2018 Sanitary Sewer Overflow and Reduction Program (SSORP) Engineering Design Services – Small Diameter

Antonio Leyva, P.E.
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San Antonio Water System

Non-Mandatory Pre-Submittal Meeting

October 4, 2018

Oral Statements

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

Presentation Overview

- Selection Process
- Evaluation Criteria
- Submission Restrictions
- Submission Reminders
- Key Dates
- Submittal Deadline
- Negotiations
- Communication Reminders
- Questions

- RFQ Objective
- Additional Requirements
- Project Matrix
- BPC Central Large Diameter Package 1
- Central Small Diameter Package 1
- Central Small Diameter Package 2
- East/West Small Diameter
- Multiple Sewershed Package 12
- Design Deliverables
- Cost Estimate – Design Phase
- Cost Estimate – Construction Phase
- Key Considerations

Selection Process

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

Evaluation Criteria

CRITERIA	MAX POINTS
Team Experience and Qualifications	20
Similar Projects and Project Performance	25
Project Approach	30
Quality Management/Quality Control	10
Small, Minority, Woman, and Veteran-owned (SMWVB) Business Participation	15

Evaluation Criteria – Team Experience and Qualifications (20 pts)

1) Organizational Chart – Page Limit 1
   - All key team members (including key sub-consultants)
   - Project Manager, Cost Estimator, Quality Assurance and Quality Control Review Lead and Reviewers, and all Design Team Leads required
   - Role and percentage of time each key team member will be committed
     - Ensure sub-consultants match those listed on the Good Faith Effort Plan
2) Resumes for Key Personnel Only – Page Limit 8
   - Project Manager, Cost Estimator, Quality Assurance and Quality Control Review Lead and Reviewer, and Design Team Leads (no more than 3 Design Team Leads)
     - Resumes should not include exhaustive list of projects, but rather projects relevant to scope of services in the RFQ and their role in that project
3) Describe firm's most relevant experience using Subconsultant Table

No additional narrative required

Evaluation Criteria – Similar Projects and Past Performance (25 points)

1) Complete Project Table for 5 Relevant Projects, of Similar Size and Scope to projects in the RFQ (5 page limit)
    - Similar projects are wastewater/ SSO projects of similar scope, pipe diameter and contract value
    - Identify key personnel and their roles and responsibilities for at least 3 of the 5 projects
    - A minimum of 3 projects must be performed by Respondent
    - Ensure contact information for references is correct and valid
2) Complete OPCC Table
    - 5 Relevant Projects and 3 additional projects, as it relates to the accuracy of OPCC and change orders

No additional narrative required

Evaluation Criteria – Project Approach (30 points)

- This criteria is weighted the heaviest
- Narrative format limited to a 6 page response for 3 questions to include:
  1) Describe team's approach to complete the project managing risk between design related issues, constructability and budget
     - Respondent should select 1 of the projects identified and use it to address unique circumstances
  2) Identify team's suggested alternative innovative approaches to accomplishing the scope of services identified
  3) Describe team's approach to preparing deliverables to meet deadlines
     - Include schedule risks and mitigation measures, schedule recovery approach and other issues relative to schedule maintenance on similar projects

Evaluation Criteria – Quality Management/Quality Control Plan (10 points)

- Narrative format limited to 2 pages
- Includes:
  - Overview of the QCP process and schedule
  - Plan identifying, tracking and resolving design issues
  - Describe how independent quality review team will confirm documents
  - Role compared to SAWS' role
  - Approach to becoming familiar with local construction practices and requirements
  - Outline how accuracy and completeness of independent cost estimates are derived for each phase of design

Small, Minority, Woman, and Veteran-owned Business (SMWVB) Participation

- Complete GFEP to show Respondent's commitment to SAWS' SMWVB policy, which will be based on meeting or exceeding the minimum SMWVB goal of 40%. All subconsultants should be included, regardless of their SMWVB status
- M/WBE Scoring Method: Up to 10 Points (By percentage)
- 40.00% M/WBE Goal
  - M/WBE Participation Percentage between 1% and 9.99%: **2 Points**
  - M/WBE Participation Percentage between 10% and 19.99%: **4 Points**
  - M/WBE Participation Percentage between 20% and 29.99%: **6 Points**
  - M/WBE Participation Percentage between 30% and 39.99%: **8 Points**
  - M/WBE Participation Percentage meeting or exceeding 40.00%: **10 Points**

