



BEXAR COUNTY FACILITIES MANAGEMENT DEPARTMENT

**REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR:
PROFESSIONAL ARCHITECTURAL SERVICES FOR THE DESIGN OF
BEXAR COUNTY BIBLIOTECH EDU**

Addendum 1:

Issued: December 31, 2019

- Attachment 1 – Addendum Narrative and Updated Submission Schedule
- Attachment 2 – Initial Questions and Answers
- Attachment 3 – First Pre-Proposal Meeting Sign In Sheet
- Attachment 4 – Copy of First Pre-Proposal PowerPoint
- Attachment 5 – SMWBE affidavit

Attachment 1

Addendum Narrative and Updated Submission Schedule

Addendum Narrative

Bexar County is seeking the most experienced professionals for the execution of this project. Therefore the County would like respondents to prepare their Statements of Qualifications (SOQ) as a team, including all proposed sub-consultants. The SOQ should include service provider information for each sub-consultant as detailed in section 3.3 of the Request for Qualifications (RFQ). Sub-consultants include, but are not limited to:

- Mechanical, Electrical, and Plumbing Engineers
- Structural Engineers
- Civil Engineers (if applicable)
- Data-Comm and Low voltage Consultants
- Landscape Architects
- Interior Designers (if applicable)
- And any other Specialty Consultants required for the execution of the design

Additionally, all respondents are required to include in their submissions a completed SMWBE Affidavit. The form is included as attachment 5.

Updated Submission Schedule

As this is a departure from the prime-only approach, the submission Schedule is revised as detailed below to allow the Teams to prepare their Statements of Qualifications:

1.9 UPDATED PROJECT SCHEDULE FOR RFQ PROCESS:

- December 4, 2019 – Issue RFQ
- December 11th, 2019, 3pm. – Pre Proposal Meeting at Bexar County Paul Elizondo Tower – 2nd Floor Conference Room #204 , 101 W. Nueva, San Antonio, Texas 78205
- December 20th, 2019, 5:00 p.m. – Questions Due
- December 31, 2019 - Addendum 1 issued

Bexar County Facilities Management RFQ – Bibliotech EDU

- January 10, 2020, 11:00am - Second Pre-proposal Meeting at Bexar County Paul Elizondo Tower
2nd Floor Conference Room #204 , 101 W. Nueva, San Antonio, Texas 78205
 - FREE Parking is available in the Bexar County South Flores Parking Garage at 211 S. Flores Street San Antonio, TX 78207
 - Pre-proposal attendees will be issued a validation ticket at the meeting.
- January 15, 2020 – Additional Questions Due
- January 17, 2020 - Addendum 2 issued (as needed)
- **February 7, 2020, 4:00 p.m. – SOQ's due: Paul Elizondo Tower, 101 W. Nueva St. Ste.930, San Antonio, Texas 78205**

****SUBMISSION TIME CHANGE****

**PROPOSALS MUST BE RECEIVED BEFORE
4:00 P.M. CENTRAL DAYLIGHT TIME ON February 7, 2020**

Attachment 2

Initial Questions and Answers

A. No questions were received specific to this RFQ.

--END OF QUESTIONS--



Request for Qualifications

**ARCHITECTURAL SERVICES FOR THE DESIGN OF
BEXAR BIBLIOTECH EDU
12/11/19**

REQUEST for STATEMENTS OF QUALIFICATIONS for ARCHITECTURAL SERVICES

- **The Purpose of this RFQ is to engage qualified architects and/or architectural firms to assist Bexar County through Bexar County Facilities Management, with design services, construction documents development, and construction administration of a new Bexar Bibliotech EDU facility located in a building on the SAISD CAST Tech campus.**
- **Service Provider will be selected for this project only.**
- **Bexar County will make selections based on qualifications and experience.**

REQUEST for STATEMENTS OF QUALIFICATIONS for ARCHITECTURAL SERVICES

3

Service Provider selected should be familiar with any local, state or federal laws, rules, regulations, resolutions, ordinances or judicial mandates that would apply to any awarded project. The Project can have rigid schedule requirements driven by both fiscal and legal considerations so prospective Service Provider will be expected to demonstrate the ability to provide work and services within time frames that meet schedule requirements.

Deliverables will include, at a minimum, the following: Schematic Design, Design Development, Construction Document drawings and specifications both in hard copy and electronic format; opinions of probable cost; TAS reviews and inspections; and construction administration services.

