

2024 Water Main Replacement Projects RFQ

PS-00170

Cristina DeLaGarza, P.E.

Manager – Engineering

Marisol V. Robles

Manager – SBOP

Rudy Martinez

Contract Administrator



Non-Mandatory Pre-Submittal Meeting

March 19, 2024

MAKING SAN ANTONIO
WATERFUL



General Information and Reminders

- This is Non-Mandatory Pre-Submittal Meeting
- Attendees should sign-in via chat on WebEx
- Presentation will be posted on SAWS website along with the sign in sheet
- Stay muted during presentation, questions may be entered in chat and will be addressed at the end

Oral Statements

Oral statements or discussions during this Pre-Submittal Conference will not be binding, nor will they change or affect the RFQ or the terms and conditions of the contract. Changes, if any, will be addressed in writing only via an Addendum.

Agenda

- Objective
- Selection Process
- RFQ Schedule
- Evaluation Criteria
- SBOP Requirements
- Contract Requirements
- Contract Solicitations Website and Vendor Registration
- Addenda
- Submission Requirements
- Submission Deadline
- Communication Restrictions
- Questions
- Project Overview
- Questions

Objective

SAWS is pursuing Requests for Qualifications (RFQ) for professional engineering services for the 2024 Water Main Replacement Project (“Project”). Statements of Qualifications (SOQs) from interested firms (Respondents) are being accepted in connection with this Project, which will require the scope of services to be performed by a qualified professional engineering firm. The selected professional engineering firm(s) shall provide engineering services entailing planning, engineering evaluations, studies, reports, preliminary engineering, design, bid, construction, start-up/commissioning, and overall project management services for the design and construction of the Project.

Project Funding:

- SAWS Estimated Project Cost: \$4,200,000.00

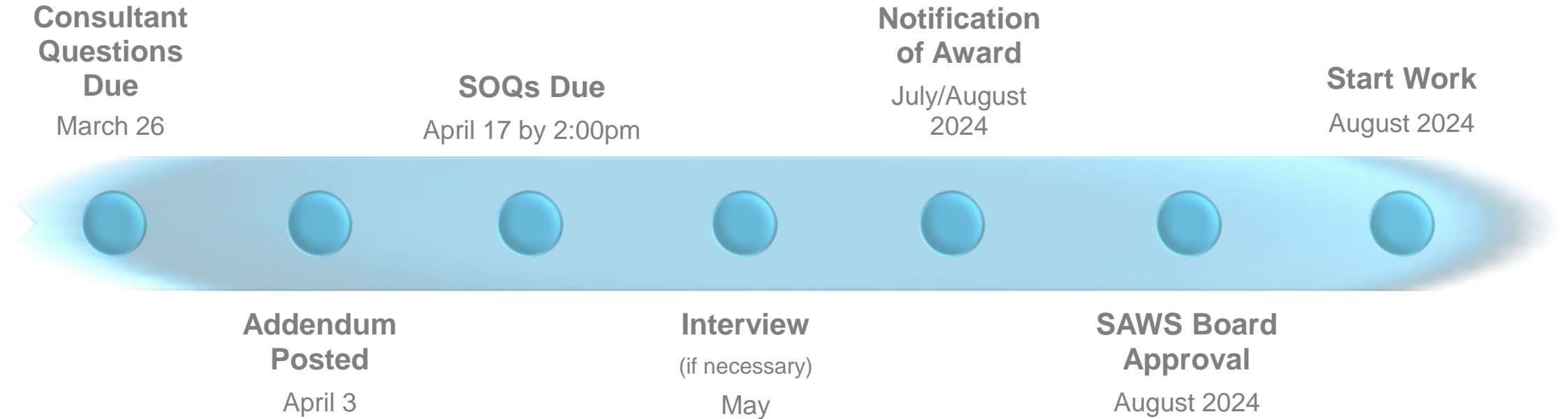
Selection Process

- SOQs reviewed for responsiveness
- Technical Evaluation Committee scores qualification statements based on evaluation criteria published in the RFQ
- Interviews held, if necessary
- Selection Committee reviews scores and recommends firms
- Good Faith Effort Plan will be evaluated and scored
- Negotiation with selected consultants
- Board Award

Selection Process

- If there is a change to key team members (prime or sub-consultant) identified on Respondent's organizational chart, notify SAWS in writing as soon as possible
 - SAWS may allow Respondent to replace the key team member with an alternate member who possesses equal or better qualifications and experience
- Per SAWS' Ethics Policy, a former SAWS employee may not serve in a lead role as a key team member and/or participate in the negotiation of a contract for two (2) years after separating from SAWS
 - Failure to adhere may result in the Respondent's proposal being found non-responsive or a reduction in points during the technical scoring of the proposal

RFQ Schedule



Evaluation Criteria

Criteria	Max Points
Team Experience and Qualifications	30
Similar Projects and Past Performance	30
Project Understanding and Approach	25
Small Business Opportunities Program (SBOP) Participation	15
Total	100

Team Experience and Qualifications (30 pts)

Refer to Attachment II

- Organizational Chart – Identify all proposed “Key Personnel” and “Key Sub-consultants” (1 page)
- Provide a ½ to 1-page resume for each proposed Key Personnel, not to exceed six (6) page limit.
 - The Project Manager’s resume should be included first
 - Identify three (3) similar projects completed in the past ten (10) years, and provide a detailed description of capabilities and project experience and role in project relevant to the Scope of Services requested within this RFQ

Team Experience and Qualifications (cont.)

