

W-9 Upper Leon Creek Sewer Capacity Storage Relief Project

Orlando Cruz, P.E.

Project Engineer

Marisol V. Robles

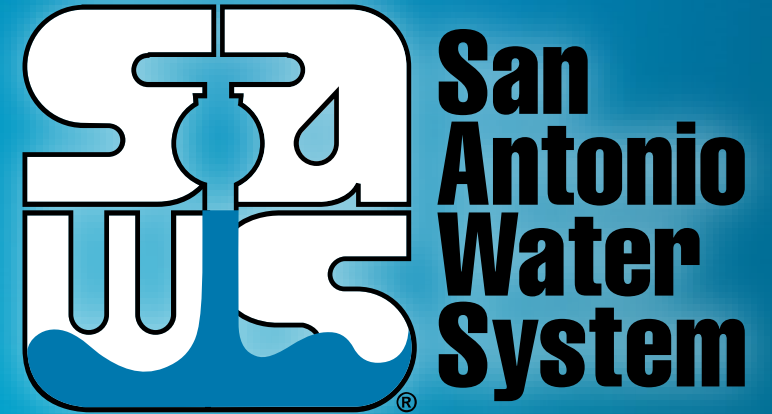
Manager – SMWVB Program

Diana L. Woltersdorf

Manager - Contract Administration

Cristina DeLaGarza, P.E.

Manager - Pipelines Engineering



Non-Mandatory Pre-Submittal Meeting

July 27, 2021

MAKING SAN ANTONIO
WATERFUL



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.

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.

Presentation Overview

- Objective
- Additional Requirements
- Requirements & Restrictions
- Selection Process
- Evaluation Criteria
- SMWVB
- Submission Reminders
- Key Dates
- Submittal Deadline
- Communication Reminders
- Technical Information
 - Scope
 - Key Considerations
 - Cost Estimates
 - Quality Management Plan
- Questions

Objective

- Provide professional engineering design services, as well as all associated engineering services necessary to advance the W9 Upper Leon Creek Sewer Capacity Storage Relief Project
 - This includes both bid and construction phase services

Requirements and Restrictions – Additional Requirements

- Must perform all project-related functions utilizing Contract and Project Management System (CPMS), including specified service levels for processing change orders, RFIs, RFPs, and scratch sheets.
- Design shall meet all applicable federal, state, local laws and SAWS standards, rules, regulations, specifications, ordinances, codes, TECEQ and any other pertinent government requirements.
- Perform QA/QC and constructability reviews for all work products and deliverables per selected Respondent's Quality Management Plan (QMP) which shall be developed according to SAWS guidelines.
- Respondents shall be familiar with the EPA Consent Decree.
- Meet all milestones and adhere to the project schedule in line with SAWS' and EPA Consent Decree, as published.

Requirements and Restrictions – Submission Restrictions

- SSORP Program Manager, HDR, may not submit for this RFQ
 - Sub-consultants *are* eligible to service as a sub or prime consultant
- Basin Planning Consultants (Freese & Nichols and Stantec Consulting) may not submit
 - Sub-consultants *may* submit if their work on the overall contract value did not exceed >15% of the BPC's contract value
 - Contact Marisol Robles, SAWS' SMWB Program Manager, to verify the percentage, if needed

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 firm
- Good Faith Effort Plan will be evaluated and scored
- Negotiation with selected consultant
- Board Award

Selection Process – Recent Additions to RFQ

- 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

Evaluation Criteria

CRITERIA	MAX POINTS
Team Experience and Qualifications	20
Similar Projects and Project Performance	25
Project Approach	30
Quality Management Plan	10
Small, Minority, Woman, and Veteran-owned (SMWVB) Business Participation	15
Total	100

Evaluation Criteria – Team Experience and Qualifications (20 points)

- 1) Organizational Chart – Page Limit 1
 - All key personnel (prime's and key sub-consultants)
 - Project Manager, Cost Estimator, SUE Lead, QA/QC Lead, Geotechnical Lead, Survey Lead, and all Design Team Leads required
 - Role and percentage of time each key team member will be committed
 - Ensure sub-consultants match those listed on the Good Faith Effort Plan
- 2) Describe the composition of the proposed team (prime firm's and subconsultants) role and responsibilities, teaming history, and proposed approach for successful completion of the project. - 1 page

Evaluation Criteria – Team Experience and Qualifications (20 points)

3) Resumes for identified Key Personnel Only – Page Limit 6

- For Project Manager, Cost Estimator, QA/QC Lead, Permitting Lead and Design Team Leads (no more than 2 Design Team Leads)
 - 1 page each only
 - Key information (name, title, education, licenses, professional experience, years with firm, 5 similar projects, capabilities, etc.) - reference the RFQ to ensure all requested information is included.
 - Resumes should not include exhaustive list of projects, but rather projects with scope of services similar to those in this RFQ and their role in that project.
 - List of all active projects team member is currently assigned during the duration of this project (phase and percentage).

