



**REQUEST FOR QUALIFICATIONS  
WATER RESOURCES INTEGRATION PROGRAM, PHASE I;  
CONSTRUCTION MANAGEMENT AND INSPECTIONS SERVICES**

**Solicitation Number: Q-13-004-DD**

**Job Nos.: 13-8607**

**ADDENDUM #3**

**April 23, 2013**

This addendum includes responses to questions, as well as revisions to the RFQ.

**QUESTIONS AND ANSWERS**

1. **We had a question concerning the SAWS RFQ. On page 8, Section D- Additional Requirements, Paragraph 4 reads: firms providing consulting design engineering services for the Program may not submit SOQ's for this pursuit. Is this restriction extended to the subconsultants who participate in the Program?**

Please reference Item #1 of Addendum #1, which addresses this question.

2. **We have an additional question concerning the CM residing locally. On page 8, Section D – Additional Requirements, Paragraph 1 reads: CM shall be expected to reside locally during construction and must maintain an on-site presence at all times while work is in progress on the Program. Does this individual need to reside in San Antonio prior to submission of the SOQ or can this individual move to San Antonio once the contract is awarded?**

No, the CM does not need to reside in San Antonio prior to the submission of the RFQ. However, the CM will be expected to relocate once construction commences.

3. **Will the Construction Materials Testing services be handled by SAWS directly as far as hiring the testing lab for this project? Or will the CMT services selection be up to the Contractor to include (QC), or is it all going to be done as part of the CM (QA) which would mean we would need to team for this project?**

The selected CM will not be required to provide testing services as part of the proposed team. Testing, in general, will be performed by the Contractor. The CM is, however, required to develop a testing plan for the pipeline, pump stations and system. The CM is also required to witness and record performance testing by the contractor and to coordinate quality assurance testing, which will be provided for through a SAWS contract with a constructions materials testing firm.

4. **Section 10.0 –Project Performance/D. Additional Requirements/Paragraph 4 on page 8 of 46 states the following, “Firms that provided consulting design engineering services for the Program may not submit SOQs or assist as a sub-consultant with another submitting firm as part of this RFQ. The four (4) firms who served in this capacity are listed as follows:**

- **Black & Veatch**
- **Civil Engineering Consultants, Inc. (CED)**
- **Freese & Nichols, Inc.**
- **Pape Dawson Engineers, Inc.”**

**Can you please elaborate on whether or not firms that served as sub-consultants to any of the above-referenced firms will also be precluded from submitting either as a Prime or as a sub-consultant to another firm?**

Please reference Item #1 of Addendum #1, which addresses this question.

5. In the RFQ there are two areas that lead me to believe that the successful team will have to have a materials testing company involved, as highlighted below.

**From 7 Quality Assurance and Quality Control: Provide a summary of the Quality Management processes to include, but not limited to, the inspection and testing of construction materials and processes. Include a sample inspection report (maximum of 4 pages).**

**From C- Scope of Services: Construction management shall also consist of managing the schedule, reporting, reviewing and processing contractor pay applications, providing quality assurance testing, conducting and documenting progress**

**Is it SAWS intention that the CM firm will need to have materials testing capabilities on their team?**

See response to Question # 3.

6. **There are multiple areas within the RFQ that reference “testing” services. Can SAWS please confirm as to whether it is necessary for Respondents to provide testing services as part of the proposed Construction Management & Inspections team or if the testing services will be provided by/through a separate party.**

See response to Question #3.

7. **The CM is required to provide full-time inspection of the work per Section 4.0, page 5. Can you elaborate on SAWS’ expectations of “..work in conjunction with SAWS’ inspectors..”? Can you describe your vision the working relationship between SAWS’ inspectors and the CM’s?**

SAWS envisions that there will be a CM-provided resident field inspector for each project, as well as SAWS inspectors who will each oversee 2 to 3 projects. The CM-provided resident field inspector will apprise the SAWS inspectors of any issues or deficiencies.

8. **Several places in the RFQ, “quality assurance” and “quality control inspection” are used (Item C on Page 1, and Item 4.1.2 on page 5). Could you clarify what SAWS expects the CM to provide in regards to quality assurance and quality control?**

Reference Addendum #2, as well as response to Question #6.

