

Comprehensive 2015 RFQ for Engineering Services

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Manager/Contracting

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Outreach Meeting



Purpose

- Provide the engineering and related-services community an overview of SAWS' conceptual RFQ process for the 2015 Capital Improvement Program
- Invite feedback from this community on the conceptual RFQ
 - A form has been provided to convey your thoughts/questions/concerns

Background

- Previously, SAWS issued RFQs individually for engineering departments throughout the year;
 - In 2013, eighteen RFQs issued
 - To date in 2014, ten RFQs have been issued
- Time period from issuance of each RFQ to Board approval is 90 – 120 days;
- Consulting firms prepare 5 – 10 statements of qualifications (SOQ) packages every year.

Gaining Efficiencies – 2015

- SAWS reviewed the RFQ processes from other Texas entities to draw upon their practices for change in 2015:
 - City of Houston
 - City of Austin
 - City of Corpus Christi
 - City of San Antonio
- These entities use a single RFQ process to acquire Engineering services for much of their design work annually.

SAWS' Proposed RFQ Process for 2015

- Single Request for Qualifications for most design/survey services contracts
 - 12 – 15 Work Order agreements
 - 6 – 9 Specific project agreements
- Additional RFQs may be published throughout 2015 for major projects

Conceptual 2015 RFQ Format

- Electronic submittal of SOQs
 - Pages limited to 20 for Work Order projects; 30 pages for each specific project
 - Files must be Adobe formatted and indexed/bookmarked
 - File size limited to 10 MB – no exceptions
 - Email address for submittals:
contracting@saws.org
 - Acknowledgement of SOQs-received emails will be sent by Contracting staff as soon as received

Conceptual 2015 RFQ Format

- Scopes of Services will be categorized by Engineering departments
 - Governmental
 - Collection & Distribution
 - Production/Recycle/Treatment
- Interested firms will indicate on provided form/cover page, on which scopes they are submitting
 - An SOQ will be required for each scope
 - If submitting on more than one scope, each one to be emailed separately by time/date due

Conceptual 2015 RFQ Format

*Engineering Svcs. for
2015 Capital Imp. Prog.*

Q-15-001-DHS

*Due: Jan 2015
Electronic Submittals*

*Governmental
Projects*

*Collection &
Distribution
Projects*

*Production,
Recycle &
Treatment
Projects*

Conceptual 2015 RFQ Format



- Work Order Projects (5)



- Work Order Projects (7)
- Sewer Pipeline
- Lift Station Elimination



- Work Order Contracts (2)
- Treatment.
- Rehabilitation
- Pump Station Imprvmnts.

Conceptual 2015 RFQ Format

Presidential Engineering Consultants



≤ 10 MB

*Governmental
Work Order*



≤ 10 MB

*Lift Station
Elimination*



≤ 10 MB

*Pump Station
Improvements*

Evaluation Process

- Two Tier Recommendation Process
 - Comprised of technical evaluation (TEC) and selection (SC) committees
 - TEC comprised of experienced manager-level members who score submittals and make recommendation to SC
 - Separate technical evaluation committees for each scope listed in RFQ
 - SC comprised of executive-level members who review TEC recommendation and make final Board recommendation

Contract Award General Timeline

- 2015 RFQ for Engineering Services
 - Anticipated schedule for award of contracts will be throughout the year of 2015 as needed for Work Order Contracts and Specific Project Contracts
 - Contract value amounts will possibly range from \$250,000 - \$900,000 for Work Order agreements, and Specific Project agreements will be dependent on the scopes negotiated

Q&A Session

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