Consultant's findings. As a result the budget that is turned in on September 30, 2016 must be accurate as it will be relied upon for the remainder of the project up until the Frost Tower is complete and the City has fully occupied it for the purpose outlined in this RFP.
5. Will the selected firm have more time to complete the scope of work after the September 30, 2016 milestone?
Response: Yes, the firm and will have 6 months from the Notice to Proceed to complete the scope of work. Notice to Proceed is anticipated to be issued in June 2016.

6. Regarding Tab 11, there is a one page requirement for the Organizational Chart. However, you are asking for a narrative description as well. Is it one page for the organizational chart and one page for the narrative? Or is there no page requirements for this section?

Response: The Organization Chart should be limited to one page. The City shall accept a narrative outlining the roles and responsibilities in two pages or less.

II. REVISIONS TO THE RFQ AND SOLICITATION DOCUMENTS
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1. Exhibit A – Contract template, Exhibit B – General Conditions, and Exhibit E – Evaluation Committee has been uploaded to the City’s Bidding Contracting Opportunities website, <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx>.

END OF REVISIONS

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