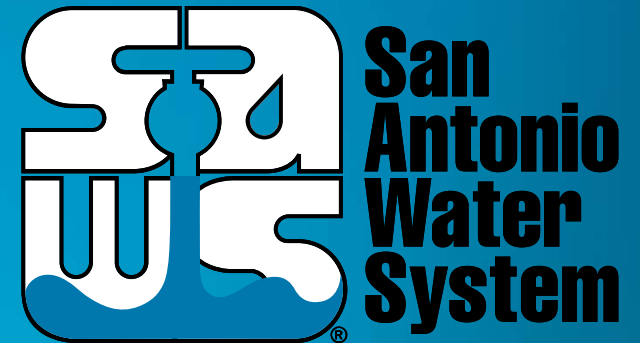


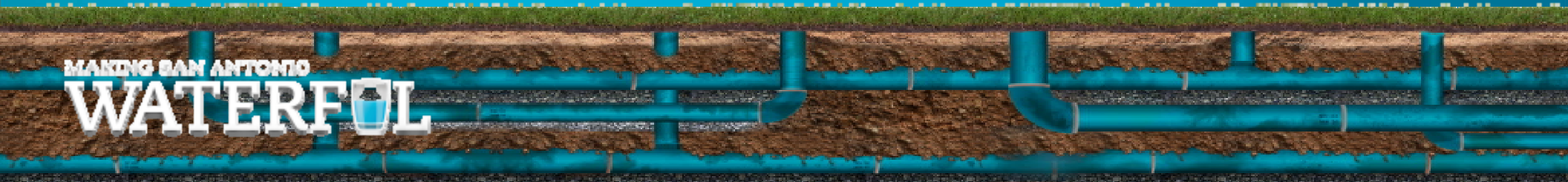
Lift Station Rehabilitation - Phase 5 RFQ Pre-submittal Conference

Ila E. Drzymala, PhD, PE
Engineer, SAWS

Janie Powell
Contract Administrator, SAWS



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Oral statements or discussion during the SOQ 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.

SMWVB Goal

Industry	SMWVB Aspirational Goal
Engineering/Professional Services	40%

Accepted SMWVB Certifications

- Minority Business Enterprise (MBE) (Includes AABE, ABE, HABE, NABE)
- Small Business Enterprise (SBE)
- Woman-owned Business Enterprise (WBE)
- Veteran-owned Business Enterprise (Tracked)

Accepted Certification Agency



- **South Central Texas Regional Certification Agency**
(Includes the Texas Historically Underutilized Business “HUB” Program)

SMWVB Recognition:

SBE-Certified (even MBEs and WBEs)

Local office

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

<https://saws.smwbe.com>

The screenshot shows the homepage of the Subcontractor Payment & Utilization Reporting System. At the top left is the San Antonio Water System logo. To its right are links for 'OUR MAIN SITE' and 'CONTACT SUPPORT'. The main content area features a large blue-tinted image of industrial water treatment equipment. Overlaid on this image is the title 'Subcontractor Payment & Utilization Reporting System' and a 'Log In' button. Below the image are three columns of navigation options: 'System Training' with a 'Training' button, 'About the System' with an 'Information for Vendors' button, and 'Account Access' with 'Account Lookup' and 'Forgot Password' buttons.

Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 40% SMWVB goal mandatory?**

A: No, but we ask prime consultants to do their best with good faith outreach efforts. If the goal is not met, proof of outreach efforts is required with the submittal.

- **Q: What if I am having trouble finding SMWVB 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 SMWVB-certified? Do I need to find SMWVB 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 Manager at 210-233-3420, or at marisol.robles@saws.org. GFEP questions can be asked at any time before the submittal is due.

