

Request for Qualifications

Solicitation Number: Q-15-001-DHS

Engineering Services for the 2015 Capital Improvement Program

ADDENDUM #1 – 10:00 AM Central | December 18, 2014

This addendum answers questions submitted before the deadline and replaces the Respondent Questionnaire.

Answers to Questions

1. While reading through the Request for Qualifications Packet, it mentions a “Submittal Response Checklist”. Will Checklists be distributed for each project?

Response: The language was an inadvertent reference to the checklist – the checklist was removed from the RFQ template due to the number of projects.

2. I have [2] questions regarding the Respondent Questionnaire for RFQ Q-15-001-DHS:
 - Should the Project Name on the form be changed to “Engineering Services for the 2015 Capital Improvement Program [?]”
 - Should we also include the name for the individual submission?

Response: The Respondent Questionnaire is being replaced through this addendum (see the downloadable form link on the solicitation’s page). For each submittal, please complete the questionnaire and enter the name of the project on which your firm is submitting.

3. I have a question regarding the insurance certificate for RFQ Q-15-001-DHS. Should the referenced project name be shown as “Engineering Services for the 2015 Capital

Improvement Program”, or do we need to include additional information, such as “2015 Collection & Distribution Engineering Services, Martinez Creek”?

Response: Having the title, “Engineering Services for the 2015 Capital Improvement Program,” is sufficient for the purpose of submitting SOQs.

4. Is an 11x17 page considered 1 page or 2 pages?

Response: An 11” x 17” sized document is considered 2 pages.

5. Acknowledgement of Exhibit D Security Procedures is included on the Respondent Questionnaire. Is the Respondent Questionnaire to be included again under the Exhibit “D” tab?

Response: No.

6. Acknowledgement of the contract terms and conditions is included in the Respondent Questionnaire. Is the Respondent Questionnaire to be included again under the Exhibit “E” tab?

Response: No.

7. Please provide a copy of the “Submittal Response Checklist” indicated in the Submission Requirements.

Response: See response to question 1.

8. Are subconsultants required to submit W9 forms?

Response: No.

9. What is the minimum font size allowed?

Response: 10 pts.

10. [With regard to Martinez Creek: Perez St to W. Huisache Ave], the project description contains a mix of sewer shed information that is confusing. Please confirm the peak wet weather flow to be conveyed by the proposed pipe is 38 MGD.

Response: 38 MGD is the best available information SAWS has at this time.

11. [With regard to Martinez Creek: Perez St to W. Huisache Ave], can you confirm whether the 33-inch wastewater line addressed in this project is a gravity main or under pressure?

Response: This is a gravity main.

12. [With regard to Martinez Creek: Perez St to W. Huisache Ave], how can I get as-built documents for this segment of wastewater line?

Response: As-builts are not available.

13. [With regard to W-1 Leon Creek: Hwy. 151 to Hwy. 90], can you confirm whether the 42-inch wastewater line addressed in this project is a gravity main or under pressure?

Response: This is a gravity main.

14. [With regard to W-1 Leon Creek: Hwy. 151 to Hwy. 90], how can I get as-built documents for this segment of wastewater line?

Response: As-builts are not available.

15. I would like to download the forms, [Good Faith Effort Plan and the CIQ, so] they will not include the page numbers from the RFQ Document.

Response: These forms have been made available to all respondents (see the downloadable form links on the solicitation's page).

16. Could you please clarify once more that you are seeking individual SOQs for each contract? For example, firms will submit one SOQ package for the "Treatment Facilities Design Engineering Work Order" and a separate SOQ package for the "Leon Creek Water Recycling Center Improvements and Upgrades," even though they are both in the Production, Recycle and Treatment department?

Response: Yes, this is correct. Regardless if the projects are in the same department, firms will need to submit a separate SOQ for each project in which they are interested.

17. Regarding Collection and Distribution Engineering Services, Section D. Response Format, Item 5 b. and 5c. (page 35 of RFQ), would SAWS like us to address this criteria for each of the projects listed in Item a., or in more general terms?

Response: For item 5b and 5c, please address for each project in item 5a as applicable.

18. For the Martinez Creek: Perez St. to W. Huisache Ave. Project, please refer to Page 25 and confirm the number of days for "Design Phase 90%" and "Easement Negotiations."