- Describe composition of the team (Prime, Key Subconsultants, and other Subconsultants), describe role and responsibility of proposed team members. If proposed staff is not part of the proposed Key Personnel, please identify lead person from each firm and briefly describe their role. (1 page limit)
- Availability Table Matrix* – include the percentage of time each proposed team member shown on the organizational chart will be committed to the Project, as well as their proposed role, geographic location, and years of experience

* Use Evaluation Criteria/Fillable Forms (Attachment III)

Similar Projects and Past Performance (30 pts)

- Provide a list of three (3) completed projects in the last ten (10) years in which Respondent has performed services similar to those sought in this RFQ. All three (3) projects shall have been performed by the Respondent as a prime. The proposed PM shall be an employee of the Respondent. The proposed PM shall have participated in at least two (2) of the three (3) projects. Key Personnel shall have participated in at least two (2) of the three (3) projects.
- This list, at a minimum, shall include:
 - Names of clients and location (city/state)
 - Reference contact to include names, titles, emails and current phone numbers
 - Corresponding year and duration of the projects (contract NTP and completion date)
 - Detailed description of the projects (include specific aspects that Respondents wants considered in the evaluation)

* Use Evaluation Criteria/Fillable Forms (Attachment III)

Similar Projects and Past Performance (cont.)

- Provide cost information for the three (3) completed projects submitted as part of bullet (I) above, as it relates to the accuracy of the OPCC, comparing the Engineer's 100% design estimate to approved construction contract awards.

* Use Evaluation Criteria/Fillable Forms (Attachment III)

Project Understanding & Approach (25 pts)

- Provide a detailed approach explaining how your firm would technically execute and complete the services sought in this RFQ on time and within budget. Select one of the projects indicated on the Project Identification Form. Provide innovative approaches, ideas and recommendations in the approach.
- Provide responses to the following:
 - Familiarity with SAWS facilities and infrastructure.
 - Familiarity with the Project areas.
 - Describe Respondent's approach to becoming familiar with local and regional market conditions influencing the design and construction decisions that will affect the cost.
 - Understanding of Project related issues and difficulties (design and construction), and solutions proposed.
 - Understanding of coordination requirements with the involved entities/agencies, responsiveness and follow through.
 - Team approach to preparing deliverables to meet deadlines associated with fast-track SAWS requests without compromising the quality of deliverables and Project schedule. Discuss Respondent's schedule recovery approach relative to schedule maintenance.
 - Identify design concepts in need of additional definition or refinement and describe your proposed approach for addressing those items during the initial phase of the project.
 - Identify risk items from design documents provided by SAWS and describe your proposed approach for mitigating potential impacts from those items
 - Describe your approach for coordinating with regulatory and permitting agencies to ensure buy-in and approval.

Project Understanding & Approach (cont)

- Project specific and unique quality control/quality assurance (QA/QC) and risk management strategies that Respondent engages in similar projects.
 - Plan for how the issues will be identified, tracked, and resolved.
 - Describe how the independent QA/QC team will review project deliverables to ensure the Project is of high quality and biddable, permittable, constructible, operable, maintainable and cost effective.
 - Respondent's role compared to SAWS role.
 - Describe how the accuracy and completeness of the OPCCs are derived for each design phase, and the Respondent's familiarity with ACEC's Recommended Practices 17R-97 and 56R-08.
 - Describe familiarity with the use of RS Means for developing independent cost estimates for construction change orders.

Small Business Opportunities Program (SBOP) Participation

- **26% Mandatory Goal**

SBOP SCORING METHOD: Up to 15 Points (by percentage) for meeting or exceeding the 26% aspirational SBOP goal. Points will be assessed on a tiered scale:

- SMWBs' Participation between 1.00% - 12.99%: Three (3) Points
- SMWBs' Participation between 13.00% – 19.99%: Five (5) Points
- SMWBs' Participation between 20:00% - 25.99%: Ten (10) Points
- SMWBs' Participation meeting or exceeding 26.00%: Fifteen (15) Points

SBOP Requirements

- All firms in the organizational chart must also be listed in the Good Faith Effort Plan (GFEP)
- Local-area office in one of the following counties: Bexar, Comal, Guadalupe, Hays, Kendall, Travis, or Williamson
- “SBE”-certified or “HUB”-certified (including MBEs and WBEs), and need to be certified through the SCTRCA or the State of Texas.
- Post-award, use of the S.P.U.R. System will be contractually required to report payments to all subconsultants, both SMWB-certified and Non-SMWB-certified.

