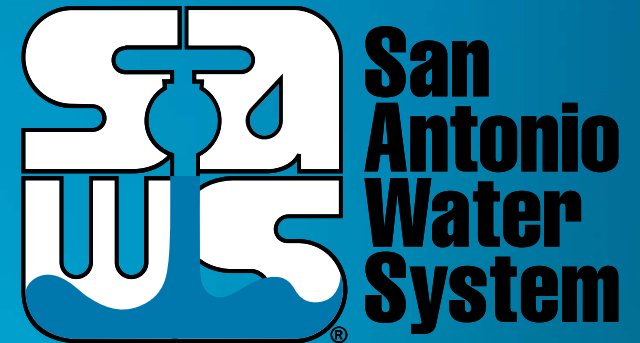


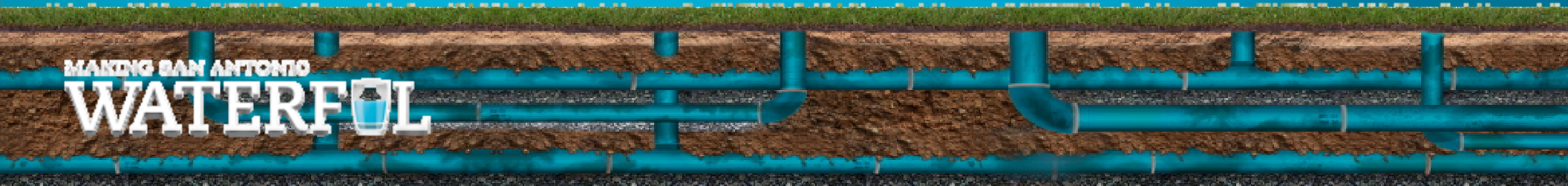
2020 Water Production Storage Tank Facilities Project RFQ Pre-submittal Conference

Ila E. Drzymala, PhD, PE
Sr. Engineer, SAWS

Janie M. Powell
Contract Administrator, SAWS



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Oral Statements

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

RFQ Objective

- To procure professional engineering services which will require work to be performed by qualified professional engineering firms. Selected firms shall provide project management and engineering services entailing planning, estimating, scheduling, engineering evaluations/studies, preliminary engineering reports, design, bid and construction phase services and inspections.
- Projects to be managed, designed, and constructed with highest regard for cost, schedule, and quality.
- SAWS anticipates awarding a contract to more than one Consultant.

Communication Reminders

- No communication regarding the RFQ 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
- No phone calls, emails, letters, direct/indirect discussion of the RFQ
 - If submitting for the RFQ and/or doing work for SAWS, indicate this when speaking with SAWS staff, but refrain from discussing the RFQ
- From release of the RFQ to Board Award

RFQ Schedule

Questions Due

March 11 by
4:00 PM

SOQs Due

March 27 by
10:00 AM

Notification of Award

May 2020

Project Notice to Proceed

July 2020

Answers Posted by SAWS

March 16 by
4:00 PM

Interview with Consultants

(if necessary)
April 2020

SAWS Board Approval

July 2020

The dates listed above are subject to change without notice.

Addenda

- Register as a vendor with SAWVS Vendor Registration and Notification
- More than one addendum may be posted
- Check SAWVS website often and prior to submitting your proposal
- Known addendum changes are:
 - Responses to questions
 - Pg. 13, B.4 shows a 20 page limit. We will be modifying this to a 22 page limit.
 - Pg. 13, B.6 shows 11x17 not allowed. We will allow (1) 11x17 page.
 - Pg. 14, C.4, lists 3 criteria. We will be adding QMP to the list.
 - Pg. 39, Submittal Response Checklist. We will be adding QMP to the list.

