

2022 East Side Operations Center Fuel Facility RFQ Pre-Submittal Conference

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WebEx Housekeeping

- Stay muted during the entire presentation.
- Sign-in using the chat ensuring to select everyone from the drop-down menu.
- Ask questions at any time during the presentation utilizing the chat. Questions will be addressed at the end of the presentation. Ensure to direct your questions to the entire group by selecting everyone from the drop down.
 - All formal responses to questions will be provided via an Addendum.
- Audio only attendees may follow along on the presentation that has been posted to the SAWWS solicitation website.

Oral Statements

Oral statements or discussions during this Pre-submittal Conference will not be binding, nor will they change or affect the RFQ or the terms and conditions of the contract. Changes, if any, will be addressed in writing only via an Addendum.

Agenda

- Objective
- SMWB Requirements
- Selection Process
- Evaluation Criteria
- Submittal Reminders
- Key Dates
- Submittal Deadline
- Communication Reminders
- Project Scope
- Project Items
 - Fueling Station
 - Overhead Electrical Relocation
 - Emergency Generators
 - Waste Oil Collection & Storage System
 - Ice/Water Station
 - Supply Storage Yard
 - Removal of Underground Storage Tanks
- Design Considerations
- Cost Estimates – Design Phase
- Questions

Objective

- The San Antonio Water System, hereafter referred to as SAWS, is pursuing Request for Qualifications (RFQs) for professional engineering services for the **2022 East Side Operations Center Fuel Facility Project** (“Project”). Statements of Qualifications (SOQs) from interested firms (Respondents) are being accepted in connection with the identified project, which will require the scope of services to be performed by qualified professional engineering firms (Consultants). The selected professional engineering firms shall provide engineering services entailing planning, engineering evaluations, studies, reports, preliminary engineering, design, bid, construction, inspection, startup/commissioning, and overall project management services for the design and construction of the Project.

Aspirational SMWB Goal

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

*40% of the value of the contract.

SMWB Requirements

- SMWB Certification accepted from the following entities:
 - South Central Texas Regional Certification Agency (SBE, MBE, WBE)
 - Texas H.U.B.
- RFQ Scoring:
 - Local Office
 - Small Business Enterprise (SBE) certification required.

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

WWW.SAWS.SMWBE.COM



San Antonio Water System

OUR MAIN SITE CONTACT SUPPORT

Subcontractor Payment & Utilization Reporting System

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Account Access
Lookup Vendor accounts or reset user passwords
Account Lookup
Forgot Password

The Subcontractor Payment & Utilization Reporting System is powered by B2Gnow Software © Copyright 2018.

- Used to track actual payments to all subconsultants.
- Used to request changes to team.

SMWVB Questions

Questions related to the SMWVB Program, the Good Faith Effort Plan (GFEP), or finding certified subconsultants 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

- Qualification statements reviewed for responsiveness
- Technical Evaluation Committee scores qualification statements based on evaluation criteria published in the RFQ
- Interviews held, if necessary
- Good Faith Effort Plan evaluated and scored
- Selection Committee reviews scores and recommends firm(s)
- Negotiation with selected consultant(s)
- Board Award

Selection Process

- If there is a change to key team members (prime or sub-consultant) identified on Respondent's organizational chart, notify SAWWS in writing as soon as possible
 - SAWWS may allow Respondent to replace the key team member with an alternate member who possesses equal or better qualifications and experience
- Also, per SAWWS' Ethics Policy, a former SAWWS 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 SAWWS
 - 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	30
Similar Projects and Past Performance	30
Project Understanding and Approach	25
Small, Minority, and Woman-owned (SMWB) Business Participation	15
Total	100

Evaluation Criteria – Team Experience and Qualifications

30 points – Refer to Attachment II (Description I)

- **Organizational Chart – 1-page**
 - Identify all proposed Key Personnel and Key Sub-consultants
 - Key Personnel to include:
 - Project Manager
 - QA/QC Lead
 - Technical Leads (e.g., mechanical design, structural design, site/civil design, electrical and I&C design, hydraulics, geotechnical, etc.)
 - Lead Estimator

Evaluation Criteria – Team Experience and Qualifications

30 points – Refer to Attachment II (Description 2)

- Resumes for each proposed Key Personnel – 1-page each / 6 page limit
 - Name, title, education, description of qualifications, associations, number of years with current firm, and total number of years of professional experience
 - Brief overview of professional experience and expertise
 - Three (3) similar projects completed in the past ten (10) years
 - Detailed description of capabilities and project experience
 - Role in project relevant to Scope of Services in this RFQ
 - Clearly identify whether each project listed are with the current firm or part of the individual's professional experience
 - All Active projects assigned in 2022 and percentage of time allocated to those projects

Evaluation Criteria – Team Experience and Qualifications

30 points – Refer to Attachment II (Descriptions 3 & 4)

- Describe the composition of the team – 1 page
 - Prime, Key Sub-consultants, and other Sub-consultants' roles and responsibilities, as well as teaming history
- Table Matrix in Attachment III – Fillable Form
 - Availability and percentage of time committed to contract of Key Personnel and Geographic location

Evaluation Criteria – Similar Projects and Past Performance

30 points – Refer to Attachment II (Description I)

- Five (5) current and/or previous relevant projects in the last ten (10) years in which Respondent has performed services similar to those sought in this RFQ
 - Use fillable forms, Project Tables, one per project reference
 - Minimum of three (3) shall have been performed by the Respondent.
- Information for each Project Reference shall include:
 - Name of utility owner and geographic location
 - Reference contact information (name, title, phone numbers and email)

Evaluation Criteria – Similar Projects and Past Performance

30 points – Refer to Attachment II (Description I) (Cont'd)

- Year, duration of project, NTP, and completion date
- Detailed description of project
- Explanation why project is similar to SAWWS scope
- Respondent's role and Key Personnel responsibilities including subconsultant

Evaluation Criteria – Similar Projects and Past Performance

30 points – Refer to Attachment II (Description 2)

- Provide cost information for the three (3) projects submitted as part of Description I
- Shall relate to the accuracy of the OPCC, comparing the Engineer's 100% design estimate to approved construction contract awards
- Use fillable form
- Provide all project data being requested
- **N/A** is not an acceptable response

Evaluation Criteria – Project Understanding and Approach

25 points – Refer to Attachment II (Description I)

- Detailed approach describing how Respondent will technically execute and complete services sought in this RFQ on time and within budget
- Innovative approaches, ideas, and recommendations
 - Five (5) page limit

