

# ASR Well Repair Project

Kevin Morrison

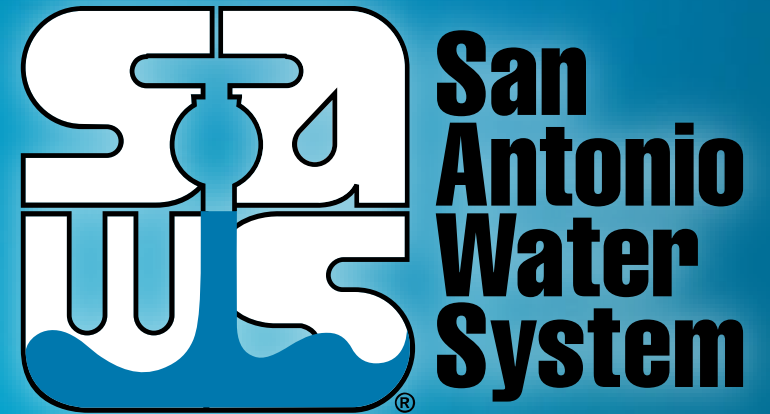
Project Coordinator

Roxanne Lockhart

Contract Administrator

Marisol V. Robles

SMWVB Program Manager



Mandatory Pre-Proposal Meeting

March 29, 2022

MAKING SAN ANTONIO  
**WATERFUL** 

# Oral Statements

Oral statements or discussion during the pre-proposal meeting or the site visits today will not be binding, nor will it change or affect the terms or conditions within the Plans and Specifications of this Project. Changes, if any, will be addressed in writing only via an Addendum.

# Meeting Agenda

- General Information
- SMWB Requirements
- Contract Solicitations Website
- Vendor Registration
- Contract Requirements
- Evaluation Process
- Required Experience
- Evaluation Criteria
- Proposal Packet Preparation
- Key Dates
- Communication Reminders
- Proposal Due Date
- Upcoming Addendum Recap
- Project Overview
- **Contact Information**
- **Site Visit Instructions**
- **Questions**

# General Information

- This is a mandatory pre-proposal meeting
  - In order to submit a proposal for this project the company must attend this pre-proposal meeting and both well sites and should check in with Roxanne Lockhart
- Attendee list will be posted at the conclusion of the meeting
- The construction estimate is \$1,271,661.00
- Construction services being procured through Request For Competitive Sealed Proposals (RFCSP) under Texas Government Code 2269
- Construction duration is 180 calendar days



# Aspirational SMWVB Goal

Industry	Aspirational SMWB Goal
Construction	20%

The aspirational SMWVB goal is 20% of your total Price Proposal

# Minimum Qualifications for SMWB recognition:

- **Certification from the South Central Texas Regional Certification Agency**
  - Businesses must be SBE-Certified (including MBEs and WBEs)
  - Texas Historically Underutilized Business “HUB” also recognized
- **Local office or local equipment yard**
  - Atascosa, Bandera, Bexar, Comal, Frio, Guadalupe, Kendall, Kerr, McMullen, Medina, Uvalde and Wilson

# Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 20% SMWB goal mandatory?**  
A: No, but we ask prime contractors 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 subcontractors?**  
A: Outreach lists from the South Central Texas Regional Certification Agency are now Excel-exportable at [www.sctrca.sctrca.org](http://www.sctrca.sctrca.org). If you are having trouble with the downloads, please email the SMWB Program Manager.
- **Q: What if my business is SMWVB-certified? Do I need to find SMWVB subs?**  
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 my subcontractors in the GFEP or just those that qualify towards the SMWB goal?**  
A: All subcontractors need to be included in the GFEP, even those that may not count towards the SMWB goal.
- **Q: What if I have questions about the GFEP?**  
A: Please contact the SMWB Program Manager at 210-233-3420, or at [Marisol.Robles@saws.org](mailto:Marisol.Robles@saws.org). GFEP questions can be asked at any time before the submittal is due.

# SMWVB Scoring

## Proposed SAWS Construction Alternative Delivery Method SMWB Scoring:

All respondents may earn the maximum number of SMWB points (10 points). Firms may use any combination of points below when attempting to meet the SMWB goals. Self-performance and subcontracting may be used to achieve the aspirational goals and earn points. SMWB prime contractors and/or subcontractors must be certified by the South Central Texas Regional Certification Agency, and must have a local presence in the San Antonio Metropolitan Statistical Area in order to be eligible for SMWB points.