Post Award SBOP Compliance: Subcontractor Payment & Utilization Reporting (S.P.U.R.) System

www.SAWS.SMWBE.com



SBOP Questions

Questions related to the SBOP, the Good Faith Effort Plan (GFEP), or finding certified subconsultants may be directed to the SBOP Manager until the RFQ is due.

Marisol V. Robles

SBOP Manager

Email: Marisol.Robles@saws.org

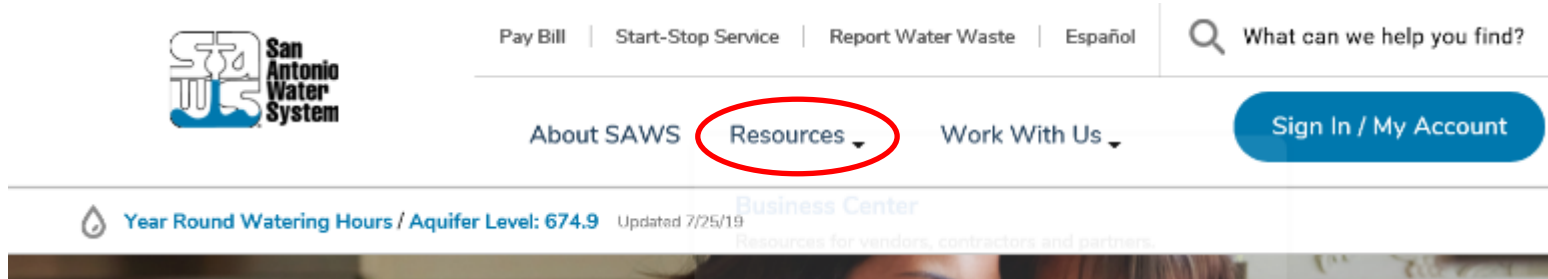
Telephone: 210-233-3420

Contract Requirements

- Insurance requirements found in Exhibit A of the RFQ
 - Includes \$1,000,000.00 of Professional Liability coverage
 - SAWS will request insurance certificates prior to Board award to ensure insurance compliance and to assist in expediting execution of the contract
 - Selected firm's insurance must be compliant with all other SAWS contracts
 - Selected contractor must ensure insurance is compliant for the duration of the contract
- Respondent's team shall include a Professional Engineer(s) licensed in the State of Texas to perform the design for the project.
- The Consultant's Project Manager must be a licensed Professional Engineer in the State of Texas and shall be available to meet with SAWS staff at the SAWS Headquarters and/or the Project site with minimal advance notice, if requested.

Contract Solicitations Website

- To locate the Contract Solicitations website, choose Resources



- Click on Business Center
- At the drop-down menu choose Contract Solicitations



Contract Solicitations Website

- Choose the specific project
- The following buttons are now located under the advertisement:
 - Notify Me
 - Interested Firm List
 - Downloads
 - Full RFQ
 - Evaluation Forms
 - Addendums



The screenshot displays the following content:

- Meeting Information:**
 - Calendar icon with '31'.
 - Non-Mandatory Pre-Submittal Meeting**
 - 2:00 PM, Friday Feb. 16, 2024
 - <https://saws.webex.com> Meeting Number (access code): 2481 467 1578 Meeting Password: PS-00162 Audio Connection: (210) 233-2090
- Notify Me:**
 - Speaker icon.
 - Receive updates sent straight to your inbox.
 - Subscribe** button.
- Interested Firm List:**
 - Group of people icon.
 - Firms who have obtained the RFQ proposal.
 - View List** button.
- Downloads:**
 - Full RFQ Proposal** (PDF icon): Note: You will be prompted to login to access the full proposal document.
 - Evaluation Criteria Forms in WORD** (Word icon): Feb. 8, 2024

Vendor Registration & Notification (VRN)

- Please register through SAWS Vendor Registration Program on the SAWS website at www.saws.org to ensure access to the latest information
- To receive updates on specific projects, registered vendors must 'Subscribe' to the project by selecting the project and clicking 'Subscribe' under the Notify Me box

https://apps.saws.org/Business_Center/Contractsol/



Notify Me

Receive updates sent straight to your inbox.



Subscribe

Addenda

- Addendum I has been posted – SBOP Updated language
- More than one (I) addendum may be posted
- Addendums are acknowledged on the Respondent Questionnaire
- Check SAWS website often and prior to submitting your proposal

Submission Requirements

- Utilize the Submittal Response Checklist to ensure the Submittal is complete
- Double check page limits

SUBMITTAL RESPONSE CHECKLIST

Project Name: 2024 Water Main Replacement Projects RFQ

Firm Name: _____

Use the checklist to ensure that the proposal is complete by checking off each item included with your response. Sign and date this form and include this page with each proposal.