Small, Minority, Woman, and Veteran-owned Business (SMWVB) Participation

- Utilization of a local SMWB Engineering Firm that has that has not worked with SAWS before as a prime consultant, for 10% of Sewer Design Services: **5 Points**
- **Optional:** Prior subconsultant utilization compliance averages for the past 2 years may be considered when totaling the SMWB score, based upon data from the Subcontractor Payment & Utilization Reporting (SPUR) System. This applies to SMWB and Non-SMWB Prime Consultants' utilization of their SMWB sub-consultants. Up to 3 points may be deducted from the SMWB score for discrepancies between the pledged SMWB goal, and the current/ongoing actual utilization of SMWB subconsultants on recent SAWS projects. This option does not apply to work order/unspecified contracts.
  - Total SMWB Subconsultant compliance discrepancy between 3.00% -4.00%: Deduct 1 Point
  - Total SMWB Subconsultant compliance discrepancy between 4.00% -5.00%: Deduct 2 Points
  - Total SMWB Subconsultant compliance discrepancy greater than 5.00%: Deduct 3 Points

Small, Minority, Woman, and Veteran-owned Business (SMWVB) Participation

- For the RFQ, SMWVB-certified firms need to have a local-area office, must be "SBE", and need to be certified through the South Central Texas Regional Certification Agency (SCTRCA) or the Texas Historically Underutilized Business Program (HUB):
  - SBE
  - Minority Business Enterprise (MBE): AABE, ABE, HABE, and NABE
  - Woman-owned Business Enterprise (WBE)
  - Veteran-owned Business Enterprise (Tracked, but not eligible for points)

Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 40% SMWB goal mandatory?**
  A: No, but we ask prime consultants to do their best with good faith outreach efforts to achieve maximum SMWB points. If the goal is not met, proof of outreach efforts are required with the submittal.

- **Q: What if I am having trouble finding SMWB subconsultants?**
  A: Please email the SMWVB Program Manager with the scopes of work you are seeking. You will receive lists of local SMWVB-certified firms to contact.

- **Q: What if my business is SMWB-certified? Do I need to find SMWB subs?**
  A: If your firm is SMWVB-certified, you will most likely meet the goal. However, the GFEP is a required document, and a good faith outreach effort is still necessary.

- **Q: What if I have questions about the GFEP?**
  A: Please contact the SMWVB Program Specialist at Marisol.Robles@saws.org . GFEP questions can be asked at any time before the solicitation closing date.

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

https://saws.smwbe.com

- Questions related to the SMWVB Program, completion of the Good Faith Effort Plan(GFEP), or scoring of the GFEP may be directed to the SMWVB Program Manager until the RFQ is due.

Marisol V. Robles

SMWVB Program Manager

Contracting Department

Email: Marisol.Robles@saws.org

Submission Reminders

- Thoroughly read the RFQ to ensure familiarity with scope and projects
- Reference Submission Reminders in the Eval Criteria table
- Utilize Submittal Response Checklist
- Submit 5 Project Tables, the Subconsultant Table and OPCC Table
- Be very specific and avoid "boiler plate" responses for criteria requiring narrative responses
- Submit 1 original, 8 copies and USB flash drive/CD of the original proposal
- Print on 8 ½ x 11 portrait format
- Contact the SMWVB Program Manager for assistance, if necessary
- Perform QA/QC on proposal prior to submitting

Submission Restrictions

- SSORP Program Manager, HDR, may not submit
  - Sub-consultants are eligible to service as a sub or prime consultant
  - Refer to Section II, D. Submission Restrictions in the RFQ
- Basin Planning Consultants (BPC) are not eligible to submit for the RFQ (as a prime or sub consultant)
  - Sub-consultants on a BPC team may submit if their work did not or will not exceed 15% of the total BPC's contract value
  - Refer to Section II., D. Submission Restrictions in the RFQ
  - Contact Marisol Robles, SMWVB Program Manager, for verification

Key Dates

Date	Action
RFQ Released	September 21, 2018
Written Questions Due	October 5, 2018 by 4:00 p.m.
Q & A Posted to Website	October 8, 2018 by 4:00 p.m.
Proposals Due	October 15, 2018 by 2:00 p.m.
Proposals Evaluated	October 2018
Interviews, if necessary	October 2018
SAWS Board Consideration and Award	December 4, 2018
Start Work	December 2018

**The dates listed above are subject to change without notice*

Submittal Deadline – October 15, 2018 – 2:00 PM

- Solicitation number, solicitation name, date and time of the deadline should be clearly identified on the outside of the package
  - SSORP Large Diameter due the same date/time
- Deliver to 2800 U.S. Highway 281 North, Customer Service Building
  - Deliver to Counter Services
  - SAWS recommends submitting proposals at least 2 hours prior to the deadline
  - Make arrangements early if mailing a response
- Late responses will not be accepted and will be returned unopened

Negotiations

- Must be completed within 15 calendar days from receipt of Selection Letter
- If an agreement cannot be reached, SAWS will formally cease negotiations and begin negotiations with the next most qualified firm

Communication Reminders

- There should not be any communication regarding this solicitation with the following:
  - SAWS Project Manager
  - SAWS Technical Representative
  - Any other SAWS staff, managers, directors, or VPs
  - City Council member or staff
  - SAWS Board of Trustees
- This includes phone calls, emails, letters, or any direct or indirect discussion of the RFQ
- This is in place from release of the RFQ to Board Award

