

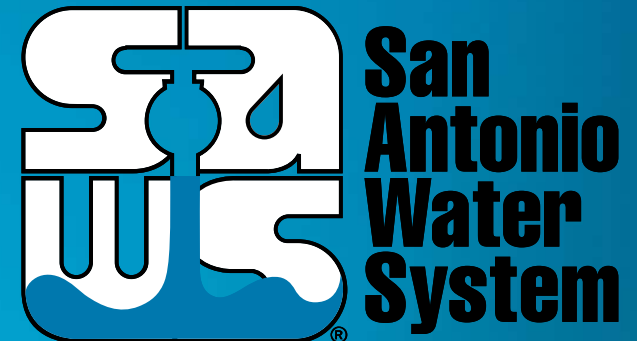
Project 1: 2021 Production Facilities Engineering Work Order Contract

Project 2: Aquifer Storage and Recovery (ASR) Pipeline Cathodic Protection Replacement

Lee Bausinger, PE
Project Engineer, SAWS

Marisol V. Robles
SMWVB Program Manager

Janie Powell
Contract Administrator, SAWS



Pre-Submittal Conference
August 30, 2021

MAKING SAN ANTONIO
WATERFUL

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WebEx Meeting Reminders

- The presentation has been posted on the SAWS website for attendees participating through audio only.
- All attendees should sign in using the Chat feature (name, company name and contact information).
- Please mute your devices.
- Questions can be submitted in the Chat box at anytime.
 - Select Everyone to prevent question duplication
- At the end of the presentation, SAWS will read each question submitted in the Chat and respond.
 - Formal answers will be provided in an Addendum.

Presentation Overview

- RFQ Objective
- SMWVB
- Selection Process
- Key Dates
- Addenda
- Evaluation Criteria
- Submitting a Response
- Submittal Deadline
- Communication Reminders
- Respondent Questions
- Project Overview
- Key Considerations
- Cost Estimates
- Project Funding
- Additional Requirements

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.

RFQ Objective

- To procure professional engineering services for the 2021 Production Facilities Engineering Work Order Contract and the ASR Pipeline Cathodic Protection Replacement Project
- Projects must be managed, designed, and constructed with the highest regard for cost, schedule, and quality.
- The selected professional engineering firm shall provide engineering services for multiple projects which entails planning, engineering evaluations, studies, reports, preliminary engineering, design, bidding, construction, startup/commissioning, and overall project management services.
- SAWWS anticipates awarding a contract to more than one Consultant.

Aspirational SMWB Goal

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

SMWB Requirements

- SMWB Certification accepted from the following entities:
 - South Central Texas Regional Certification Agency
 - Texas H.U.B.
 - **Small Business Enterprise (SBE)**
 - Minority Business Enterprise (MBE): (Includes ABE, AABE, HABE and NABE)
 - Woman-owned Business Enterprise (WBE): (Includes ABE, AABE, HABE, NABE, and Non-Minority)
- RFQ Scoring:
 - Up to 15 Points
 - Local Office

Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 40% aspirational SMWB goal mandatory?**

A: No, but it is weighed in the selection criteria, and SAWS asks Respondents 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 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 from the SCTRCA database.

- **Q: What if my business is SMWB-certified?**

A: If your firm is SMWB-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: Do I need to include all subconsultants in the GFEP, or just SMWB-certified subconsultants?**

A: All subconsultants need to be included in the GFEP. The GFEP and organizational chart need to match.

Post Award: S.P.U.R. System

- Subconsultant Payment Tracking
- Subconsultant addition, substitution, or removal requests



SMWVB Questions

- 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

Email: Marisol.Robles@saws.org

Telephone: (210) 233-3420

Selection Process

- Statements of Qualifications received and reviewed for responsiveness.
- Technical Evaluation Committee will score qualification statements based on established Evaluation Criteria.
- Good Faith Effort Plan (GFEP) will be evaluated and scored, and final scores will be compiled.
- Selection Committee will review and recommend.
- Interviews held, if necessary.
- Negotiations
- Board Award

Selection Process (*cont.*)

- If there is a change to key team members (prime or subconsultant) on Respondent's organizational chart, notify SAWS in writing as soon as possible
 - SAWS may allow Respondent to replace the key team member with an alternate member who possesses equal or better qualifications and experience
- Per SAWS' Ethics Policy, a former SAWS employee may not serve in a lead role as a key team member and/or participate in the negotiation of a contract for two (2) years after separating from SAWS.
 - This may result in the Respondent's proposal being found non-responsive or a reduction in points during the evaluation