SMWVB Questions

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

Marisol V. Robles

Contract Administration Department
San Antonio Water System

Email Address: Marisol.Robles@saws.org

Telephone No.: 210-233-3420

RFQ Schedule

Released on November 19

Consultant Questions Due
November 28

Proposals Due
December 13

Notification of Award & Contracting
January/February 2019

Project Notice to Proceed
March 2019

Answers Posted by SAWS
December 4

Proposal Evaluation & Consultant Interviews
December/January 2019

SAWS Board Approval
March 2019

Lift Station Rehabilitation - Phase 5



Communication Restrictions

- Respondents or their representatives are prohibited from communicating with any City of San Antonio/SAWS officials to include:
 - City Council members (as defined by the City of San Antonio Ethics Code),
 - City Council member's staff, and
 - San Antonio Water System (SAWS) Board of Trustees
 - SAWS employees, except as provided under "Technical Questions," and for SMWVB questions
- **Applies from the time the solicitation is released until the contract is awarded.**
- This includes phone calls, emails, letter, or any direct or indirect discussion of the RFQ.
- Violation of this provision by the Respondent and/or their agent may lead to disqualification.

Evaluation Process

- Qualification statements are received
- Contracting reviews for responsiveness
- Technical Evaluation Committee will score qualification statements
- Good Faith Effort Plan will be scored
- Selection Committee reviews and recommends
- Interviews (If necessary)
- Negotiation
- Board Award

Evaluation Criteria

Project Team, Resumes, and Availability Matrix

- Org chart: Identify each team member and their role in providing the work.
- Resume: Not more than one (1) page for each team member. Describe professional qualifications, location (city/state). Demonstrate technical and managerial expertise. List minimum three (3) recent projects for each team member completed in last ten (10) years, especially with SAWVS, and/or in San Antonio, and/or Texas and the responsibilities/duties relevant to the scope.
- Sub-consultants: Not more than half page description for each sub-consultant. Indicate name and position of manager; describe company's roles/responsibilities.
- Identify any additional skills/experience/qualifications of your firm you wish us to consider.
- Availability table/matrix: Include each team member's and sub-consultant's availability to commit to perform the project work and meet milestones.

Evaluation Criteria

Experience in Similar Projects

- Provide minimum three (3) current/previous projects in last ten (10) years. Make sure scopes are similar to this project. Make sure as many team members being proposed have been involved together. Make sure to demonstrate knowledge of local conditions. Present:
 - Names of client and location (city and state)
 - The corresponding year and duration of assignments
 - Brief description of projects
 - Estimated and final schedules and construction budgets of projects, major challenges/issues and solutions
 - Respondent's role and team members' responsibilities in projects
 - Reference contact to include names, titles and a current phone numbers
 - Demonstrate your firm's record of performance

Evaluation Criteria

Project Understanding and Approach

- Explain how your firm will execute and complete the work. Discuss innovative approaches/ideas/recommendations.
- Provide brief responses:
 - Familiarity with SAWWS facilities/infrastructure and the project area
 - Understanding project related issues/difficulties and solutions proposed
 - Understanding coordination requirements with the involved entities, responsiveness/follow through
 - Importance of adherence to project schedule
 - Project specific and unique quality control/quality assurance and risk management strategies.

Scoring

- Project Team, Resumes, and Availability Matrix 30 pts
- Experience in Similar Projects 30 pts
- Project Understanding and Approach 25 pts
- Small, Minority and Woman, and Veteran-Owned Business (SMWVVB) Participation 15 pts

Total: 100 pts

Additional Requirements

- The project shall be designed by licensed Professional Engineer(s).
- The Consultant's Project Manager (PM) shall be a licensed Professional Engineer in the State of Texas.
- The Consultant's PM, shall be available to meet with minimal notice with SAWS staff at SAWS HQ and/or site, if requested.
 - No travel or reimbursable expenses.
- Consultant must develop OPCC for all project phases.
- Any management or team change shall not have any effect on the progress, budget or schedule. SAWS reserves the right to approve personnel changes.
- The design shall be in accordance with the most current local, state and federal rules, regulations and design standards.