Evaluation Criteria – Project Understanding and Approach

25 points – Refer to Attachment II (Description 2)

- Provide answers to the following:
 - Familiarity with similar facilities, infrastructure, and project areas
 - Approach to becoming familiar with local and regional market conditions influencing the design and construction decisions impacting cost
 - Understanding of coordination requirements with the involved entities/ agencies, responsiveness, and follow through
 - Approach to preparing deliverables to meet deadlines without compromising quality and schedule
 - Schedule recovery approach relative to schedule maintenance
 - Identify Project risks and approach for mitigating impacts from those items
 - Regulatory and permitting agency coordination to ensure approval
 - Two (2) page limit

Evaluation Criteria – Project Understanding and Approach

25 points – Refer to Attachment II (Description 3)

- Project specific and unique quality control and quality assurance (QA/QC) and risk management strategies that Respondent engages in for similar projects
 - Plan for how issues will be identified, tracked, and resolved
 - How the independent QA/QC Lead will review project deliverables to ensure the Project is of high quality, biddable, permittable, constructible, operable, maintainable, and cost-effective
 - Describe how accuracy and completeness of OPCCs are derived for each design phase and the Respondent’s familiarity with AACE’s Recommended Practices, current market trends, bidding environment, and equipment prices.
 - Familiarity with use of RS Means for construction change order estimates
 - One (1) page limit

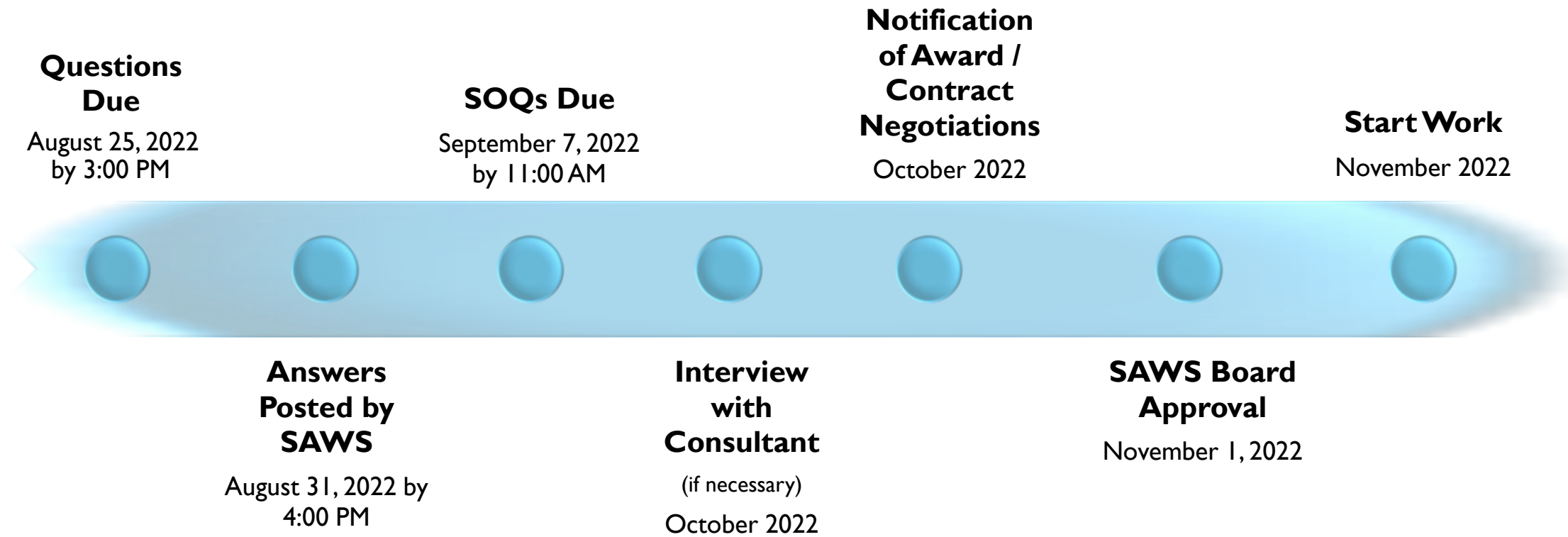
Submission Reminders

- Thoroughly read the RFQ to become familiar with scope
 - Scope for this RFQ is for professional engineering services for a Pump Station Upgrades Project.
- Be specific and avoid “boiler plate” responses where narrative is requested
- Address ALL items as requested for each evaluation criteria
- Contact the SMWVB Program Manager for assistance, if necessary
- Ensure projects are similar to the scope in this RFQ
- Project references provided shall have been verified by Respondent and are readily accessible

Submission Reminders

- SAWWS is accepting electronic copies only
- File size limited to **10 MB** and **17 pages***
 - Reference RFQ regarding required items that do not count towards the page limit
- Utilize the Submittal Response Checklist
- Must submit using Evaluation Criteria Forms, where indicated
- 8½”x11” portrait format, 11”x17” allowed where permitted
- Perform QA/QC on proposal prior to submitting
- Solicitation Submittal Tips found at the following link:
https://apps.saws.org/business_center/ContractSol/SNO_Drill.cfm?id=1980&View=Yes

RFQ Schedule



The dates listed above are subject to change without notice.

Submittal Deadline

- Submittal deadline is **September 7, 2022 at 11:00 am (CDT)**
- “PS-00138 -2022 East Side Operations Center Fuel Facility RFQ Response” and name of Respondent should be clearly identified on the subject line of the email and/or fax.
- Submit electronic copy
 - contracting@saws.org
 - Email size limit of 10MB
 - One (1) pdf searchable file with bookmarks
 - SAWS recommends submitting your proposal at least two (2) hours prior to the deadline
- Late responses will not be accepted and will be unopened

Communication Reminders

- No communication regarding the RFQ with the following:
 - SAWS Project Manager
 - 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
- From release of the RFQ to Board Award

