



ADDENDUM II

SUBJECT: Civil Engineering Street Maintenance Program (SMP) Comprehensive Review, (RFQ 26-002) Scheduled to Close: Friday, December 19, 2025; Date of Issue: Monday, November 17, 2025

FROM: Joseph Ramon, MSOL
Procurement Manager

DATE: December 12, 2025

THIS NOTICE SHALL SERVE AS ADDENDUM NO. II – TO THE ABOVE REFERENCED REQUEST FOR QUALIFICATIONS

This addendum is separated into sections for convenience; however, all Respondents, and other parties shall be responsible for reading the entire addendum. The failure to list an item or items in all affected sections of this addendum does not relieve any party affected from performing as per instructions, providing that the information is set forth one time any place in this addendum. These documents shall be attached to and become part of the Contract Documents for this project. The Respondent shall be required to acknowledge the receipt of this addendum.

1. The following changes and/or additions to the Contract Documents, via this addendum, shall apply to submittals made for and to the execution of the various parts of the work affected thereby.
2. Careful note of the addendum shall be taken by all interested parties and all trades affected shall be fully advised in their performance of the work involved.

THE ABOVE MENTIONED REQUEST FOR QUALIFICATIONS IS HEREBY AMENDED AS FOLLOWS:

CHANGES TO RFQ

1. Advertisement Information Only

- a. Remove: Solicitation Number: RFCSP # 2026-002
- b. Replace: Solicitation Number: RFQ # 2026-002

2. Advertisement Request Memo

- a. Remove: Solicitation/Project Number: RFCSP: 2026-002
- b. Replace: Solicitation/Project Number: RFQ: 2026-002
- c. Remove: Bid Opening/Solicitation Deadline is December 19, 2025, 2:00 PM CT.
- d. Replace: Bid Opening/Solicitation Deadline is December 19, 2025, 10:00 AM CT.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION IV PRE-SUBMITTAL CONFERENCE:

On Tuesday December 2, 2025, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Civil Engineering Street Maintenance Program (SMP) Comprehensive Review. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

Question 1: Will the decision tree matrix be shared with the winning firm?

Response: Yes. The City will provide the current decision tree to the selected firm.

Question 2: Do you see if we show the capacity to perform the work, any issue with any design consultants on our team or as the prime, performing work with SMP groups and working on this assessment?

Response: No. The City does not anticipate a conflict. Design consultants may serve on the proposing team or as the prime contractor for this assessment.

Question 3: We wanted to confirm this is going to start at the very beginning from the PCI to how projects are getting distributed?

Response: Yes. The assessment will begin with the Pavement Condition Index (PCI), which follows the ASTM (American Society for Testing and Materials) standard and will continue through the project distribution process. The City is also open to identifying best practices used by other municipalities.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION VIII.3, RESTRICTION OF COMMUNICATIONS:

QUESTIONS SUBMITTED ON CIVCAST

Question 1: In reviewing the requirements under Project Sheets (Tab 6), I noticed a few items—such as “Project Designer” and “Design Support Staff”—that may not align with the scope of this RFQ. Would you please clarify whether these terms are intended to refer to a “Project Professional,”?

Response: The terminology in Tab 6 reflects language from a prior engineering RFQ. For this solicitation, those terms should be interpreted to mean personnel proposed to perform the management-level process review described in the scope. This contract does not involve project design or site management duties.

Question 2: Is there a budget/range for this contract?

Response: The city has reserved \$500,000.00 in budget for this task.

Question 3: Under Section V (Submittal Document Requirements and Evaluation Criteria) in the RFQ, each item lists the tab number; however, there is no Tab 9 (Resumes are Tab 8, and Project Understanding is Tab 10), and two items are labeled as Tab 12 ("Commitment to Green Building and Sustainability Initiatives, Practices and Implementation" and "Experience with the San Antonio Region Past Performance." Form #1 (Submittal Checklist and Table of Contents) lists tabs 1-12 without exclusion or repetition; is this listing correct? Please clarify the tab numbering structure for the SOQ.

Response: Please reference Addendum I

Question 4: Will the list of attendees to the pre-bid meeting that took place yesterday be posted?

Response: Yes, this was posted in Addendum I

Question 5: Will the awarded firm be precluded from design or construction?

Response: No. Participation in this contract does not preclude a firm from pursuing design or construction work. Firms should demonstrate sufficient staffing capacity to perform this scope while meeting existing commitments.

Question 6: Will any equipment (i.e., GPR, FWD, Profiler) be required?

Response: No. Ground Penetrating Radar (GPR), Falling Weight Deflectometer (FWD), or profiling equipment is not required under this management-level review. Firms may propose additional methods at their discretion, but such equipment is not anticipated or expected within the scope or budget.

