



REQUEST FOR QUALIFICATIONS

C_12 – Donaldson Terrace Project

SOLICITATION NO: Q-13-003-MF

ADDENDUM #1 | March 29, 2013

Revisions to the RFQ

1. Page 2, Table of Contents, Exhibit “B” see attached Table of Contents removing TWDB forms TWDB-0217 and TWDB 0373.
2. Remove and replace with the revised attached Submittal Response Checklist removing TWDB forms, TWDB 0217 and TWDB 0373.
3. Page 6 of 54 Section E. SMWB Questions – The following paragraph has been revised:

Exhibit “B” contains the required TWDB form, TWDB-0216 form in order to respond to this RFQ.

End of Revisions to the RFQ

Clarifications

TWDB-0217 and TWDB-0373 will not be required to be submitted with the proposal. These forms will be completed after SAWS award. **Upon further review, TWBD-0216 will be required to be submitted with the proposal.**

End of Clarifications

Answers to Questions

1. I would respectfully ask SAWS to reconsider having a Pre-Response Meeting so that MBE's like myself have an opportunity to connect and network with potential proposers and learn more on the project limits firsthand.

*As stated in the RFQ. Please insure that you are registered on our website, as all firms that (potential proposers) that download through the site will be listed, along with contact information, and any updates to the project will be posted there as well:
http://www.saws.org/business_center/Vendor/. There is currently a map of the project limits on the website. http://www.saws.org/business_center/contractsol/Drill.cfm?id=733&View=Yes*

2. Who will be handling the right of way acquisition on this project?

No right of way acquisition is anticipated for this project. If any right of way acquisition needs are encountered during design this will be handled by SAWS Real Estate Department.

3. I have a few questions on the referenced solicitation we were looking to get answered, see below. I have attempted to contact Mr. Rene Gonzalez, TWDB, on several occasions with regards to the questions below and have yet to receive a response.

- Form TWDB-0216 under Instructions Column 7- Please verify if backup documentation is required at this time? *Yes, documentation of the two solicitation methods that your firm used to perform the Good Faith Effort outreach (Column 7) is required at the time the proposal is due.*
- Form TWDB-0217 under (I) Project Information – Can Items A and C be left blank at this time or can SAWS provide the information in order to complete? *Form TWDB-0217 is **not** required at the time the proposal is due. TWDB-0217 will be filled out after SAWS awards the contract.*
- Form TWDB-0217 under (III) Project Participation Estimates – Please clarify if this information is required at this time? This appears to be information that would be required upon contract execution, not during solicitation. *Form TWDB-0217 is **not** required at the time the proposal is due. TWDB-0217 will be filled out after SAWS awards the contract.*
- Form TWDB-0373 – Can columns 4 and 5 be left blank at this time? *Form TWDB-0373 is **not** required at the time the proposal is due. TWDB-0373 will be filled out after SAWS awards the contract.*

4. #6 Responses are limited to a maximum of 30 pages per proposal. Required forms do not count toward page limit. Do Covers, Tabs, Transmittal Letter, Executive Summary count toward the page limit? *The cover sheet, tabs, and transmittal letter will not count towards the 30-page limit. Executive summaries of the firms' qualifications will count towards the 30-page limit.*
5. #7 Illustrations, if required, may be submitted on 11" x 17" sheets. These pages will count towards the page limit of 30 pages. *Do 11" x 17" pages count as one page or two pages in the submittal? 11" x 17" pages will count as one page.*
6. #8 Responses must be securely bound by any means except the following: 3-ring binders, metal bindings and paper/binder clips. *What binding options are acceptable? Any bindings are acceptable except the type of metal bindings mentioned in the RFQ.*
7. The project is located in a residential neighborhood. Will SAWS handle the public involvement, information, and coordination task, or is the Consultant expected to have a public involvement specialist on the team? *SAWS will handle the public involvement, information and coordination task but consultant will be expected to attend public meetings.*
8. Is Environmental going to be required as part of the Scope? *Yes.*
9. Can you please clarify what are the SMWB goals for this solicitation. On page 6 of the RFQ, there are some percentages listed in a table under TWDB and then on page 9 there is a percentage listed of 25%. *TWDB's goals and the 25% SAWS goals are non-mandatory; i.e., you are not required to meet them exactly. What is important is that you conduct an outreach effort to find minority-owned and woman-owned subcontractors through any **two** of the following methods, and show documented proof of your efforts:*
 - Newspaper Advertisements
 - Direct Contact by Phone, Fax, USPS Mail, Email
 - Meetings or Conferences
 - Minority Media
 - Internet & Web Postings
 - Trade Association Publications
 - Other Government Publications
10. Per the Submittal Response Checklist, we are required to provide a Good Faith Effort Plan and TWBD forms 0216, 0217, 0373. However, we do not have all of the information necessary to complete these forms, including TWBD Project Number and Total TWDB Funding Request. Will you make this