- Project Submittal Identification Form
- Respondent Questionnaire
- Completed and signed W-9 Form, and include email address or fax number
- Organizational Chart (1 Page)
- Resumes (6 Pages)
- Team Composition (1 Page)
- Attachment III – Sub-Consultant Table
- Attachment III – Availability Matrix
- Attachment III – Evaluation Criteria Forms (three (3) completed projects)
- Attachment III – Evaluation Criteria Forms (OPCC Table)
- Project Understanding and Approach Question 1) (4 Pages)
- Project Understanding and Approach Project Schedule (11"X17 Exhibit)
- Project Understanding and Approach Question 2) (2 Pages)
- Project Understanding and Approach Question 3) (2 Pages)
- Copy of Current Certificate of Liability Insurance or Letter from Insurance Agent
- Exhibit B – Good Faith Effort Plan
- Exhibit C – Conflict of Interest Questionnaire

I certify that the proposal submitted includes the items as indicated above.

 Signature

 Date

 Printed Name

Submission Requirements, (cont.)

- File size limitation is 10 MB and shall be no greater than 16 pages
- Use 8-1/2" x 11" portrait format (up to 11" x 17" will be permitted for drawings, where warranted)
- Thoroughly read the RFQ to become familiar with scope
- Be specific and avoid “boiler plate” responses where narrative is requested

Submission Requirements (cont.)

- Similar Projects submitted should be of similar size, and scope to the Scope of Services and Additional Requirements identified within the RFQ
 - Projects must be current and/or completed (already constructed)
- Contact the SBOP Program Manager for assistance, if necessary
- Perform QA/QC on proposal prior to submitting and reference SAWS
- Refer to the Solicitation Submittal Tips found at the following link:
https://apps.saws.org/business_center/ContractSol/SNO_Drill.cfm?id=1980&View=Yes

Submittal Deadline

- **Electronic submittals DUE by April 17, 2024, by 2:00 p.m. CDT**
- Refer to RFQ for instructions to e-mail your submissions
- Allow sufficient time to submit ahead of the deadline to allow for any technical difficulties
- Respondents are strongly encouraged to submit their proposals at least two (2) hours prior to the Proposal deadline
- Respondents shall indicate **PS-00170, 2024 Water Main Replacement Projects**, date and time of the deadline clearly on both the electronic proposal file and email as noted in the RFQ
- Late responses will not be accepted and will not be opened

Communication Restrictions

- Respondents or their representatives are prohibited from communicating with any City of San Antonio officials to include:
 - City Council members (as defined by the City of San Antonio Ethics Code),
 - City Council member’s staff, and
 - San Antonio Water System (SAWS) Board of Trustees regarding the RFQ from the time the solicitation is released until it has been acted upon by the Board of Trustees
- Respondents or their representatives are prohibited from communicating with SAWS employees regarding this RFQ, except as provided under “Technical Questions,” from the time the solicitation is released until the contract it is awarded by the Board

Communication Restrictions *(cont.)*

- This includes “thank you” letters, phone calls, emails, and any contact that results in direct or indirect discussion of the RFQ and/or proposal submitted by Respondents
- If your firm has a contract with SAWS and needs to discuss that contract specifically, Respondent shall indicate such during the conversation
- Violation of this provision by the Respondent and/or their agent may lead to disqualification of the Respondent’s proposal from consideration

Questions

- Must be submitted in writing by March 26, 2024, by 4:00 P.M. CST via e-mail to:

Rudy Martinez

Contract Administrator

Contract Administration Department

San Antonio Water System

Rodolfo.martinez@saws.org

- Questions will be formally answered via Addendum and posted to the SAWWS website by April 9, 2024, by 2:00 p.m. CST

Project Purpose

- To replace deteriorating water mains that have a high probability of failure and/or reached the end of their useful life

Expectations

- Projects to be managed, designed, and constructed with highest regard for cost, schedule, and quality

SAWS anticipates awarding a contract to more than one Consultant as a result of this RFQ

