

# Lemon Creek Ranch Lift Station (RFCSP) Project

Kyle Harvey, P.E.  
Project Engineer, SAWS

Florinda Gonzales  
Contract Administrator, SAWS

Marisol V. Robles  
SMWVB Program Manager, SAWS

Mario Valdez, P.E.  
Project Engineer of Record



Non-Mandatory Pre-Proposal Meeting  
November 10, 2021 at 10:00 AM

MAKING SAN ANTONIO  
**WATERFUL**



# Oral Statements

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

# Meeting Agenda

- Key Project Information
- SMWB
- Contract Requirements
- Evaluation Process
- Required Experience
- Proposal Packet Preparation
- Evaluation Criteria
- Additional Reminders
- Communication Reminders
- Key Dates
- Submission Due Date
- Project Overview
- Questions

# Key Project Information

- This is a Non-Mandatory pre-proposal meeting
- The construction estimate is \$7,322,600.00
- Construction services being procured through Request For Competitive Sealed Proposal (RFCSP) under Texas Government Code 2269
- Construction duration is 365 calendar days

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

Industry	Aspirational SMWB Goal
Construction	20%

The aspirational SMWB goal is expressed as 20% of your total price proposal

# Minimum Qualifications for SMWB recognition:

- **South Central Texas Regional Certification Agency**

- MBE, WBE, and SBE\*
- \*SBE required for all SMWB firms.
- Includes the Texas Historically Underutilized Business “HUB” Program

- **Local**

- Counties: Atascosa, Bandera, Bexar, Comal, Frio, Guadalupe, Kendall, Kerr, McMullen, Medina, Uvalde and Wilson

# SMWB 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

# 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: The South Central Texas Regional Certification Agency (SCTRCA) has a search portal at [www.sctrca.sctrca.org](http://www.sctrca.sctrca.org). Please contact the SMWVB Program Manager with any outreach issues.
- **Q: What if my business is SMWB-certified? Do I need to find SMWB 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 SMWVB 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.



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

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

<https://saws.smwbe.com>



The screenshot shows the homepage of the San Antonio Water System's Subcontractor Payment & Utilization Reporting System. The page features a dark blue header with the San Antonio Water System logo on the left, a link to "OUR MAIN SITE", and a "CONTACT SUPPORT" button. The main content area has a background image of industrial water treatment equipment. The title "Subcontractor Payment & Utilization Reporting System" is prominently displayed in white text, with a "Log In" button below it. Below the title, there are three columns of links: "System Training" (with a sub-link "Training"), "About the System" (with a sub-link "Information for Vendors"), and "Account Access" (with sub-links "Account Lookup" and "Forgot Password"). At the bottom, a footer states: "The Subcontractor Payment & Utilization Reporting System is powered by B2Gnow Software © Copyright 2018."

Lemon Creek Ranch Lift Station (RFCSP)

# Contract Requirements

- Prevailing Wage Rate and Labor Standards – Section 2.10 of the General Conditions
  - Certified payroll to be submitted on weekly basis
  - Wage decisions are included within the specifications
  - Contractors 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 delay contractor payments from SAWS

# Contract Requirements

- Insurance – Found in Section 5.7 of the General Conditions
  - Include General Liability for Construction, Pollution Liability, and Builder's Risk
  - Selected contractor must be compliant with all other contracts in order for SAWS to award the contract
  - SAWS will request insurance certificate prior to Board award to ensure insurance compliance and expedite execution of the contract
  - Insurance must be compliant prior to executing the contract

# Contract Requirements

- Supplemental Conditions
  - Contractor shall perform the Work with its own organization on at least 40% of the total original contract price confirmed in the GFEP
  - Liquidated Damages will be assessed at **\$600.00** per day

# Evaluation Process

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

# Required Experience

- Respondents submitting a proposal for this RFCSP should demonstrate, completely and sufficiently, that rehabilitation, upgrades, or construction of new lift stations and sanitary sewer facilities are a primary business focus and service, and such services have been successfully provided for at least five (5) continuous years.

