



**CITY OF SAN ANTONIO
REQUEST FOR QUALIFICATIONS (RFQ)
FOR
ON-CALL PROFESSIONAL ENVIRONMENTAL CONSULTING SERVICES
AMENDMENT #1**

MAY 15, 2014

Amendment #1 includes questions received in writing and at pre-submittal conference, answers and clarifications to solicitation documents and/or required forms.

I. REVISIONS TO RFQ

1. This contract will be used for a combination of federally funded and non-federally funded projects.

II. QUESTIONS AND CLARIFICATIONS TO RFQ

1. Who are the six firms that currently hold the on-call environmental consulting contracts.
Response: If you are interested in obtaining this information, please submit an open records request. A determination on whether or not this information can be released will be determined. You can request this information at:

<http://www.sanantonio.gov/opengovernment/RequestSubmit.aspx>
2. Will these new contracts be replacing the current contracts?
Response: Yes. The current contracts for these services expire in August 2014.
3. Under your storm water services umbrella, it's sort of linked with the WPAPGA. Are you looking for engineering design services or more permitting and compliance.
Response: We are looking for more permitting and compliance, assisting with Storm Water Prevention Pollution Plan services.
4. Your requirements indicated a registered environmental manager. What type of registration and certification are you looking for?
Response: The certification is not a must. We are going to be reviewing this information to determine the qualifications of the consultants based on the certifications.
5. Are you requiring firms to be engineering firms?
Response: No. Some of the services we will request will require certain certifications, but firms submitting proposals do not need to be engineering firms.
6. Regarding TXDOT projects, are you requiring any certain pre- certifications for TXDOT people to work on these projects?
Response: Yes, because we have the NEPA components in this. In order to do the NEPA consulting, you have to be certified. NEPA consulting is a secondary component of this contract.

7. On page 4, item 3, you state that the contractors may be responsible for signing waste manifests. Is this something that will be done under a third party authorization or is the contractor going to be responsible for this?
Response: We will grant a third party authorization. The reason this is included in the RFQ is because in the event we have some impacted soil a contractor is dealing with during construction, we normally have a consultant providing oversight to sign on behalf of the City.
8. Regarding the key personnel requirements on page 7, you mention there is a 5 year minimum experience for personnel. Does that mean everyone that you propose as part of your team has to have a minimum of 5 years? Do you have any comments with people on advanced degrees? For example, a bachelors and masters degree, with only 3 year experiences.
Response: The Proposed Senior Environmental Project Manager, Proposed Project Manager, and Project Geologist shall have a minimum of 5 years experience.
9. Does the Project Manager need to be an engineer?
Response: No.
10. You consider the key personnel as Senior Environmental Project Manager, Project Manager, Project Geologist, Environmental Scientist, Environmental Technician, are these the only positions you consider?
Response: These are the general positions we anticipate. If respondents think they need more, please list them. Respondents should list all personnel they think are necessary to accomplish these tasks.
11. Do sub-consultants need to submit the litigation disclosure form?
Response: Sub-consultants do not need to submit the litigation disclosure form. However, sub-consultants do need to submit the discretionary contracts disclosure form. Section E. on page 6 of the RFQ is not referring to sub-consultants.
12. For the letters of reference to be included in Tab "7" of the submittal, do you need these just for the prime consultant or sub-consultants?
Response: Letters of reference can be included for sub-consultants. Please note that only a maximum of five letters of reference (Prime and sub-consultants combined) are allowed.
13. In regards to cut-off dates for projects, what are the cut-off dates for projects that can be included in section C of the RFQ (Team's Experience with San Antonio Region Issues and past experience with City of San Antonio Contracts).
Response: In regards to this section, respondents do not need to list items for this portion of the criterion. Please refer to page 9 for these instructions regarding. This information can be included in the proposal and in the project sheets, but the respondent does not need to
14. For experience that is not local but is similar to this scope, could this be included in the submittal?
Response: Yes. This experience would be considered under section A (Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants, including Co-Respondent, Joint Venture Party or Partner).
15. Does the City have a problem with respondent's proposing sub-consultants that are not local, in particular laboratories? Would there be a penalty for not proposing a San Antonio laboratory.
Response: No, there is not a penalty for proposing laboratories not located in San Antonio. However, the City recommends to have at least two laboratories.
16. Are there any SBEDA requirements?

Response: There are no SBEDA or DBE requirements for this project. In addition, no SBEDA or DBE Good Faith Effort plans are required to be submitted with the proposal.

17. I understand once the firms are selected and enter into the contract negotiation phase, is there any anticipation that large firms, rather than small firms will be used?

Response: Tasks will be issued to the awarded consultants on an as-needed basis. There is no preference for the City to use large firms rather than small firms to perform these tasks, or vice versa.

END OF QUESTIONS AND CLARIFICATIONS
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