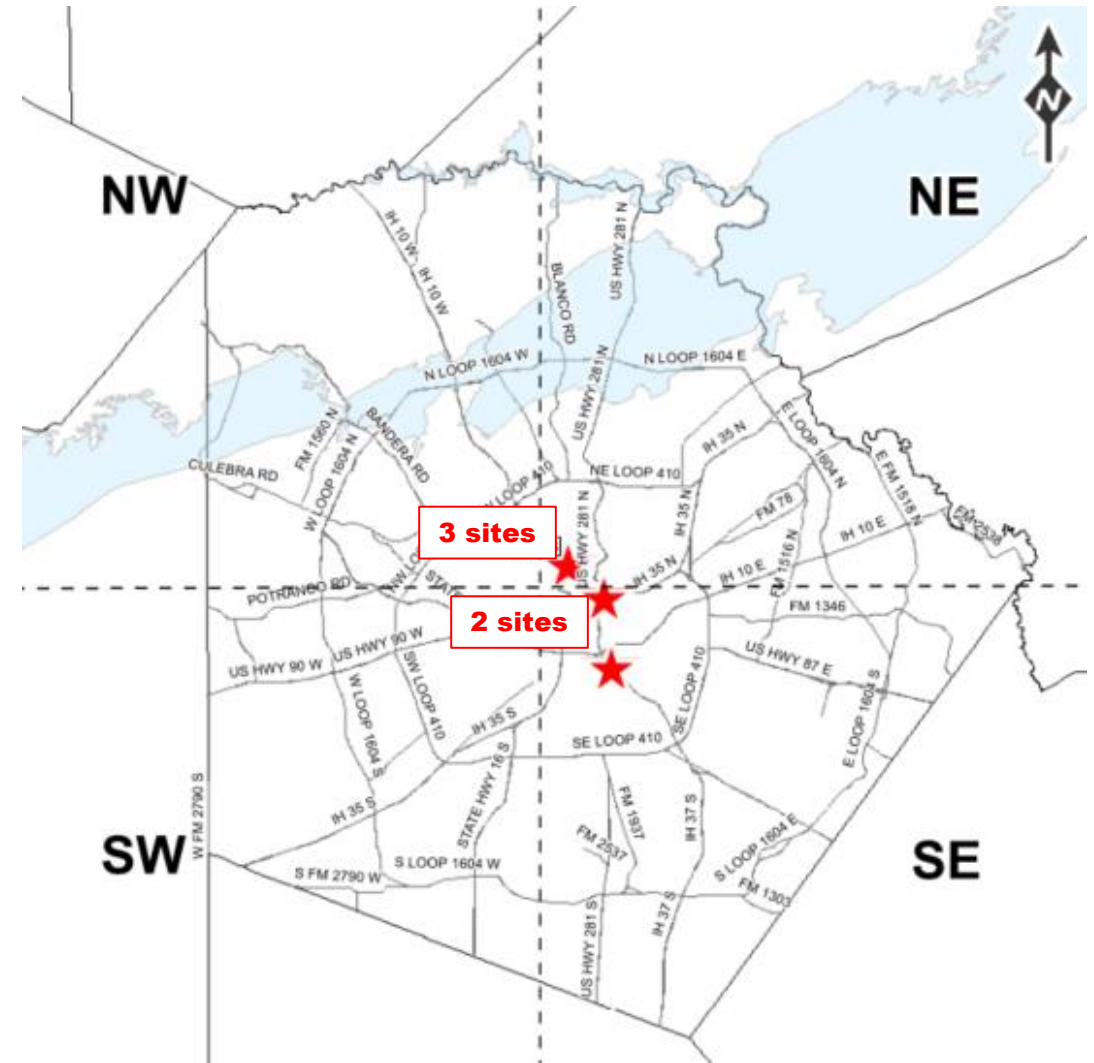
Project Details – Project 1

Project Name	Project 1
Design schedule	3 QTR 2024
NTP Construction	2026
Est PFS Cost	\$630,000.00
Est. Construction Cost	\$3,150,000
Length (LF)	7,047.60
6"-12" diameter pipe	X
>12" diameter pipe	X
Under UPRR	X
Along/Under Major Highway	X
Mains in Alleys	X
Number of Sites	6
Description	<p>Village Drive: Approximately 0.1 miles of 8-inch water main, replacing by open cut 6-inch DI and 8-inch AC and DI water main adjacent to Northeast Baptist Hospital.</p> <p>West Poplar Drive at UPRR: Approximately 104 LF of 8" water main by open cut or trenchless methods, replacing 8-inch CI main under UPRR ROW.</p> <p>West Laurel Street and UPRR: Approximately 207 LF of 8-inch water main by open cut or trenchless methods replacing 6-inch and 8-inch AC and DI under UPRR ROW.</p> <p>Barnes Alley, W Salinas, and Central Alley: Approximately 1,800 LF of 8-inch water main by open cut or trenchless methods, replacing 6-inch and 8-inch AC, DI, and PVC located in residential street and alleyways.</p> <p>Amestoy and Morales: Approximately 1,200 LF of 8-inch water main, replacing 6-inch CI in a residential neighborhood.</p> <p>Bludau-Bishop at I-35: Approximately 0.61 miles of 12-inch and 16-inch water main by open cut or trenchless methods, replacing 12-inch CI and DI and 16-inch AC and DI water main with two crossings under IH-35.</p>



