



ALAMO
COLLEGES
DISTRICT

PURCHASING AND CONTRACT ADMINISTRATION

October 29, 2025

ADDENDUM III

PURCHASE OF ARCHITECTURAL/ENGINEERING/MASTERRENOVATION PLANNING SERVICES RFP 2026-0077

- I. **QUESTION:** Will any addenda be posted on the Alamo Colleges E-Bidding Portal or sent out via email?

ANSWER: Please review the Alamo College District website on a regular basis for addendum updates

- II. **QUESTION:** 1. Could you please clarify how we are to submit this proposal?, 2. Are we submitting to a portal site or hard copy?, 3. Are we allowed to use either landscape or portrait layout for the proposal submission?, 4. Should the RFQ be submitted through the portal, delivered to the address provided, or both? 5. Is portal submission alone acceptable?, In several parts of the RFQ it references a printed submission. 6. Please confirm if we upload a digital submission via the Jaggaer portal, we are not required to submit a printed proposal response?, 7. If we are only submitting a digital submission, is it acceptable to submit an 11 by 17 inch landscape digital document for optimal viewing on a screen?, 8. Could you please confirm whether physical copies are required in addition to the digital submission through the portal, or if submitting the RFQ electronically via the portal alone will suffice?

ANSWER: We recommend submitting it through the e-Bidding portal. If this is not available, please submit a USB with portrait 8.5x11 hard copies before the deadline.

- III. **QUESTION:** In Section 4, Subsection 8.4, the text simply states "Reserved." Could you please clarify the purpose of this subsection or specify what "Reserved" refers to in this context?

ANSWER: This section is intentionally left blank

- IV. **QUESTION:** Will a Microsoft Teams link be provided for the pre-conference call?, Will there be an option to join the pre-response meeting virtually, either through Microsoft Teams, Zoom, or another web-based platform?

ANSWER: No

- V. **QUESTION:** With a global firm, it would be very challenging to include all of the projects currently working or about to work on across the entire world. How should a large global firm handle these responses?

ANSWER: Provide select projects that your firm is currently working on here in Texas or throughout the United States

- VI. **QUESTION:** This asks for Firms to list a record of errors and omissions for last 5 years. Is that just for the 10 representative projects in 8.1.3 or for all projects the firm has worked on in the past 5 years?

ANSWER: 8.2.3 seeks errors and omissions record for all projects within last 5 years. 8.2.3 is amended as follows; "8.2.3 Submit record of Errors and Omissions (last 5 years). Offerors shall list the value of gross team design fees for the same 5-year time period to provide scale and context

- VII. **QUESTION:** How can I download a copy of RFQ?

ANSWER: <https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=Alamo>

- VIII. **QUESTION:** Where should we park for this meeting? Do we enter from the Austin Street entrance?

ANSWER: The Alamo Colleges have two visiting parking lots on the north and south side of 2222 N Alamo St., San Antonio, Texas.

- IX. **QUESTION:** Is there a checklist available or perhaps more information on the website?

ANSWER: No checklist; You can log in to the website:
<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=Alamo>

- X. **QUESTION:** Do you know when the RFQ for PM will be released?

ANSWER: Targeting the last week of October, or the first week of November

- XI. **QUESTION:** Regarding items 8.3.2 and 8.3.4, would the District please clarify that 8.3.2 speaks to the selection, core competency, experience, and specific skill sets of consultants/subconsultants, and 8.3.4 speaks to the demonstrated competence and management qualifications of our overall assembled team?

ANSWER: 8.3.2 addresses the basis (methodology/process) for selection of proposed firms in addition to the relevant qualifications of the design team as listed in 8.3.2. 8.3.4 asks offerors to include description of "qualifications with institutional projects, particularly those for higher education" in the response to CRITERIA THREE: QUALIFICATIONS OF OFFEROR'S TEAM AND KEY PERSONNEL (INCLUDING SUBCONSULTANTS).

- XII. **QUESTION:** Regarding items 8.4.16 and 8.4.17, addressing the example projects shown in the table in Section 3.4, would the District kindly provide more information on these referenced projects as a basis for a response for each of these requirements?

ANSWER: Please provide like or similar projects your firm has designed and/or provided professional services that contributed to the project

- XIII. **QUESTION:** Section 3.3 lists the anticipated professional design services that may be required. Can a firm submit their qualifications solely for the scopes and disciplines they offer? For example, could an MEP firm submit its qualifications only for mechanical, electrical, and plumbing engineering scopes?

ANSWER: Yes

- XIV. **QUESTION:** Regarding the request for Section 8.3.1 - Annual gross and EBITDA revenue totals for the past ten (10) years - Will EBITDA still be required or may we submit gross annual revenue only?

ANSWER: Both are requested.

- XV. **QUESTION:** Sections 8.1.3, 8.3, 8.3.2, 8.3.6, and the Ranking (Points) Table all mention/refer to "Subconsultant(s)". Does this mean we should include sub-consultant team members for any service(s) we anticipate may be needed for elements of the service we are submitting for (example: civil engineering)?

ANSWER: Yes

- XVI. **QUESTION:** Based on the questions above, please confirm if we are to submit as a Prime firm for only those services that we will self-perform with our own staff/resources, or should we include sub-consultant team members for any elements of scope that might come up as part of the service we are submitting for?

ANSWER: Yes, and you may also include sub-consultant team members for any elements of scope that might come up as part of the service your firm is submitting for

- XVII. **QUESTION:** Will any addenda be posted on the Alamo Colleges E-Bidding Portal or sent out via email?