Response Format

- Accepting hard copies of SOQ only
 - 1 original
 - 8 copies
 - 1 CD or USB with original SOQ in PDF format
- Include all required forms
- 15 page limit
- Should be submitted using an 8 1/2" by 11" portrait format
- Up to one 11"x17" will be permitted for drawings, where warranted
- Required forms, cover page, table of contents, forms, tabs do not count toward page count

Required Forms

- Submittal Response Checklist
- Respondent Questionnaire
- W-9 Form
- Insurance Requirements and Proof of Insurability
- Good Faith Effort Plan (GFEP)
- Conflict of Interest Questionnaire

Submittal Packet Reminders

- Maximize points by addressing all required items requested in the RFQ
 - Be very specific in responses and avoid “boiler plate” responses
 - Highlight areas that are unique to your firm
 - Contact the SMWVB Program Manager for assistance
- Utilize the Submittal Checklist
 - Ensure all items included and all documents signed
- Complete the Respondent Questionnaire in its entirety including but not limited to:
 - Acknowledge Addendums, Security Procedures and Contract Terms and Conditions
 - Any contract exceptions should go on a separate page
 - No Boycotting Israel Verification: Respondent acknowledges having read the No Boycotting Israel Verification, Exhibit “VII” and understands the requirements

Addenda

- Once issued, RFQ it may be revised through Addenda any time before the submittal deadline and will be made available on SAWS website
- Posted Addendum I on November 20
 - Changed date for non-mandatory Pre-Submittal


Additional Reminders


- Please register through SAWS Vendor Registration Program on the SAWS website at www.saws.org to ensure access to the latest information
- To receive updates on specific projects, registered vendors must 'Subscribe' to the project by selecting the project, and clicking 'Subscribe' under the Notify Me box

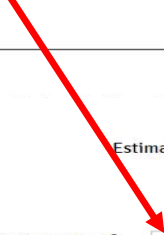
contract solicitations
Request for Qualifications
Solicitation No. **PS-000**

Due Date: _____ Estimated Cost _____
Status: _____

The San Antonio Water System (SAWS) is accepting Statements of

 **Notify Me**
Receive updates for this RFQ sent straight to your inbox.

 **Subscribe**



Requests for Feedback

- Debrief and Score Analysis Requests policy

- Requests for score analysis and/or debriefings shall be submitting in writing to the POC after receipt of Non-Selection Letter
- Identify request with solicitation number and name of project
- Score Analysis provided by request – No limitations
- Respondents may request one (1), thirty (30) minute debriefing
 - One debriefing per calendar year
- Non-Selection letter will be provided after the SAWS Board of Trustees awards contract

POC and Technical Questions

- Should be submitted no later than Wednesday, November 28, 2018 at 5:00 p.m. CT
- Must be in writing:

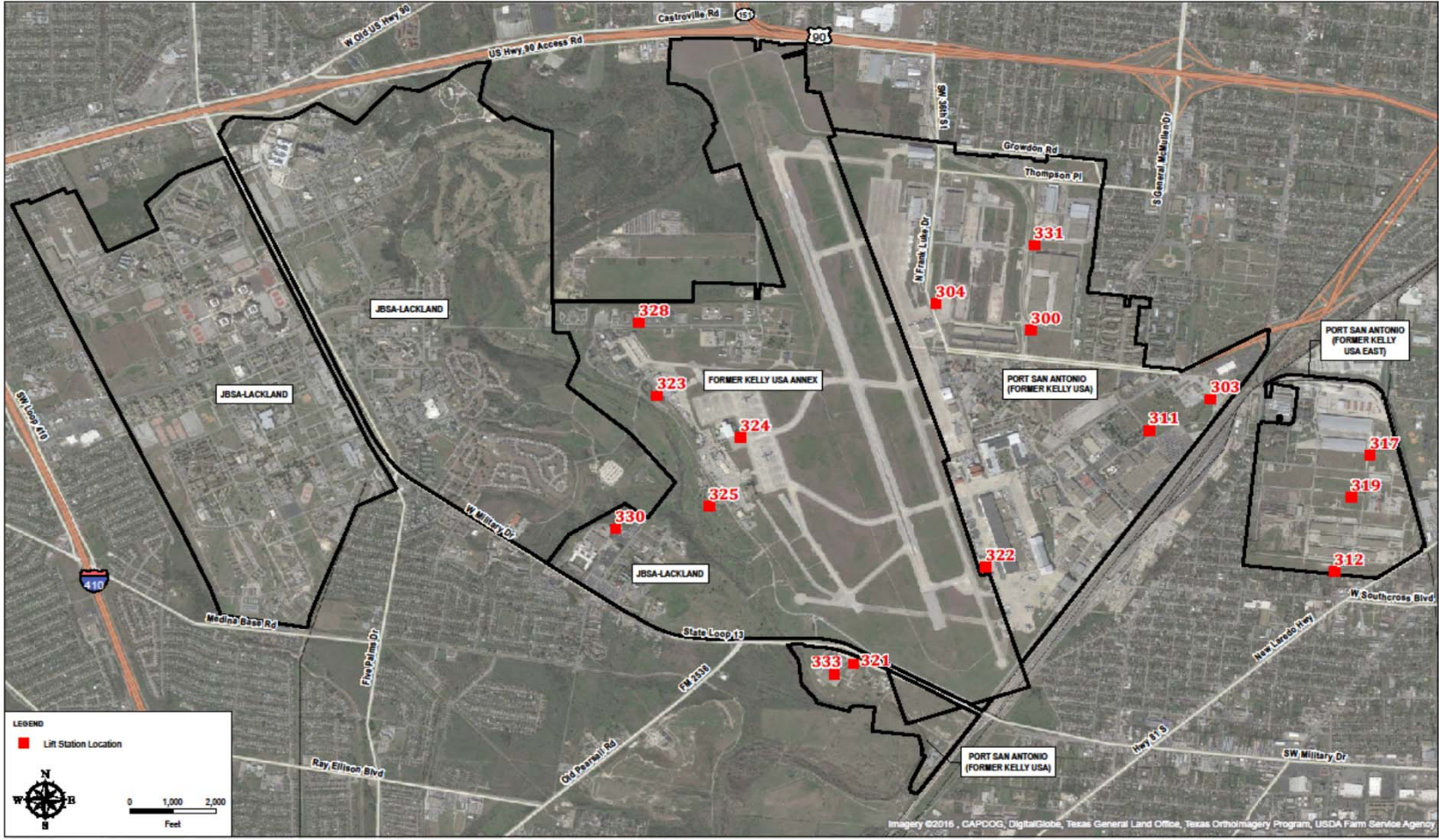
Janie Powell

Contract Administration Department

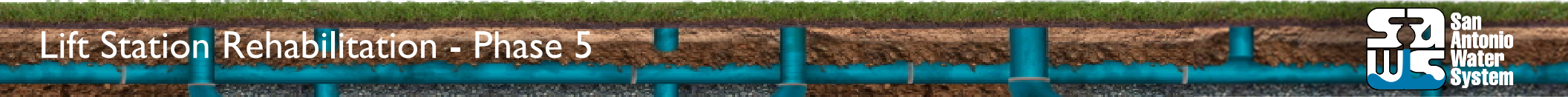
San Antonio Water System

Janie.Powell@saws.org

Project Map



Lift Station Rehabilitation - Phase 5



Lift Stations

1	LS #300 Bldg. 1540 (Kelly USA)		770 Davy Crockett Road, 78241
2	LS #303 Bldg. 66 (Kelly USA)		111 Berman Road, 78241
3	LS #304 Bldg. 1549 (Kelly USA)		223 Jefferson Drive, 78241
4	LS #305	Demo	(Archieved layer in GIS. Was at Jefferson Dr. South of LS307)
5	LS #307	Demo	(At Justice Way. N. Frank Luke Dr. and SW 36th St.)
6	LS #311 Bldg. 197 (Kelly USA)		356 S. Crickett Drive, 78241
7	LS #312 Bldg. 3000 (Kelly USA)		452 Elser Avenue, 78241
8	LS #317 Bldg. 3440 (Kelly USA)		98 Day Street, 78241
9	LS #319 Bldg. 3780 (Kelly USA)		418 Pearson Avenue, 78241
10	LS #321 Bldg. 638 (Kelly USA)		527 Citrus Road, 78241
11	LS #322 Bldg. 355 (Lackland AFB)		377 Airlift Drive, 78241
12	LS #323 Bldg. No. 907 (Lackland AFB)		02 West Oscar Westover Road, 78241
13	LS #324 Bldg. No. 826 (Lackland AFB)		216 Galaxy Road, 78241
14	LS #325 Bldg. No. 870 (Lackland AFB)		309 Oscar Westover Road, 78241
15	LS #328 Bldg. No. 968 (Lackland AFB)		1493 Billy Mitchell Blvd, 78241
16	LS #330 Bldg. No. 2058 (Lackland AFB)		250 Elmore Hall Blvd, 78241
17	LS #331 Triple "S" (Kelly USA)		738 Raymond Medina, 78241
18	LS #333 Custom Fab Texas; out of service (Kelly USA)	Demo	Citrus Road, 78241