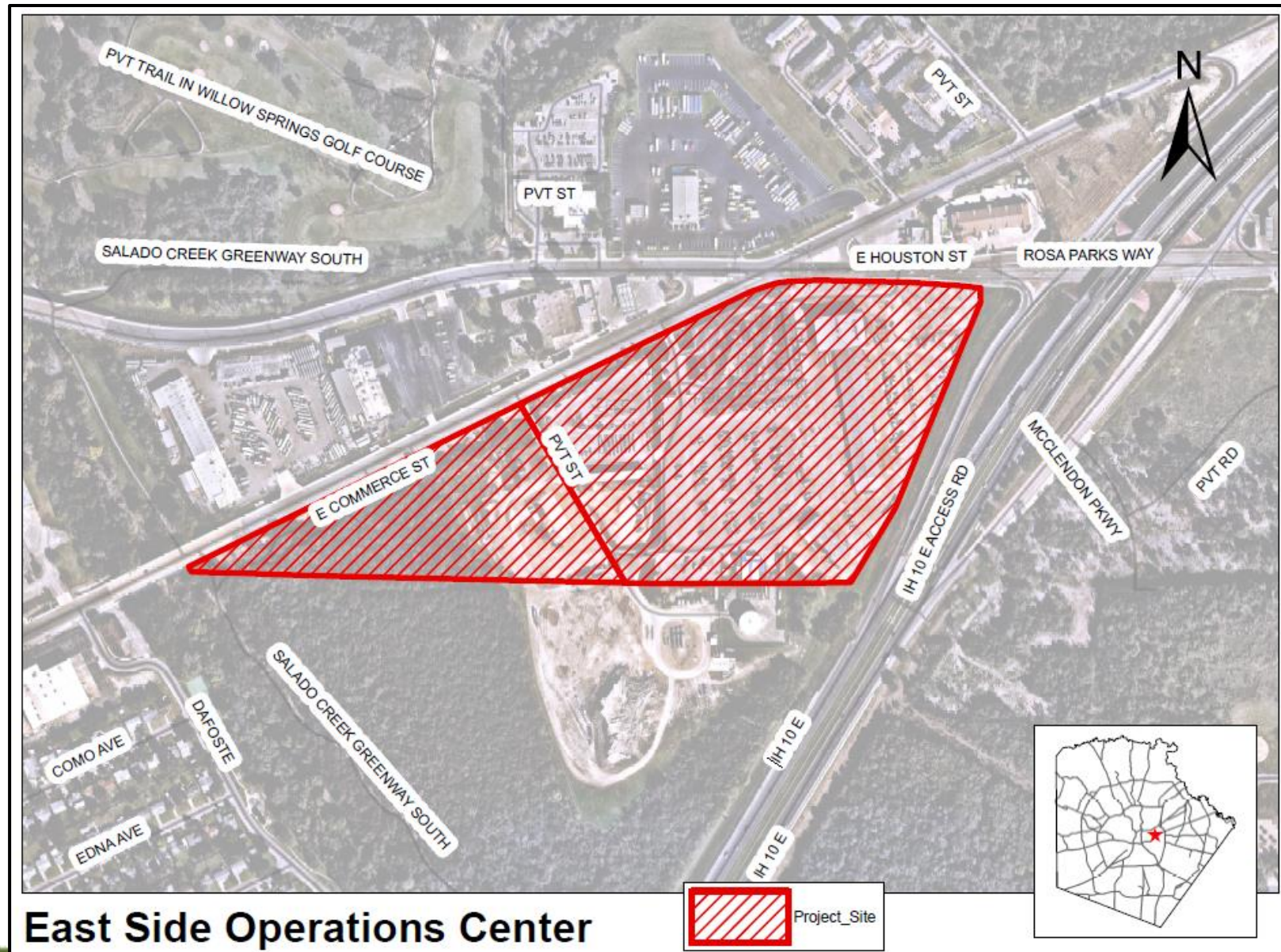
Project Scope

Provide full engineering design, scheduling, cost estimating, and construction management services for the following improvements at the East Side Operations Center:

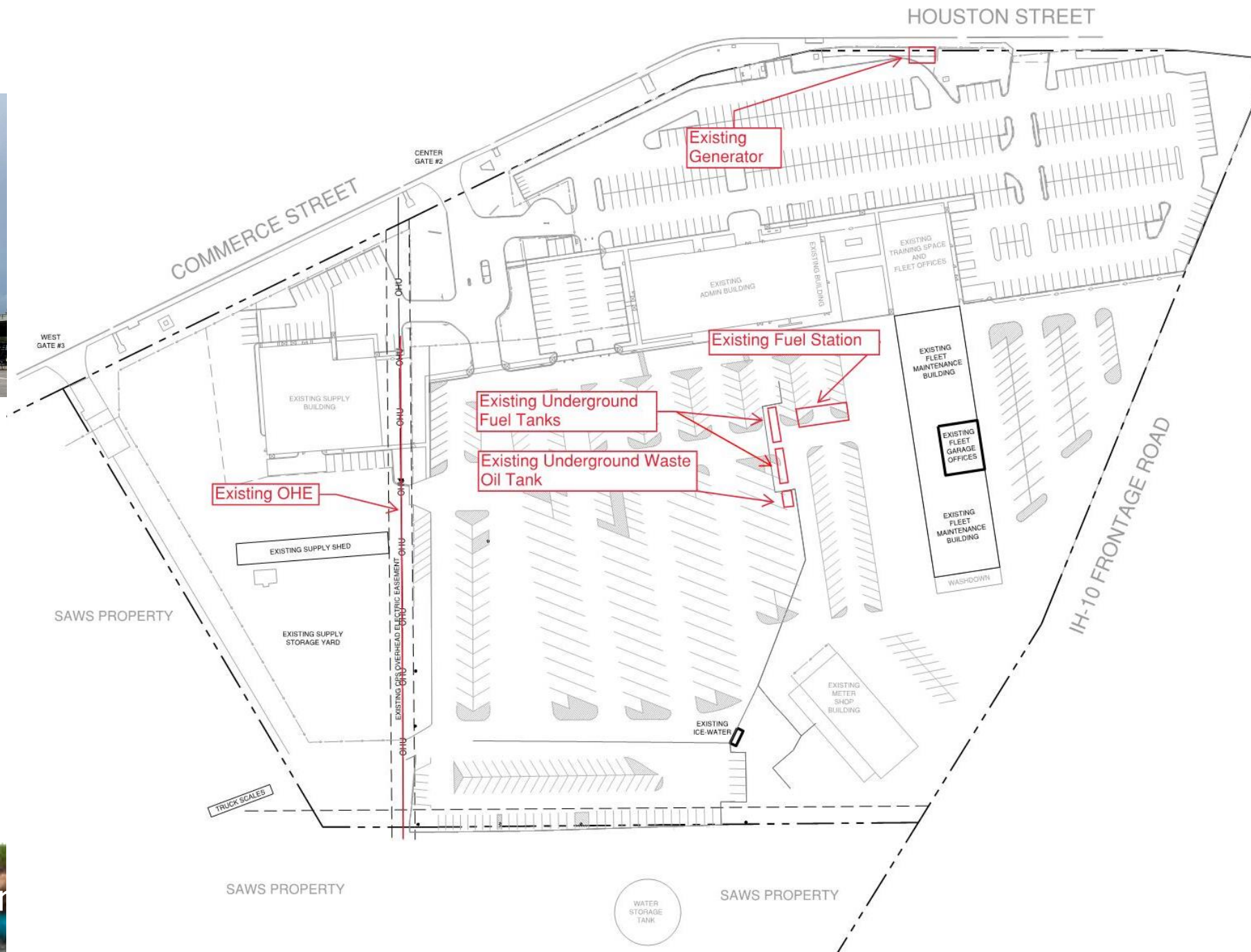
1. **Fueling Station** - construct new, fully operational fueling facility with four (4) 10,000 gallon above-ground fuel storage tanks, including AST containment area, fuel lines, fuel pumping systems, canopy, IT box, security cameras & lighting.
2. **Conversion of Overhead to Underground Electric** – conversion of existing overhead electric lines to underground electric lines, including coordination with CPS Energy to determine proposed power transmission and power supply design for new Supply Building, existing Shed, and services at south end of SAVS Site (pump station & billboard).
3. **New Emergency Generator** – new 1000 kW, 480V, diesel generator, w/auto transfer switch to serve Fleet & Admin Bldg.
4. **Relocation of Existing Emergency Generator** – relocation of existing 500 kW diesel generator to serve Supply Bldg. and new Fuel Station, including auto transfer switch.
5. **Waste Oil Collection and Storage System** – new 3,000 gallon above-ground tank for waste oil storage tank, including pumps, piping, and electrical.
6. **Ice/Water Station** – Foundation and canopy; and lighting/power for an ice/water station
7. **Outdoor Supply Storage Yard** – new 30,000 SF area for pipe and large materials, including asphalt paving, subgrade preparation, fencing, automatic gates and lighting.
8. **Removal of Existing Fuel Pumps and Underground Fuel Storage Tanks** – removal of two underground fuel storage tanks, underground waste oil tanks, and above ground fuel dispensing facilities, appurtenances, stockpiling and testing of excavated soil, removal of demolition materials, and Paving of demolished areas.