ANSWER: Yes, once we receive all the answers, this will be posted

- XVIII. **QUESTION:** Will the Q&A received by ACD will be distributed to all the attendees this morning?

ANSWER: We will send out only the questions received via email as an addendum

- XIX. **QUESTION:** Has an addendum been issued yet? If so, could you please either share it with us or let me know how can I better obtain a copy of it?, How will the future addendums be distributed?

ANSWER: We will submit any addendum via the e-portal

- XX. **QUESTION:** Are low voltage Technology, Security and Audio | Visual Professional Design Services anticipated to be required as part of the traditional Architectural & Engineering services for new construction, renovations or remodels? We did not see Technology, Security or Audio | Visual Design listed in Section 3.3?

ANSWER: Yes but please register as a vendor for future opportunities for the services your firm provides outside the bond program

- XXI. **QUESTION:** If Technology, Security and Audio | Visual Professional Design Services are not to be included, what will the process be for the selection of Technology, Security and Audio | Visual Professional Design Services for the bond projects? As a local SBE, WBE and DBE firm, we would greatly appreciate the opportunity to participate.

ANSWER: Register as a vendor for future opportunities for the services your firm provides

- XXII. **QUESTIONS:** During today's pre-submittal (10/23), it was mentioned that fees would need to be submitted. Is this correct?
ANSWER: No fees will be required to be submitted
- XXIII. **QUESTION:** Please explain how firms that provide "Additional Services" (as indicated in Article 4.47.) will be selected by A/E. Will there be a separate RFQ/IDIQ for Environmental, Geotech, construction materials testing and building science from which those selected by ACCD will be available for selection by A/E?
ANSWER: Either you can partner with an A/E as a sub-consultant or submit your proposal as a prime for Environmental, Geotech, construction materials testing and building science. Currently, we will not be having a separate RFQ/IDIF for these services.
- XXIV. **QUESTION:** Master Planning and Programming Services: Please clarify what "Master Planning" refers to?
ANSWER: As defined: Develop plans to optimize site usage, campus layouts and program alignment; Ensure future development aligns with the District's growth and strategic goals
- XXV. **QUESTION:** Does "Programming Services" refer to a company providing Project Management/Owner's representation?
ANSWER: No
- XXVI. **QUESTION:** On Article 1, Section 5. Is ACCD requesting submittals from a Project Manager along with a team of subconsultants they've put together?
ANSWER: Prime A/E and along with their team of subconsultants, you've put together
- XXVII. **QUESTION:** When does ACCD anticipate RFQ for Contractors?
ANSWER: Targeting by the end of the year
- XXVIII. **QUESTION:** If we respond to multiple service areas, will each be evaluated independently, or is the award structure an all-or-nothing selection?
ANSWER: Will be evaluated independently
- XXIX. **QUESTION:** 1. I seem to be having some problems with the JAEGGAR portal. Are you all aware of any issues? I wanted to get the list of the attendees today and ask a few follow on questions and didn't know if the portal is where I can find/enter this info. 2. I used this log in information and Jaggaeger will not let me in. We have this issue with Jaggaeger for every higher ed entity pursuit we look at. I am the person who will post the RFQ so I need to be able to get in. I can't create a new account because we have one already for our firm. Do you have any suggestions of what to do and has anyone else had this issue?
ANSWER: If you are having difficulties, please contact Jaegger support at 1(800)233-1121 or <https://www.jaggaer.com/supplier-support/>. for troubleshooting, If this is not successful, we recommend submitting a USB with the hard copies, portrait layout, before the deadline.

- XXX. **QUESTION:** With the uncertainty of what project we will perform and needed consultants, do we need to include resumes for all subconsultants that might be included on the projects?
ANSWER: Yes, and you can add or delete subconsultants based on the awarded project, if selected
- XXXI. **QUESTION:** Similarly for all of section 8.3, do we need to include specific people from potential subconsultant firms, or can we list the role that firm would play only?
ANSWER: List of individuals on your proposed subconsultant firm's teams
- XXXII. **QUESTION:** For 8.2.1, who should be listed if the original contact no longer works for the owner?
ANSWER: List the current member(s)
- XXXIII. **QUESTION:** for 8.2.1 can we list the same reference multiple times if we are showing multiple projects for the same owner? Is there a minimum number of unique references you want to see?
ANSWER: Yes
- XXXIV. **QUESTION:** for 8.3.8 if we don't know the specific person who will be proposed can we include the firm we are proposing in the table instead?
ANSWER: Yes
- XXXV. **QUESTION:** On 8.4.17 – Critical Issues - One of the things that we heard from other firms is that their programming on the past bond projects left a bit to be desired and there were lots of changes during design. Are they going to allow the programs, if provided, to be vetted by the selected firm, prior to design, and make suggestions, if warranted?
ANSWER: Yes
- XXXVI. **QUESTION:** can I provide a response to this RFQ as a single MEP engineering firm, or is it required to be part of A/E team?
ANSWER: Yes, you can respond to this RFQ as a Prime MEP engineering firm
- XXXVII. **QUESTION:** Can you share attendance sheet and any record of questions and answers during the meeting?
ANSWER: No, we will send an addendum with questions received by email

*** Please acknowledge receipt of this Addendum III with your proposal. ***

REMINDER: If you are unable to access or download the proposal through the e-sourcing portal, please deliver a hard copy and a flash drive by the deadline to

The deadline for submittal of responses for this project is 2:00 pm (CT), November 10, 2025.

Alamo Colleges District
Purchasing and Contract Administration
Re: Purchase of Architectural / Engineering / Master Planning services.
RFQ # 2025-0077
Reception Desk
2222 N. Alamo St.
San Antonio, Texas 78215