Questions

- Must be submitted in writing by October 5, 2018 at 4:00 p.m. via e-mail to:

Stella Manzello

Contract Administration Department

San Antonio Water System

Stella.Manzello@saws.org

Project Matrix

Project Name	Multiple Sewershed package 12	BPC Central Small Diameter Package 1	BPC Central Small Diameter Package 2	BPC East/West Small Diameter 1
Project ID	11083	11114	11115	11117
Design Schedule	January 2019-July 2019	January 2019-July 2019	January 2019-July 2019	January 2019-July 2019
Est. design Cost	$ 241,270	$ 882,000.00	$ 178,200.00	$ 286,200.00
8"-21" diameter pipe	X	X	X	X
Description	Design the replacement of approximately 3,092 ft of 8-inch pipe, 181 feet of 10-inch and 231 feet of 12 inch pipe	Design the CIPP of approximately 4,685 feet of 8-inch pipe, 381 feet of 10-inch pipe, 702 feet of 12-inch pipe. Design the pipe bursting of 502 feet of 8-inch pipe and 922 feet of 10-inch pipe. Design the bore of approximately 86 feet of 8-inch. Design the replacment of 1466 feet of 8-inch pipe and 347 feet of 18-inch pipe via open cut.	Design the replacement of approximately 362 feet of 8-inch pipe, 654 feet of 10-inch pipe, 983 feet of 12-inch pipe, and 400 feet of 15-inch pipe. Design the pipe bursting of 1645 LF of 8-inch pipe and the CIPP of 370 LF of 8-inch.	Design the rehabilitation of approximately 1,543 feet of 8-inch pipe via cured in place pipe (CIPP); approximately 1,849 feet of 8-inch pipe, 160 feet of 10-inch pipe via pipe, and 105 feet of 18-inch pipe via pipe bursting; and replace approximately 1,068 feet of 8-inch pipe, 448 feet of 10-inch pipe, and 49 feet of 18-inch pipe via open cut method.

Additional Requirements

- Disclosure of Interested Parties (Form 1295). For further information, please go to the following link: https://etics.state.tx.us/whatsnew/elf_info_form1295.htm
- San Antonio Water System (SAWS) entered into a consent decree (CD) with the State of Texas and the United States of America which requires certain actions to rehabilitate the wastewater collection system to reduce sanitary sewer overflows (SSOs). Work shall conform to the requirements of the Consent Decree, including its appendices, and planning guidelines issued by SAWS. The full Consent Decree document may be found at the following link on the SAWS at:

  http://www.saws.org/infrastructure/epa/docs/20130723_SAWS_EPA_FinalDecree.pdf
- The selected consultants shall perform all Project-related functions utilizing SAWS' Contract and Project Management System (CPMS) and adhere to service level requirements.

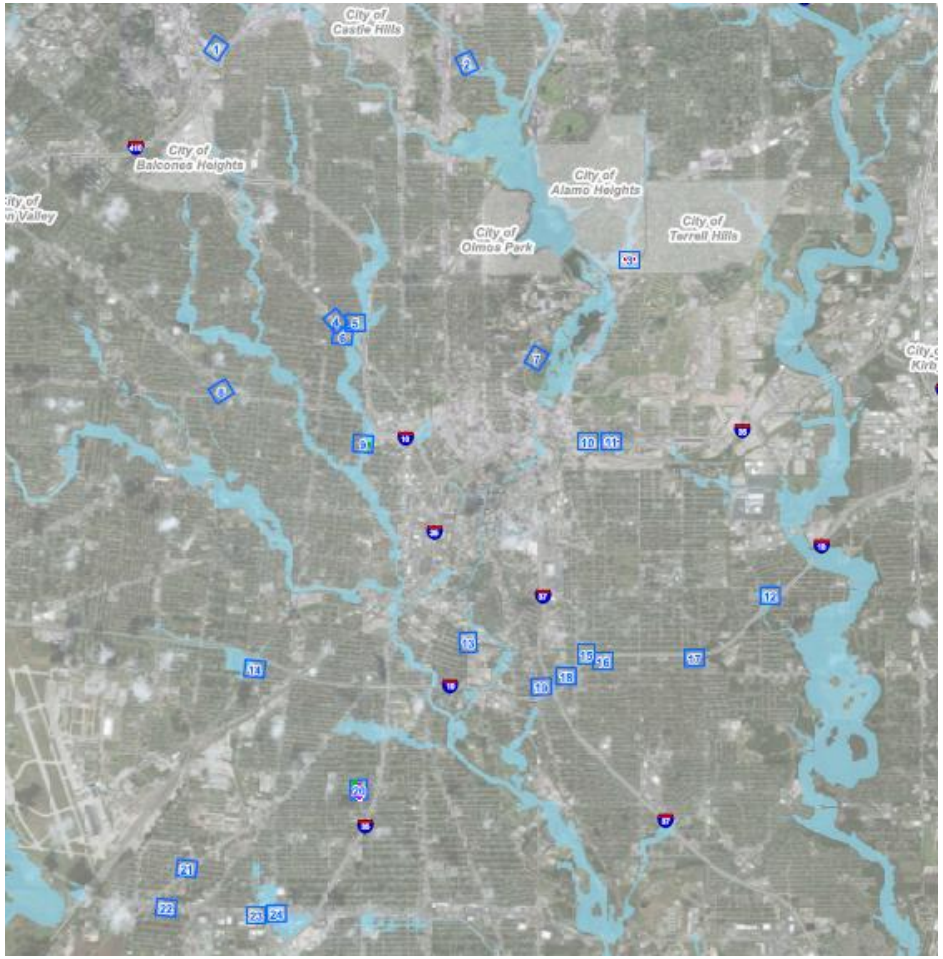
* **Refer to page 6 and 7 of RFQ for the full description of the Additional Requirements. It is the consultant(s) or consulting firm(s) responsibility to understand and ensure they meet all Additional Requirements.**