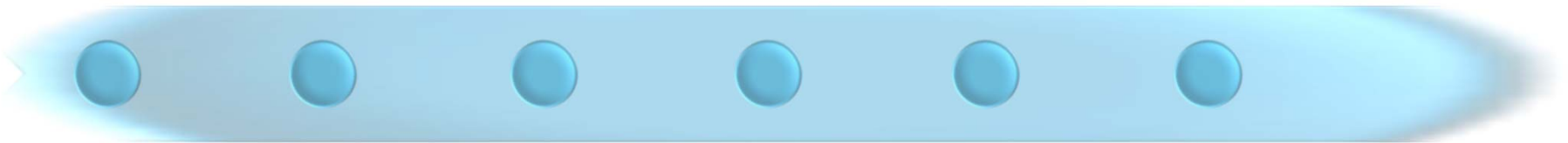
Key Dates

Consultant Questions Due
Sept 10, 2021

Proposals (SOQs) Due
Sept 24, 2021

Notification of Award
October, 2021

Authorization to Proceed
December 2021



Answers Posted by SAWS
Sept 16, 2021

Interview with Consultants
(if necessary)
Oct 2021

SAWS Board Approval
Dec 7, 2021

*The dates listed above are subject to change without notice

Addenda

- Register as a vendor with SAWS Vendor Registration and Notification
- More than one (1) Addendum may be posted
- Check SAWS website often and prior to submitting your proposal
- Known Addendum changes are:
 - Responses to questions
 - Change to submissions

Evaluation Criteria

Criteria	Max Points
Team Experience and Qualifications	30
Similar Project and Past Performance	30
Project Understanding and Approach	25
Small, Minority and Women, and Veteran-Owned Business (SMWVB) participation (Exhibit "B" Good Faith Effort Plan)	15
Total	100

Evaluation Criteria

Team Experience and Qualifications (Refer to Attachment II)

- Org Chart: Identify all proposed “Key Personnel” and “Key Sub-consultants.”
- Describe proposed team including Sub-consultants, roles and responsibilities of team members, and teaming history (1 page limit).
- Resume: Not more than 1 page for each proposed Key Personnel. 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 percent time allocated to each project.
- Availability Table Matrix: Only for “Key Personnel” and “Key Sub-consultants Personnel.” Include percent time committed to project for entire duration and geographic location.
- Use Fillable Forms (Attachment III) – Forms will count towards total page limit.

Evaluation Criteria

Similar Projects and Past Performance (Refer to Attachment II)

- Use Fillable Forms (Attachment III) - Forms will count towards total page limit.
- Provide minimum 3 completed projects in last 10 years. Ensure scopes are similar to the RFQ project.
 - Identify key personnel who are part of the proposed team and their roles and responsibilities on project list
 - Key personnel shall have participated in at least 2 of the 3 projects
 - Project Manager shall have participated in at least 2 of the 3 of the projects
 - Cost information for above 3 projects; OPCC vs. actual awarded construction cost

Evaluation Criteria

Project Understanding and Approach (Refer to Attachment II)

- Explain, in detail, how your firm will execute and complete the project on-time and within budget.
- Identify your firm's suggested alternative innovative approach to accomplish the scope of services identified within this RFQ, that would result in a more successful and timely completion of the Project.
- Describe your firm's approach to preparing deliverables that meet proposed deadlines without compromising the quality of work products and deliverables.
- Provide a high-level sample project schedule for delivering this type of project and in accordance with proposed milestones.
- Describe your firm's QMP for this project.

Submitting a Response

- Respondents must use the Project Submittal Identification Form whether they are submitting for 1 or both projects.
- Page limit is 22 pages per proposal. If submitting for both projects, Respondents will need to submit two (2) proposals.
- Utilize the Evaluation Criteria forms for those sections in which they are required.
- Utilize the Submittal Response Checklist to ensure all required documents are included.

Submitting a Response

Helpful Reminders

- Thoroughly read the RFQ document prior to submitting a proposal.
 - Reference the scope, charters and maps to assist with scope understanding.
- Maximize points by addressing all items in the order they are identified for the narrative portions of the RFQ.
- Be specific and include detail in responses.
 - Avoid “boiler plate” and “generic” responses.
- Perform a thorough QA/QC on your proposal prior to submitting.

