

Design Build Phase II Service Center Project

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September 30, 2016

Pre-Submittal Meeting



Pre-Submittal Topics

- Phase II: Service Center Project Overview
- Additional Requirements
- Key Elements of the Solicitation (Contract Requirements, Selection Process, Evaluation Criteria, and Submittal Packet Preparation)
- Key Dates
- Communication Reminders
- Submission Due Date
- Questions

Project Overview

Design and construct two (2) new separate and distinct operation centers on separate existing sites

- Both sites shall include entry gates, landscaping, reworking of POV and SAWS crew parking, outdoor supply areas
- NSOC site includes new administration building and demo of existing building
- ESOC site includes
 - New supply and administration buildings
 - Relocation of fuel (pumps only) and new fuel canopy
 - Renovated Training center
 - Demo of existing tilt wall building
- Design Criteria Package attached to the RFQ for more information

Project Overview

- DB will work with SAWS and the Program Manager, APSI Construction Management
- Scope of services and work consist of planning, development, design, engineering, procurement, demolition and construction
- Full DCP provided to the short-listed firms will include civil and geotech
- Estimated cost is \$14 - \$16 million
- Deliverable specifics are outlined in the RFQ

Project Overview

Programming to Date

- Visits to similar locations (i.e. COSA, CPS, TxDOT) conducted
- SAWS facility assessments performed
- Needs workshops held with SAWS' field staff
 - Site and facility needs determined for each location
- Re-alignment location determined for staff vacating Mission Road and NWSC
- Defined method of construction /sequencing