# Proposal Packet Preparation

- Request FTP Site for proposal upload
- Proposal page limits do apply; reference SIR for required forms that do not count
- Thoroughly review both the Instructions to Respondents and SIR
- Utilize the Proposal Response Checklist
  - 3 files required for electronic submittal
  - Follow file naming convention
- Utilize Provided Evaluation Criteria Forms

## EVALUATION CRITERIA FORM

*The intent of this document is to provide Respondents a structure for their responses. While there are page limits for this solicitation, there are no character limitations.*

*Respondents should provide answers to the questions below in the order and spaces provided to ensure continuity between Respondent's submissions.*

*When responding to the questions below, Respondents should use the space provided in this form, unless otherwise indicated. Stating "See Attached" or "See Following Pages" are not acceptable responses. If the Response Forms provided here are not utilized, the information provided by the Respondent will not be considered and the Respondent's score for the evaluation criteria in question may be reduced and/or Respondent's proposal may be deemed non-responsive.*

**If all fields are not completed, the proposal may be deemed non-responsive.**

### **1. Team Qualifications and Experience (18 Points)**

#### **a. Organizational Structure and Key Information of the Prime Contractor**

*Prior to responding to this section, refer to the Supplementary Instructions to Respondents for definitions and other requirements.*

- i. Provide current business organizational structure, type of business structure, and stability of organization.
- ii. Provide total number of employees and annual company revenues as of December 31, 2020.
- iii. Provide the Debarment history for the company for the last ten (10) years.
- iv. Provide any litigation, arbitration, and claims history for the last three (3) years and any litigation, arbitration, and claims history with SAWS regardless of the year they occurred.
- v. Indicate the number of years performing contracting/construction work under current legal business name and/or previous legal business name(s).
- vi. Provide a clear description of the proposed team identifying Key Subcontractor(s), their role on the project, and teaming history. If the Prime Contractor has not worked previously with proposed Key Subcontractor(s), describe the proposed approach for ensuring successful completion of the project in accordance with Contract Documents.

SAN ANTONIO WATER SYSTEM  
Lemon Creek Ranch Lift Station

ECF-1

# Proposal Packet Preparation

- Entire proposal should create a clear picture of Project Team experience and capabilities (Org chart, similar relevant project references, and resumes for Key Personnel and Key Subcontractors)
- Thoroughly review scope and ensure project references and Key Personnel resumes clearly show similar and relevant experience
- Thoroughly review evaluation criteria and respond with all required information to maximize points
- Avoid “boilerplate” responses



# Proposal Packet Preparation

- Verify contact information for all project references, if SAWWS is not able to contact reference points may be deducted or proposal deemed non-responsive
- Ensure required documents are submitted and signed (i.e., Respondent Questionnaire, CIQ, etc.)
- Price Proposal
  - Acknowledge Addendums on Proposal Signature Page
  - Verify all formula extensions and mobilization and demobilization

# Evaluation Criteria

Criteria	Weight	Page No.
Team Qualifications and Experience	18%	SIR-3
Quality, Reputation, and Ability to Deliver Projects on Schedule and within Budget	20%	SIR-4
Project Approach, Schedule, and Availability	15%	SIR-6-7
Price	37%	SIR-8
Small, Minority, and Woman-owned Business Participation	10%	SIR-8-10
<b>TOTAL</b>	<b>100%</b>	

# Evaluation Criteria

## TEAM QUALIFICATIONS AND EXPERIENCE (18 POINTS)

- Organizational Structure and Information on Prime Contractor
  - Provide current business organizational structure, type of business structure, and stability of organization
  - Provide total number of employees and annual company revenues as of December 31, 2020
  - Provide debarment history for the company for the last ten (10) years
  - Provide any litigation, arbitration, and claims history for the last three (3) years and any litigation, arbitration, and claims history with SAWWS regardless of the year they occurred
  - Indicate the number of years performing contracting/construction work under current legal business name and/or previous legal business name(s)

# Evaluation Criteria

## TEAM QUALIFICATIONS AND EXPERIENCE (18 POINTS)

- Organizational Structure and Information on Prime Contractor
  - Provide a 1-page organizational chart that describes the composition of the team for this project
    - Include proposed Key Personnel for the Prime Contractor and Key Subcontractor(s)
    - Include percent availability (as percentage of total individual's workload) for Key Personnel (Prime and Key Subcontractor(s)) and their proposed role for the duration of the Project
  - Provide a clear description of the proposed team identifying Key Subcontractor(s), their role on the project, and teaming history
    - If the Prime Contractor has not worked previously with proposed Key Subcontractor(s), describe the proposed approach for ensuring successful completion of the project in accordance with Contract Documents
  - Provide a clear description of the proposed team's Key Personnel roles and responsibilities, including Key Personnel from Key Subcontractor(s)

# Evaluation Criteria

## TEAM QUALIFICATIONS AND EXPERIENCE (18 POINTS)

- Qualifications and Experience of Key Personnel Proposed for this Project
  - Resumes of Key Personnel on 8 ½” x 11”, one per person, not to exceed one (1) page for the prime contractor’s key personnel identified on the Org. Chart with Project Manager’s resume being first.
    - Name, job title, education
    - Number of years of total professional experience
    - Number of years/months with current company
    - Number of years/months of experience in proposed role for this project
    - Description of professional qualifications (to include degrees, licenses, certifications, and associations)
    - Brief overview of professional experience
    - Detailed description of capabilities and experience relevant to this project
    - List of all other active projects the team member is assigned to for the duration of the Project, to include the phase and percentage of time allocated to each of the other projects. For each project included in each resume, please clearly identify whether the project is with current firm or part of the person’s past professional experience

