

Request for Qualifications

Design Services for the West Commerce Economic Corridor Project

Pre-Submittal Conference Agenda

January 5, 2016

10:00 A.M.

Municipal Plaza
Conference Room C

City Clerks Office:



Send All Questions To:
Clayton.Hoelscher@sanantonio.gov



- Introductions/Welcome
- Section I, Background
- Section II, Project Scope
- Section III, Tentative Schedule
 - Deadline for written questions, January 8, 2016 at 4:00 PM
 - Submittal Deadline, January 19, 2016 at 11:00 AM
 - Interviews (If Necessary), February 2016 (TBD)
 - Anticipated Council Date, March 2016
- Section IV, Pre-Submittal Conference
- Section V, Submittal Document Requirements and Evaluation Criteria
 - A. Background, Experience and Qualifications of Prime Firm and Key Sub-Consultants – **40%**
 - B. Proposed Management Plan – **20%**
 - C. Team's Experience with San Antonio Region Issues and past experience with CoSA contracts – **20%**
 - D. SBEDA SBE and M/WBE Prime Contract Program – **20%**
- Section VI, Submission Instructions
 - No later than January 19, 2016 at 11:00 A.M. – **No late submittals will be accepted.**
- Section VII, Amendments
- Section VIII, Restriction on Communication
 - POC for RFQ questions, Clayton Hoelscher, 210-207-8310
- Section IX, Award of Contract and Reservation of Rights
- Section X, SBEDA Ordinance Compliance Provisions
- Questions and/or Information
- Adjournment