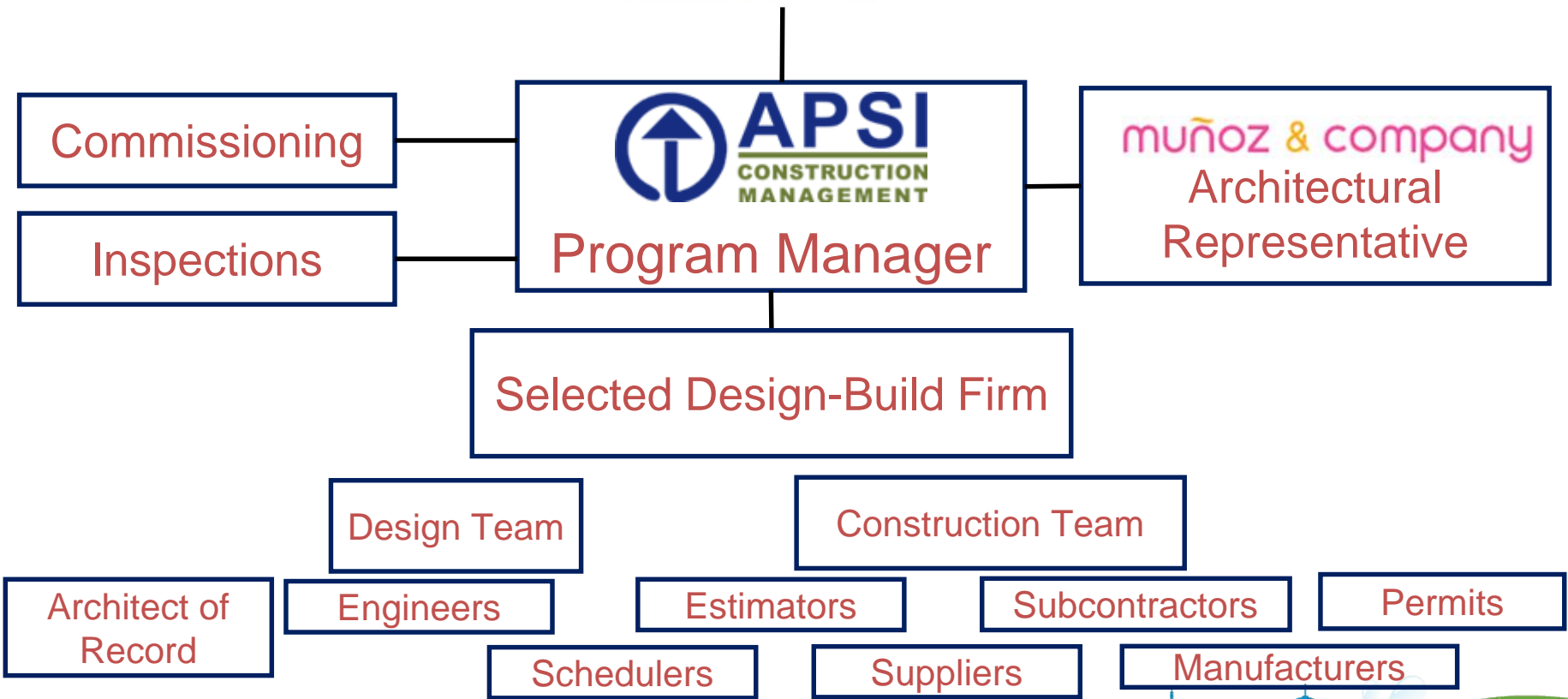
Project Overview

Overall Project Objectives

- Complete Project without impacting ongoing SAWS operations
- Site design and construction sequencing that includes uninterrupted traffic flow resulting in operational efficiency
- Successful hand off of the design drawings from APSI/Munoz to the selected DB firm and Design Professional of Record (DPOR)