4) Complete the Subconsultant table provided in the Evaluation Criteria Forms.

Evaluation Criteria – Similar Projects and Past Performance (25 points)

- 1) Complete Project Table for 5 Relevant Projects, of Similar Size, Complexity, and Scope to project in the RFQ (5 page limit)
 - Similar projects are wastewater/ SSO projects of similar scope, pipe diameter and contract value that have been COMPLETED
 - Identify key personnel and their roles and responsibilities for at least 3 of the 5 projects and PM at least two (2) of the five (5) projects
 - A minimum of 3 projects must be performed by Respondent and 2 by a subconsultant
 - Ensure contact information for references is correct and up to date
- 2) Complete OPCC Table
 - 5 Relevant Projects submitted for 1) (above) and 3 additional projects, as it relates to the accuracy of OPCC and change orders; projects should be completed

No additional narrative required

Evaluation Criteria – Project Approach (30 points)

- Narrative format limited to a 5 page response for 4 questions to include:
 - 1) Describe team's approach to complete project on-time and within budget to cover risk management and mitigation, permits, coordination with stakeholders and external agencies, easement acquisition, JUAs, schedule maintenance and overall project delivery.*
 - 2) Identify team's suggested alternative innovative approaches to result in a more successful and timely completion.
 - 3) Describe team's approach to preparing deliverables to meet deadlines associated with fast-track schedule without compromising quality of work products, deliverables (include schedule risks and mitigation measures, schedule recovery approach, etc.

Evaluation Criteria – Project Approach (30 points) - *cont.*

- 4) Provide high-level sample project schedule for delivering this type of pipeline capacity project with proposed milestones.
- 11 x 17 landscape orientation
 - Schedule to include all phases from Contract Award to Bidding, Construction Contract Award, Construction and project closeout.
 - NTP of December 15, 2021.

Evaluation Criteria – Quality Management Plan (10 points)

- Narrative format limited to 2 pages
- Describe Respondent's Quality Management Plan to include the following:
 - Overview of the QA/QC process and schedule.
 - Plan for identifying, tracking and resolving design issues
 - Describe how independent QA/QC team will review project deliverables to ensure the project is biddable, constructable, operable, maintainable, permittable and cost effective.
 - Respondent's role compared to SAWS role.
 - Approach to becoming familiar with local construction practices and requirements, standard products, material costs, local and regional market conditions, and conditions influencing design and construction decisions.
 - How accuracy and completeness of OPCCs are derived for each of the design phases and familiarity with ACEC Recommended Practices 17R-97 and 56R-08.

Small, Minority, and Woman-owned Business (SMWB) Participation

a. M/WBE Scoring Method: Up to 15 Points (By percentage) 40.00% M/WBE Participation

- M/WBE Participation Percentage between 1% and 7.99%: 2 Points
- M/WBE Participation Percentage between 8% and 14.99%: 4 Points
- M/WBE Participation Percentage between 15% and 21.99%: 6 Points
- M/WBE Participation Percentage between 22% and 28.99%: 8 Points
- M/WBE Participation Percentage between 29% and 34.99%: 10 Points
- M/WBE Participation Percentage between 35% and 39.99%: 12 Points
- M/WBE Participation Percentage meeting or exceeding 40.00%: 15 Points

b. SBE (Non-M/WBE) Scoring Method: Up to 5 Points (By percentage) 5.00% SBE Participation

- 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

Small, Minority, and Woman-owned Business (SMWB) Participation

- Payments made to subconsultants, subcontractors, and suppliers (SMWVBs *and* Non-SMWVBS) will be reported using SAWS' Subcontractor Payment and Utilization Reporting (S.P.U.R.) System. This is a contractual requirement.
- All firms listed in the organizational chart must also be listed in the Good Faith Effort Plan.
- SMWVB-certified firms need to have a local-area office, must be "SBE" (including minority and woman-owned firms), and need to be certified through the SCTRCA or Texas HUB.