### 1. M/WBE Scoring Method: 10 Points (By percentage) 20.00% M/WBE Goal

- MBE Participation Percentage between 1% and 4.99%: 1 Point
- MBE Participation Percentage between 5% and 9.99%: 2 Points
- MBE Participation Percentage between 10% and 14.99%: 4 Points
- MBE Participation Percentage between 15% and 16.99%: 5 Points
- MBE Participation Percentage between 17% and 19.99%: 8 Points
- MBE Participation Percentage meeting or exceeding 20.00%: 10 Points

### 2. SBE (Non-M/WBE) Scoring Method: 5 Points (By percentage) 5% SBE Goal

- SBE Participation Percentage between 1% and 1.99%: 1 Point
- SBE Participation Percentage between 2% and 2.99%: 2 Points
- SBE Participation Percentage between 3% and 3.99%: 3 Points
- SBE Participation Percentage between 4% and 4.99%: 4 Points
- SBE Participation Percentage meeting or exceeding 5.00%: 5 Points



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

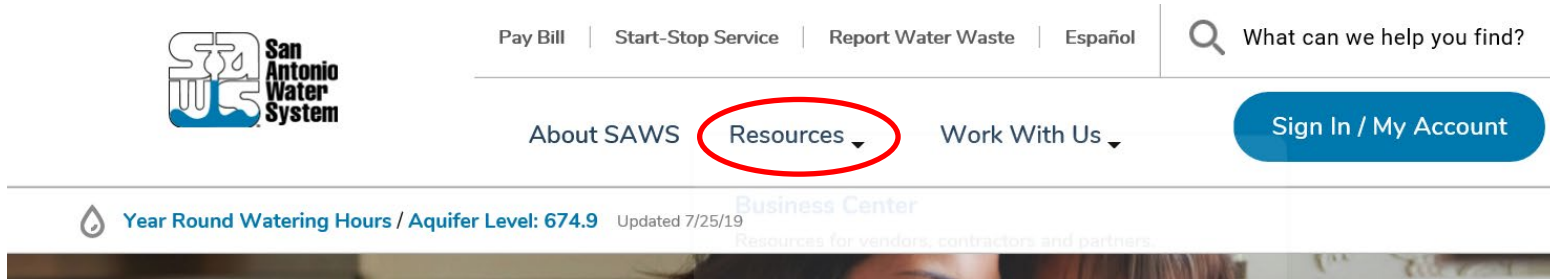
- 1. Subcontractor & Supplier Payment Tracking
- 2. Subcontractor and Supplier Additions or Substitutions
- 3. Must be Current and Accurate before Retainage is released

<https://saws.smwbe.com>

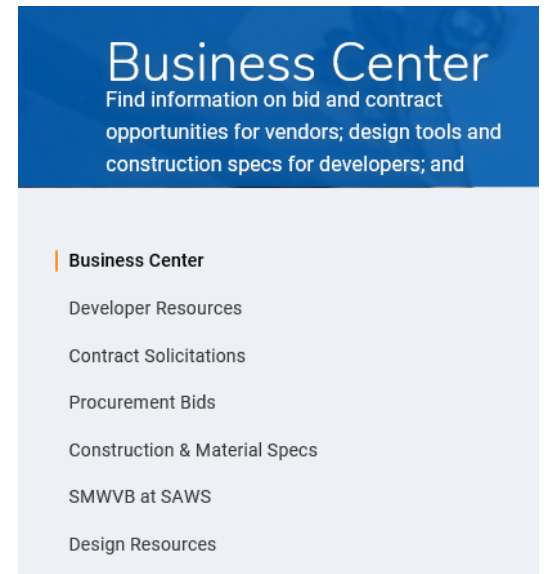


# Contract Solicitations Website

- To locate the Contract Solicitations website choose Resources




- At the drop-down menu choose Contract Solicitations



# Contract Solicitations Website

- Choose the specific project
- The following buttons are now located under the advertisement:
  - Notify Me
  - Plan Holder’s List
  - Downloads
    - Plans
    - Specs
    - Addendums
    - Geotechnical Data Report






**Non-Mandatory  
Pre-Bid Meeting**

**10:00 AM, Tuesday Aug. 6, 2019**


San Antonio Water System Customer Service  
Building, 2800 U.S. Hwy 281 N, San Antonio,  
Texas 78212; Conference Room CR-C145



**Notify Me**

Receive updates sent straight to your inbox.

