

# Canyon Golf Pump Station Facility, RFQ PS-00159

**Orlando D. Cruz, P.E., CFM**

Project Engineer- Engineering

**Ismael Rosales, P.E.**

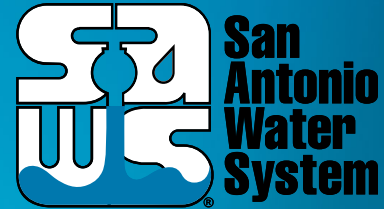
Manager- Engineering

**Marisol V. Robles**

Manager – SMWB Program

**Thea Gonzalez**

Contract Administrator



Non-Mandatory Pre-Submittal Meeting

November 2, 2023

MAKING SAN ANTONIO  
**WATERFUL**

•1

November 2, 2023

MAKING SAN ANTONIO **WATERFUL**

Page 2

## General Information and Reminders

- This is Non-Mandatory Pre-Submittal Meeting
- Attendees should sign-in via chat on WebEx
- Presentation will be posted on SAWS website along with the sign in sheet
- Stay muted during presentation, questions may be entered in chat and will be addressed at the end

Canyon Golf Pump Station Facility



•2

## 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

Canyon Golf Pump Station Facility



•3

## Agenda

- Objective
- Selection Process
- RFQ Schedule
- Evaluation Criteria
- SMWB Requirements
- Solicitation Page
- Vendor Registration
- Submission Requirements
- Submission Deadline
- Communication Reminders
- Questions/Addendum
- Project Overview
- Design Services
- Design Considerations
- OPCC – Design Phase
- Independent Estimates-Construction Phase
- Quality Management Plan
- Project Schedule & Budget
- Questions

Canyon Golf Pump Station Facility



•4

## Objective

- San Antonio Water System is accepting Statements of Qualifications from interested firms to provide engineering services entailing planning, engineering evaluations, studies, reports, preliminary engineering, design, bid, construction, start-up/commissioning, and overall project management services for the design and construction of the Canyon Golf Pump Station Facility project
- The project includes the construction of a new 3.0 MG dual service tank for Pressure Zone 1295 and a 20 MGD booster pump station for Pressure Zone 1400, as well as yard piping, electrical including a climate-controlled building, communications tower, instrumentation and controls, and SCADA

Canyon Golf Pump Station Facility



•5

## Selection Process

- SOQs reviewed for responsiveness
- Technical Evaluation Committee scores qualification statements based on evaluation criteria published in the RFQ
- Interviews held, if necessary
- Selection Committee reviews scores and recommends firms
- Good Faith Effort Plan will be evaluated and scored
- Negotiation with selected consultants
- Anticipated Board Award – March 2024

Canyon Golf Pump Station Facility



•6

# Selection Process

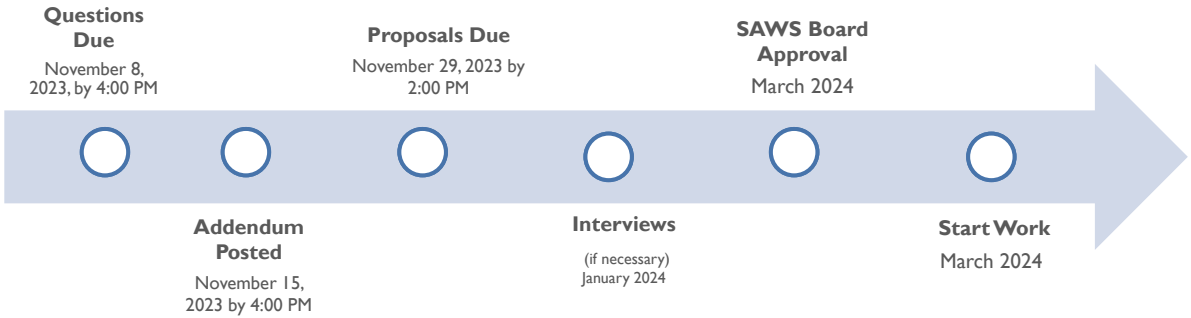
- If there is a change to key team members (prime or sub-consultant) identified on Respondent’s organizational chart, notify SAWS in writing as soon as possible
  - SAWS may allow Respondent to replace the key team member with an alternate member who possesses equal or better qualifications and experience
- 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
  - Failure to adhere may result in the Respondent’s proposal being found non-responsive or a reduction in points during the technical scoring of the proposal