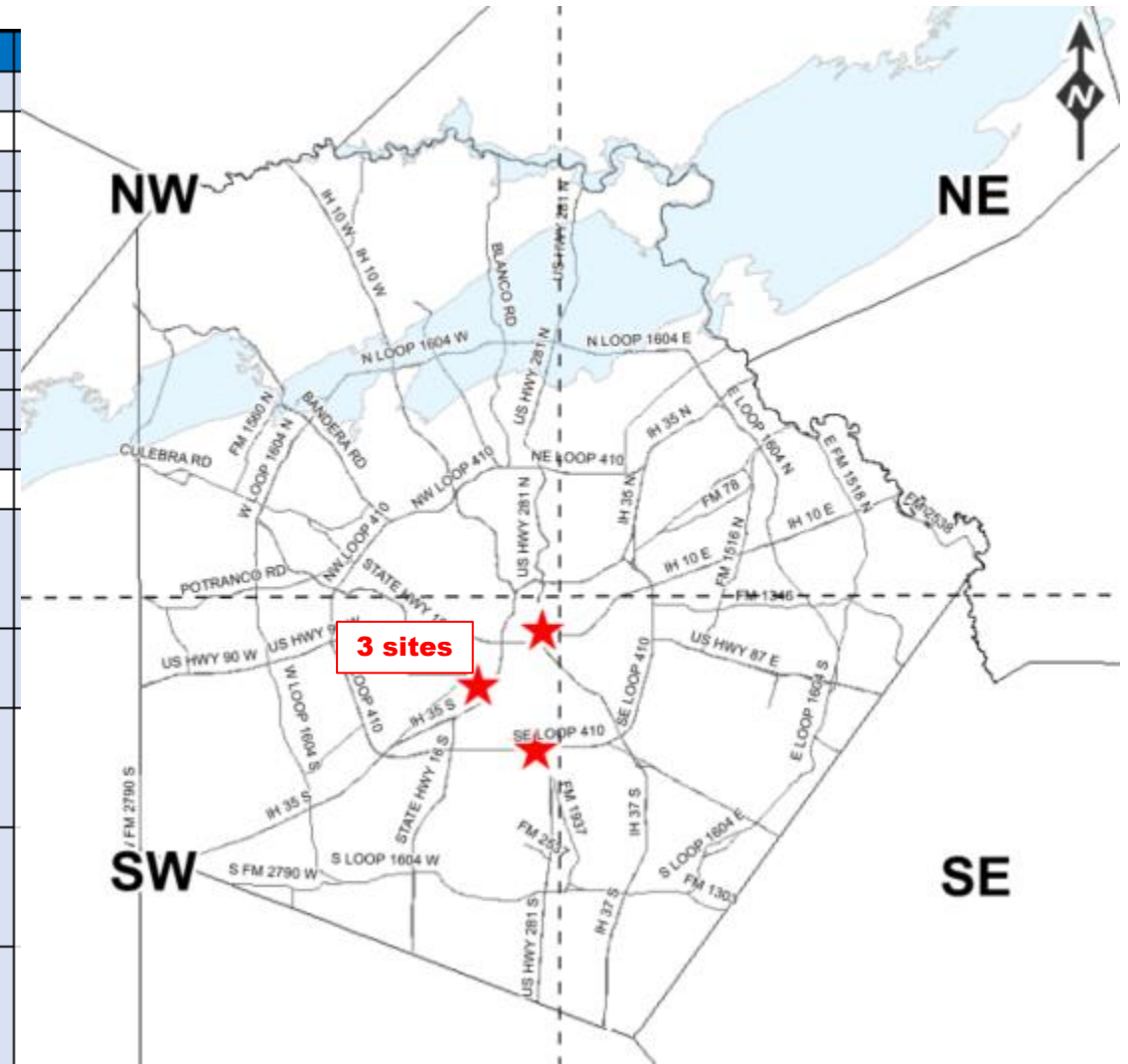
Project Details – Project 2

Project Name	Project 2
Design schedule	3 QTR 2024
NTP Construction	2026
Est PFS Cost	\$780,000.00
Est. Construction Cost	\$3,900,000
Length (LF)	9,640.50
6"-12" diameter pipe	X
>12" diameter pipe	
Under UPRR	X
Along/Under Major Highway	X
Mains in Alleys	
Number of Sites	6
Description	<p>W Woodlawn at UPRR: Approximately 700 LF of 8-inch and 10-inch water main by open cut or trenchless, replacing 6-inch DI and CI, 8-inch CI, and 10-inch CI under UPRR ROW.</p> <p>Milam at UPRR: Approximately 550 LF of 10-inch water main by open cut or trenchless, replacing 10-inch CI under two UPRR ROW crossings.</p> <p>Fair Avenue at I-37: Approximately 900 LF of 12-inch water main by open cut or trenchless methods, replacing 12-inch AC under I-37.</p> <p>W Summit and W Kings Highway at UPRR: Approximately 0.6 miles of 8-inch and 12-inch water main by open cut or trenchless methods, replacing 2-inch CI and DI, 8-inch CI, and 12-inch CI at multiple UPRR crossings.</p> <p>Maple and Ogden: Approximately 1,250 LF of 8-inch water main by open cut or trenchless methods, replacing 6-inch CI and DI, and 8-inch CI near critical medical facilities.</p> <p>W. Jones and Camden: Approximately 0.6 miles of 8-inch, 10-inch and 12-inch water main by open cut, replacing 6-inch CI and DI, 8-inch AC, 10-inch AC, and 12-inch AC and CI water main.</p>