Additional Requirements (cont)

- Create cost estimates for all phases (30%, 60%, 90%, 100%) of each project as per the recommendations of AACE International (formerly the Association for the Advancement of Cost Engineering). For more information please refer to AACE's document 56R-08: Cost Estimate Classification System – as Applied for the Building and General Construction Industries. If the Project is a governmental (e.g., TxDOT, COSA, etc), Consultant shall complete the Work by adhering to the following design phases: 40%, 70%, 95%, and Bid Documents.
- Estimated Design Engineering Costs: $1,587,672.00. SAWS may select up more than one (1) consultant.
- The contracts will remain in full force for a period of two years (730 days) or until funds are exhausted from issuance of the Authorization to Proceed, whichever comes first. If a Work Order is issued prior to the expiration of the contract, the Work Order will remain in effect until completion of the work.

* **Refer to page 6 and 7 of RFQ for the full description of the Additional Requirements. It is the consultant(s) or consulting firm(s) responsibility to understand and ensure they meet all Additional Requirements.**

Central Small Diameter Design Package 1

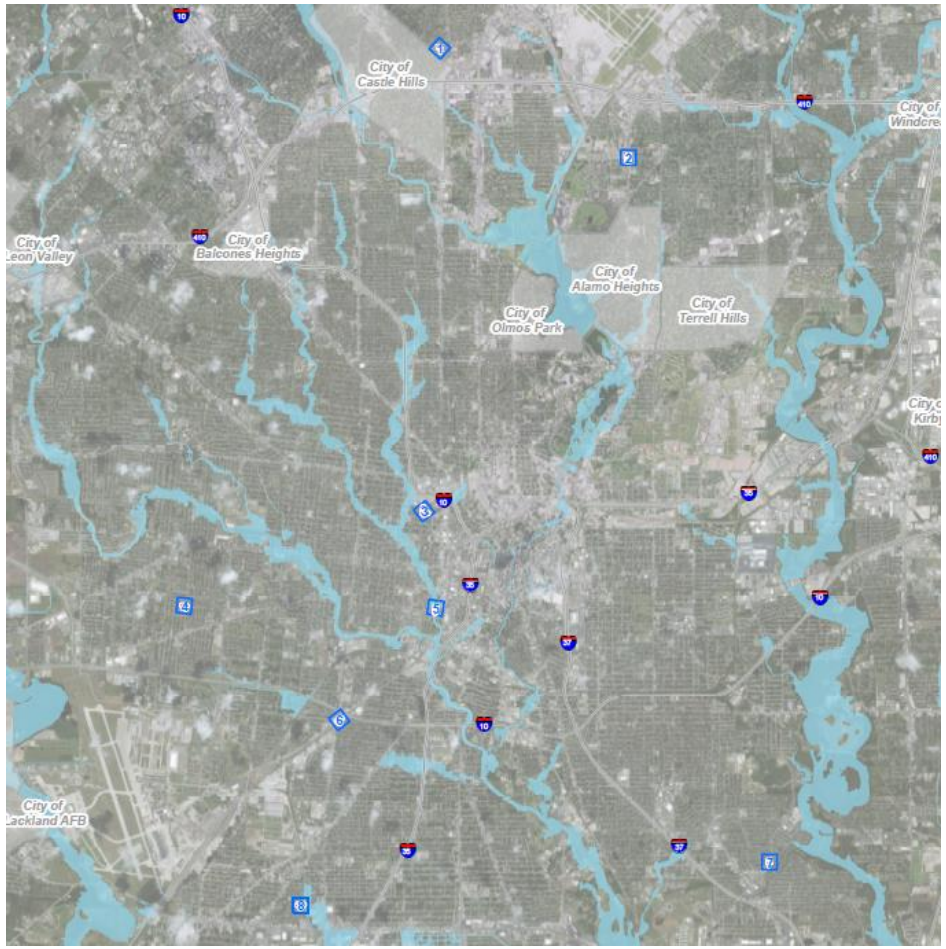


- Location:
  - 24 project sites spread throughout the Central Sewershed
- Pipe Diameter:
  - 8-inch to 18-inch
- Project Length:
  - Approximately 9,064 LF
- Rehab Method:
  - CIPP, Pipe Burst, Bore, and Open Cut
- Estimate Design Cost:
  - Not to exceed $882,000