Canyon Golf Pump Station Facility



•7

# RFQ Schedule



The dates listed above are subject to change without notice

Canyon Golf Pump Station Facility




•8

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 9

## Evaluation Criteria

Criteria	Max Points
Team Experience and Qualifications	30
Similar Projects and Past Performance	30
Project Understanding and Approach	25
Small, Minority, and Woman-owned (SMWB) Business Participation	15
<b>Total</b>	<b>100</b>

Canyon Golf Pump Station Facility 


•9

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 10

## Team Experience and Qualifications (30 pts)

Refer to Attachment II

- Organizational Chart – Identify all proposed “Key Personnel” and “Key Sub-consultants” (1 page)
- Provide a 1-page resume for up to six (6) Key Personnel
  - The Project Manager’s resume should be included first
  - Identify three (3) similar projects completed in the past fifteen (15) years, and provide a detailed description of capabilities and project experience and role in project relevant to the Scope of Services requested within this RFQ

Canyon Golf Pump Station Facility 

•10

## Team Experience and Qualifications (cont.)

- Describe composition of the team (Prime, Key Subconsultants, and other Subconsultants), describe role and responsibility of proposed team members and teaming history. Ensure respondent has worked with subs in the past (1 page limit)
- Availability Table Matrix\* – include the percentage of time each proposed team member shown on the organizational chart will be committed to the Project, as well as their proposed role, geographic location, and years of experience

\* Use Evaluation Criteria/Fillable Forms (Attachment III)

Canyon Golf Pump Station Facility



•11

## Similar Projects and Past Performance (30 pts)

- Provide 3 relevant and similar **completed** projects in last 15 years
- A minimum of two (2) of the three (3) projects shall have been performed by the Respondent. A maximum of one (1) of the three (3) projects may have been performed by Key Subconsultant (or by Respondent if no Key Subconsultant is proposed)
- The QA/QC Lead, Technical Leads and Lead Estimator shall have participated in at least two (2) of the three (3) projects submitted. Other Key Personnel shall have participated in at least one (1) of the three (3) projects

\* Use Evaluation Criteria/Fillable Forms (Attachment III)

Canyon Golf Pump Station Facility



•12

## Similar Projects and Past Performance (cont.)

- Project references, at a minimum, shall include:
  - Names of clients and location (city and state)
  - Reference contact to include names, titles, and “current” phone numbers
  - Key contract dates – year and duration of projects (Contract NTP & Completion Date)
  - Detailed description of project – include specific aspects that Respondents want considered in the evaluation
  - Provide an explanation for why each project is relevant and similar to the Project included in this RFQ
  - Key Personnel and Sub-consultants’ responsibilities
  - Ensure contact information for references is correct and has been verified
- OPCC Table – Provide cost information for the three (3) completed projects submitted as it relates to the accuracy of the OPCCs
  - Compare the Engineer’s 100% Bid Design estimate to approved construction contract awards

\* Use Evaluation Criteria/Fillable Forms (Attachment III)

Canyon Golf Pump Station Facility



•13

## Project Understanding and Approach

### Refer to Attachment II

- Provide a detailed approach explaining how your firm would technically execute and complete the services sought in this RFQ on time and within budget (5-page limit)
- Provide innovative approaches, ideas, and recommendations
- Responses should clearly demonstrate Respondent’s familiarity with the Scope of Services identified within this RFQ