information available, or should this information be left blank? The SAWS Good Faith Plan is required, as is Form TWDB-0216 Forms TWDB-0217 and TWDB-0371 will **not** be required until after SAWS awards the contract to one of the competing firms.

11. If we meet the State's current fair share goals for MBE and WBE participation, are we required to meet the TWDB minimum methods of solicitation for Good Faith Effort outlined in form TWDB-0216? *Yes, all firms who will be submitting a proposal are required to conduct two documented methods of outreach to minority and woman-owned subcontractors. Proposing firms may choose any two methods listed below:*
- Newspaper Advertisements
 - Direct Contact by Phone, Fax, USPS Mail, Email
 - Meetings or Conferences
 - Minority Media
 - Internet & Web Postings
 - Trade Association Publications
 - Other Government Publications
12. Do covers and tabs count toward the page limit amount of 30 pages? *Covers and tabs will count towards the 30-page limit.*
13. Does an 11x17" illustration count as 1 or 2 pages? *An 11" x 17" illustration will count as one page.*
14. Does the Respondent Questionnaire count toward the page limit amount of 30 pages? *The Respondent Questionnaire will not count towards the 30-page limit.*
15. Does SAWS want consultant to clean and TV lines prior to the hydraulic analysis? *This is to be determined as part of the assessment.*
16. Has SAWS coordinated this project with the City of San Antonio? *Coordination will be done throughout the design of the project*
17. Does SAWS have future plans to renovate or reconstruct the water distribution system in this area? *At this time the water distribution system is not included on the scope of work of this project.*
18. Will the designer be required to verify proposed line sizes through modeling? *Yes, SAWS will provide the flows and designer will be required to validate the proposed line sizes.*

19. Will SAWS manage public communications regarding this project or will the designer be responsible for assuring the neighborhood is fully informed? *SAWS will handle the public involvement, information and coordination task but consultant will be expected to attend public meetings.*

20. Has a TWDB # been assigned to the RFQ or do we leave that blank? *Leave it blank.*

21. On TWDB form 217, section III, dollar amounts are asked for? Are they left blank or is a percentage required. *Form TWDB-0217 is **not** required at the time the proposal is due. TWDB-0217 will be filled out after SAWS awards the contract.*

22. Do any pipe sections get abandoned? *This will be determined during the design of the project.*

23. Who will the SAWS project manager be for this project? *Gerardo Gomez*

24. How much of the line will be replaced within Bandera Rd. beyond Palm Dr.? *Best Transition point will be determined as part of the assessment.*

END ADDENDUM #1

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SUBMITTAL RESPONSE CHECKLIST

Project Name: C-12 Donaldson Terrace Project

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.

- Respondent Questionnaire
- Completed and signed W-9 Form
- Qualifications and Experience of Firm and Team
- Project Approach
- Past Performance of Firm and Team
- Quality Assurance/Control
- Exhibit "A" – Copy of Current Certificate of Liability Insurance and Respondent's commitment letter to provide the lines of insurance coverage required.
- Exhibit "B" – Good Faith Effort and TWDB required forms, to include:
 - TWDB-0216
- Exhibit "C" – Conflict of Interest Questionnaire
- Exhibit "D" – Texas Public Information Act Requirements and Release Form

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

Signature

Date

Printed Name

Title