[Subscribe](#)




**Plan Holders List**

View plan holders list.


[View List](#)

## Downloads

**Specifications** 

Jul. 31, 2019

Note: You must be logged in to access this document.

**Plans** 

Jul. 31, 2019

Note: You must be logged in to access this document.





# 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, including Addendums, for 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



# Contract Requirements

## Prevailing Wage Rate and Labor Standards – Section 2.10 of the General Conditions

- Certified payroll to be submitted on weekly basis for prime and subs and should be current and accurate before retainage can be released
- Wage decisions are included within the specifications
- Contractors and subcontractors to utilize LCP Tracker
- Site visits are random and unannounced
- Interviews will be conducted and will be private & confidential
- Payroll records are subject to review
- All apprenticeship programs will need to be approved by Department of Labor prior to starting
- Contractors are responsible for sub-contractor payroll
- Late payrolls may delay contractor payments and/or release of retainage from SAWWS

# Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
  - Installation Floater (in lieu of Builder's Risk) is required \*
- Contractor must maintain insurance coverage during the construction of this Project
- SAWS will ask for insurance prior to Board award to expedite execution of the contract
  - Any deficiencies must be corrected prior to Board award
  - Insurance must be compliant prior to executing the contract

\*Will be added via Addendum

# Contract Requirements

- Two (2) well videos are available to download and view on SAWS' website with the completion of a disclaimer form
- Liquidated Damages are \$100 per day

# Evaluation Process

- Technical Evaluation Committee (TEC) will score the proposals based on the evaluation criteria published in the Supplementary Instructions to Respondents to determine the Respondent who can provide the best value to SAWS
- Price will be calculated (lowest price receives the highest points) and added to final scores
- SMWB points will be added to final scores
- Selection Evaluation Committee reviews final scores
- Negotiations, if any
- Board award



# Required Experience

- Respondents should have the following experience to submit a proposal:
  - Installation of stainless-steel liner in an existing large diameter municipal supply well, emplacement of a continuous gravel pack between the existing well casing face and the new liner so that no voids will exist, and pump testing.

# Evaluation Criteria

Criteria	Weight	Pg. No.
Background/Experience and Past Performance	29%	SIR-3*
Project Approach/Team Experience	24%	SIR-4*
Price Proposal	37%	SIR-5
Small, Minority, and Woman-owned Business Participation	10%	SIR-5
<b>TOTAL</b>	<b>100%</b>	

\*Will be modified via Addendum

# Evaluation Criteria

## Background, Experience and Past Performance

- Business organizational structure and Information on Prime Contractor
  - No. of employees, debarment/litigation history, years performing work, availability of equipment and facilities, on-time completion history of past projects
- Project Experience/Safety list and describe:
  - Three (3) completed projects of similar size and scope within the last seven (7) years
  - Include valid references with contact information\*
  - One (1) of the three (3) projects must have been performed by the Construction Manager, Project Manager, and/or Superintendents as proposed for this project.
  - If Respondent has SAWS experience, at a minimum, one (1) SAWS project must be submitted out of the three (3).
- Schedule for each projects submitted:
  - Original project schedule and final/actual construction completion, actual # of days beyond the original contract, actual # of days added through change orders

# Evaluation Criteria

## Background, Experience and Past Performance (Continued)

- For each projects listed above provide:
  - Original (bid/price) and final construction in place costs
  - Total costs of change orders. Provide explanation regarding the reason for specific change orders as deemed necessary
- For Safety please provide for Prime and Subcontractor(s):
  - Total Recordable Incident Rate (TRIR) for the last five (5) years\*
  - Experience Modification Rate (EMR) for the last three (3) years\*
  - List any fatalities in the company's safety history of the prime Respondent's

\*To be modified via Addendum



# Evaluation Criteria

## Project Approach

- Project Approach, please provide the following:
  - Detailed narrative of the approach how Respondent will complete this project **that focuses on the stainless-steel liner and gravel pack installation.**
    - Details of methods to be certain that a continuous gravel envelop will be installed between the new liner and the face of the existing casing so that no voids occur. Include milestones, specific critical process, phases, approvals, and procurements anticipated to complete the project work.
  - Description of the approach specifically addressing the procurement of 12-inch diameter stainless steel screen and blank casing and **estimated lead times required.**
  - Corresponding Primavera or Microsoft Project (CPM Milestone) schedule.
  - Any innovative ideas for cost savings (due to method or duration) for this project.

