

General Proposal Structure:

1. Should the proposal include resumes of key staff or an organizational chart, or should key staff names and relevant experience be incorporated into Section 2?

Response: Please include bios of key personnel with relevant experience in Section 2. Resumes or an organizational chart are not required. However, additional team information that highlights your firm's expertise is welcome.

2. The cover letter requests Officers, VPs, and Directors. Should we list only individuals directly involved in the project or all such individuals?

Response: Please include key personnel, Officers, VPs and Directors directly involved in the project.

Scope of Work & Data Collection:

3. How comprehensive should data collection be compared to other areas of the scope of work?

Response: A data-driven study and its resulting recommendations are critical to meeting the project objectives. Data collection should be as comprehensive as needed to support informed, actionable insights that achieve the stated goals and deliver the highest value to Centro while adhering to the project's available resources.

4. Does Centro have a database of parking data available, or will consulting firms be expected to collect this data?

Response: The City of San Antonio will provide all available parking data; however, this information may be limited. Centro may assist in gathering additional parking data from public and private partners. Firms should be prepared to supplement as needed to meet project objectives.

5. What is the expectation for the timing of data collection, and should the study cover multiple time periods?

Response: The level of data collection should be comprehensive enough to effectively meet the project objectives, considering the varying uses of downtown parking. This includes considerations between weekday and weekend usage, daytime and nighttime activity, and fluctuations during special events or large conventions. The data should deliver the highest value and maximize Centro's benefit while aligning with the project's goals and resources.

Geographic Focus:

6. Should this study focus on the PID, adjacent areas, or a smaller, specific downtown area?

Response: The study's primary focus is the 0.83 square mile area of the Downtown Public Improvement District (PID). While adjacent areas should be considered for context, the detailed analysis should remain within the PID boundaries.

Timeline & Stakeholder Engagement:

7. Is the project timeline flexible?

Response: Yes. The project timeline is intended to deliver the most beneficial outcomes for Centro. Respondents are encouraged to propose a timeline that aligns with achieving the project objectives effectively and delivering the highest value within the established scope.

8. Does Centro expect the study to include stakeholder or public engagement?

Response: Centro encourages respondents to propose a stakeholder or public engagement approach that aligns with the study's objectives and goals. The engagement should effectively support the project's outcomes and deliver maximum value within the defined scope and resources.