Project Location

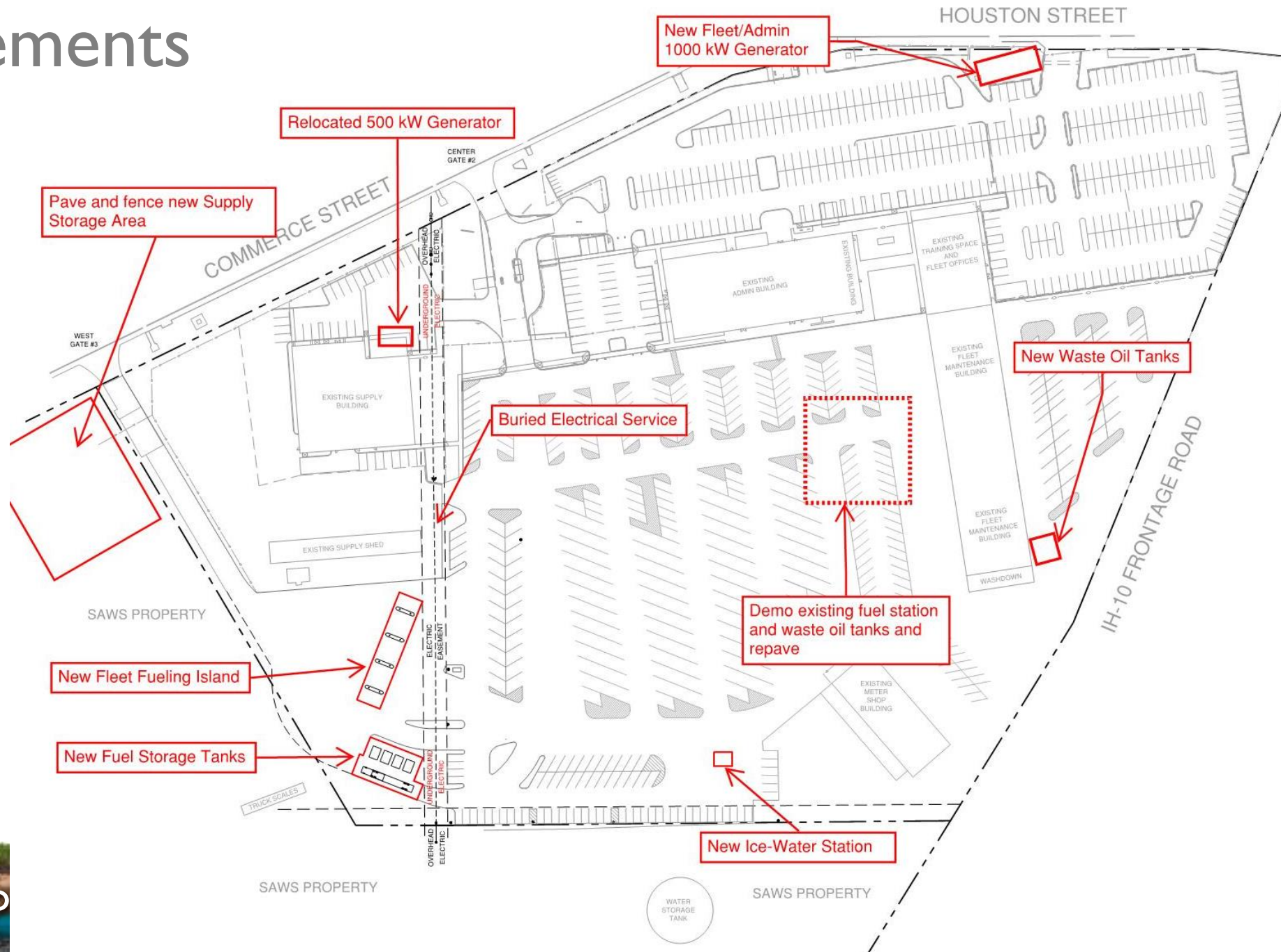
East Side Operations Center



Existing Site



Site Improvements

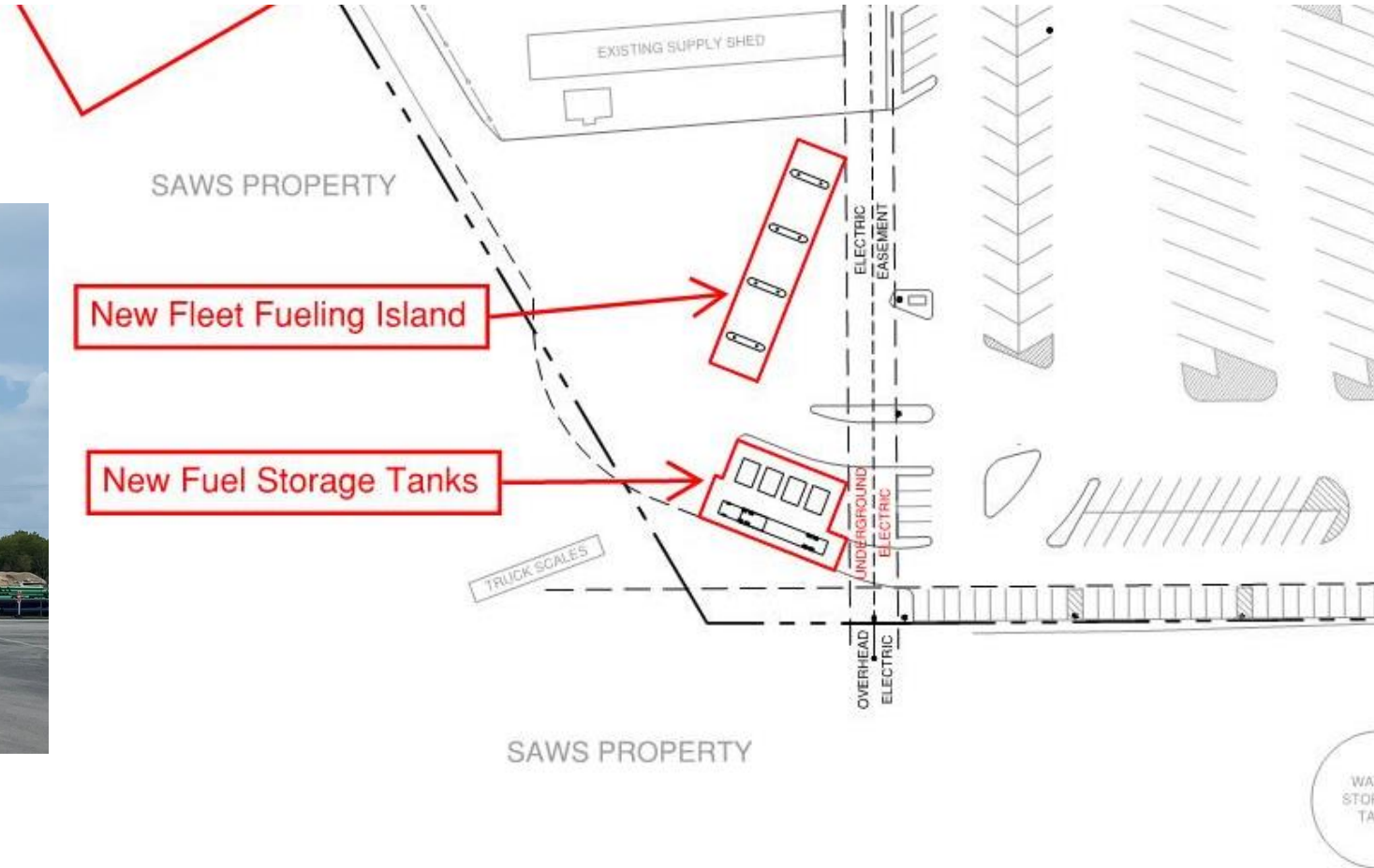


Fueling Facility

- Construct new fuel islands (2), 2 sets of pumps serving diesel, 2 sets of pumps serving unleaded.
