



REQUEST FOR QUALIFICATIONS
WELL SITE DEVELOPMENT DESIGN SERVICES
H₂OAKS BRACKISH GROUNDWATER DESALINATION FACILITY

Solicitation No.: PS-00069

Addendum 2 | November 20, 2018

RESPONSES TO QUESTIONS

The following questions were not submitted in writing, but are paraphrased from discussions held and questions asked during the Pre-Submittal meeting held on Friday, November 16, 2018 at 10:00am.

- 1. Question:** Is the new well drilling design included in the scope for this RFQ?
Response: No.
- 2. Question:** In regards to the sand production from the wells, are well head configuration changes possible for the new well sites?
Response: SAWS is open for any suggestions and recommendations. SAWS is willing to work with the selected Consultant during the design phase of the project.
- 3. Question:** Can gravel packs for the new wells be re-designed?
Response: This scope is not included in this project.
- 4. Question:** Is the scope in regards to conducting surge analysis focusing on the two (2) new wells only?
Response: SAWS anticipates that the focus for surge analysis should be for two new wells only. However, SAWS will have a thorough discussion with the selected Consultant during the design phase of the project to make a final decision regarding this task.
- 5. Question:** Can SAWS provide the existing surge analysis model for the existing wells? Would SAWS be open to perform surge analysis for the entire well filed (including test well #1 and BGD-14)?
Response: SAWS will provide the required documents (that are currently available to SAWS) to the selected Consultant. If additional information is needed, SAWS will work with the selected Consultant during the design phase of the project.
- 6. Question:** Does SAWS like the current layout around the active wells? Or is SAWS looking for changes?
Response: SAWS does not have any problem with the current layout. However, SAWS is open for any suggestions and/or recommendations. SAWS is also willing to work with the selected Consultant during the design phase of the project.

7. **Question:** Has SAWS considered the use of a modulating valve instead of using a VFD at the well site?
Response: SAWS is open for any suggestions or recommendations. During the design phase, SAWS will work closely with the design engineer for any suggested changes.
8. **Question:** Does SAWS need to meet any TCEQ requirements to discharge the concentrate stream into the evaporation pond?
Response: Yes. For the evaporation pond, SAWS has to meet requirements of two permits from TCEQ; wastewater evaporation general permit, and industrial reclaimed water use authorization.
9. **Question:** Is there a radio path study needed for the new well sites?
Response: Yes.
10. **Question:** Can the modular building from BGD-10 be moved to one of the new well sites if necessary?
Response: Yes.
11. **Question:** Are the pre-lube pumps in BGD-10 functioning properly?
Response: Yes. However, SAWS is open for any suggestions or recommendations regarding the configuration of the new well sites.

CHANGES TO THE RFQ

1. Add sub-sections E, F, and G in Section I (Project Information) as follows:

E. Detailed Services for the Consultant

SAWS will provide the Consultant with a written notice to proceed for the initiation of the project work. The consulting services requested shall include, but are not limited to, the following items:

1. Site Visits and Field Investigations
 - Conduct in-depth field/site visits.
 - Perform the necessary field investigations to determine the existing site conditions and proper methods of demolition and construction. Field investigations will include, but not limited to, tree survey, geotechnical engineering, subsurface utility exploration, environmental, historic, archeological studies, electrical evaluation, etc.
 - Review past reports and studies, drawings and specifications, plant data, logs and charts, shop drawings, vendor submittals, and other relevant documents.
 - Coordinate with SAWS on preferences for processes, equipment and materials; offer expert opinion and make specific recommendations.
2. Project Management
 - Prepare and submit a Project Management Plan if requested by SAWS.
 - Conduct a kick-off meeting within a week of notice to proceed be issued. Prepare meeting minutes documenting discussions, action items, decisions, etc. Prepare and maintain decision logs.
 - Conduct a review workshop after submitting the technical memorandum, 75% and 100% design documents to SAWS. Prepare meeting minutes documenting discussions, action items, decisions, etc. Prepare and maintain decision logs.

3. Technical Memorandum Development

SAWS will provide the Consultant with a written notice to develop a technical memorandum that will include a detailed plan on reusing the existing equipment from BGD-10 well site. The report will also include a list of new equipment that will be required for test well #1 and BGD-14 sites. The technical memorandum will be developed based on the decisions of the lick-off meeting.

4. 75% Design Phase Services

SAWS shall provide the Consultant with a written notice to proceed for the 75% Design upon acceptance of the technical memorandum. 75% Design Phase documents shall be based on the design concepts and criteria recommended by the Consultant and/or selected by SAWS and presented in the technical memorandum. The Consultant, at a minimum, shall:

- Prepare 75% plans and specifications including all applicable disciplines.
- Prepare 75% opinion of probable construction cost (OPCC).
- Prepare estimated construction schedule accounting for construction sequencing constraints.
- Provide written responses to SAWS comments on the 75% design documents.