Submittal Deadline

- Submittal deadline is **Sept 16, 2021 at 10:00 A.M.** local time
- Only Electronic Submittals Accepted
- Address a PDF of your submittal to contracting@saws.org
- Entitle the subject line of the submission email with “PS-00118 – Project 1: 2021 Production Facilities Engineering Work Order Contract Project 2: ASR Pipeline Cathodic Protection Replacement Project RFQ Response” and name of Respondent.
- The file size limitation for submission is **10MB**.
- Only one (1) file with all required response information shall be submitted.
- Late responses will not be accepted, and will be returned

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
- Communication restriction is in effect until Board Award

Respondent Questions

- Must be submitted in writing via e-mail no later than September 10, 2021 by 4:00 pm to:

Janie Powell

Contract Administration Department

San Antonio Water System

Janie.Powell@saws.org

Scope of Work - Project I

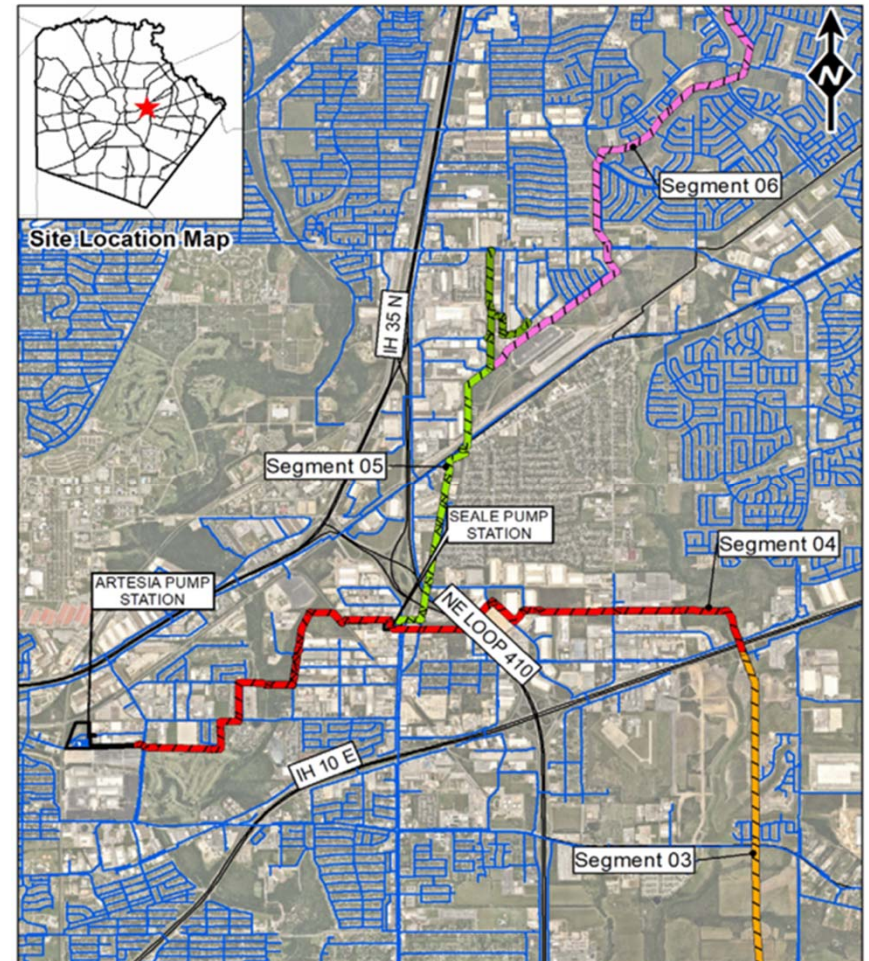
- The scope of work may include, but is not limited to, potholing and subsurface utility investigation, drainage, grading, civil, mechanical, electrical, structural, geotechnical services, environmental services, permit application assistance, coordination with other utilities, agencies and consultants, preparation of cost estimates, preliminary engineering reports, design plans and specifications as requested by SAWWS.
- Typical Production facilities include well sites, primary, secondary, and booster pump stations, elevated and ground storage tanks, as well as pressure reducing valves, pressure sustaining valves, and other pressure discharge points throughout the SAWWS service areas.