- Install four (4) 10,000-gallon Above Ground Fuel Storage Tanks (ASTs). Two diesel fuel, and 2 unleaded gasoline.
- Install Fuel Island canopy above pumps with lighting, like that at West Side Operations Center.



Fueling Facility

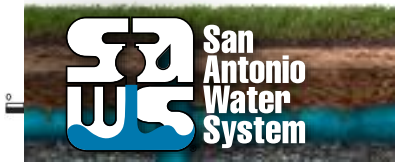
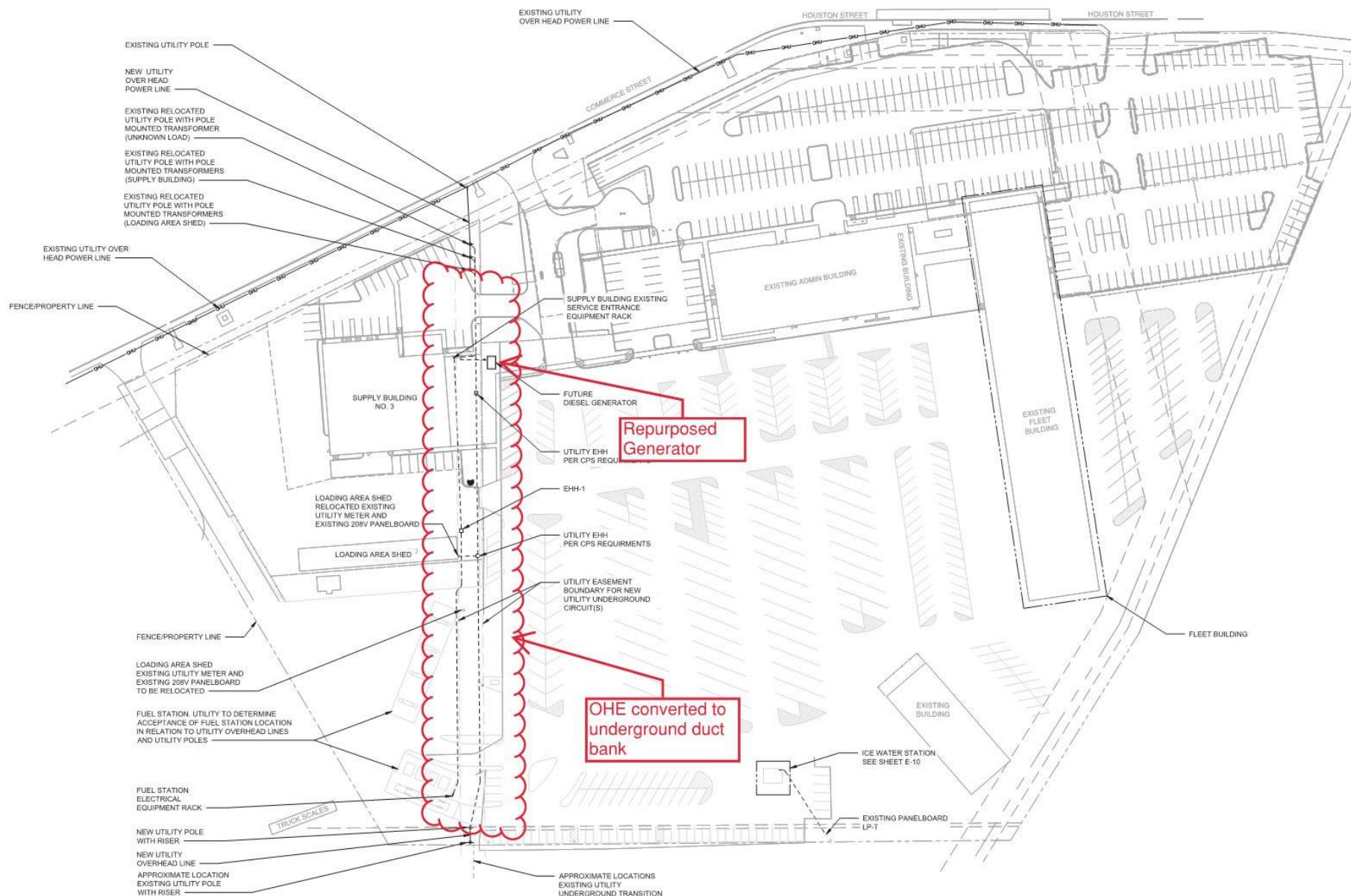


