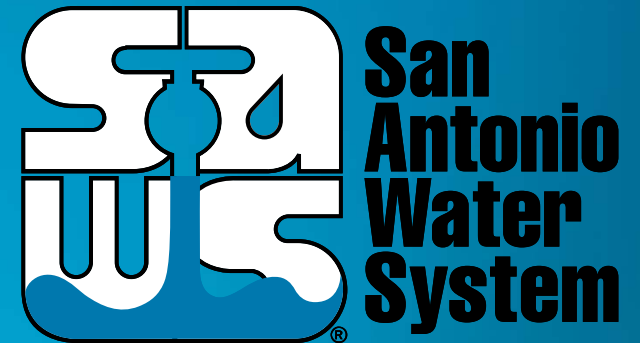


DESALINATION WELLFIELD COLLECTION PIPELINE DESIGN SERVICES Solicitation No. PS-00073

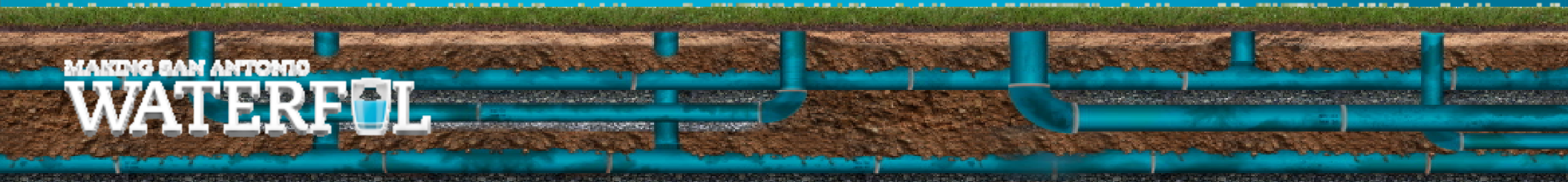
Duane Bryant, PE
Project Engineer, SAWS

Janie Powell
Contract Administrator, SAWS



RFQ Pre-submittal Conference
January 29, 2019

MAKING SAN ANTONIO
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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>

San Antonio Water System

OUR MAIN SITE CONTACT SUPPORT

Subcontractor Payment & Utilization Reporting System

Log In

System Training
Learn how to fully utilize our system with a live trainer
Training

About the System
Learn more about this system and how it works today
Information for Vendors

Account Access
Lookup Vendor accounts or reset user passwords
Account Lookup
Forgot Password

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 January 18

Consultant Questions Due
January 30

Proposals Due
February 8

Notification of Selection & Negotiations
March/April 2019

Project Notice to Proceed
May/June 2019

Answers Posted by SAWS
February 1

Proposal Evaluation & Consultant Interviews
February/March

SAWS Board Approval
May

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

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) in the state of Texas.
- The Consultant's Project Manager (PM) shall be a licensed Professional Engineer in the State of Texas.
- The Consultant's PM, shall be based within the state of Texas and be available to meet with minimal notice with SAWS staff at SAWS HQ and/or site, if requested. No travel or reimbursable expenses.
- Any management or team change shall not have any effect on the progress, budget or schedule. SAWS reserves the right to approve personnel changes.
- All services provided 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 searchable SOQ in PDF format (not a scanned image)
- Include all required forms
- 50 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) and SCTRCA Certificates
- 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


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

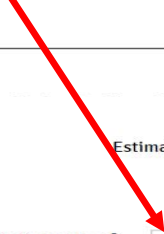
contract solicitations
Request for Qualifications
Solicitation No. **PS-000**

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, January 30, 2019 at 2:00 p.m. CT
- Must be in writing:

Janie Powell

Contract Administration Department

San Antonio Water System

Janie.Powell@saws.org

Background

- SAWS adding two brackish production wells to BGD facilities
- Existing Test Well #1 will be converted to a production well
- BGD #14 is a newly drilled production well
- Separate design and construction contracts to develop and equip these two sites