- Successful hand off of the Project to SAWS' Operations group

New Service Center Project Overview

Communication Plan



New Service Center Project Overview

Timeline

2017 | 2018 | 2019

PLAN & DESIGN

CONSTRUCTION ESOC

CONSTRUCTION NSOC

Hire DB Firm

All construction and staff realignment complete fourth quarter 2018

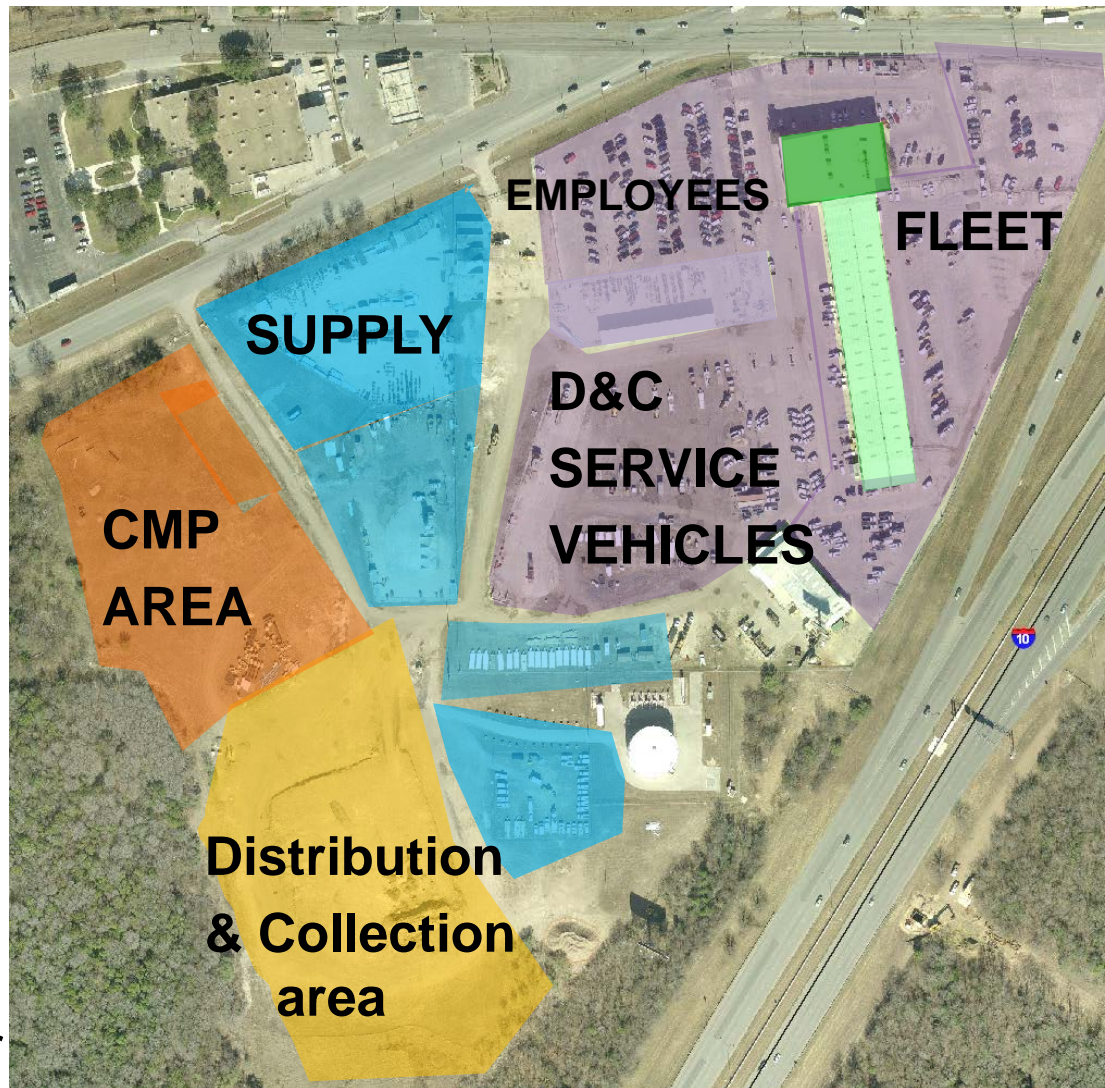
WSOC- West Side Service Operations Center
NSOC- North side Service Operations Center