Central SD Package-1 - Bore Location

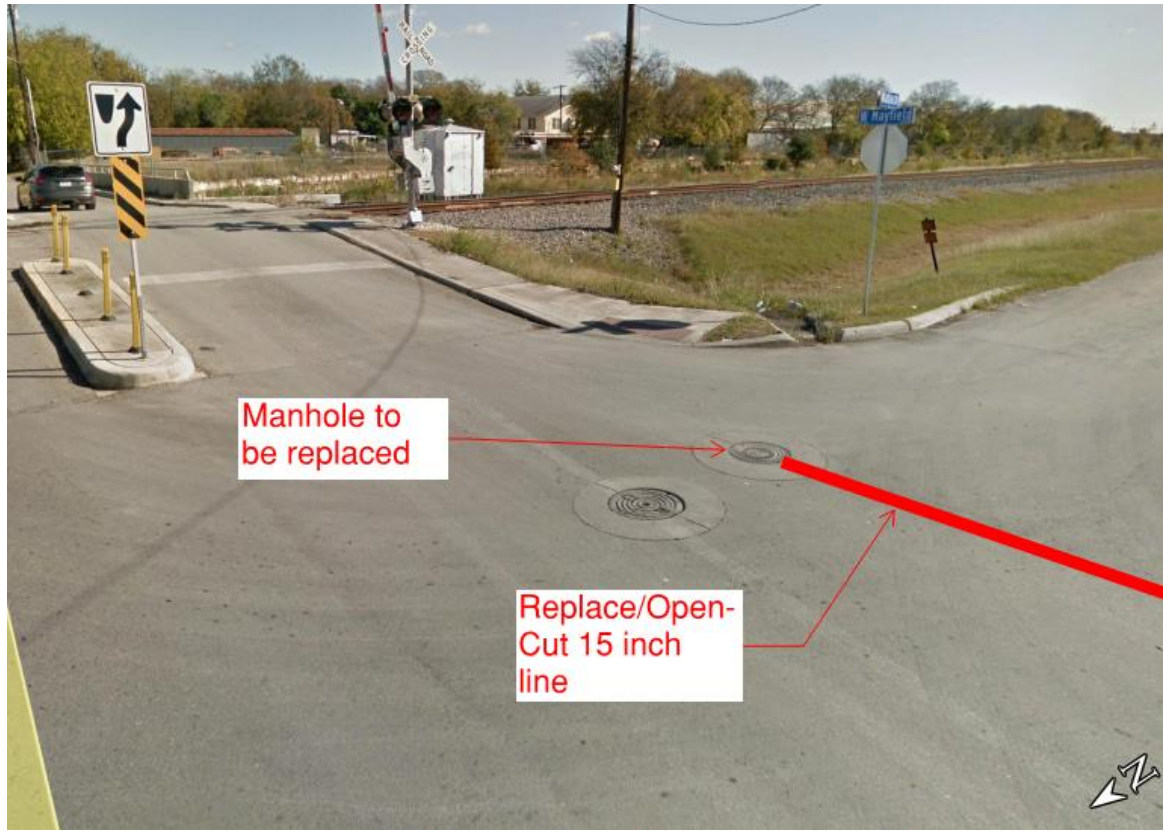
- Existing 8-inch Cast Iron Pipe discharges into 36 inch
- Boring under Martinez Creek
- Within 100 year Floodplain so Floodplain development permit required.
- Water main nearby

Central Small Diameter Design Package 2



- Location:
  - 8 Project Sites spread throughout the Central Sewershed.
- Pipe Diameter:
  - 8-inch to 15-inch
- Project Length:
  - Approximately 3,815 feet
- Rehab Method:
  - CIPP, Pipe Burst, Open Cut
- Estimate Design Cost:
  - Not to exceed $178,200