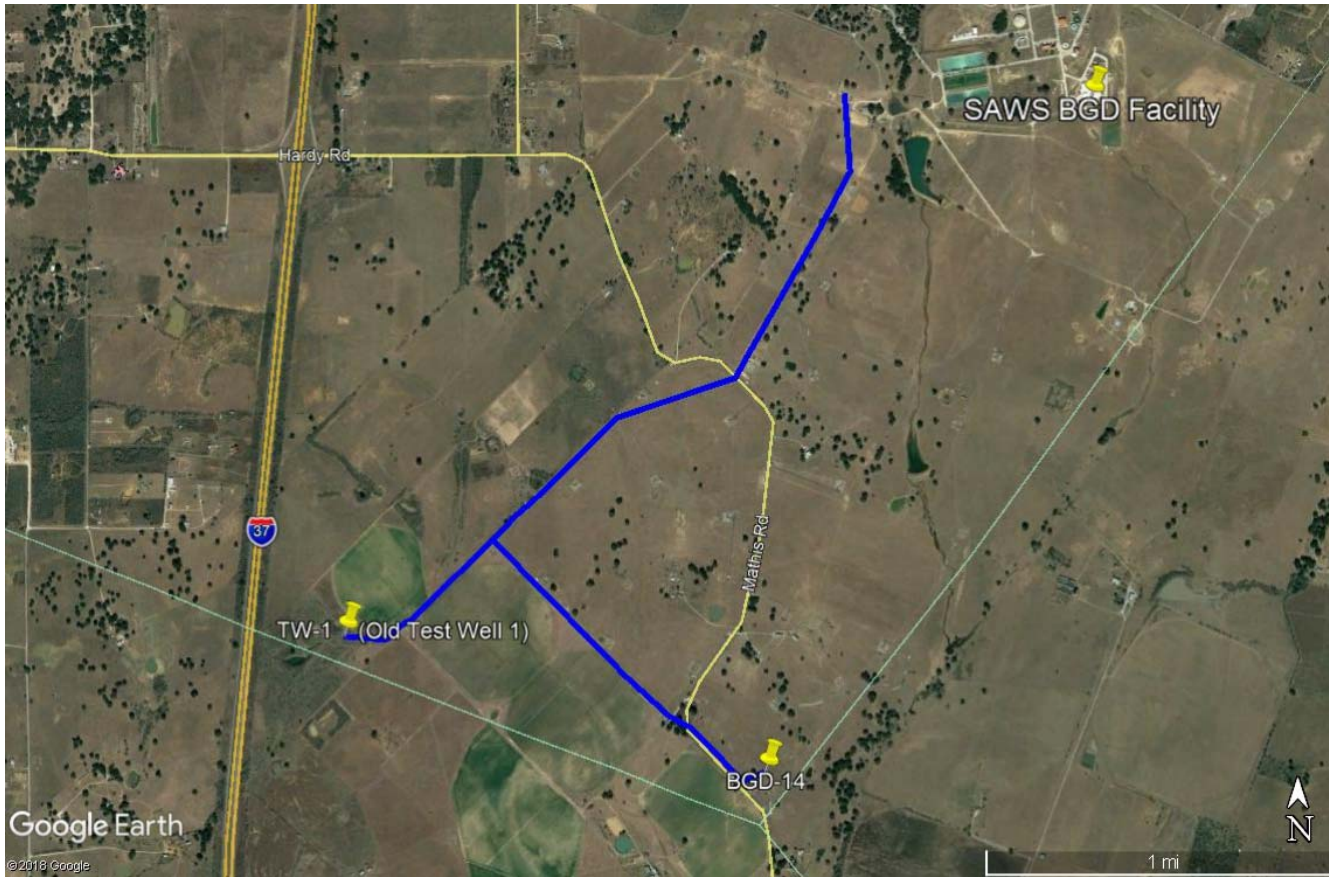
Project Scope

- Connect the two new brackish production wells to the BGD treatment facility
- Approximately 17,500 LF of pipe
- Project limits commence at the boundaries of the well sites
- Tie in to main BGD raw water conveyance line and other points as determined by SAWS

Project Scope

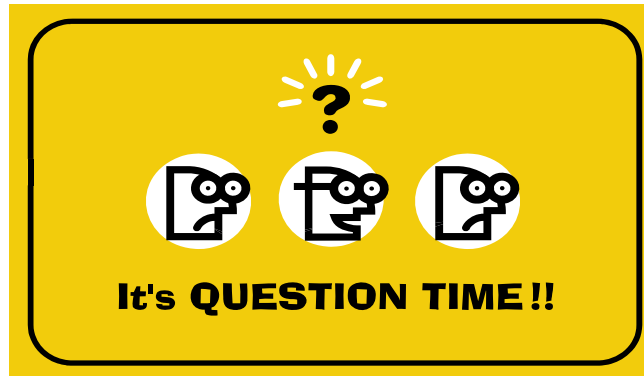
- Basic services are 60% and 100% design phases, bid phase, and construction phase
- Coordination with SAWS and drilling / well site development consultants
- Research and provide documentation and support for permits, approvals, etc.
- Supplemental services as needed
- Estimated preliminary construction cost: \$2,500,000

Project Area



**DESALINATION WELLFIELD COLLECTION
PIPELINE DESIGN SERVICES**

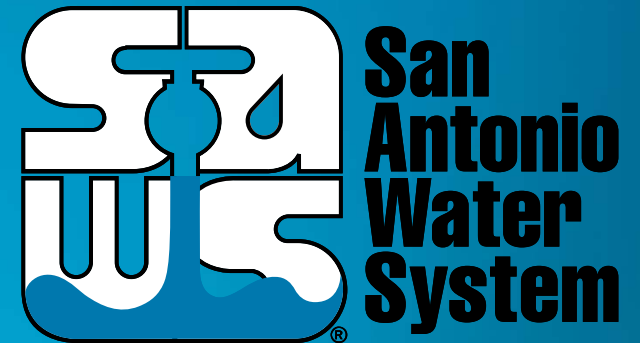




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