SAWS Service Center Overview

Anatomy of a Service Center

- Admin/Supply Building
- Fleet Building
- Distribution and Collection area
- Parking Areas
- Outdoor supply area
- Concrete and Asphalt
- Training



Eastside Service Center

SAWS Service Center Overview

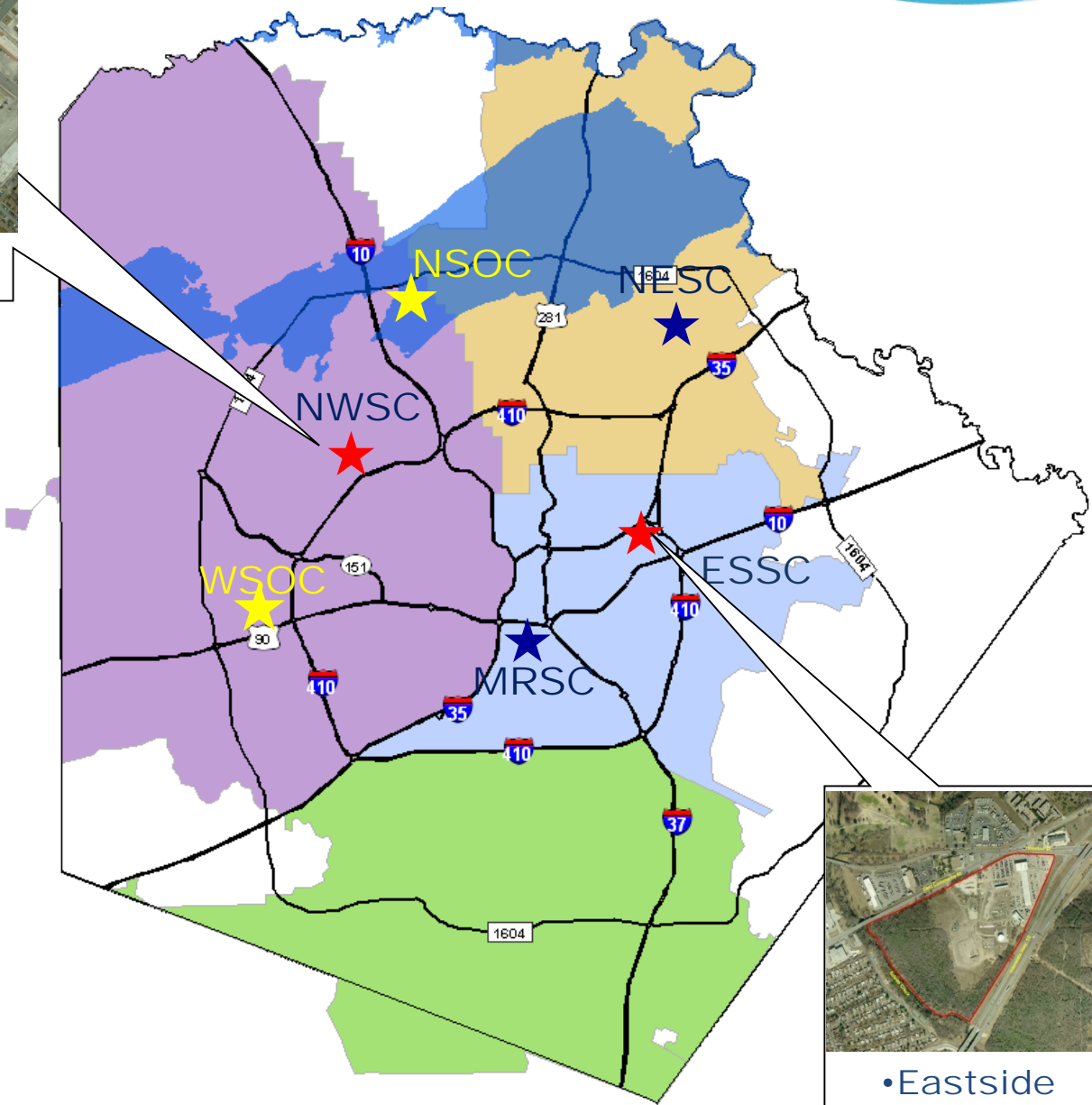


SAWS Service Centers Overview





•Northwest



•Eastside

SAWS Service Center Locations:

- ★ Phase 1 locations
- ★ Phase 2 locations

Additional Requirements

- Respondents must have previous design-build or alternative delivery experience
- Team must include A/E members licensed to practice in Texas including USGBC LEED certified
- Scheduler must be identified and proficient in CPM analysis
- Purchase, maintain and keep in force required insurance coverage
 - Short-listed firms will verify review of insurance requirements
- Firms that are partners or subconsultants to APSI, may not submit for this RFQ

Key Elements of the Solicitation

- Contract Requirements
- Selection Process
- Evaluation Criteria
- Submittal Packet Preparation
- Communication Reminders
- Key Dates
- Submittal Due Date
- Questions

Contract Requirements

- Certified payroll will be a requirement of the DB Agreement
 - Wage decisions will be provided in the RFP
 - Firm will submit certified payroll on a weekly basis in LCP Tracker
- Payment and Performance Bonds will be required at the time of DB Agreement execution or with a bid bond at the construction phase
- The overall SMWB goal for this project (for design and construction) will be 30%, which will be demonstrated
 - Subcontractors should be identified on the Staffing Plan and may not change once submitted, except to add previously unidentified subconsultants
- Subcontractor payment will be tracked using SAWS' Subcontracting and Utilization Reporting (SPUR) System

Selection Process

Two Step Selection

- Requests for Qualifications (RFQ)
 - Technical Evaluation Committee
 - Will score the submittals based on published evaluation criteria
 - Narrow down to no more than five (5) firms
- Request for Proposals (RFP) issued to short-listed firms
- Selection Committee
 - Scored from published criteria in the RFP
 - Interviews

Evaluation Criteria

CRITERIA	MAX POINTS	MAX PAGES
Project Team (Design Team and Construction Team)	20	40
Project Approach	20	15
Comparable Design Experience	20	10
Comparable Construction Experience	20	10
Quality Assurance/Quality Control	5	5
Small, Minority and Woman Owned Businesses (SMWB)	15	5
TOTAL	100	85

Evaluation Criteria

- Reference pages 8-14 for specific evaluation criteria requested information
 - Project Team (1-8) : Firm History and Background, Organizational Chart, Key Personnel (including percentage of time and resumes)
 - Project Approach (A-D): Approach to schedule, risk identification, permit tracking, project design, construction and commissioning and general coordination)
 - GMP Approach, Recovery Schedule and Reporting, Safety Program
 - Comparable Design Experience (1-5): Design team experience with references for Exhibit D, Project Reference Form
 - Comparable Construction Experience (1-6): Construction team experience with references for Exhibit D
 - Quality Assurance/Quality Control (1-8): All aspects, all phases

Evaluation Criteria (cont.)