Submitting a Response

- Submit hard copies
 - 1 original and 7 copies
- Include a USB flash drive of the original proposal; include all pages
- Reference the RFQ document to determine what additional items are required
- Page limit of twenty-two (22) per proposal
 - Must be securely bound by a means other than 3-ring binders
 - Use 8 ½ x 11 portrait format
 - one 11" x 17" permitted

Submitting a Response

Helpful Reminders

- Thoroughly read the RFQ document prior to submitting your proposal
- Maximize points by addressing all items in the order they are identified in the RFQ
- Be specific; avoid “boiler plate” responses
- Utilize the Submittal Response Checklist
- Contact the SMWVB Program Manager for assistance, if necessary
- Perform a thorough QA/QC on your proposal prior to submitting

Submittal Deadline

- Submittal deadline is March 27, 2020 at 10:00 am local time
- Solicitation number, solicitation name, date and time of the deadline should be clearly identified on the outside of the submittal package
- Deliver to 2800 U.S. Highway 281 North, Customer Service Building:
 - Deliver to Counter Services (Mailed to Contract Administration in Suite 171)
 - SAWWS recommends submitting your proposal at least two (2) hours prior to the deadline
 - Make arrangements early if mailing your proposal
- Late responses will not be accepted, and will be returned unopened

Scoring Criteria

Team Experience and Qualifications	25 pts
Similar Projects and Past Performance	25 pts
Project Approach	30 pts
Quality Management Plan	5 pts
Small, Minority and Woman, and Veteran-Owned Business (SMWVB) Participation	15 pts
Total:	100 pts

Scoring Criteria

Team Experience and Qualifications (Refer to Attachment II)

- Org Chart: Identify all proposed “Key Personnel” and “Key Sub-consultants.”
 - * Availability Table Matrix: include the percentage of time each proposed team member shown on the chart will be committed to the Project, as well as their role.
 - Describe the composition of the proposed team including Sub-consultants, roles and responsibilities of team members and teaming history.
 - Resumes: Not more than 1 page for the requested Key Personnel only. Project Manager resume first. Name/title/education. Describe professional qualifications/experience/expertise, years with current firm and total years of professional experience. List 5 similar projects completed in last 10 years (relevant to project scope), specifying with current firm or part of overall professional experience. List all active projects, durations, phases and % time allocated.
 - * Respondent’s and Proposed Sub-consultants Role on this project (table)
- * Use Fillable Forms (Attachment III) – Forms will count towards total page limit.

Scoring Criteria

Similar Projects and Past Performance (Refer to Attachment II)

- *Provide minimum 3 relevant constructed projects in last 10 years. Plus 2 additional relevant projects that are in the design phase or under construction. Ensure all project scopes are similar to this RFQ project. Make sure as many team members being proposed have been involved together in the projects and are identified in your submittal.
 - Names of client and location (city and state)
 - Reference contact to include names, titles and “current” phone numbers (verify)
 - The corresponding year and duration of assignments/projects
 - Detailed description of projects; explain why projects are similar to the RFQ project
 - Key Personnel and Sub-consultants’ responsibilities
 - *OPCC Table. Provide cost information for the 5 projects as well as 3 additional similar projects as it relates to accuracy of the OPCC.
- * Use Fillable Forms (Attachment III) - Forms will count towards total page limit.

Scoring Criteria

Project Approach (Refer to Attachment II)

- Explain, in detail, how your firm will execute and complete the scope. Discuss critical milestones, decision-making, methods to obtain feedback, proposed deliverables. Provide innovative approaches/ideas/recommendations.
- Provide proposed “realistic” project schedule. Can be in 11” x 17” format.
 - Estimated NTP of July 17, 2020
- Provide responses to:
 - Familiarity with SAWVS facilities/infrastructure
 - Approach to becoming familiar with local/regional market conditions
 - Understanding and addressing of project related issues/risks
 - Coordination requirements, responsiveness and follow through
 - Approach to adhere to proposed schedule, schedule recovery procedures

Scoring Criteria

Quality Management Plan (QMP) (Refer to Attachment II)

- Describe the QMP for this project
 - Overview of QA/QC
 - Plan to identify, track and resolve issues
 - Role of independent QA/QC team
 - QA/QC schedule
 - Roles for firm and SAWS
 - Respondents approach to changes that impact cost
 - Description of OPCC calculations and familiarity with AACE's recommended practices

* Please refer to the RFQ for all detailed requirements of all of the Evaluation Criteria

Respondent Questions

- Must be submitted in writing via e-mail no later than March 16, 2020 by 4:00 pm to:

Janie M. Powell

Contract Administration Department

San Antonio Water System

Janie.Powell@saws.org

Aspirational SMWVB Goal

Industry	Aspirational SMWB Goal	Description
Engineering and Other Professional Services	40%*	Points assessed on tiered scale

*40% of the value of the contract.