Question 7: Regarding the Project Sheets ("Tab 6"), the RFQ states: "Respondent's SOQ shall include a maximum of three (3) project sheets, limited to one (1) page for each project." Can we include six projects as long as they are presented within three pages?

Response: No, please only reference your preferred three projects to highlight per instructions.

Question 8: For purposes of completing the Contracts Disclosure Form correctly, is this a high-profile contract?

Response: No, this is not a high-profile contract.

Question 9: Will this contract require geotechnical engineering, or does the City already have a geotechnical consultant/report in place?

Response: No. Geotechnical engineering is not required for this contract. The City maintains separate on-call engineering contracts that include geotechnical services when needed. Any geotechnical work included in a proposal would be optional and part of the firm's methodology, not a City requirement.

Question 10: The City of San Antonio's open solicitation, RFQ 2026-002 is a comprehensive review of the city's street maintenance program. Are any of the engineering firms, both prime and subconsultants, who currently or previously performed work for city with scope that supports the city's street maintenance program, precluded from the current solicitation for the comprehensive review?

Response: No. Firms that currently or previously performed work for the City related to the Street Maintenance Program are not precluded from submitting for this solicitation.

Question 11: Would the awarded prime consultant and its subconsultants be precluded from participating in the next round of city-wide pavement condition assessments (PCI Survey)?

Response: No. Participation in this contract does not preclude the prime consultant or its subconsultants from participating in future Pavement Condition Index (PCI) survey solicitations.

Question 12: If our team is awarded this contract, will the prime consultant or any subconsultants be restricted or excluded from participating in future pavement condition evaluation contracts for the City?

Response: No. Award of this contract will not restrict the prime consultant or subconsultants from participating in future pavement condition evaluation contracts.

Question 13: Will the City be open to exploring other software platforms or asset management systems instead of Cartograph for updating the pavement management system?

Response: No. This contract does not include evaluating or recommending alternative asset management systems.

Question 14: What is the City's procedure for engaging public opinion in the development or update of the Street Maintenance Program (SMP)?

Response: The City does not have a procedure specific to public input for the Street Maintenance Program. Public engagement, when applicable, follows the City's standard community-input processes.

Question 15: On Section A. Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-consultants, item 2 Project sheets on page 9 - Can you please clarify, do you want just three projects - 1 page each? Or 3 pages worth of space for more than 3 projects?

Response: We want maximum of three (3) projects with one (1) project per page.

Question 16: The City is about to undertake an important program assessment that will affect a multi-billion-dollar asset and the scope of this project will require specialized capabilities from prospective consultants. With this in mind, would the City consider an extension to the deadline for submittal to allow time for qualified consultant teams to thoughtfully and thoroughly respond to this request? Most qualified teams with these capabilities will also likely be contributing to the upcoming TRB Annual Meeting Jan 11-15 and may be unavailable to effectively respond until after these dates. Please consider these dates when determining an updated submittal date.

Response: 45-days is sufficient to prepare this proposal.

Question 17: Under Technical Requirements, Page 5 of the RFQ, "...consultant will produce a cost sheet with firm-fixed price cost elements..." Given the number of unknowns at the outset of a project of this scope, would the City consider a Time Expense cost structure to provide both City and contractor more flexibility to manage scope and deliverables?

Response: Please prepare your proposal based on the RFQ.

Question 18: Under Section V. SUBMITTAL DOCUMENT REQUIREMENTS AND EVALUATION CRITERIA, Item 3 relating to the Contract Template and General Conditions, will the respondent have the ability to negotiate terms and conditions prior to final execution?

Response: No. The City's contract terms and conditions are not subject to negotiation. The selected firm will be required to execute the standard contract as provided in the RFQ.

Question 19: Under 3. Commitment to Green Building and Sustainability Initiatives, Practices and Implementation on Page 10, item b. references construction activities. Can the City clarify if any construction activities are anticipated as part of this work?

Response: Please see response to question #1.

Question 20: Under C. Experience with the San Antonio Region Past Performance on Page 11, items 1 a-e., does the City anticipate construction activities that would require detailed response to these items or would these be considered 'not applicable' for this response?

Response: Please demonstrate as much regional experience by your firm or your teaming partners as you may be able to.

Question 21: Does responding to this RFQ preclude the Prime and any Subconsultants from submitting on future SMP network surveys or software enhancements?

Response: This is not a software RFQ; it is for the strategic direction and goals. How that is implemented in any particular software environment is external to this project.

Question 22: For this submittal our understanding is that no cost estimates are required since this project is engineering services, is that correct?

Response: Correct. No cost estimates are required for this submittal. This contract is for a management-level strategic review and does not include project-specific design or cost estimating.



Joseph Ramon, MSOL

Procurement Manager

Finance Department - Procurement Division