- Questions related to the SMWVB Program, completion of the Good Faith Effort Plan(GFEP), or SMWB scoring may be directed to the SMWVB Program Manager until the RFQ is due. Her contact information is:

Marisol V. Robles

SMWVB Program Manager

Contracting Department

Email: Marisol.Robles@saws.org

Submission Requirements

- Submit electronic copies only
- File size limitation is 10 MB
 - Reference the RFQ regarding required items that don't count toward the page limitation
- Must submit using Evaluation Criteria Forms where indicated
- Use 8 ½ x 11 portrait format
- Thoroughly read the RFQ to become familiar with scope
- Ensure references provided are valid and accessible
- Be specific and avoid “boiler plate” responses where narrative is requested

Submission Requirements

- Utilize the Submittal Response Checklist, which will be corrected via Addendum
- Pages are 15(not 17)
- All required documents, including Evaluation Criteria forms do not count towards the page count
- Pages per Evaluation Criteria are:
 - Org Chart (1 page)
 - Response on teams (1 page)
 - Resumes (6 pages)
 - Project Approach (5 pages - only 1 of the 5 pages is 11 x 17)
 - Quality Management Plan (2 pages)

Submission Requirements

- Projects submitted should be as similar as possible to the W-9 project scope in the RFQ, including pipe diameter, length of pipe and type of installation
 - Projects should be completed
 - Key staff on the org chart should ideally have worked on the example projects submitted
- Contact the SMWVB Program Manager for assistance, if necessary
- Perform QA/QC on proposal prior to submitting and reference SAWS Solicitation Submittal Tips found at the following link:

https://apps.saws.org/business_center/ContractSol/SNO_Drill.cfm?id=1980&View=Yes

Key Dates

Date	Action
RFQ Released	July 13, 2021
Written Questions Due	August 6, 2021 by 4:00 p.m. (CDT)
Q & A Posted to Website	August 14, 2021 by 4:00 p.m. (CDT)
Proposals Due	August 26, 2021 by 2:00 p.m. (CDT)
Proposals Evaluated	August -September 2021
Interviews, if necessary	September 2021
Negotiations	October 2021
SAWS Board Consideration and Award	December 2021
Start Work	December 2021

**The dates listed above are subject to change without notice*

Submittal Deadline

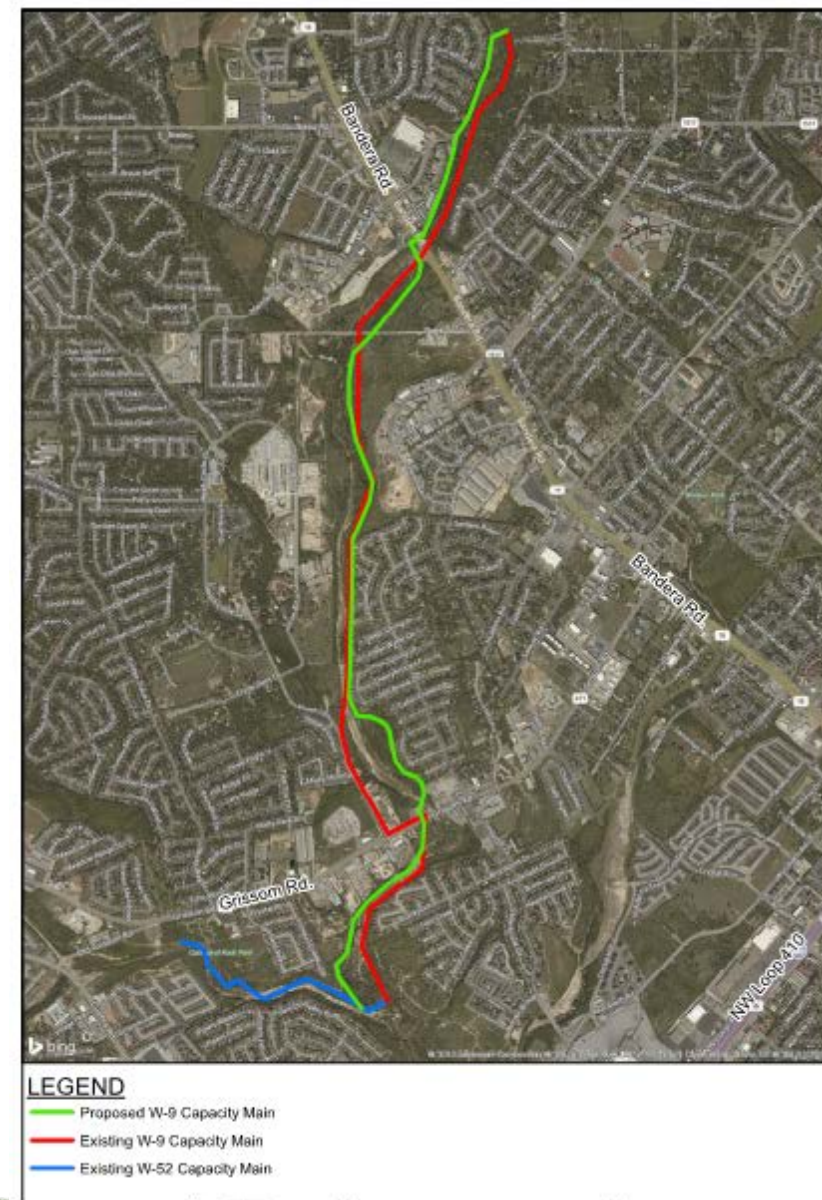
- Electronic submittals only, refer to solicitation on where to e-mail your submissions.
- Allow sufficient time to upload submittal ahead of the deadline to allow for any technical difficulties.
- File shall be titled and submitted as indicated in the RFQ.
- Late responses will not be accepted and will not be opened