SMWVB Requirements

- SMWVB Certification accepted from the following entities:
 - South Central Texas Regional Certification Agency
 - Texas H.U.B.
- RFQ Scoring:
 - Up to 15 Points
 - Local Office
 - Small Business Enterprise (SBE) + Minority Business Enterprise (MBE) + Woman-owned Business Enterprise (WBE)
 - Veteran-owned Business Enterprises (VBEs): Not eligible for points, but tracked for participation

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

WWW.SAWS.SMWBE.COM



San Antonio Water System

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Subcontractor Payment & Utilization Reporting System

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2020 Water Production Storage Tank Facilities Project



SMWVB Questions

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

Marisol V. Robles

SMWVB Program Manager

Email: Marisol.Robles@saws.org

Telephone: 210-233-3420

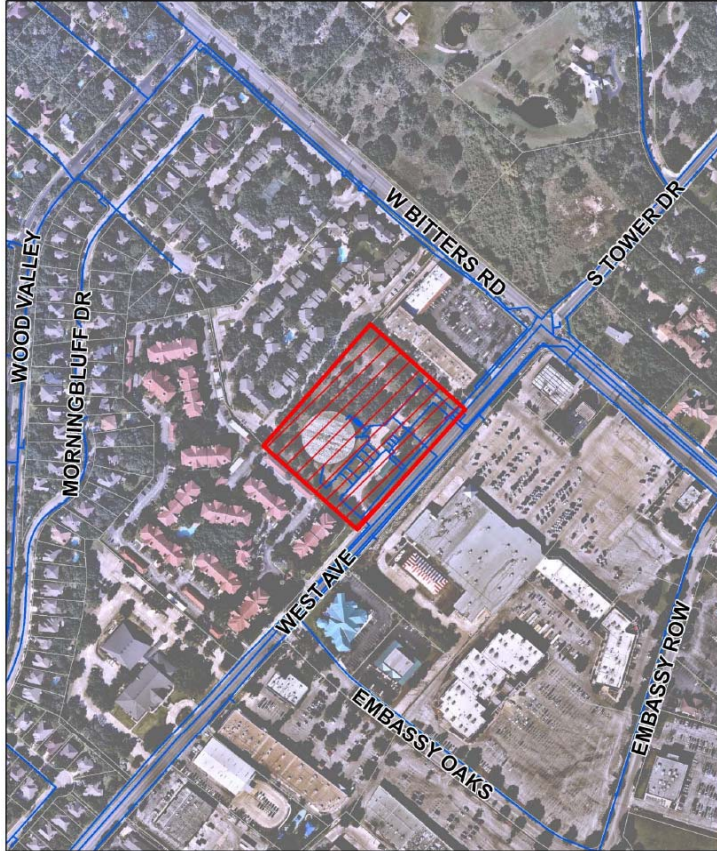
RFQ Projects

- Bitters Ground Storage Tank Replacement
- University Ground Storage Tank
- Silver Mountain Pump Station Improvements
- 2020 Water Production Facility painting and Rehabilitation
 - Work Order Contract

