



# Request for Qualifications

Construction Manager at Risk Services for the Hemisfair Play Escape

## Pre-Submittal Conference Agenda

March 12, 2013

2:00 PM

Executive Assembly  
Conference Room at the  
Henry B. Gonzalez  
Convention Center

200 E. Market

### City Clerks Office:



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



- Call to Order (Welcome)
- Discussion of Background & Project Scope- Section I & II (City Architect and HPARC Staff)
- Review of RFQ:
- Tentative Schedule (Section III)
  - Deadline for written questions, March 15, 2013 at 4:00 PM
  - SOQ Submittal Deadline, March 26, 2013 at 3:00 PM
  - Interviews, April 2013 (TBD)
  - Anticipated Council Date, May 2013
- IV, PreSubmittal Conference
- V, Submittal Document Requirements and Evaluation Criteria
  - A. Experience and qualifications of Prime Firm and Key Sub-Consultants with Park and Play Environment Projects – 30%
  - B. Experience of Key Personnel with Park and Play Environment Projects – 30%
  - C. Team's Experience with San Antonio Region Issues and past experience with CoSA – 10%
  - D. Understanding of the Project and Proposed Management Plan – 20%
  - E. Proposed Costing Methodology – 10%
- VI, Phase II Evaluation Criteria (Interviews), if selected will be sent to short-listed firms
- VII, Submission Instructions, Submittals due no later than March 26, 2013 at 3:00 PM – **No late submittals will be accepted**
- VIII, Amendments to RFQ
  - Amendment #1 issued on March 4, 2013
- IX, Restriction on Communication
  - POC for RFQ questions, Carisa Gamez, 210-207-8325
  - POC for SBEDA questions, Brenda Navarro, 210-207-5442
- X, Award of Contract and Reservation of Rights
- XI, SBEDA Ordinance Compliance Provisions