Canyon Golf Pump Station Facility



•14

## Project Understanding and Approach (cont.)

- Provide Responses to the following: (3-page limit)
  - Understanding of Project related issues and difficulties (design and construction), and solutions proposed
  - Describe your approach for coordinating with regulatory and permitting agencies to ensure buy-in and approval
  - Describe Respondent's approach for coordinating with property owners, business owners, HOAs, and the general public
  - Describe Respondent's approach for coordinating with regulatory and permitting agencies to ensure buy-in and approval
  - Describe Respondent's approach to becoming familiar with local and regional market conditions influencing the design and construction decisions that will affect or influence project cost
  - Discuss Respondent's approach for raising the visibility of the project and attracting qualified contractors
  - Discuss Respondent's approach for coordinating with vendors and suppliers of critical equipment and materials during the design phase to secure budgetary prices and updates regarding availability and lead times
  - Discuss Respondent's approach for coordinating with SAWS staff and other Consultants on concurrent projects directly relate within the RFQ

Canyon Golf Pump Station Facility



•15

## Project Understanding and Approach (cont.)

- Provide a specific and unique QA/QC plan for this project (3- Page Limit)
  - Plan to identify, track, and resolve issues
  - Role of independent QA/QC team
  - Describe accuracy and completeness of the OPCCs and how they are derived for each design phase, Respondent's familiarity with AACEs Recommended Practices I7R-97 and 56R-08
  - Describe how estimates will be prepared to ensure they reflect the procurement method, current market trends conditions including price escalation and volatility, labor shortages, supply chain issues, and contractor and subcontractor availability

Canyon Golf Pump Station Facility



•16



## Project Understanding and Approach (cont.)

- QA/QC plan (cont.)
  - Describe the methods for validating prices for equipment, materials, and specialized labor for projects
  - Describe the methods for validating lead time for critical equipment and materials
  - Describe the methods for validating construction duration for proposed improvements
  - Describe familiarity with the use of RS Means for developing independent cost estimates for construction change orders

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

Canyon Golf Pump Station Facility



•17

## Small, Minority, and Woman-Owned Business (SMWB) Participation

- Scoring Method: 15 Points (by percentage) for meeting or exceeding the stated *mandatory* SMWB goal.
- Not meeting the mandatory goal = 0 SMWB Points. Points awarded on an all-or-nothing basis.
- If the goal is not met, proof of outreach to SMWBs must be provided. If proof of outreach is not provided, disqualification may occur.
- Methods of outreach prescribed in the solicitation
- 25% Mandatory Goal

Canyon Golf Pump Station Facility




•18

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 19

## SMWB Requirements

- All firms in the organizational chart must also be listed in the Good Faith Effort Plan.
- Local-area office in one of the following counties: Bexar, Comal, Guadalupe, Hays, Kendall, Travis, or Williamson.
- Must be “SBE” (including MBEs and WBEs), and need to be certified through the SCTRCA or Texas HUB.
- Post-award, use of the S.P.U.R. System will be contractually required to report payments to all subconsultants, both SMWB and Non-SMWB.

Canyon Golf Pump Station Facility 

•19

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 20

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

[www.SAWS.SMWBE.com](http://www.SAWS.SMWBE.com)



Canyon Golf Pump Station Facility 


•20

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 21

## SMWB Questions

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

**Marisol V. Robles**  
 SMWB Program Manager  
 Email: [Marisol.Robles@saws.org](mailto:Marisol.Robles@saws.org)  
 Telephone: 210-233-3420