Once selected for the Project, overall fees shall be established in a written contractual agreement (the “Contract”) between the County and Service Provider.

Project Info

- Renovation of an existing building owned by San Antonio Independent School District and leased by the County for a BiblioTech EDU
- Approximately 8,400 square feet on the shared campus of Fox Tech, CAST Tech and the Advanced Learning Academy.
- Will serve as the campus hub for instruction, research and learning enrichment programs for students and their families during school hours.
- The public will have free access to library resources and technology, as well as library space amenities including a recording studio, three study rooms, learning lab, community room, makers' space and robotics room.
- The main reading room will host 48 desktop computers with dual operating systems to facilitate both iOS and Windows user experience.
- Additional technology will include 20 Macbook Pros and 20 iPad Pros for internal circulation, 100 e-readers for external circulation as well as hotspots available for external circulation to students to support off-campus learning.
- The facility is also programmed to have a recording studio equipped with technology to facilitate podcast, music and narrative recording.
- Additionally, the maker's space will support 3-D Printing and table top STEM equipment.

Procurement Schedule

5

- November 27, 2019 – Issue RFQ
- December 11th, 2019, 3pm. – Pre Proposal Meeting at Bexar County Paul Elizondo Tower – 2nd Floor Conference Room #204 , 101 W. Nueva, San Antonio, Texas 78205
- December 20th, 2019, 5:00 p.m. – Questions Due
- January 7th, 2020, 5:00 p.m. – Issue Addendum (as needed)
- January 21st, 2020, 4:00 p.m. – SOQ's due: Paul Elizondo Tower, 101 W. Nueva St. Ste.930, San Antonio, Texas 78205
 - PLEASE ALLOW TIME FOR PARKING AND MOVEMENT THRU THE BUILDING.

Deliverables

6

- Any qualified Service Provider wishing to submit a SOQ shall provide **two (2) copies of the SOQ**
 - **one (1) of which shall be bound**
 - **one (1) in digital format on thumb drive.**
 - No other distribution of the SOQ will be made by the Service Provider(s). On each copy, the Service Provider(s) shall print or type his/her name with an original “wet” signature on each hard copy.
 - The hard copy submittals should be received on 8 ½” x 11” paper format. There is no limit to submission length just keep reviewers time in mind please.

Submissions

- **COVER CITATION:** The following citation should be on the cover of any transmittal letter submitted under this RFQ:
- Submitted to:

Dan Curry, AIA, FMP
Director of Bexar County Facilities Management
101 W. Nueva St., Suite 930
San Antonio, TX 78205

Statement of Qualifications Enclosed

Date of submittal

Evaluation Criteria

8

- The following criteria are those that will be applied in the evaluation of the submitted SOQ:
- **QUALIFICATIONS and PROFESSIONAL COMPETENCE - (25%)**
- **WORK PLAN - (25%)**
- **PREVIOUS PERFORMANCE – (25%)**
- **MANAGEMENT PLAN and ORGANIZATION DEPTH - (25%)**

Reminders

- Deadline for Questions:
December 20th, 2019, 5:00 p.m
- Addendum Issued:
January 7th, 2020, 5:00 p.m
- **SOQ Submission**
Deadline:
January 21st, 2020, 4:00 p.m

Paul Elizondo Tower,
101 W. Nueva St. Ste. 930,
San Antonio, Texas 78205

- For information or questions:

Dan Curry, AIA, FMP
Director of Bexar County
Facilities Management
101 W. Nueva St., Suite 930
San Antonio, TX 78205

Phone: 210/335-6735

Fax: 210/335-6713

E-mail: dcurry@bexar.org



Questions

LIST OF ALL PROFESSIONAL/CONSULTING SERVICE PROVIDERS SUB-FIRMS

SOW	HEADQUARTER LOCATION City, State	NAME OF COMPANY PERFORMING WORK	DOLLAR AMOUNT	IDENTIFY if firm is a SBE/MBE/WBE/HUB/DBE List all that apply

Reporting of the expenditure data is required to assist with Bexar County’s efforts to capture payments to small, minority and women-owned businesses. This document, including the Service Provider’s certification of the information, will become part of the contract awarded for this project, and the Service Provider must report any additions, deletions, or substitutions to this certified list to the Bexar County Purchasing Department.

CERTIFICATION

The above information is true and complete to the best of my knowledge and belief.

SIGNATURE: _____

NAME & TITLE: _____

DATE: _____

This Document Must be Submitted with your Bid/Proposal.