# Evaluation Criteria

## Team Experience

- Team Experience, please provide the following:
  - Resumes that summarize the qualifications, licenses, certifications, and relevant experience for each team member to include: Project Manager, Superintendent, Quality Control Inspectors, Safety Coordinator, and any other key staff.
    - Subcontractors provide a minimum of Electrical, Process Control and System Integrator (PCSI), Application System Provider (ASP)
  - Organizational chart that summarizes the roles and responsibilities of the proposed team.
  - List of subcontractors with description of their role and % of work for this project.

# Evaluation Criteria

## PRICE/SMWVB

- Lowest total price will receive all 37 points, maximum score
  - Remaining proposals will receive points based on comparison to the lowest price proposal
- Complete Good Faith Effort Plan (reference Supplementary Instructions to Respondents)

# Proposal Packet Preparation

- Review Project Scope, Instructions to Respondents and Supplementary Instructions to Respondents\*
- Utilize the Proposal Response Checklist and Evaluation Criteria forms to ensure all items are included \*\*
  - 3 files required for electronic submittal
  - Follow file naming convention
- Vendors are encouraged to attend the RFCSP Contractor Training that will be held via WebEx, that will be held on 4/12/2022. The link is provided below:

[https://apps.saws.org/business\\_center/contractsol/SNO\\_Drill.cfm?id=4075&View=Yes](https://apps.saws.org/business_center/contractsol/SNO_Drill.cfm?id=4075&View=Yes)

\*Revised via Addendum

\*\* Added via Addendum

## RESPONDENT'S PROPOSAL CHECKLIST

Project Name: ASR Well Repair  
 SAWS Job No. 22-0115  
 SAWS Solicitation Number: CO-00534

### FILE 1

Titled: PROPOSAL\_CO-00534\_PROJECT  
 NAME\_FIRM NAME

- Signed Price Proposal/Acknowledgement of Addenda
- General Price Proposal Items (latest versions)
- Signed Proposal Certification Page (PC-1)
- Bid Bond\*

### FILE 2

Titled: ORIGINAL PROPOSAL\_CO-00534\_PROJECT NAME\_FIRM NAME

- Proposal Checklist
- Statement on President's Executive Orders – Page IR - 5
- Good Faith Effort Plan
- Conflict of Interest Questionnaire – Form CIQ (Rev. 01/01/2021)
- W-9
- Proof of Insurability (Letter from Insurer or Sample Certificate of Insurance)
- Respondent Questionnaire
- Evaluation Criteria
  - Background, Experience and Past Performance
  - Project Approach/Team Experience

### FILE 3

Titled: COPY\_CO-00534\_PROJECT  
 NAME\_FIRM NAME  
 (Excludes Price Proposal)

- Proposal Checklist
- Respondent Questionnaire
- Evaluation Criteria
  - Background, Experience and Past Performance
  - Approach/Team Experience

I certify that the proposal packet submitted includes the items as indicated above.

\_\_\_\_\_  
 Signature \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Firm Name

Rev. 3/5/2020

CH-1



# Proposal Packet Preparation

- Respondent's Proposals submitted for this RFCSP should clearly demonstrate, completely and sufficiently that:
  - They have the Required Experience
  - Projects performed by Respondent are similar in scope, size and within the last seven (7) years
  - Project Team experience and qualifications (Org chart with roles and responsibilities of proposed team)
- Thoroughly review evaluation criteria and respond with all required information to maximize points
  - Detailed, thorough responses are recommended
  - Avoid “boilerplate” responses

# Proposal Packet Preparation

- Double check all mathematical calculations and verify all extensions
- Addendums are acknowledged on the Price Proposal
- Ensure Mobilization Line Item does not exceed the percentage allowed
- References and contact information must be valid
  - Confirm phone numbers and email addresses prior to submitting a proposal
  - Project references must be project owners, not consultants, or other contractors
  - Reference responses (or lack of) may have an affect on scoring as part of the evaluation criteria
- Ensure all requested information per the Respondent Checklist and all required documents are submitted and signed (e.g., Respondent Questionnaire, CIQ, etc.)