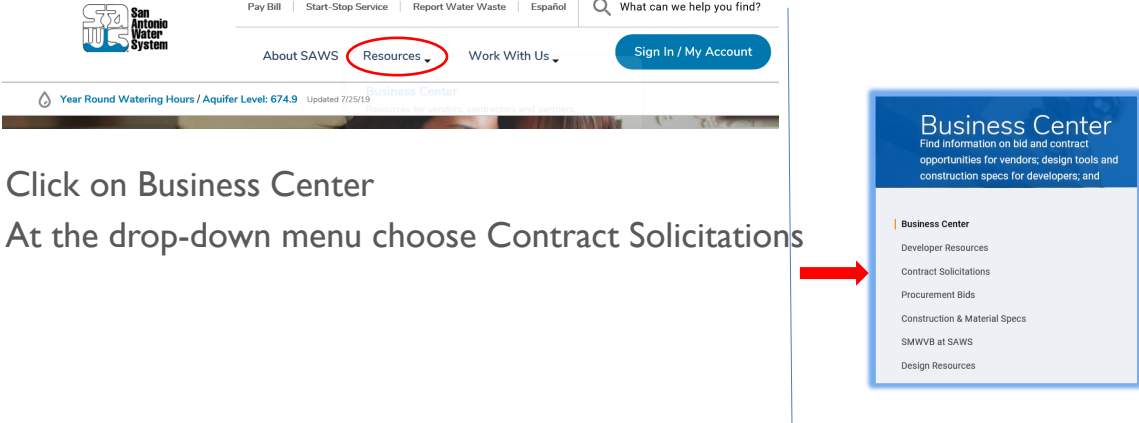
Canyon Golf Pump Station Facility 

•21


November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 22

## Contract Solicitations Website

- To locate the Contract Solicitations website, choose Resources



- Click on Business Center
- At the drop-down menu choose Contract Solicitations


Canyon Golf Pump Station Facility 

•22


November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 23

## Contract Solicitations Website

- Choose the specific project
- The following buttons are now located under the advertisement:
  - Notify Me
  - Interested Firm List
  - Downloads
    - Full RFQ
    - Evaluation Forms
    - Addendums




**Non-Mandatory  
Pre-Submittal Meeting**  
2:00 PM, Thursday, Nov. 2, 2023  
<https://saws.webbox.com/saws1.php?MTID=m58fe0bdf1f78636a26b4d9eaa9a9187b>



**Notify Me**  
Receive updates sent straight to your inbox.

[Subscribe](#)



**Interested Firm List**  
Firms who have obtained the RFQ proposal.


[View List](#)

**Downloads**

[Full RFQ Proposal](#)  
Note: You will be prompted to login to access the full proposal document.

[Evaluation Forms](#)  
Oct. 26, 2023

→



•23

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 24

## Vendor Registration & Notification (VRN)

- Please register through SAWS Vendor Registration Program on the SAWS website at [www.saws.org](http://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

[https://apps.saws.org/Business\\_Center/Contractsol/](https://apps.saws.org/Business_Center/Contractsol/)



**Notify Me**  
Receive updates sent straight to your inbox.

[Subscribe](#)

→



•24

## Addenda

- More than one (1) addendum may be posted
- Addendums are acknowledged on the Respondent Questionnaire
- Check SAWS website often and prior to submitting your proposal

Canyon Golf Pump Station Facility



•25

## Submission Requirements

- File size limitation is 10 MB and shall be no greater than 19 pages
- Use 8-½” x 11” portrait format (up to 11” x 17” will be permitted for drawings, where warranted)
- Thoroughly read the RFQ to become familiar with scope
  - Including the review of maps, charters, and scoping reports for each project
- Be specific and avoid “boiler plate” responses where narrative is requested

Canyon Golf Pump Station Facility




•26

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 27

## Submission Requirements (cont.)

- Required forms do not count toward the page limit
  - Submittal Response Checklist, Respondent Questionnaire, Evaluation Criteria Forms, W-9 form, Insurance requirements, Good Faith Effort Plan, and the Conflict-of-Interest Questionnaire
  - The cover page and tabs do not count towards the page limit
- The 19-page limit includes the following:
  - Org Chart (1 page)
  - Resumes (6 pages)
  - Team Composition (1 page)
  - Project Approach (5 pages)
  - Responses to Project Details (3 pages)
  - QA/QC Strategies (3 pages)


Canyon Golf Pump Station Facility 

•27

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 28

## Submission Requirements (cont.)

- Similar Projects submitted should be of similar size, scope and contract value to the Scope of Services and Additional Requirements identified within the RFQ
  - Projects must be completed (meaning constructed)
  - Key staff on the org chart should ideally have worked on the example projects submitted
- Contact the SMWB Program Manager for assistance, if necessary
- Perform QA/QC on proposal prior to submitting and reference SAWS
- Refer to the Solicitation Submittal Tips found at the following link:  
[https://apps.saws.org/business\\_center/ContractSol/SNO\\_Drill.cfm?id=1980&View=Yes](https://apps.saws.org/business_center/ContractSol/SNO_Drill.cfm?id=1980&View=Yes)