Project Details – Project 3

Project Name	Project 3
Design schedule	3 QTR 2024
NTP Construction	2026
Est PFS Cost	\$650,000.00
Est. Construction Cost	\$3,250,000
Length (LF)	9,619.70
6"-12" diameter pipe	X
>12" diameter pipe	
Under UPRR	X
Along/Under Major Highway	X
Mains in Alleys	X
Number of Sites	5
Description	I-35 at West Gerald: Approximately 620 LF of 12-inch main by open cut or trenchless, replacing 12-inch DI under IH-35.
	Carolina at UPRR: Approximately 900 LF of 8-inch water main, replacing 6-inch DI and 8-inch CI under UPRR ROW.
	Vickers Avenue: Approximately 2,000 LF of 8-inch water main by open cut, replacing 2-inch PVC along Vickers in a residential neighborhood.
	Garden Valley Mobile Home Park: Approximately 0.8 miles of 8-inch water main by open cut, replacing 6-inch AC and DI and 8-inch AC main in a mobile home community.
	E Chavaneaux Road: Approximately 1,700 LF of 8-inch watermain by open cut, replacing 6-inch and 8-inch DI in a rural road.



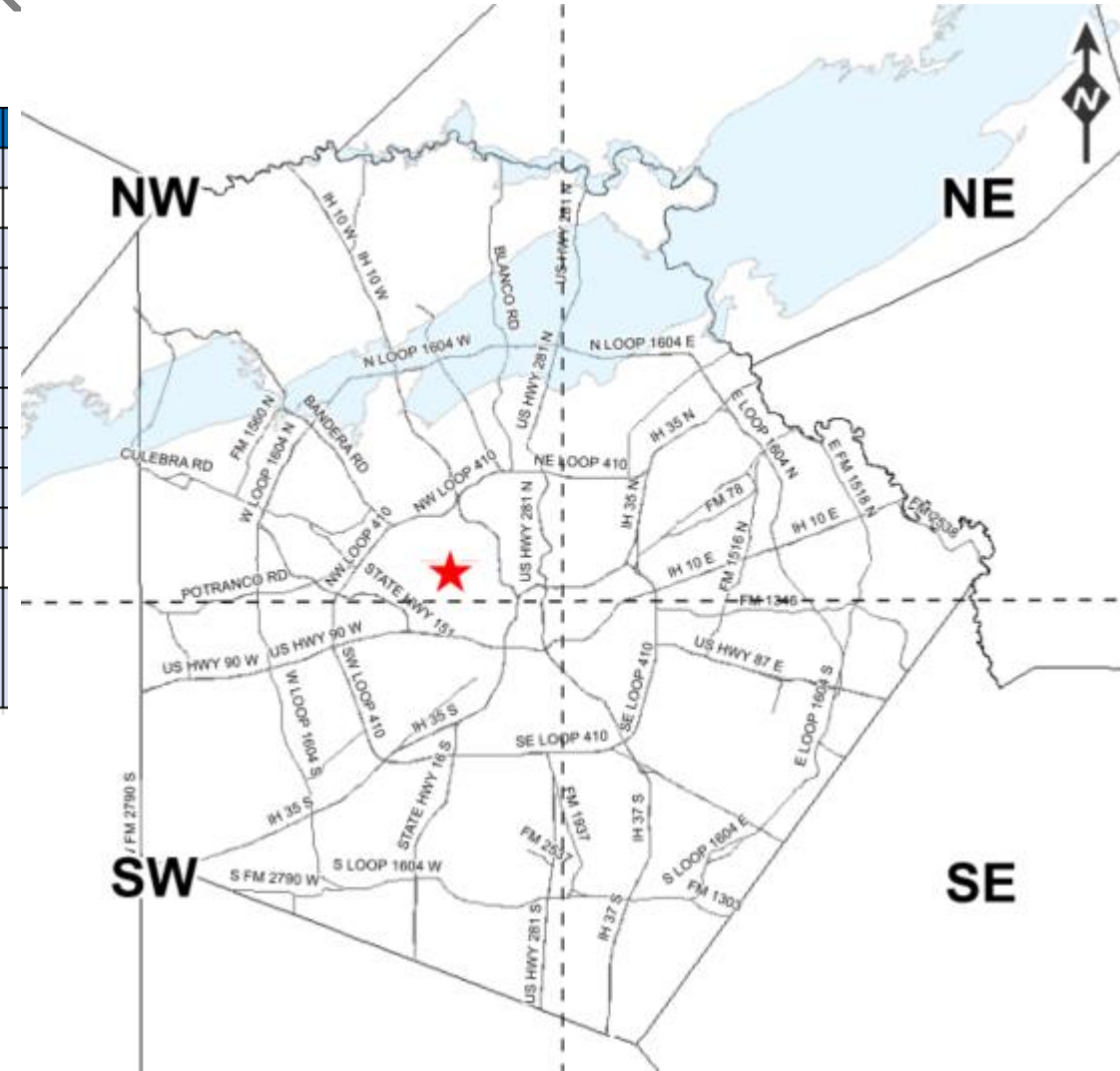
Project Details – Project 4

Project Name	Project 4
Design schedule	3 QTR 2024
NTP Construction	2026
Est PFS Cost	\$530,000.00
Est. Construction Cost	\$2,650,000
Length (LF)	7,765.50
6"-12" diameter pipe	X
>12" diameter pipe	
Under UPRR	X
Along/Under Major Highway	
Mains in Alleys	
Number of Sites	2
Description	S Loop 1604 E at Pleasanton Road: Approximately 0.83 miles of 8-inch water main by open cut or trenchless methods, replacing 8-inch PVC along 1604 and under UPRR ROW.
	Somerset Road: Approximately 3,000 LF of 8-inch water main by open cut, replacing 3-inch PVC along a rural street.



