



BEXAR COUNTY FACILITIES MANAGEMENT DEPARTMENT

**REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR:
PROFESSIONAL ARCHITECTURAL SERVICES FOR THE DESIGN OF
BEXAR COUNTY WORKFORCE TRAINING CENTER**

Addendum 2:

Issued: January 17, 2020

- Attachment 1 – Addendum Narrative and Updated Submission Schedule
- Attachment 2 – Supplemental Questions and Answers
- Attachment 3 – Second Pre-Proposal Meeting Sign In Sheet
- Attachment 4 – Copy of Second 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, 4pm. – 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 – Workforce Training Center

- January 10, 2020, 10:00am - 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**

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

Attachment 2

Supplemental Questions and Answers

A. No additional questions were submitted.

--END OF QUESTIONS--



**FACILITIES
MANAGEMENT**

PLAN - MAINTEN - COLLABORATE - INNOVATE

PROJECT:

DATE:

NAME

COMPANY

PHONE

EMAIL

2014

Facilities Management
101 W. Nueva
San Antonio, TX 78205

Scanned to G:Drive:

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Request for Qualifications

**PROFESSIONAL SERVICES FOR THE DESIGN OF A BEXAR
COUNTY WORKFORCE TRAINING CENTER**

1/10/20

REQUEST for STATEMENTS OF QUALIFICATIONS for PROFESSIONAL SERVICES

- The Purpose of this RFQ is to engage qualified Architectural and Engineering **TEAMS** (“Service Provider(s)”) to assist Bexar County (the “County”), through Bexar County Facilities Management, with design services, construction documents development, and construction administration of a new Workforce Training Center (the “Project”), located at a site TBD.
- 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 PROFESSIONAL SERVICES

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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

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- The facility is estimated to be approximately 30,000 square feet including but not limited to the following spaces:
 - Entrance/Lobby
 - Multipurpose room
 - Restrooms
 - Classrooms
 - Computer Labs
 - Large high bay Robotics/Training lab
 - Support Offices
 - Catering Kitchen
 - Conference Spaces
 - Breakroom
 - Outdoor space
 - Delivery dock

- The space is intended to be highly flexible to adapt to the evolving needs of workforce training, and will include classroom and hands on instruction.

Procurement Schedule

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- 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 14th, 2020, 4:00 p.m. – SOQ's due: Paul Elizondo Tower, 101 W. Nueva St. Ste.930, San Antonio, Texas 78205~~
- December 31, 2019 - Addendum Issued
- January 10, 2020 – Pre-Submission Meeting II
- January 15, 2020 – Additional Questions Due
- January 17, 2020 – Addendum 2 issued
- February 7, 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

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- 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 the bound 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.

SMWBE Program

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- Bexar County has established a Small, Minority, & Woman Owned Business Enterprise Program, and is committed to increasing the involvement of SMWBE in its procurement process. The Commissioners Court has established as a targeted goal that a minimum of 20% of all procurement dollars are spent with Small, Minority and Women-Owned Business Enterprises, and a minimum of 30% of those procurement dollars are spent with Small Business Enterprises.
- Respondent will provide information in the format attached. Additional information may be required after receipt of offers and/or award of contract(s) to support and document the SMWBE certification. Bexar County will accept certification from various agencies, [i.e. local (www.sctrca.org), State of Texas (www.window.state.tx.us), Federal (www.sba.gov or www.va.gov/OSDBU), and the private sector (www.smsdc.org or www.wbea-texas.org)].

SMWBE Form

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.

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

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- 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 Additional Questions:
January 15, 2020, 5:00 p.m
- Addendum Issued:
January 17th, 2020, 5:00 p.m
- **SOQ Submission Deadline:**
February 7th, 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

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.

LIST OF ALL SUBCONTRACTORS

TRADE AREA OR 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 Contractor's certification of the information, will become part of the contract awarded for this project, and the Contractor 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.

LIST OF ALL SUPPLIERS

TYPE OF GOODS PROVIDED	HEADQUARTER LOCATION City, State	NAME OF COMPANY	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 Supplier’s certification of the information, will become part of the contract awarded for this purchase, and the Supplier 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.