5. Final (100%) Design Phase Services

SAWS shall provide the Consultant with a written notice to proceed for the Final (100%) Design upon acceptance of the Consultant's responses to SAWS review comments of the 75% design documents. The Final (100%) Design Phase shall be based on the design concepts and criteria recommended by the Consultant and/or selected by SAWS in the previous design phase. The Consultant shall package the finalized 100% design documents as "contract documents" for bidding that is suitable to obtain bids from qualified construction contractors. The Consultant, at a minimum, shall:

- Prepare Final (100%) Design documents including final plans, specifications, bid proposal, general provisions, etc. necessary for SAWS to advertise the project for bids. Incorporate SAWS' comments/written responses on Phase B (75%) Design to these documents.
- Finalize opinion of probable construction cost.
- Finalize construction schedule.

6. Bid Phase Services

The Consultant will assist SAWS in the bidding of the projects including responding to pre-bid inquiries, issuing bid-ready documents and addenda, conducting a pre-bid conference, evaluating the received construction bids and recommending of the bid award, and preparation of conformed construction documents.

SAWS will provide the Consultant with written notice to proceed for the Bid Phase Services phase upon acceptance of the Consultant's response to SAWS review comments on the Final (100%) Design documents. The Consultant shall package the finalized Final (100%) Design documents as "bid-ready documents" for bidding in required format and hard copies. These documents shall be suitable to obtain bids from qualified construction contractors.

The Consultant shall submit the required number of electronic format and hard copies of the draft bid-ready sets (including plans, specifications, updated opinion of probable construction cost and construction schedule) for a final review by SAWS' Engineering, and Contract Administration Department.

After the final review and upon approval of the draft bid-ready documents by SAWS' Engineering, and Contract Administration Department, the Consultant shall provide final bid-ready (contract) documents for bidding (i.e., bid sets for project advertisement). All final documents shall be signed and sealed.

The Consultant, at a minimum, shall:

- Finalize plans and specifications for advertisement.
- Update the OPCC and final construction schedule for use as the advertised project cost and duration.
- Provide sealed contract (bid) documents in electronic format prior to project advertisement.
- Prepare meeting agenda, conduct and provide meeting minutes for Pre-bid Conference.
- Attend and facilitate site visit after the Pre-bid Conference.
- Prepare addenda as needed to include any project changes and responses to bidder's questions.
- Research and evaluate Contractor qualifications, references, financials, safety record and bid balance, and provide a letter of recommendation of award (if required).
- Provide hardcopies and electronically of conformed plans and specifications, and CDs, incorporating all addenda.

7. Construction Phase Services

The consultant will furnish construction phase services coinciding with the construction contractor's activities. These services are intended to assist SAWS with administering the construction contract, monitoring the performance of the construction contractor, verifying that the contractor's work is in compliance with the contract documents, and assisting SAWS in responding to events that may occur during construction.

The construction phase services might include, but not limited to, the following:

- Attend Pre-construction Conference.
- Prepare meeting agenda, attend and/or preside, and provide meeting summaries for monthly construction meetings.
- Review submittals for compliance with the design concepts; provide recommendations and approvals as directed by SAWS Construction Inspector.
- Respond to Contractor's requests for information (RFIs).
- Review all field alterations, prepare request for proposals (RFPs)/make recommendations for change orders (COs), and provide cost estimates for each proposed change order for use during negotiations.
- Interpret project plans, specifications and other contract documents as required;
- Periodic visits to the job site to review the progress and quality of the work being accomplished.
- Project reviews with the contractor(s) and SAWS.
- Attend monthly meetings related to sequencing, coordination, field verification, conflict resolution, change order negotiations, etc. as needed.
- Attend and review Contractor's monthly pay estimates on-site with SAWS Inspector, and make recommendations for payment. Review and comment on Contractor's schedule updates.
- Conduct a substantial completion inspection, and prepare a "punch-list" of items needed for final completion.
- Conduct a final completion inspection, and report on the completion of the project.
- Certify that the project was constructed in accordance with approved plans and specifications.

- Prepare draft and final record drawings, including electronic drawing files in appropriate electronic format (on CD or DVD) from information submitted by Contractor in accordance with current SAWS standards, and submit them on hardcopies and CDs to SAWS for review and acceptance.
- Other necessary related services associated with the construction contract documents as applied to the construction process.

8. Additional Services

The Consultant may also be requested to:

- Provide field and special inspection and start-up/commissioning services during construction on an as-needed (or part-time/full-time) basis.
- Provide warranty phase services generally consisting of assisting SAWS in correcting project malfunctions or deficiencies.
- Coordinate and meet with involved counties, municipalities, utilities and agencies as needed.

Considerations:

- a. SAWS shall provide data and information related to particular projects as requested by Consultant where available and as accurate as possible. If data and information is not available or inaccurate, the Consultant shall be responsible to search and/or use common engineering values and assumptions.
- b. As requested and where necessary, Consultant shall develop capital and life cycle costs in addition to OPCC.

F. Coordination with Other Consultants

The Consultant will be responsible to coordinate with the Consultants of other projects who are developing designs for drilling BGD-14 well and connecting the raw water pipeline from test well #1 and BGD-14 to the treatment plant.

G. Estimated Timeline

SAWS expects that the technical memorandum will be submitted to SAWS within 30 days of the issuance of the notice to proceed.

SAWS expects to advertise the project for construction within 12 weeks of the acceptance of the technical memorandum.

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

END ADDENDUM 2