Scope of Work - Project 2

- The Aquifer Storage and Recovery (ASR) pipeline is approaching 20 years of operation and is need of a new cathodic protection system due to depleted sacrificial anode system.
- The project includes corrosion protection engineering services related to approximately 14,562 LF of existing 60-inch and 46,894 LF of 42-inch diameter steel ASR pipeline (Segments 4, 5 and 6).
- The scope includes field investigations, design development, and support during the construction phase of the project related to the corrosion protection systems. As part of the field investigations, the consultant will collect structure-to-soil potential measurements in accordance with NACE corrosion protection requirements.

Scope of Work - Project 2

- Segments 4, 5 and 6
- 14,562 LF of existing 60-inch steel
- 46,894 LF of 42-inch steel



Key Considerations

- Quality of Plans, Specifications, and Cost Estimates
- Schedule and Effective Project Delivery
- QA/QC for all sub-contractor work
- Construction Management
- RFP/CO cost estimates shall be using RS Means where applicable
- Responsiveness to work order queries for Project 1
- Experience with corrosion control methods and technologies and appropriate NACE requirements and recommendations for Project 2

Key Considerations for Project 2

- Cathodic protection system design development.
- Easement, ROE, and/or ROW as needed for field evaluations.
- Design review workshops and walk-throughs
- Coordination and feedback – SAWS end users
- Coordination with other agencies (e.g., CoSA, TxDOT, USACE, TCEQ, Bexar County, CPS Energy, etc.) where necessary.

Cost Estimates – Design Phase

Consultant to develop Engineer's Opinion of Probable Construction Costs (OPCC) for each design phase as per recommendations of AACE International as described in Recommended Practices No. I7R-97 and 56R-08

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%
100% Design & Bid Documents	Class 1	L: -3% to -5% H: +3% to +10%

Project Funding

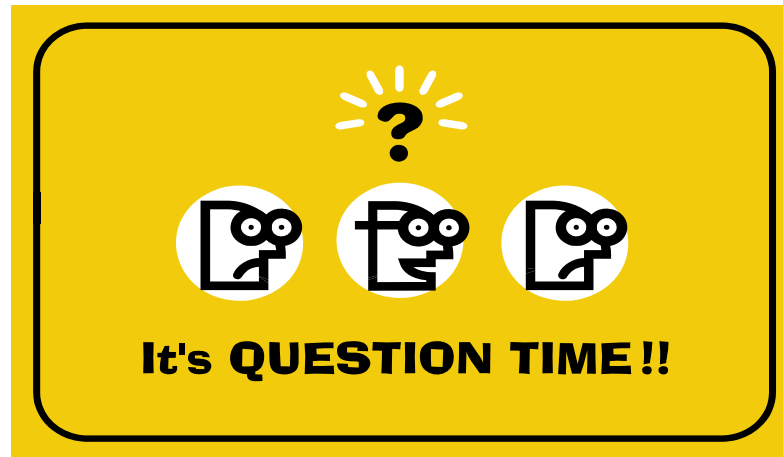
- SAWS Estimated Total Project Costs:
 - Project 1: \$500,000
 - Each Work Order varies with assigned project
 - Funded over a three (3) year period, 2021 through 2024
 - Project 2: \$300,000

2021 Production Work Order and ASR Pipeline Cathodic Protection



Additional Requirements

- Design shall meet all applicable federal, state, local laws and SAWS standards, rules, regulations, specifications, ordinances, codes, TCEQ and any other pertinent government requirements.
- Any management or team change during the execution of the project shall not have any effect on the progress, budget and schedule of the projects. SAWS reserves the right to approve personnel changes.
- The selected firm(s) shall maintain required insurance coverage during the term of the contract.



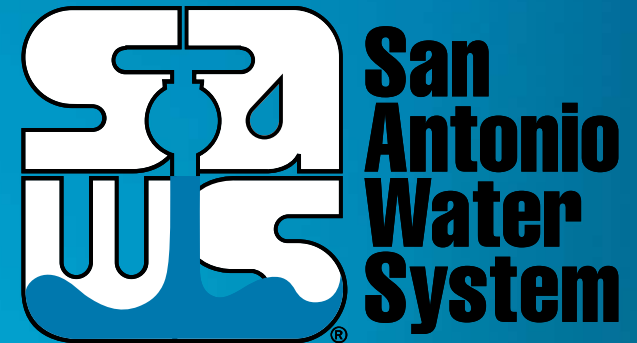
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