9. **During the pre-bid briefing yesterday Ms. Anderson mentioned that there as an expectation by SAWS to have a full-time inspector and/or CM at each of the 6 projects during construction who would work with the SAWS inspector(s) who would cover multiple projects. Since this is not a written requirement in the SOW, could you please confirm the staffing expectation and thus the need to show that many inspectors and their resumes in the submittal? Also, please clarify if this applies to the CM person in addition to the inspector at each site and if the Senior Inspector can be one of the project inspectors as well.**

See response to Question #7. SAWS would like to see the resumes for six (6) resident field inspectors, though SAWS reserves the right to modify the number of inspectors and other team members for the program. This will be discussed further during scope and fee negotiations.

There should be one (1) Lead CM identified for entire Program and one (1) Senior Inspector. No one person can take on more than one role, though SAWS reserves the right to modify this requirement as well. Therefore, the CM and the Senior Inspector may not be one in the same.

10. **Does SAW have any input on where the CM Team is based during the conversation period? Are there any facilities in the work area, southern part of the metro area that SAWS intends to make available to the Team, at a minimum for project meeting purposes? Or should the Team plan to sue their own facilities as an administrative base and that Contractors and/or DE’s will provide meeting space?**

At this time, it is undetermined whether there are any facilities in the work area available to the CM Team. This will be addressed during scope and fee negotiations.

11. The checklist states 'Project Approach to include a 4 page sample inspection report', but the RFQ and Addendum state to 'Include a sample inspection report (maximum of 4 pages). Should the inspection report be 4-pages, or can it be 1-3 pages?

The maximum number of pages for the sample inspection report is 4. Yes, 1-3 pages are acceptable. Please see the revised Submittal Checklist attached to this Addendum that Respondent's should include in their submittal.

12. Please verify where the sample inspection report should be included, since the Checklist states 'Project Approach', and the RFQ and the Addendum have it called out in the 'Quality Assurance/Control' section.

The sample inspection report should be included with the Quality Assurance/Control section. Please see the revised Submittal Checklist attached to this Addendum that Respondent's should include in their submittal.

13. Does the inspection report count towards the 65-page limit?

No.

14. What facilities will be installed at the Old Pearsall Road Pump Station?

The major Old Pearsall Road Pump Station facilities that are anticipated to be construction as part of Phase I will include:

- One (1) 7.5 million gallon concrete ground storage tank
- Pressure Zone 4 pump pad and pumps
- Electrical building
- Detention pond structure
- Recharge flow meter structure

END OF QUESTIONS AND ANSWERS

CHANGES TO THE RFQ

1. Page 8, Section I. D. 10.0, SAWS Estimated Project Cost that reads:

SAWS Estimated Project Cost: \$ 2,250,000

Is amended to read:

*SAWS Estimated Project Cost: \$ 2,500,000*

2. Page 14, Section IV, C. 5. a. Project Team that reads:

Provide an organizational chart of the key staff of the team, detailing the personnel that will be assigned to the Program and the component or tasks to which they will be assigned. This should include, but is not limited to, the Lead CM, Administrative Support, Senior Inspector, Resident Field Inspectors, Operations Specialist, and Commissioning CM.

Is amended to read:

*Provide an organizational chart of the key staff of the team, detailing the personnel that will be assigned to the Program and the component or tasks to which they will be assigned. This should include, but is not limited to, the Lead CM, Administrative Support, Senior Inspector, six (6) Resident Field Inspectors, Operations Specialist, and Commissioning CM. No one person can take on more than role.*

3. Page 21, Submittal Checklist, remove in its entirety and replace with the attached revised version.

END OF CHANGES TO THE RFQ

No other items, dates, or deadlines for this RFQ are changed.

END ADDENDUM #3

**SUBMITTAL RESPONSE CHECKLIST**

*Revised 4/23/13*

Project Name: **WRIP, Phase I: Construction Management and Inspection Services**

Use the checklist to ensure that the proposal is complete by checking off each item included with your response. Sign and date this form and include this page with each proposal.

- Respondent Questionnaire
- Completed and signed W-9 Form, including valid email address and/or fax number
- Project Approach
- Project Team
  - Organization Chart
  - Resumes (shall not exceed 1 page each)
- Comparable Experience
- Quality Assurance/Control
  - Sample Inspection Report (maximum 4 pages)
- Copy of Current Certificate of Liability Insurance and Respondent's commitment letter to provide the lines of insurance coverage required.
- Exhibit "B" – Good Faith Effort Plan
- Exhibit "C" – Conflict of Interest Questionnaire
- Exhibit "D" – Texas Public Information Act Requirements and Release Form
- CD

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Title