Main Electrical Relocation

- Replace existing overhead power poles through the facility with underground duct bank.
- CPS to relocate overhead distribution sections, and associated pole-mounted transformers northeast of the existing Supply Building.
- Repurpose the existing 500kW, 480V generator located east of the Administration Building to serve the Supply Building and new fuel station. Also includes a new automatic transfer switch for this connection.

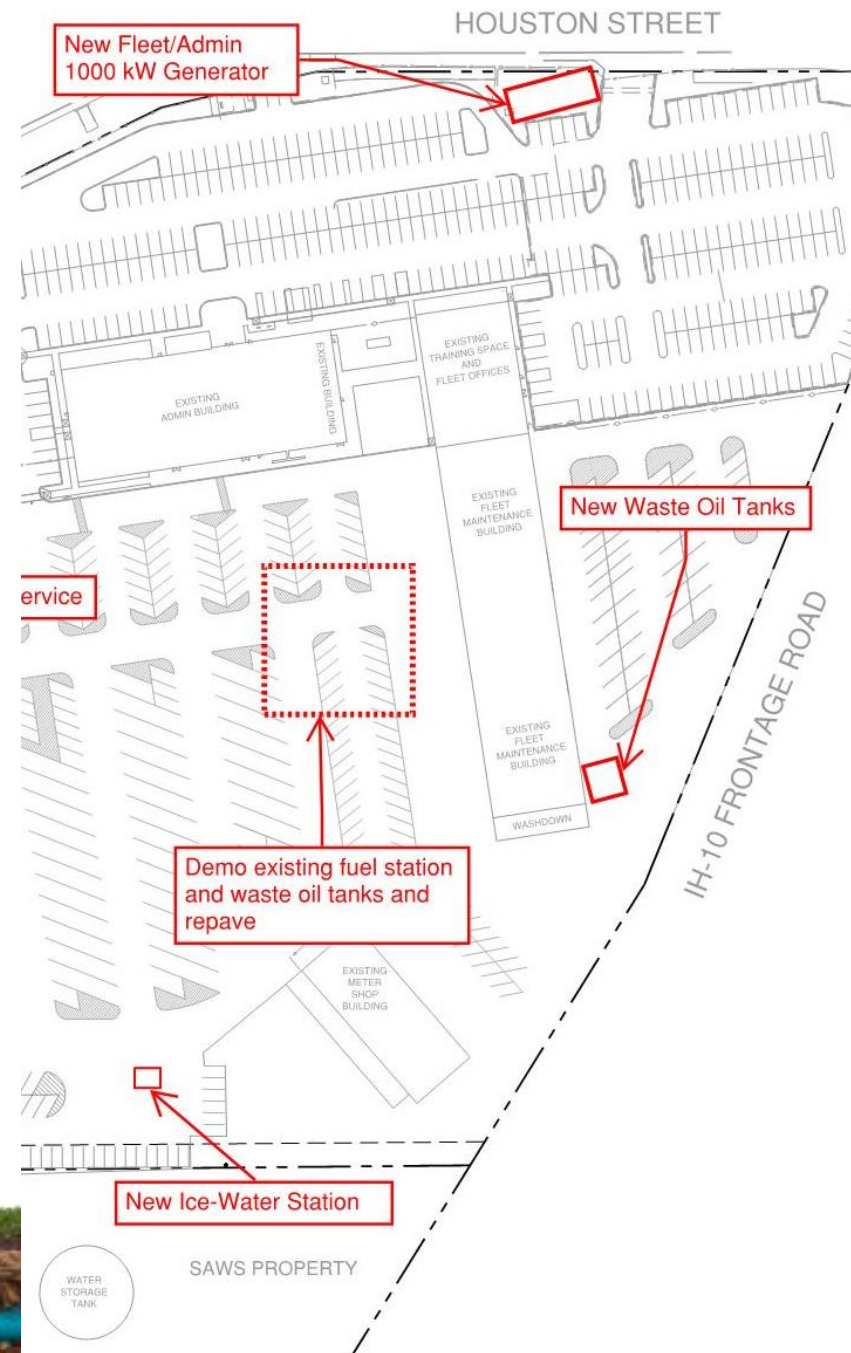


Main Electrical Relocation



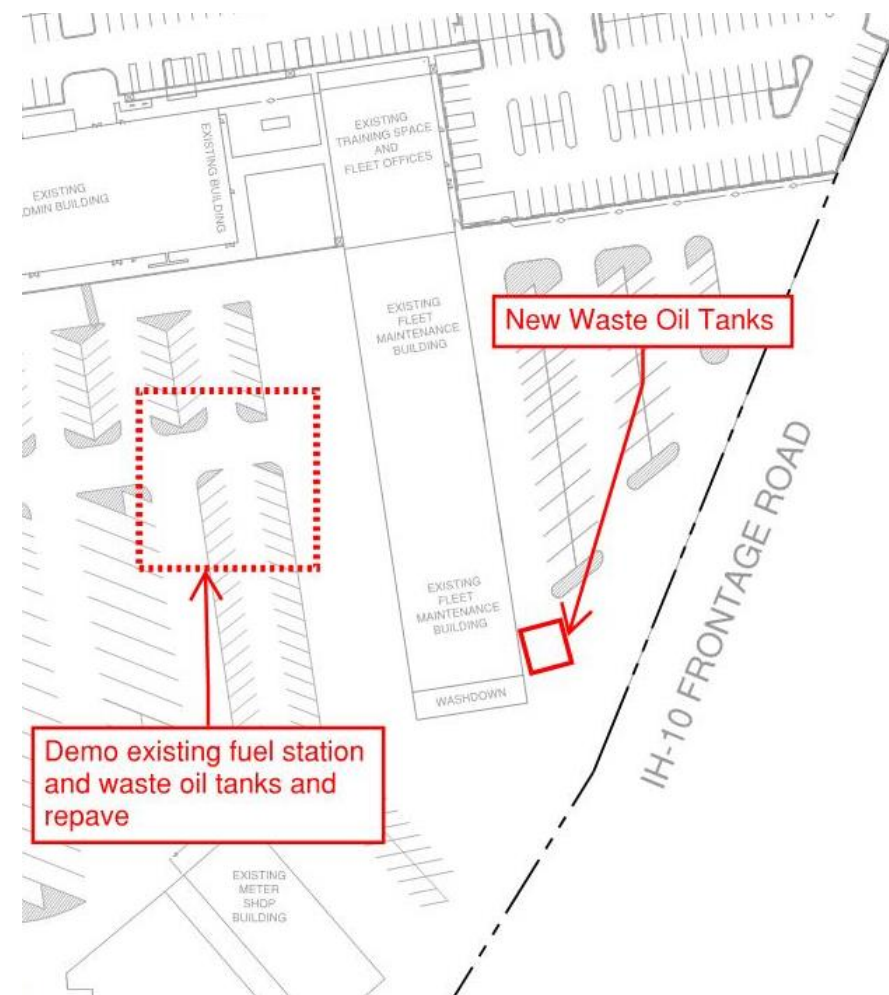
Admin/Fleet Bldg Generator

- New 1000kw, 480V Diesel Generator