Lift Station Rehabilitation - Phase 5



Scope

- Replacement of existing pumps with submersible pumps and/or pump motors
- Replacement or repair of sewer lines
- Replacement or repair of wet well liners
- Increasing wet well and/or force main capacity, if needed
- Implementation of wet well fall protection equipment
- Implementation of fencing for sites, as allowed
- Demolition of existing structures and/or lift station(s)

Lift Station Rehabilitation - Phase 5



Scope

- Performance of radio path studies for the implementation of new Supervisory Control and Data Acquisition system, as needed
- Surveying and documentation for potential easements
- Permitting
- Coordination of easement and environmental requirements
- Associated civil, structural, mechanical, electrical and instrumentation and controls work
- Construction inspections and start-up/commissioning services during construction, as requested

Project Schedule

- Anticipated Project Schedule (subject to change):
 - Phase A (30%) Design 90 days
 - Phase B (70%) Design 120 - 150 days
 - Final (95%) Design 75 days
 - Bid Phase 90 days
 - Construction Phase 18 months(to be verified by Consultant)

Important Notes

- Engineering Design Report already prepared (September 2017).
- Posted with RFQ as supplemental information
 - Review, confirm/verify all findings and recommendations, and indicate changes
 - Prepare a Report (or Tech Memo) that is brief and concise (NOT a duplicate of the Engineering Design Report)

Important Notes

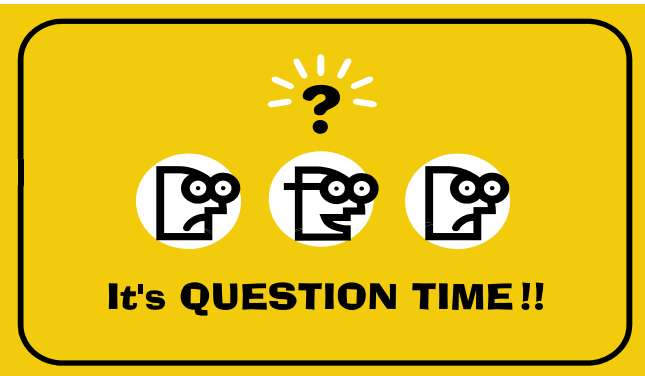
- Lift stations included in USEPA Consent Decree
 - Adhere to deadlines
- Construction Board Award in January 2021 (subject to change)
- Construction to be complete by the end of 2023

Lift Station Rehabilitation - Phase 5



Important Notes

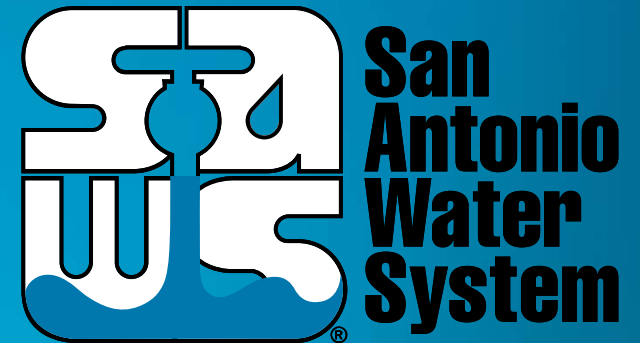
- Coordinate and follow through with Port SA and JBSA as well as SAWS on
 - Easements
 - Right of entries
 - Environmental requirements
 - Permits
 - All other AFB requirements



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