Response: 60 days for 90% and 240 days for easement negotiations. The SAWS desires to have all easements acquired by the bid phase.

19. This is a general question for all RFQs; 2015 Collection & Distribution Engineering Services, 2015 Governmental Engineering Services Work Order, and 2015 Production, Recycle & Treatment Engineering Services. Are the cover letter and table of contents excluded from the page count?

Response: Yes.

20. In Section IV.B.3 under each of the three SAWS Engineering Departments in the RFQ, one of the required forms listed is a 'Submittal Response Checklist'. Since this form was not included as part of the RFQ, how can this form be obtained from SAWS?

Response: See response to question #1.

21. In Section IV.B.4 under each of the three SAWS Engineering Departments in the RFQ, it states 11x17 pages will be permitted for drawings. As part of determining that the page limit requirements are not exceeded for an SOQ, please clarify if 11x17 pages count as 1 or 2 pages?

Response: See response to question #4.

22. Under each of the three SAWS Engineering Departments in the RFQ, it is required that resumes be limited to not more than one (1) page per person. Also there is no mention of a limit on the total number of resume pages in an SOQ for a project. A broad and diverse team of key professionals skills and experience need to be sufficiently described for the scope and complexity of these projects. Will resumes not count towards the page limit of an SOQ?

Response: Yes, resumes do count towards the page limits.

23. In Section IV.C.3., a matrix is requested to illustrate the availability of each team member's commitment. As an option, can the availability of each team member's commitment be shown in the organizational chart, which would eliminate an additional graphic and help in optimizing other required information of the Respondent within the limited page count?

Response: The matrix requested on page 55, is for the Production Recycle & Treatment Section. The matrix is the preferred method to show the availability of each team member, specifically major/top team members such as Managers/Task leads/Senior Engineers/Project Engineers from both the Prime and the sub-consultants

24. I have a question in regards to the Request for Qualifications - Engineering Services for the 2015 Capital Improvement Program. There are 2 forms, the Respondent Questionnaire and the Sample Contract, attached to the RFQ that have the Project Names as "2014 Engineering Services Work Order contract (Governmental)". Will you be providing forms with the correct Project Name?

Response: With regard to the "Respondent Questionnaire," please see the response to question #2. With regard to the "Sample Contract," it is simply a sample of the contract template that will be used for selected respondents – no change to the title name is necessary.

25. Regarding the separation of the sections in an SOQ, should each of the sections, such as, 'Experience and Qualifications', Project Implementation Approach', and 'Past Similar Project Performance' begin on a new page?

Response: As long as each section is properly bookmarked in the Adobe file, it is not necessary to start each section on a new page.

26. [With regards to Leon Creek Water Recycling Center Improvements and Upgrades], please refer to page 46. Task "F. Design selected electrical improvements throughout the plant" is quite vague. Please elaborate if possible what these improvements will entail. For example, will entire electrical distribution and controls equipment for processes be replaced as part of this project?

Response: Task F may include the design to replace motor control centers (MCCs), generators, plant substations, plant pad mounted transforms, electrical equipment, replacement of SAWS owned power poles, replacement of power, control and instrumentation cable and their associated raceways, and remote input/output (RIO) controllers for the Distributed Control System (DCS) as associated with these electrical equipment replacements within the plant area.

27. [With regards to the Lift Stations Rehabilitation Design – Phase 4], please refer to page 47. Does task "H. Perform Radio Path studies for the implementation of a new Supervisory Control and Data Acquisition (SCADA) system" also cover the new SCADA system or just the radio path surveys? Will both the computer based and physical path studies be included as part of the design team's responsibilities?

Response: The RFQ's six referenced lift stations do not currently have a SCADA system within each site. Task H. will require a new SCADA system for each lift station and must communicate with the existing SAWS top end (Transdyn) system. Both the computer based and physical path studies are required as part of the services for this RFQ. The physical path studies will be performed in the field and at each lift station and repeater sites. The repeater site(s) may be existing or may be new. The design of any new repeater sites(s) is required as part of this RFQ. The work associated with Task H. is to be included as part of the design team's responsibilities.

28. [With regard to the PRT General Scope of Services], on page 45 at the bottom, 3rd bullet under **Additional Requirements**, the statement is made that the "Consultant's Project Manager.....shall be based in this office"? What is meant by "based in this office"? Will an office be provided by SAWS in their building?