Central SD Pkg-2 – Mayfield and Wabash

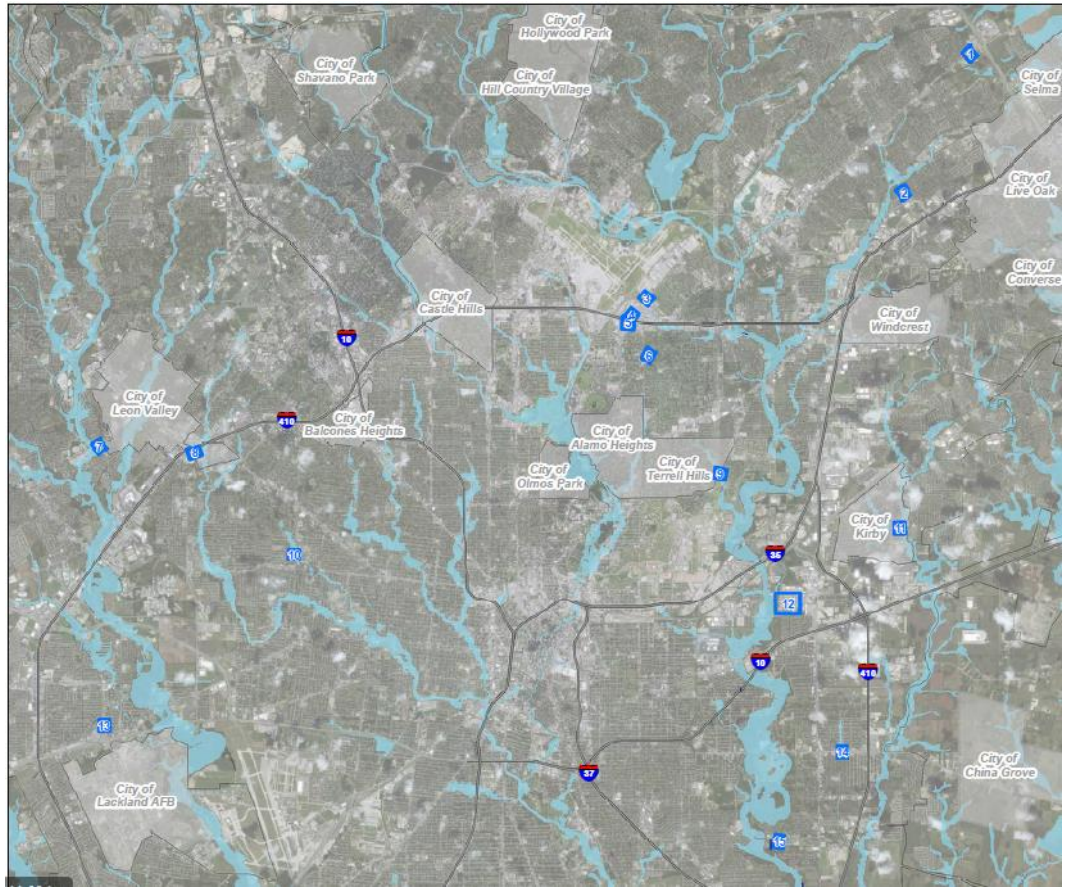


- Open-Cut of 15 inch main near railroad
- Location from manhole to railroad to be verified
- If manhole within 50 ft of railroad permit is required

Central SD Pkg-2 – North Brazos and Delgado

- Open-Cut and pipe burst of 8 inch lines
- Location from manhole to railroad to be verified
- If manhole within 50 ft. of railroad permit is required

East/West Small Diameter Package 1



- Location:
  - 15 project locations throughout the East and West Sewersheds
- Pipe Diameter
  - 8-inch to 18-inch
- Project Length
  - Approximately 5,222 LF
- Rehab Method:
  - CIPP, Pipe Burst, Open Cut
- Estimate Design Cost:
  - Not to exceed $286,200

East/West-SD Pkg-1 - Private Property Sites

- Open cut and CIPP being performed on private property
- Tree survey may be required