Canyon Golf Pump Station Facility 

•28

## Submittal Deadline

- **Electronic submittals DUE by November 29, 2023, by 2:00 p.m. CST**
- Refer to RFQ for instructions to e-mail your submissions
- Allow sufficient time to upload submittal ahead of the deadline to allow for any technical difficulties
- Respondents are strongly encouraged to submit their proposals at least two (2) hours prior to the Proposal deadline
- Respondents shall indicate **PS-00159, Canyon Golf Pump Station Facility**, date and time of the deadline clearly on both the electronic proposal file and email as noted in the RFQ
- Late responses will not be accepted and will not be opened

Canyon Golf Pump Station Facility



•29

## Communication Restrictions

- Respondents or their representatives are prohibited from communicating with any City of San Antonio 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 regarding the RFQ from the time the solicitation is released until it has been acted upon by the Board of Trustees
- Respondents or their representatives are prohibited from communicating with SAWS employees regarding this RFQ, except as provided under “Technical Questions,” from the time the solicitation is released until the contract is awarded
- This includes “thank you” letters, phone calls, emails, and any contact that results in direct or indirect discussion of the RFQ and/or proposal submitted by Respondents

Canyon Golf Pump Station Facility



•30

## Communication Reminders

- If your firm has a contract with SAWS already and needs to discuss that contract specifically, Respondent shall indicate such during the conversation
- This is in place from release of the RFQ to Board Award
- Violation of this provision by the Respondent and/or their agent may lead to disqualification of the Respondent's proposal from consideration

Canyon Golf Pump Station Facility



•31

## Questions

- Must be submitted in writing by November 8, 2023, by 4:00 P.M. (CST) via e-mail to:

**Thea Gonzalez**  
**Contract Administrator**  
 Contract Administration Department  
 San Antonio Water System

[Theadora.Gonzalez@saws.org](mailto:Theadora.Gonzalez@saws.org)

- Questions will be formally answered via Addendum posted by November 15, 2023, by 4:00 p.m. CST

Canyon Golf Pump Station Facility



•32



November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 33

## Project Overview – Canyon Golf Pump Station Facility

- Location:
  - Far North San Antonio off Canyon Golf Rd.
- Elevated Storage Tank
  - 3.0 MG
  - Dual Service
  - PZ 1295
- 20 MGD Booster Pump Station
  - PZ 1400
- Estimated Construction Cost:
  - \$27,000,000

Canyon Golf Pump Station Facility

•33

November 2, 2023 MAKING SAN ANTONIO WATERFUL Page 34

## Project Overview – Canyon Golf Pump Station Facility

- Separate RFQ
- Canyon Golf 24” Water Main
- Approx. 7,000 L.F. – Facility to the Intersection of Evans Road and Knights Cross Drive
- Coordination throughout Design and Most Importantly Advertisement and Construction Phases
- Construction Contract for Facility awarded first

Canyon Golf Pump Station Facility

•34

## Design Services

- Selected Consultant will provide the following design services
  - Project Management, Subconsultant Management and Coordination
  - 30% Design
  - 60% Design
  - 90% Design
  - 100% Design / Bid Phase Services
  - Construction, As-builts, and Project Closeout Phase
  - Field Investigations (survey, SUE, geotechnical, environmental, etc.)
  - Supplemental Services
- Other services: Permitting, constructability reviews, cost estimating, scheduling, and start-up/commissioning

Canyon Golf Pump Station Facility



•35

## Design Considerations

- Contract Documents – Quality and attention to detail (QA/QC of self- and sub-consultant work)
- Coordination and feedback – SAWS End Users and other Groups
- Engineer of Record responsible for compliance with existing rules and regulations - Coordination with regulatory agencies
- Review workshops and walk-throughs
- Cost estimating
- Contractor outreach
- Adherence to design schedule