Response: Revise this section to "shall be based in the Consultant's local office." The Consultant shall have a local office, and the Project Manager shall be based in this local office.

29. [With regard to the DSP Zarzamora Pump Station and La Rosa Pump Station Improvements Projects], please refer to pages 48 & 49. Will the emergency generators be replaced at the Zarzamora and La Rosa Pump Stations?

Response: Emergency generators will be replaced as part of the project.

30. [With regards to the Wurzbach Pump Station Improvements Project], please refer to page 50. Will SCADA system integration services (programming, etc.) be required of the consultant? If so, should it include both top end (Transdyn) and local PLC programming?

Response: All of the SCADA programming services shall be performed by the Contractor. These services include both top end and local PLC programming.

31. The Production, Recycle, and Treatment section of the RFQ states that each response should include a section for 'Approach to Projects'. If a response is submitted for the 'Production Facilities Design Engineering Work Order Contract', should this section be renamed 'Work Order Implementation Approach'?

Response: No. A project approach for the Work Order Contract is also required. The approach should consider that all items that apply to a well-defined project may not be applicable for a Work Order Project. This project approach should speak to work order requests and how the Consultant would respond to such requests.

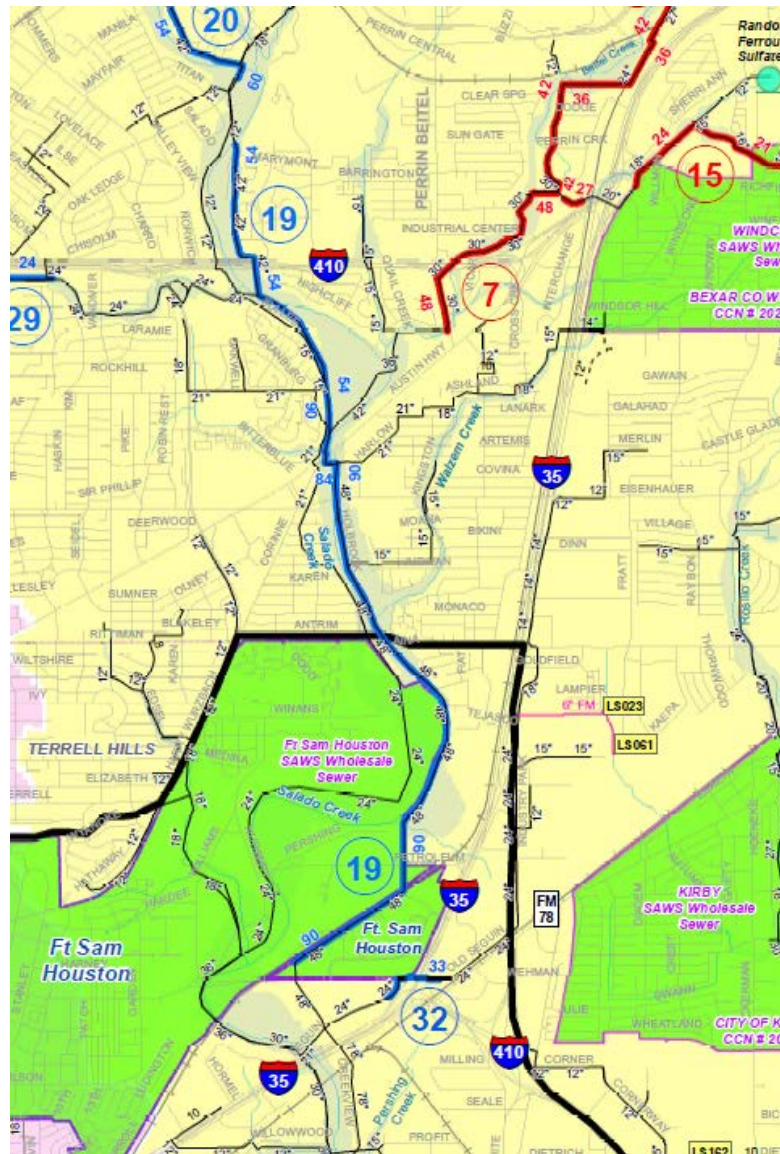
32. Can we include a table of content[s]? If so, will it count towards the 20 pages limitation?