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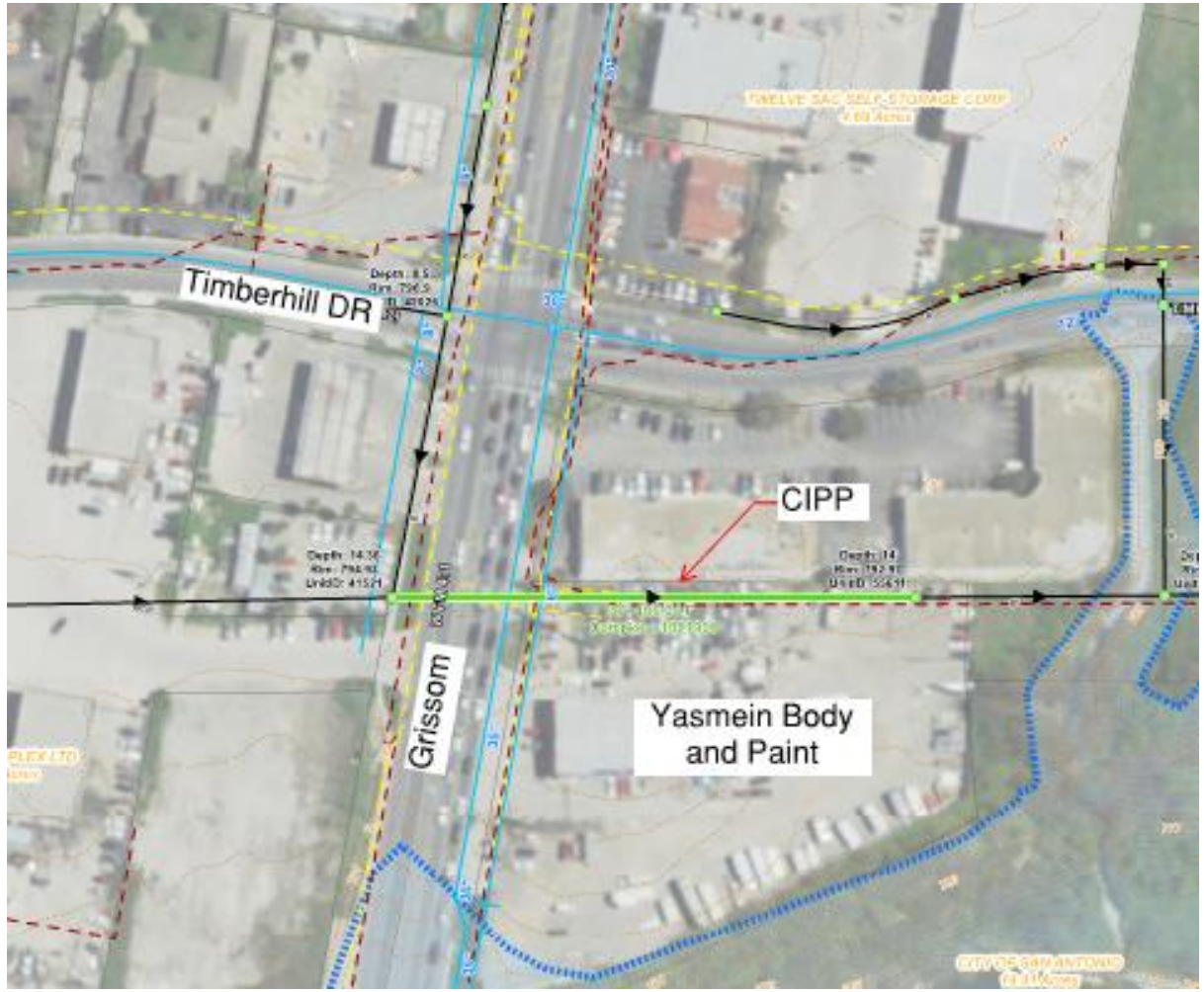
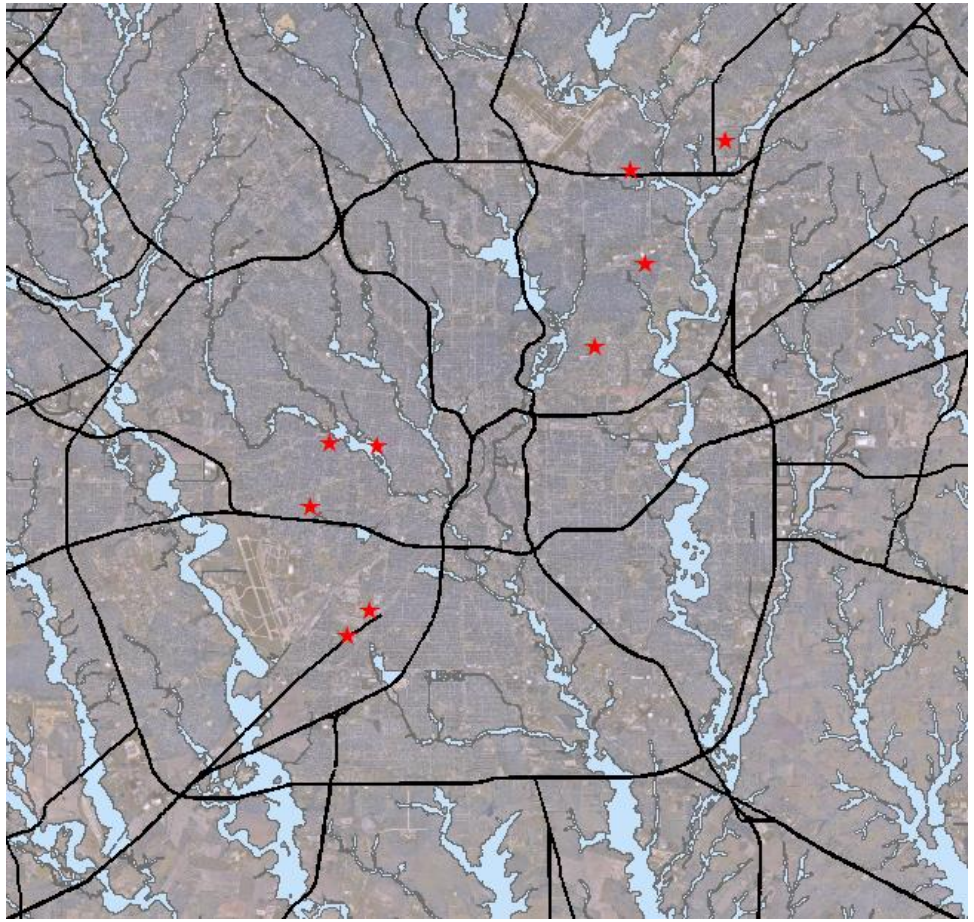
East/West-SD Pkg-1 - Private Property Sites