# Key Dates

- March 29, 2022, at 1:00 PM
- April 5, 2022, by 2:00 PM
- April 7, 2022, by 2:00 PM
- April 12, 2022 at 2:00 PM
- April 17, 2022, by 2:00 PM
- April 18, 2022, by 2:00 PM
- April 2022
- April/May 2022
- June 7, 2022
- June 2022

**Mandatory Pre-Proposal Meeting & Site Visits**

**Questions Due**

**Addendum Posted to SAWS Website**

**RFCSP Proposal Packet Preparation Training**  
*(strongly encouraged but not required)*

**Last chance to request FTP Site**

**Proposals Due**

**Proposals Evaluated**

**Negotiations, if any**

**SAWS Board Approval and Award**

**NTP Issued**

# Communication Reminders

- There shall not be any communication with the following during the Proposal period:
  - ✓ SAWS Project Manager or Project Engineer
  - ✓ Any other SAWS staff
  - ✓ City Council member or staff
  - ✓ SAWS Board of Trustees
- This includes phone calls, emails, letters, or any direct or indirect discussion of the Proposal



# Proposal Due Date

- Proposals are due no later than **2:00 PM CDT April 18, 2022**
- **Electronic Proposals Only**
- Follow specific electronic proposal delivery instructions:
  - Request the FTP Site for Upload no later than April 17, 2022, at 2:00 PM
  - Follow naming convention provided in the Respondent Proposal Checklist for all 3 files
  - Late responses will not be accepted and will be not be opened
  - A WebEx proposal opening meeting will be held April 18, 2022, at 2:00 PM

# Upcoming Addendum Recap

- Adding Safety Spreadsheet for utilize with proposal submittal
- Adding EMR information as part of the Safety Criteria the last 3 years
- Adding Respondent's Proposal Checklist to assist in required items and naming convention for each file
- Adding installation floater in lieu of builder's risk for insurance requirements (modification to 5.7 of GCs)
- Removing and replacing Supplementary Instruction to Respondents (SIR)
  - Adjust evaluation criteria percentages and remove sub-percentages
  - Provide evaluation criteria forms to utilize with proposal submittal
  - Remove eval criteria and sub-points related to prior SAWS work





# Project Scope

- Removal wellhead appurtenances that will interfere with the repair operation (if required)
- Remove any debris from the bottom of the well to allow the new liner to land in the correct position
- Install the stainless-steel liner (screen and blank) & emplace the gravel pack
- Assemble the irrigation system to distribute development and pump test water
- Complete well development
- Complete the 4-hour pump test
- Remove any fill from the bottom of the well following repairs and testing



