



# CITY OF KYLE

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## ADDENDUM NO. 1

### Request for Statement of Interest and Qualifications 2020-2021 Surveying Services Rotation List “K20-21.9”

February 9, 2021

#### 1.0 Addenda Purpose

The purpose of this addendum is to clarify sections of the issued RFQ or answer questions received from prospective responders.

#### 2.0 Emailed Questions and Answers

Q1: In regards to the Land Surveyor’s Act requirements referenced on Page 5 of the RFQ, bullet point number 8. Since Texas is a Metes-Bounds state and does not usually follow Land Surveyor’s Act type of requirements, that are typically most applicable in PLS (Public Land Survey) States, should we consider that the recording surveys and corners requirements be aligned with ALTA survey requirements?

*Bullet Point Number 8 is replaced with the following:  
Surveys should be performed to the standards set forth in the Texas Society of Professional Surveyors Manual of practice for the appropriate category of survey.*

Q2: For Criterion #3, the City states experience with the City is worth 15 percent. This criterion is a strong signal that only incumbent firms will be given a serious look. If a highly qualified firm is looking to provide services in Kyle, they have almost no chance unless the incumbents have performed poorly. If the City is looking to expand its stable of reliable providers, we recommend revising that weighting downward.

*Not changing Criterion #3*

Q3: Regarding Criterion #6, is an office location in north San Antonio considered in reasonable proximity to the City of Kyle?

*Yes*

Q4: Would the City be willing to provide their standard terms and conditions? We generally need this to get corporate approval to submit a proposal.

*Terms and conditions will be provided for review after selection of the 2 firms.*

Q5: We are going by the evaluation criteria for the submittal but wanted to double-check what section you would like to see the resumes and organization chart in.

*No preference*

Q6: Does the table of contents count toward the overall page number?

*Table of Contents within the RFQ and will not count toward the ten (10) sheets front and back (20 sides). The City requests the submittal be limited to ten (10) sheets front and back (20 sides), excluding resumes and excluding cover letter/transmittal letter.*

Q7: Do tabs count toward the overall page number?

*Tabs will not count toward the ten (10) sheets front and back (20 sides). The City requests the submittal be limited to ten (10) sheets front and back (20 sides), excluding resumes and excluding cover letter/transmittal letter.*

Q8: Do covers and divider tabs count towards the 10-page (double sided) page limitation?

*Covers and divider tabs will not count toward the ten (10) sheets front and back (20 sides). The City requests the submittal be limited to ten (10) sheets front and back (20 sides), excluding resumes and excluding cover letter/transmittal letter.*

Q9: Considering a lot of firms/employees are working remotely during the COVID-19 pandemic, will the City of Kyle accept electronic signatures on the cover letter in lieu of wet signatures?

*Yes*

Please acknowledge receipt of Addendum No. 1 in your cover letter.



Leon Barba, P.E.  
City Engineer