- Open cut and CIPP being performed on private property, CIPP performed under TxDOT ROW
- Easement verification required
- Possible ROE/Temporary construction easement required if work outside of easement

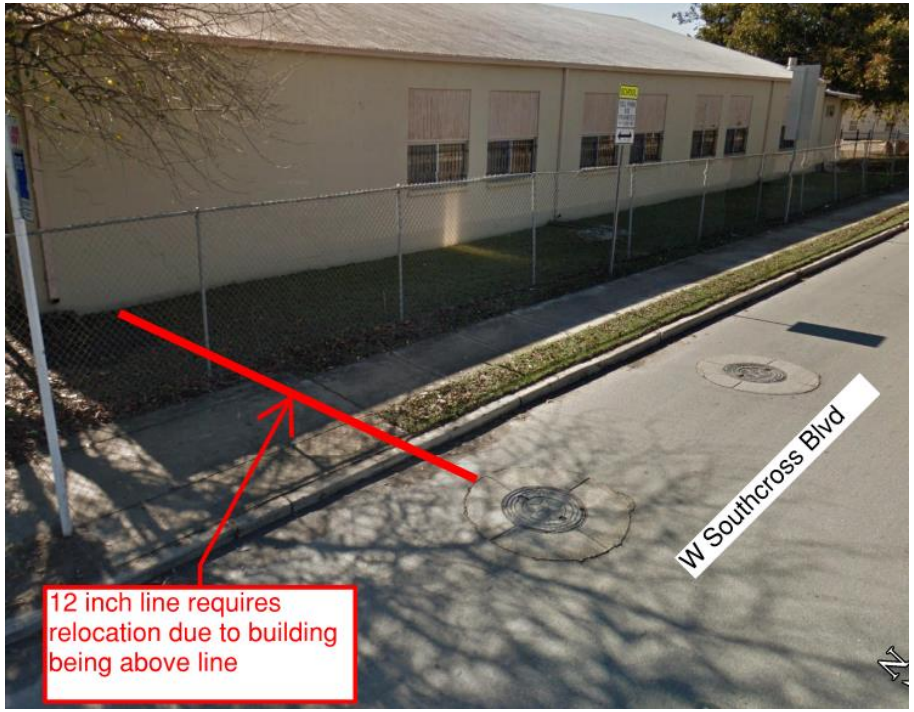
Multiple Sewershed Package 12



- Location:
  - 9 project locations throughout the City
- Pipe Diameter
  - 8-inch to 18-inch
- Project Length
  - Approximately 3,504 LF
- Rehab Method:
  - Open Cut
- Estimate Design Cost:
  - Not to exceed $241,270

Multiple Sewershed Package 12- Main Relocations

- Possible relocations due to proximity to building in two locations
- New easements required with relocation



Design Deliverables

- RFQ includes a Project Matrix and Project Charters
- The following are available on the SAWS website:
- Small Diameter Central Basin 30% - Package 1
- Small Diameter Central Basin 30% - Package 2
- East and West Basins Technical Memorandum
- Project Scoping Report- Multiple Sewershed 12
  - It is not necessary to log in to the Vendor Registration system to view the projects

Cost Estimates – Design Phase

- Consultant must develop opinions of probable construction costs (OPCC) for all phases of each project as per the recommendations of AACE International (formerly the Association for the Advancement of Cost Engineering) as described in AACE's document 56R-08: Cost Estimate Classification System – as Applied for the Building and General Construction Industries

Cost Estimates – Design Phase

- Consultants to develop OPCCs for each phase as follows:

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%
Bid Documents	Class 1	L: -3% to -5% H: +3% to +10%

Cost Estimates – Construction Phase

- Consultant must provide independent cost estimates based on the RS Means method of cost estimating by using the most current RS Means publication, with the appropriate adjustments for the location cost factors and the applicable overhead and profit percentages. These cost estimates are due on or before a RFP is requested from a SAWS contractor.

Key Considerations

- Schedule
- Methods of construction
- Coordination with other agencies (e.g., COSA, Bexar County, TxDOT, USACE, TCEQ, VIA etc.)
- Easements and ROW
- Identification of utilities (above and below ground)
- Environmental Site Assessment
- Surveys and topographic information
- Access points for construction and adequacy of easements
- Bypass plans and traffic control
- Plans, Specifications, and Cost Estimates

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