



**REQUEST FOR QUALIFICATIONS  
DEAD END MAINS ASSESSMENT SERVICES  
Solicitation Number: S-15-018-PC**

**ADDENDUM 1**

**November 5, 2015**

This addendum changes to the RFQ, and responses to questions.

**CHANGES TO THE RFQ**

1. Cover page of the RFQ that reads REQUEST FOR PROPOSALS, has changed and is reissued as a REQUEST FOR QUALIFICATIONS (RFQ).
2. All references to a 'RFP' are changed to 'RFQ' throughout the entire solicitation document.
3. Cover page of the RFQ, Deadline, that reads November 12, 2015 at 2:00 p.m., has changed to November 19, 2015 at 2:00 p.m.
4. Page 2 of the RFQ, D. Estimated Timeline, Proposals Due, that reads November 12, 2015 at 2:00 p.m., has changed to November 19, 2015 at 2:00 p.m.
5. Page 3 of the RFQ II. Selection Process, C. Evaluation Criteria that reads:
  - Team Prior Experience on Similar Projects ..... 20 pts
  - Project Approach ..... 20 pts
  - Quality Assurance / Control ..... 10 pts
  - Price Proposal..... 35 pts
  - Adherence to Affirmative Action and Small, Minority and Woman Business (SMWB) participation (Exhibit "B" Good Faith Effort Plan) ..... 15 pts
  - TOTAL ..... 100 pts

**Has changed and is amended to read:**

  - Team Prior Experience on Similar Projects ..... 35 pts
  - Project Approach ..... 35 pts
  - Quality Assurance / Control ..... 15 pts
  - Adherence to Affirmative Action and Small, Minority and Woman Business (SMWB) participation (Exhibit "B" Good Faith Effort Plan) ..... 15 pts
  - TOTAL ..... 100 pts
6. Page 5 of the RFQ, A. Deadline that reads 2:00 p.m. Central Time on November 12, 2015 has changed to 2:00 p.m. Central Time on November 19, 2015.
7. Page 7 of the RFQ, 7. Compensation Proposal; remove paragraph in its entirety.
8. Page 11, Submittal Response Checklist, remove and replace with the revised version attached to this Addendum.

QUESTIONS AND ANSWERS

1. **Two potential engineering firms have declined to partner because they believe the proposed solicitation requires a RFQ process so as to not conflict with the Engineering Practices Act. Can you re-publish this solicitation as a RFQ?**

Yes, please reference Changes to the RFQ of this Addendum.

2. **McKim & Creed is excited about the opportunity to present our qualifications to the San Antonio Water Systems (SAWS). We will team with local SWMB firms for this proposed project, should we request our sub-consultant firms to complete the following forms:**
  - **W9 Form**
  - **Respondent Questionnaire**
  - **Insurance Certificates**
  - **Conflict of Interest Questionnaire**
  - **Security Procedures**

No. The above-referenced forms are only required to be submitted by the Responding firm.

END OF ADDENDUM #1

# SUBMITTAL RESPONSE CHECKLIST

Rev. 11/5/15

Project Name: DEAD END MAINS ASSESSMENT SERVICES RFQ

Firm Name: \_\_\_\_\_

Use the checklist to ensure that the proposal is complete by checking off each item included with your response. Sign and date this form and include this page with each proposal.

- Respondent Questionnaire
- Completed and signed W-9 Form, and include email address or fax number
- Team Prior Experience on Similar Projects (including Organizational Chart)
- Project Approach (Sufficiently detailed to insert into final contract)
- Quality Assurance/Control
- Copy of Current Certificate of Liability Insurance
- Exhibit "B" – Good Faith Effort Plan
- Exhibit "C" – Conflict of Interest Questionnaire

I certify that the proposal submitted includes the items as indicated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title