2020 Water Production Storage Tank Facilities Project

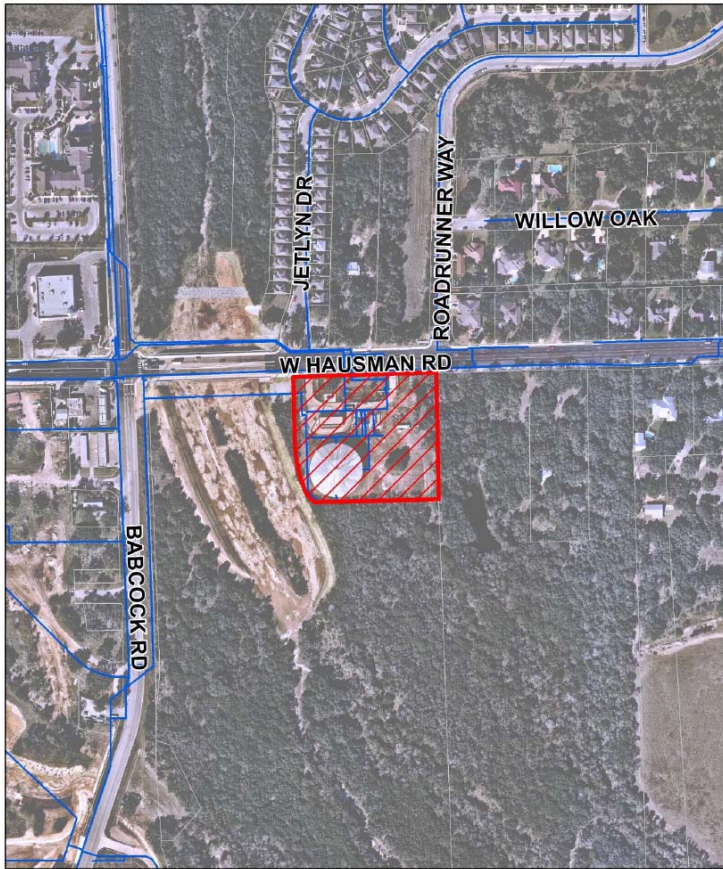


Bitters Ground Storage Tank Replacement



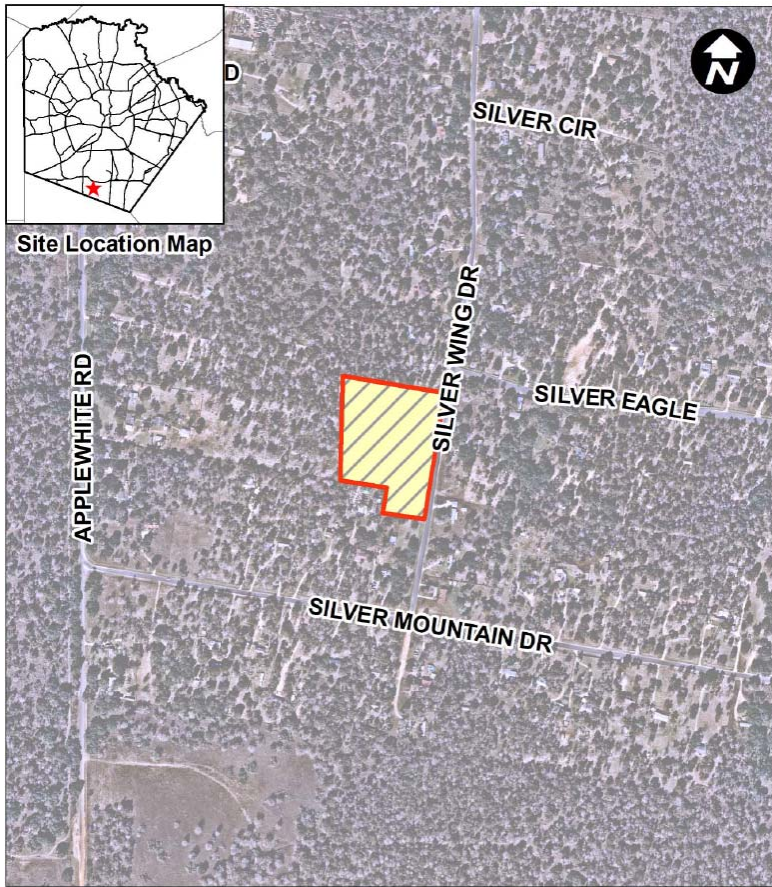
- Located at 13535 West Avenue
- Demo existing 5M-gal tank
- Install new 5M-gal tank and all associated piping, valves, overflow, grading, security measures, and electrical and I&C upgrades
- Design Scope:
 - Preliminary Engineering Assessment and Report
 - Design Phase, Cost Estimates & Construction Schedules
 - Bid Phase
 - Construction Phase Services
 - Closeout