Canyon Golf Pump Station Facility




•36

November 2, 2023      MAKING SAN ANTONIO WATERFUL      Page 37

## OPCCs – Design Phase

- Consultant must develop Engineer’s Opinion of Probable Construction Costs (OPCC) for each phase (30%, 60%, 90%, and 100%) of the project as per the recommendations of AACE International as described in Recommended Practices No. 17R-97 and 56R-08
- Document assumptions and adjustment factors

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 and Bid Documents	Class 1	L: -3% to -5% H: +3% to +10%


Canyon Golf Pump Station Facility 

•37

November 2, 2023      MAKING SAN ANTONIO WATERFUL      Page 38

## Independent Estimates – Construction Phase

- Consultant must provide independent cost estimates (ICEs) for RFPs and change orders based on the RS Means method of cost estimating by using the most current RS Means publication, with the appropriate adjustments for the location cost factors and the applicable overhead and profit percentages
- These cost estimates are due on or before an RFP is requested from a SAWS Contractor

Canyon Golf Pump Station Facility 

•38

## Quality Management Plan (QMP)

- Consultant will be required to develop a QMP
- QMP reviews to be performed by staff not involved in day-to-day project tasks
- QMP reviews are at different intervals during the design phases
- Constructability reviews with experienced personnel are required in the QMP to ensure project is buildable
- A QMP Certification Letter will be required with the QMP submitted with the contract and the 100% Design Phase Submittal

Canyon Golf Pump Station Facility



•39

## Key Submittal Considerations

- Confirm all requirements are met for each section in the RFQ
- Use similar relevant experience
  - Both Resumes and Past Performance
- Avoid using “Cookie Cutter” responses



Canyon Golf Pump Station Facility



•40

# Project Schedule and Budget

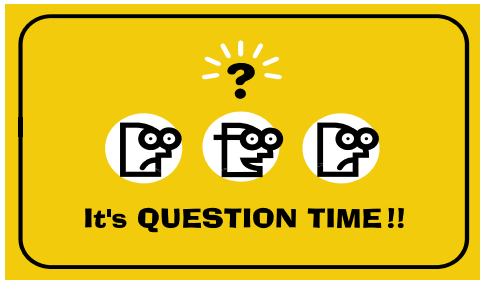
Activity	Date
NTP for Design	March 2024
Advertise for Bid	August 2026
NTP for Construction	January 2027

Project Cost Center	Cost Forecast
Construction Budget	\$27,000,000

Canyon Golf Pump Station Facility



•41



Canyon Golf Pump Station Facility



•42

# Canyon Golf Pump Station Facility, RFQ PS-00159

**Orlando D. Cruz, P.E., CFM**

Project Engineer- Engineering

**Ismael Rosales, P.E.**

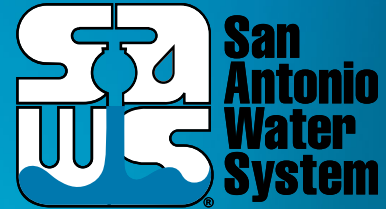
Manager- Engineering

**Marisol V. Robles**

Manager – SMWB Program

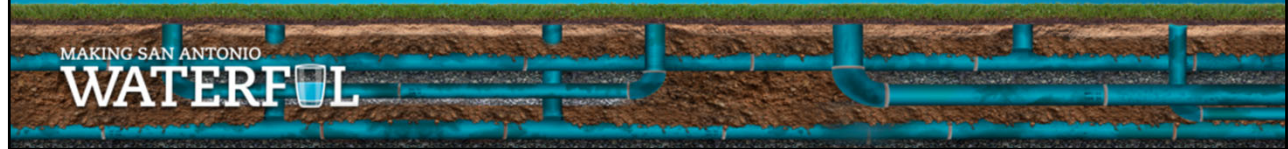
**Thea Gonzalez**

Contract Administrator



Non-Mandatory Pre-Submittal Meeting

November 2, 2023



•43