

Pre-Qualifications Meeting

November 4, 2011

Meeting Notes

1. Attendees: see attached sign in sheet
2. Rich Govlik briefly reviewed the RFQ document.
3. Rich Govlik stated that proof of insurance and bonding is not required at this time. Simply submit a letter stating the firm's intent and ability to meet all City of Dallas requirements for bonding and insurance (requirements found on www.dallascityhall.com/parks).
4. Lisa Alonzo reviewed M/WBE requirements. Documents to be submitted can be found on www.dallascityhall.com/parks.
5. Firms are asked to fill out the M/WBE forms completely and thoroughly. Although this is a RFQ, all M/WBE information is required. This is 15% of the scoring.
6. John Colligan briefly reviewed the scope of the project (various fairway improvements, new irrigation system and new greens complexes).
7. Rich Govlik asked all attendees to please follow the instructions included in the RFQ for content and submittal instructions.
8. Please contact Ryan O'Connor (contact information contained in the RFQ) or Rich Govlik (469-375-6410) for further questions regarding the project or process.