# Project Scope continued

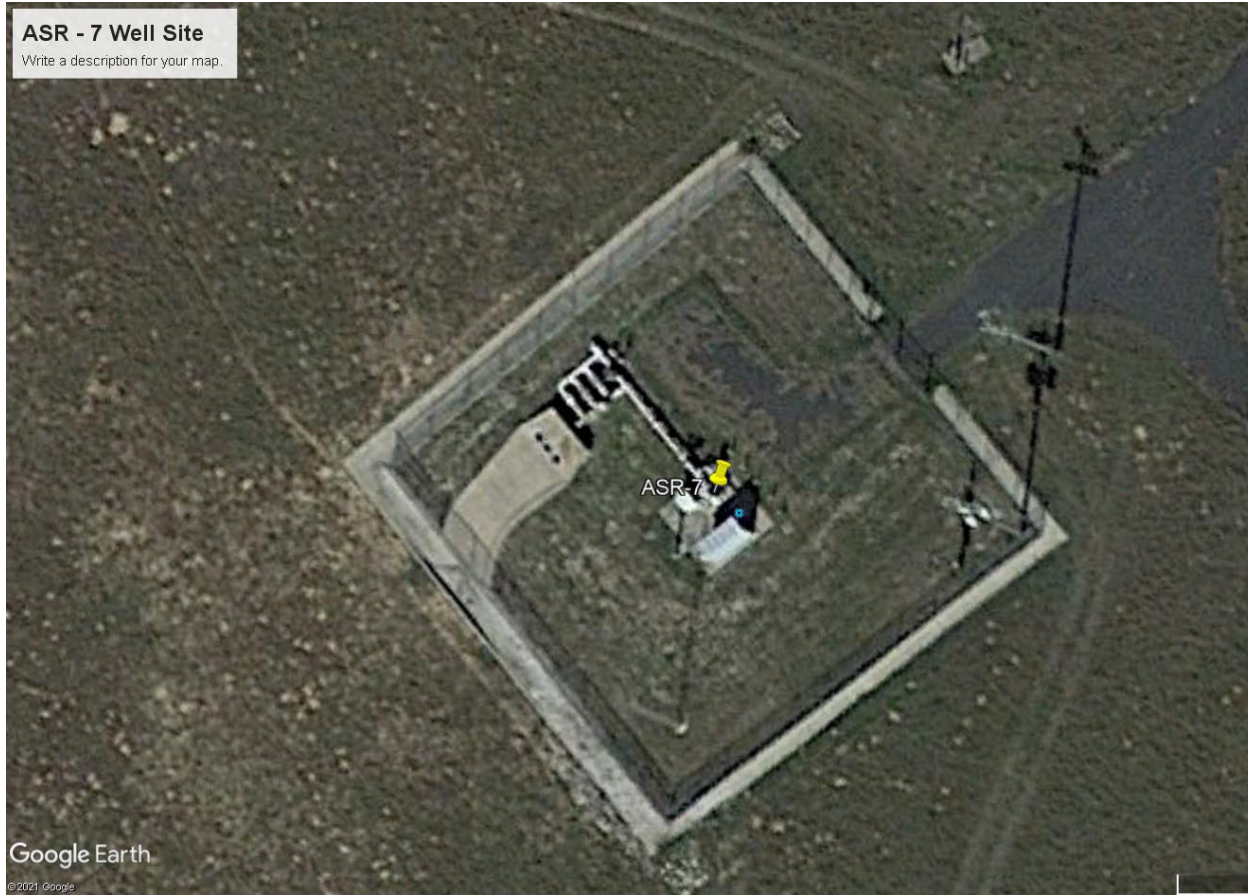
- Complete final color video log
- Reinstall any wellhead appurtenances that were removed prior to the well repair operation.

# ASR – 3 Photos





# ASR - 7 Photos



ASR Well Repair



# Contact Information

Contact Name	Title	Telephone Number	Email address
Roxanne Lockhart	Contract Administrator	210-233-3095	<a href="mailto:Roxanne.Lockhart@saws.org">Roxanne.Lockhart@saws.org</a>
Marisol V. Robles	SMWVB Program Manager	210-233-3420	<a href="mailto:Marisol.Robles@saws.org">Marisol.Robles@saws.org</a>



# Site Visit Instructions

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# QUESTIONS?

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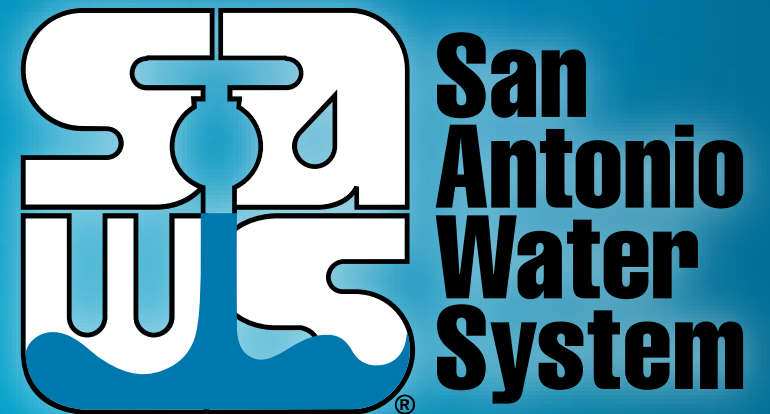
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# WebEx Meeting Information

- Attendees for this pre-proposal meeting can:
  - Sign in using the sign in sheet provided
  - This PowerPoint presentation is posted on the SAWS web at:  
[https://apps.saws.org/business\\_center/ContractSol/Drill.cfm?id=3953&View=Yes](https://apps.saws.org/business_center/ContractSol/Drill.cfm?id=3953&View=Yes)