- SMWB
 - A Good Faith Effort Plan is not required with the RFQ
 - Instead, SAWS is seeking information on the following:
 - Methods or programs firm/team utilized or created to promote SMWB utilization
 - Efforts to reach out to local SMWB firms
 - Plan to package various work elements to facilitate SMWB participation
 - Describe SMWB assistance programs (bonding, insurance, etc.)
 - Firm/team approach to balance goals/commitments and possible shortfalls
 - Lastly, Financial Statement
 - Reference page 15 of the RFQ for specifics depending on firm organization
 - Make label confidential
 - Review of this information will result in a Pass/Fail

Submittal Packet Preparation

- Utilize the Submittal Response Checklist
 - Required information differs for copies
- Review evaluation criteria and prepare narrative for each item identified to maximize points
- Respond to RFQ point by point
- Avoid “boilerplate” response
- Include Organizational Chart identifying Key Personnel
 - Reference Exhibit “E” Staffing Plan
 - Include resumes

Submittal Packet Preparation

- Refer to Exhibit E, Staffing Plan, when preparing Organizational Chart identifying Key Personnel
- Exhibit “D” , Project Reference Form, critical to verifying references
 - Include Project Sheets
- Ensure required documents are submitted and signed, when applicable (i.e. Respondent Questionnaire, CIQ, etc.)

Submittal Packet Preparation

Helpful Reminders

- Register through the SAWS website to ensure access to the most current information (addendums, supplemental information, etc.)
- Be very specific and avoid “boiler plate” responses
- Responses are limited to 85 pages
 - Required forms and dividers tabs do not count towards limit
 - Refer to Exhibit “F” , Required Documents Matrix

Communication Reminders

- There shouldn't be any communication with the following: :
 - SAWS Project Manager
 - SAWS Program Manager (APSI)
 - Any other SAWS staff
 - City Council member or staff
 - SAWS Board of Trustees
- This includes phone calls, emails, letter, or any direct or indirect discussion of the RFQ
- Release of RFQ- Board Award
 - Including when the RFP is issued to short-listed firms
- If under contract with SAWS for another project, please indicate you intend to submit for this RFQ; to not discuss

Key Dates

- Oct. 3, 2016 by 4:00 p.m. **Receipt of Written Questions Due**
- Oct. 5, 2016 by 4:00 p.m. **Addendum Posted to Website**
- Oct. 20, 2016 by 2:00 p.m. **Submittals Due**
- October 2016 **Submittals Evaluated**
- Oct 2016 **RFP Issued**
- Dec 2016 **Interviews**
- Dec 2016 **Selected Firm Notified**
- March 2017 **SAWS Board Approval and Award**
- March 2017 **Non-Selection Notice Mailed**
- March 2017 **Start Work**

Please note that dates are subject to change without notice

Submission Due Date

- Responses due no later than 2:00 p.m. CST
Thursday, October 20, 2016
- Follow specific delivery instructions
 - Deliver to 2800 U.S. Highway 281 North, Suite 171, Customer Service Building
 - Make arrangements if mailing a response to this RFQ
 - Late responses will not be accepted and will be returned unopened

SMWB Questions

- Questions related to SMWB may be directed to SAWS' SMWB Program Specialist, up until the RFQ is due. Her contact information is as follows:

Susan Rodriquez

Contract Administration Department

San Antonio Water System

Email Address: Susan.Rodriquez@saws.org

Telephone No.: 210-233-2950

Questions

- Should be submitted no later than October 3, 2016 at 4:00 p.m. CDT
- Must be in writing:

Diana L. Woltersdorf

Contract Administration Department

San Antonio Water System

Diana.Woltersdorf@saws.org

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