University Ground Storage Tank



- Located at 7050 W. Hausman Rd.
- Install new 5M-gal tank and all associated piping, valves, overflow, grading, security measures, heritage tree relocation, and electrical and I&C upgrades
- Design Scope:
 - Preliminary Engineering Assessment and Report
 - Design Phase, Cost Estimates & Construction Schedules
 - Bid Phase
 - Construction Phase Services
 - Closeout

Silver Mountain Pump Station Improvements



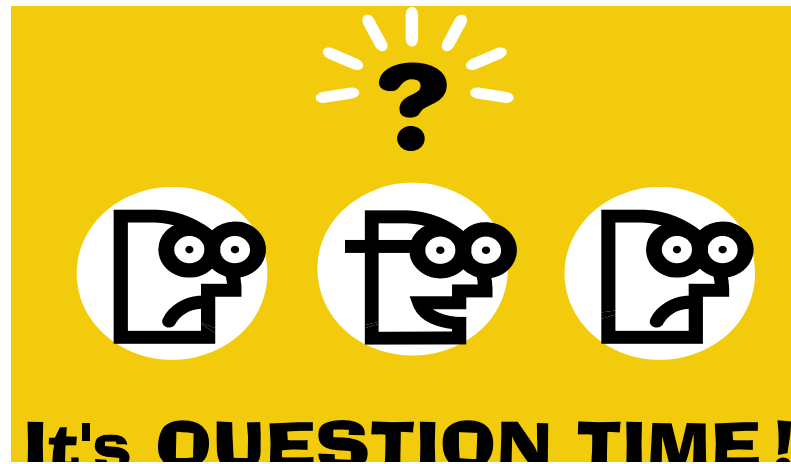
- Located at 2111 Silver Mountain Rd.
- Install new 50,000-gal tank, 1,500-gpm skid-mounted pump station, and all associated piping, valves, and electrical and I&C upgrades
- Design Scope:
 - Preliminary Engineering Assessment and Report
 - Design Phase, Cost Estimates & Construction Schedules
 - Bid Phase
 - Construction Phase Services
 - Closeout

2020 Water Production Facility Painting and Rehabilitation (Work Order Contract)

- Clean, repair and paint existing storage tanks
- Replace or relocate yard piping
- Associated site/civil, mechanical, structural, electrical and I&C upgrades
- Design Scope:
 - Condition Assessments and Preliminary Engineering Reports
 - Design Phase, Cost Estimates & Construction Schedules
 - Bid Phase
 - Construction Phase Services
 - Closeout
- Design services to be assigned as-needed and work order basis

Requirements

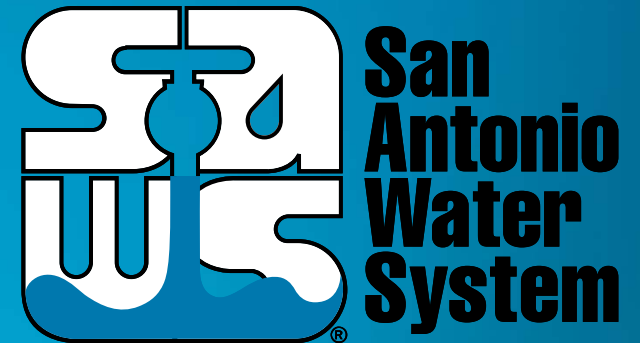
- Consultant shall develop Engineer's Opinion of Probable Construction Costs (EOPCC) for each phase (30%, 60%, 90%, and Bid) as per the recommendations of AACE International as described in Recommended Practices No. 17R-97 and 56R-08.
- RFP/CO cost estimates shall be using RS Means where applicable
- Design Schedule is to be established and followed
- Quality Management Plan (QMP) is required to be maintained and followed through



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