Response: Yes, a Table of Contents may be submitted, and will not count toward the maximum number of pages, but all submittals must also be properly bookmarked in the Adobe file.

33. Can you please make available a figure with the existing alignment for E-19 Seguin to Nacogdoches; this will help the submitters in preparing their project approach and also level the playing field for all firms because some firms may already have this information.

Response: See number 19 on the exhibit below. This is generally the alignment but may change during the Phase A preliminary design process.

Exhibit 1:



34. With regards to E-19 Seguin to Nacogdoches, How many siphons are on the existing pipeline?

Response: There are 2 siphons, which will need to be verified during the design phase.

35. With regards to E-19 Seguin to Nacogdoches, Does the alignment enter Fort Sam Houston? If the alignment can be made available, this question can be ignored.

Response: Yes, see above exhibit.

36. With regard to Production, Recycle and Treatment Engineering Services, Please refer to page 55 item no. 4. Can more than 3 projects be included for each Sub-Consultant?

Response: Yes, more than 3 projects can be included, but additional information counts towards the total page limit.

37. Please consider following question related to PRT Engineering Services: Reference: IV. Submitting Response, C. Response Format (Pages 54-56). To confirm, do the PRT Work Order Responses have the same required response format as the PRT Project Specific Responses?

Response: Yes, the same response format is required.

38. Please consider following question related to Collection & Distribution and PRT Engineering Services formats: If 11x17 page is used, will it count as one page?

Response: See response to question #4.

39. On page 8, number 3 of submitting a response mentions the Submittal Response Checklist as one of the required forms that does not count toward the page limit, however, on page 9, under response format, it is not included. Is this form to be part of the submittals?

Response: See response to question #1.

40. In regards to page 11 of the Engineering Services for the 2015 Capital Improvements Program RFQ, section C "Response Format", should this format be used for all separate contract/project submittals? Or is there a separate format for each contract/project submittal? The detailed response format is only under the Governmental Work Order section.

Response: Each departmental section of the RFQ has a unique Response Format; for example, the response format requested by Collection & Distribution is stated on page 35, while the response format for Production, Recycle and Treatment is stated on page 54.

41. With regards to the 2015 Governmental Engineering Services Work Order Contract, we understand up to five consultants may be selected for the 2015 Governmental Engineering Services Work Order Contract. Will firms who provide single discipline services such as professional surveying, geotechnical services, or environmental services be eligible for any of the five work order contracts or must they be a part of a team with a prime?

Response: Governmental Engineering has need of engineering teams for the Work Order contracts; firms interested in competing will want to put together the best team compositions possible. SAWS will look at the composition of those teams and the skills that they provide in evaluating the SOQs received.

42. We understand that one contract will be awarded for the Turtle Creek No. 3 Well Field and Transmission Main Project. Will the construction inspections scope item include construction materials testing services including soils and concrete testing?

Response: No.

43. Additional other related services listed for the Production Facilities Design Engineering Work Order Contract include Field and special inspections. Does field and special inspections include testing of construction materials such as soils and concrete?

Response: No.

44. I have a few more questions regarding the Leon Creek Water Recycling Center:

- Does the utility company own and maintain overhead power lines throughout the plant?

Response: It is a mixture, as both CPS and SAWS own some of the overhead power lines.

- Will the DCS controller be relocated to the new Administration building?

Response: Yes, the DCS controller will be relocated to the new administration building.

- Will the old administration building remain or be demolished?

Response: This has not been determined at this time.

- Will new buildings be a LEED-certified buildings?

Response: SAWS goal is to meet Silver Certified but not obtain certification. This will be negotiated with the selected Consultant.

- Will compliance with a certain energy code be enforced?

Response: Prior to NTP with design services, the selected firm shall verify all current code requirements. The selected firm shall perform all Design Services and develop all design elements for the Project consistent with the Owner's scope and prepare or cause to be prepared under the Selected Firm's instruction, control, or supervision the architectural and engineering plans, Drawings, Specifications and other Construction Documents for the construction of the Project in accordance with all laws, rules, regulations, codes, ordinances and restrictive covenants (whether federal, state or local) of any kind governing the Project, and all applicable building and life safety code requirements.

END ANSWERS TO QUESTIONS

No other items, dates or deadlines for this RFQ are changed.

END ADDENDUM #1