Project Details – University Park

Project Name	University Park
Design schedule	3 QTR 2024
NTP Construction	2026
Est PFS Cost	\$910,000.00
Est. Construction Cost	\$4,550,000
Length (LF)	11,060.60
6"-12" diameter pipe	X
>12" diameter pipe	
Under UPRR	
Along/Under Major Highway	
Mains in Alleys	X
Number of Sites	1
Description	University Park: Approximately 2 miles of 8-inch water main by open cut, replacing 2-inch, 6-inch and 8-inch CI in neighborhood alleys.



Project Details – Oak Park Northwood

Project Name	Oak Park Northwood
Design schedule	3 QTR 2024
NTP Construction	2026
Est PFS Cost	\$660,000.00
Est. Construction Cost	\$3,300,000
Length (LF)	9,859.40
6"-12" diameter pipe	X
>12" diameter pipe	X
Under UPRR	
Along/Under Major Highway	
Mains in Alleys	X
Number of Sites	1
Description	Oak Park Northwood: Approximately 1.9 miles of 8-inch and 16-inch diameter water main installed by open cut, replacing 6-inch CI and 16-inch AC main located in neighborhood streets and alleys.



Design Considerations

- Site visits - as many as needed
- Construction phasing
- Construction access and staging
- Survey and topographic information
- Impacts to traffic, homeowners and business owners
- Mobilization / demobilization
- Traffic control plans and coordination
- Technical specifications – Unique project components
- Quality and accuracy of OPCCs

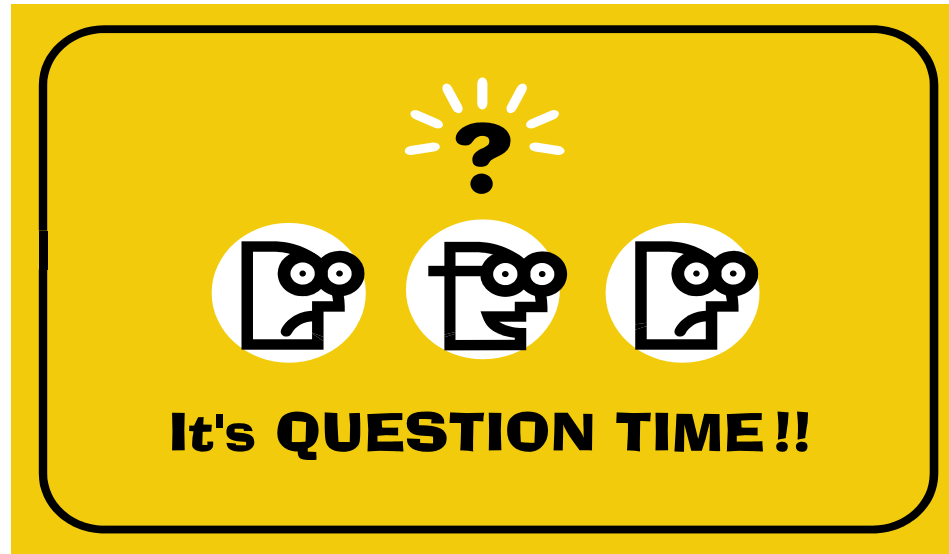
Design Considerations

- SUE to verify existing utilities and avoid conflicts, as needed
- Survey data and benchmarks
- Verify existing services
- Geotechnical Report (with recommendations) and Geotechnical Data Report (GDR)
- Identification of utilities (above and below ground)
- Easements and ROW
- Permits

Cost Estimates – Design Phase

Consultant must develop Engineer’s Opinion of Probable Construction Costs (OPCC) for each phase (30%, 60%, 90%, and 100%) of the project as per the recommendations of AACE International as described in Recommended Practices No. 17R-97 and 56R-08

Design Phase	Estimate Class	Expected Accuracy Range
30% Design	Class 3	L: -5% to -15% H: +10% to +20%
60% Design	Class 2	L: -5% to -10% H: +5% to +15%
90% Design	Class 1	L: -3% to -5% H: +3% to +10%
100% Design and Bid Documents	Class 1	L: -3% to -5% H: +3% to +10%



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PS-00170

Cristina DeLaGarza, P.E.

Manager – Engineering

Marisol V. Robles

Manager – SBOP

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Contract Administrator



Non-Mandatory Pre-Submittal Meeting

March 19, 2024

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