Communication Reminders

- There should not be any communication regarding this solicitation 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
- This includes phone calls, emails, letters, or any direct or indirect discussion of the RFQ
- This is in place from release of the RFQ to Board Award

W-9 Scope

- Western Basin
- 4.5 Miles of existing 33- and 36-inch RCP with some segments exposed as they cross Leon Creek
- Original pipe installed in 1970s; updated segments installed 2000 and 2009
- Downstream connection at confluence of Leon & Culebra Creeks
- Upstream connection 4,500 LF NE of Bandera Road
- 4 Alternatives considered from 10% Design Memorandum (2017)
- Alternative 3 selected for 30% Design
- PER Prepared by Stantec Consulting Services



Key Considerations

- Project Schedule – design and construction
- Methods of construction
- Coordination with other agencies (e.g., CoSA TCI, CoSA Parks, CoSA Arborist, TxDOT, USACE, etc.)
- Easements and ROW
- Identification of utilities (above and below ground)
- Surveys and topographic information
- Access points during construction and adequacy of easements, impacts to homeowners and property owners
- Bypass plans and traffic control
- Plans, Specifications, and Cost Estimates

Key Considerations

- Geotechnical Investigation
- Risk Allocation and Mitigation
- Constructability
- Permits
- Connection to W-52 Project
- Design of shafts and access points
- O&M Considerations and Coordination
- Design for tie-ins from existing sewer collector lines
- Ventilation requirements
- Adequate level of service

Cost Estimates – Design Phase

- Consultant must develop opinions of probable construction costs (OPCC) for all phases of each project as per the recommendations of AACE International (formerly the Association for the Advancement of Cost Engineering) as described in AACE's document 56R-08: Cost Estimate Classification System – as Applied for the Building and General Construction Industries

Cost Estimates – Design Phase

- Consultants to develop OPCCs for each phase as follows:

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

Cost Estimates – Construction Phase

- Consultant must provide independent cost estimates 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 a RFP is requested from a SAWWS contractor.

Quality Management Plan

QMP

- Consultant will be required to develop a project specific QMP
- QMP reviews to be performed by staff listed on plan not involved in day to day
- 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

Questions

- Must be submitted in writing by August 6, 2021 by 4:00 P.M. via e-mail to:

Diana L. Woltersdorf

Contract Administration Department

San Antonio Water System

Diana.Woltersdorf@saws.org

Questions

- Please submit questions using the Chat box feature on the WebEx at this time.
- If you have any additional questions after the meeting, please send them in writing by the deadline.
- And, if there are any related to SMWB, you may reach out to Marisol Robles at any time up to the submittal deadline.

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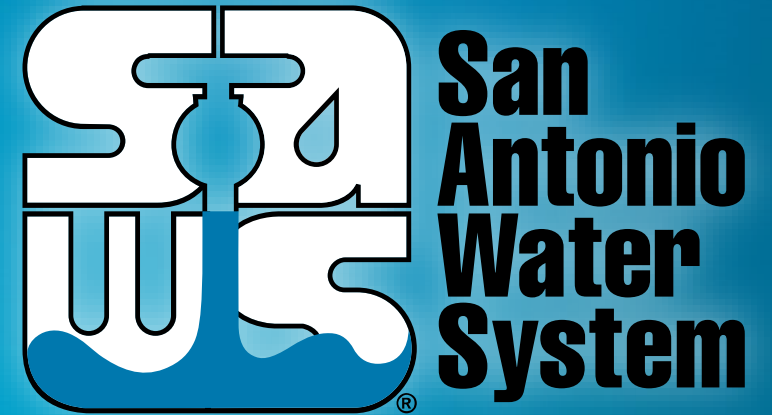
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