- New Auto Transfer Switch and control panels
- Does not serve Building 4 (Meter Shop)



New Waste Oil Storage tanks

- Install new above ground waste oil tanks and concrete pad
- Install new pumps, piping, and electrical



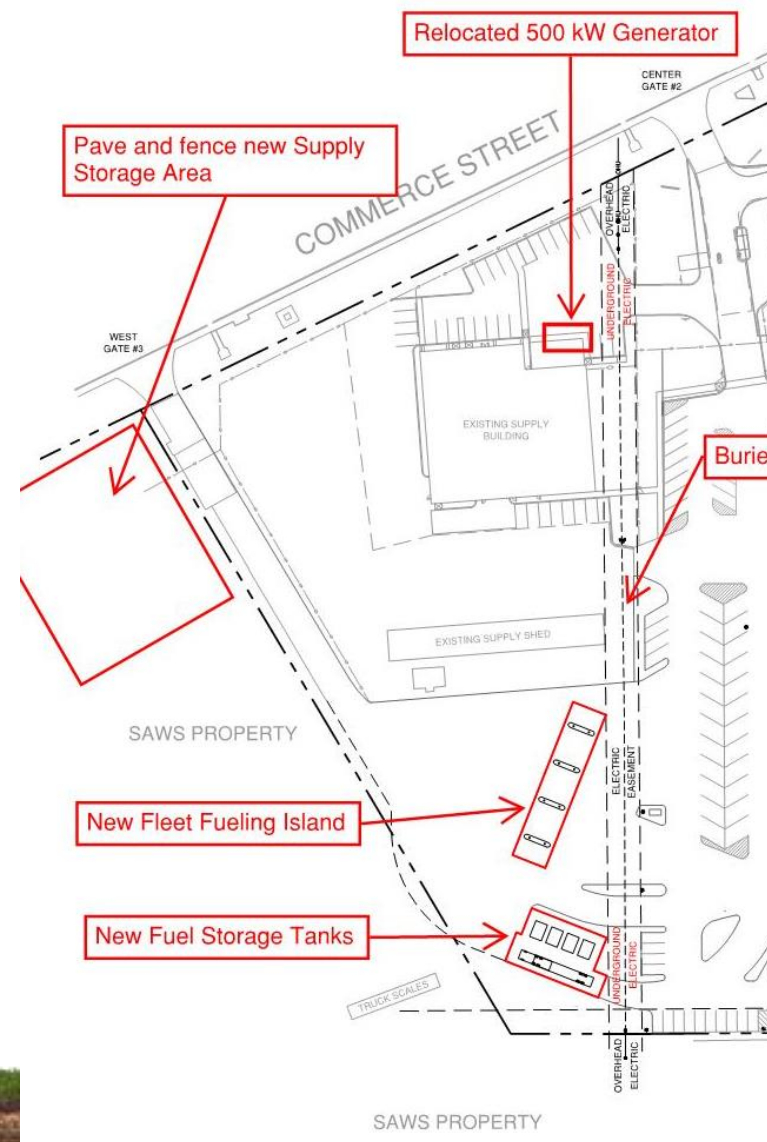
Ice and Water Station

- New ice station with an ice cooler, two compartment stainless steel sink and a concrete Counter.
- Pre-engineered galvanized steel frame canopy, like that at NSOC Service Center project.
- 8' high masonry wall surround with bollards at every building corner.
- Metal purlins supporting a standing seam roof with gutter and downspouts.



