



**CITY OF SAN ANTONIO
REQUEST FOR QUALIFICATION (RFQ)
FOR
ON-CALL LANDSCAPE ARCHITECTURAL SERVICES
AMENDMENT #1**

April 24, 2014

Amendment #1 contains responses to questions received in writing and revisions to RFQ solicitation documents and/or required forms.

I. QUESTIONS AND CLARIFICATIONS TO RFQ

1. Can a business name be abbreviated in the response under section K, Statement of Qualification, experience, key personnel, resumes, project sheets, proposed management plan, team experience, etc?
Response: The first reference of the company name must be the legal name with the abbreviated name in parenthesis. *Example: The City of San Antonio (hereafter referred to as "City").* Once this has been identified, the abbreviated name may be used through out the document. Kindly note that the Signature Page (Form 2) must always be signed by its legal name.

2. In reference to the twenty (20) available points for SBE and M/WBE, if a firm is a SBE and/or a M/WBE, do we include a copy of the certificate/letter and if so should this be Tab 15?
Response: The City will conduct its due diligence with the South Central Texas Regional Certification Agency (SCTRCA) to confirm if, indeed, the Respondent is a SBE and/or a M/WBE for the available twenty (20) points. Therefore, firms are not required to submit a certificate/letter regarding their SCTRCA certification.

II. REVISIONS TO THE RFQ AND REQUIRED FORMS

1. Exhibit C, Evaluation Committee Members, has been posted to the City's website at <http://www.sanantonio.gov/RFPListings/> via this Amendment #1.

2. Due to minor repairs to the Municipal "Plaza B" Room, the PreSubmission Meeting has been moved to the "Plaza C" room. The date remains unchanged and will still be held on Monday, April 28, 2014.

END OF REVISIONS

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