



REAL ESTATE LAND SURVEY SERVICES (RFQ)
Solicitation No. Q-23-003-RL

ADDENDUM NO. 1
August 3, 2023

To Respondent of Record:

RESPONSES TO QUESTIONS

- 1. Question: Many vendors provide AutoCAD Civil 3D files (.dwg) as an alternative or must they be MicroStation?**

Answer: No alternative graphic files will be accepted. Firms shall provide all graphic files in Microstation.

- 2. Question: As a minority-certified firm, can we self-perform to meet the goal?**

Answer: Yes, as a minority-certified firm you can self-perform to meet the goal.

- 3. Question: Please clarify what is considered key personnel.**

Answer: Key Personnel are anyone important to the project. It is up to the Respondent to determine who the Key Personnel are for this project.

- 4. Question: Can SAWS confirm that the SMWB goal for this solicitation is 35%?**

Answer: Yes, SAWS can confirm that the SMWB goal for this solicitation is 35%.

- 5. Question: Do resumes count towards the page limit?**

Answer: Yes, resumes do count towards the 25-page limit.

- 6. Question: On page 1, Section 1, A. Objective, the RFQ states that SAWS is seeking SOQs for Real Estate Land Surveying Services "in conjunction with the acquisition and conveyance of real property interests." Could SAWS please clarify whether acquisition services are being requested by the respondent, or will be provided separately by SAWS?**

Answer: For this Request for Qualifications (RFQ), SAWS is seeking qualified firms for Real Estate Land Surveying Services. Currently acquisition services are not required.

7. Question: How accurate do the tree assessments need to be?

Answer: SAWS will direct the surveyor on a per jobbasis whether the survey needs to conform to the standards of a City of San Antonio tree ordinance survey or simply needs to identify the general location of a tree.

8. Question: Are we allowed to include a Table of Contents? If so, is it exempt from the 25-page limit?

Answer: Yes, you are allowed to include a Table of Contents and it does not count towards the page limit.

9. Question: Is the Cover Letter exempt from the 25-page limit?

Answer: Yes, the Cover Letter is exempt from the 25-page limit.

10. Question: Do firms need to include all technical personnel, specifically members of field crew, in the organizational chart and resume sections? Or is it acceptable to include licenses team members/leads (RPLS, SIT, etc.)?

Answer: Yes, it is acceptable to include licensed team members/leads in the organization chart and resume sections.

11. Question: It appears that the contract included in the RFQ is a consulting agreement (starting on page 29), will SAWS provide the correct engineering services contract?

Answer: No, this contract will be entered into a SAWS standard Consulting Agreement form.

12. Question: Located under C. Response Format, #4 Project Team Experience & Past Performance: Can you clarify the page limit for each team member's resume, are we allotted 2 pages per team member?

Answer: Yes, firms are to provide a resume for each team member, not to exceed two (2) pages.

13. Question: Located under C. Response Format #4 Project Team Experience & Past Performance: Can you clarify the page limit for the summary of team members' unique qualifications, are we allotted only 1 page for the entire team?

Answer: Yes, only one (1) page detailing each of the team members unique qualifications.

END OF ADDENDUM 1

This addendum is two (2) pages in its entirety.