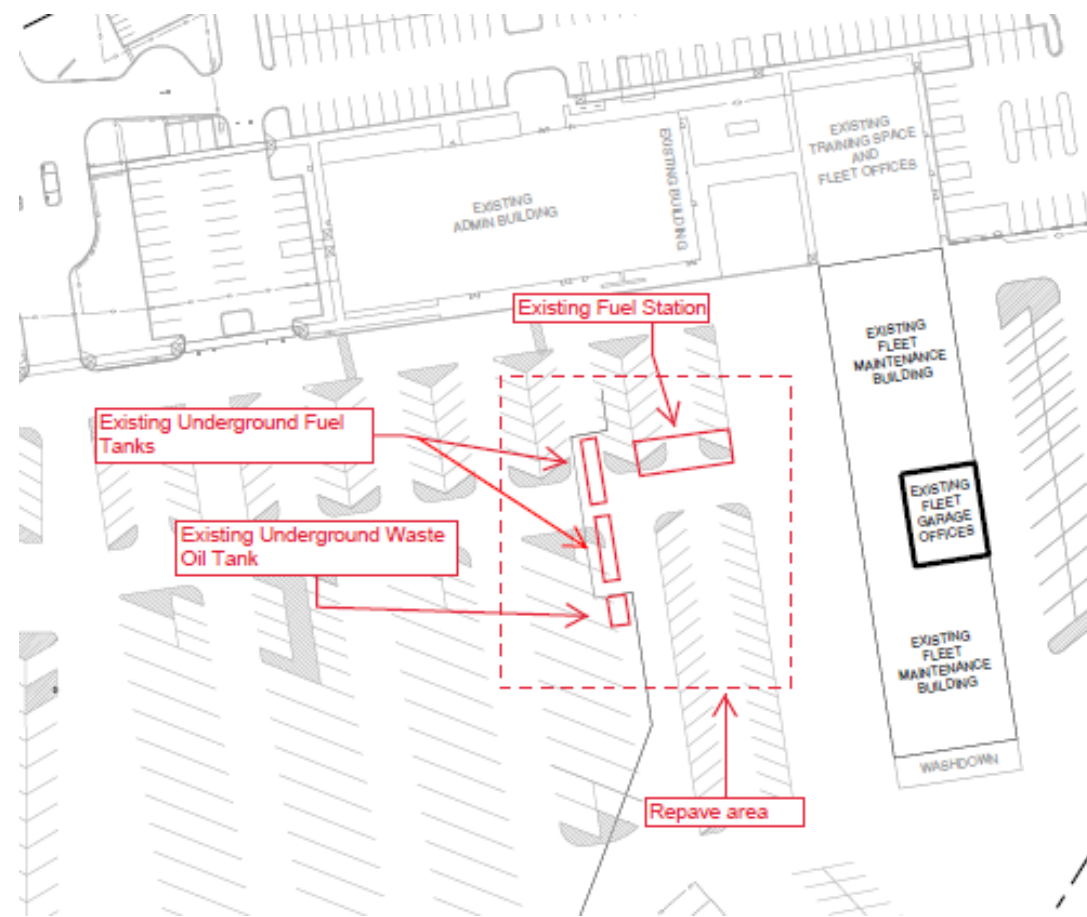
Outdoor Supply Paving

- Asphalt Paving for 30,000 SF area
- Perimeter fencing and automated gate
- Lighting for yard



Removal of Existing USTs

- Remove Existing Underground Fuel Tanks
- Remove existing Underground Waste Oil Tanks
- Soil Testing and Remediation if Required
- Remove existing fuel pumps and piping
- Repave area



Design Considerations

- Contract Documents - Quality and attention to detail
- QMP - QA/QC of work and sub-consultant work
- Adherence to design phase implementation schedules
- Design review workshops and site walkthroughs
- Coordination and feedback - SAWS end users
- Engineer responsibility - Compliance with existing rules and regulations
- Coordination with other agencies - TXDOT, TCEQ, COSA, Bexar County, etc.

Design Considerations

- Site visits - as many as needed
- Construction phasing
- Construction access and staging
- Impacts to traffic and SAWWS daily activities at ESOC
- Mobilization / demobilization
- Traffic control plans and coordination
- Technical specifications – Unique project components
- Quality and accuracy of OPCCs

Design Considerations

- Identify existing utilities and avoid conflicts, as needed
- Survey data and benchmarks
- Geotechnical Report (with recommendations) and Geotechnical Data Report (GDR)
- Soil Testing and remediation coordination if required for UST removal
- Permits

Cost Estimates – Design Phase

- Consultant must develop Engineer's Opinion of Probable Construction Costs (OPCC) for each phase of the project (30%, 60%, 90%, and 100%), as per the recommendations of AACE International as described in Recommended Practices No. 17R-97 and 56R-08.
- Updated OPCC is required just prior to bid opening.

Cost Estimates – Design Phase

Consultants to develop OPCCs for each design 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%
100% Design and Bid Documents	Class 1	L: -3% to -5% H: +3% to +10%

Respondent Questions

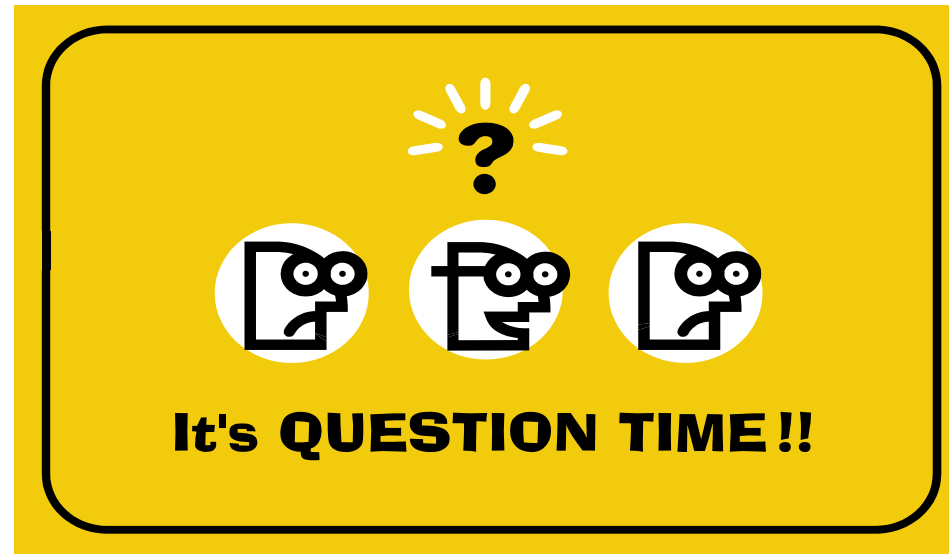
Must be submitted in writing via e-mail (preferred) or fax no later than August 25, 2022 by 3:00 pm to:

Susan Rodriguez

Contract Administration Department

San Antonio Water System

Susan.rodriquez@saws.org



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