# Evaluation Criteria

## QUALITY, REPUTATION & ABILITY TO DELIVER PROJECTS ON SCHEDULE AND WITHIN BUDGET (20 POINTS)

- Prime Contractor On-time Completion on Similar Projects in the Past 10 Years
  - List 4 completed projects within the last 10 years of similar size, scope, and complexity to the work described in the Contract Documents for this Project
    - Respondents should provide references with contact information to include a valid, recently verified email and telephone number for each project listed
  - A minimum of 2 of the 4 projects listed must have been performed by the proposed Key Personnel (Project Manager, QC Lead, Project Scheduler, and Project Superintendent for this project.)
    - If Respondent has SAWWS experience, at a minimum, 1 SAWWS project of similar size, scope and complexity must be included in the list of 4 projects provided
  - Respondent shall list all current and recently completed rehabilitation, upgrades and new construction of lift stations and sanitary sewer facility projects performed in the last 5 years for all Utility Owners in the State of Texas.

# Evaluation Criteria

## QUALITY, REPUTATION & ABILITY TO DELIVER PROJECTS ON SCHEDULE AND WITHIN BUDGET (20 POINTS)

- Key Subcontractor(s) Performance on Similar Projects in the Past 10 Years
  - Provide a list of 2 projects that the Key Subcontractors' Project Manager and/or Project Superintendent(s) participated in that were of similar size, scope and complexity to the work described in the Contract Documents that have been completed within the last 10 years. Describe the role served by the proposed staff on those projects.
    - 2 projects for Wet Well and Pump Installation Subcontractor
    - 2 projects for the Electrical Subcontractor
    - 2 projects for the Process Control and System Integration Subcontractor
    - 2 projects for the Prime Contractor for each Key Subcontractor Role they wish to self-perform
  - Respondent shall provide a list of 2 additional projects, for each Key Subcontractor role being replaced, that were of similar scope to the work that would have been performed by the Key Subcontractor being replaced and that have been completed within the last 10 years. Prime Contractor's Key Personnel shall have participated in at least 1 of the 2 projects listed for each Key Subcontractor role being replaced.

# Evaluation Criteria

## PROJECT APPROACH, SCHEDULE AND AVAILABILITY (15 POINTS)

- Project Approach
  - Narrative of Project Approach to complete project, including key milestones, specific critical processes and critical path items, phases and/or sequencing, permits, etc.
    - Identify potential risks and describe proposed mitigation measures to ensure on-time completion of the Project
  - Describe availability of equipment and facilities that will be specifically utilized for this project.
  - Provide any innovative ideas for cost savings (due to method of duration) for this project.
  - Provide QMP describing how the Prime Contractor will ensure that the necessary steps, safeguards, subcontractor oversight, QC processes, and document controls will be implemented in a rigorous manner as to ensure the completeness, workmanship, accuracy and successful completion of the Project.



# Evaluation Criteria

## PROJECT APPROACH, SCHEDULE AND AVAILABILITY (15 POINTS)

- Project Schedule and Unforeseen Conditions
  - Critical path method (CPM) schedule Primavera or Microsoft project - Assume NTP of **February 28, 2022**
  - Explain how Respondent will complete the project within schedule taking into consideration existing commitments
  - Identify long-lead time items and critical path shop drawing submittals
  - Provide details for procurement of long-lead items including pumps, pipe and other long-lead time equipment devices.
  - List and describe prior instances of unforeseen conditions
  - Approach for mitigating and managing unforeseen conditions on this project

# Evaluation Criteria

## PROJECT APPROACH, SCHEDULE AND AVAILABILITY (15 POINTS)

- Availability of Key Personnel and Equipment
  - Describe availability of Key Personnel for Prime Contractor for the duration of the project
  - Describe availability of equipment and facilities for this project
  - List available workforce for various disciplines required including the number of work crews, and number of personnel for each skill classification (per Org. Chart)

# Evaluation Criteria

- Safety Information for Prime and Key Sub(s)
  - Records showing Total Recordable Incident Rate (TRIR) past 5 years for the Prime Contractor and Key Subcontractor(s)
  - Provide records showing the company's Experience Modification Rate (EMR) past 3 years for the Prime Contractor and Key Subcontractor(s)
  - List fatalities in company's safety history for Prime Contractor and Key Subcontractors

# Evaluation Criteria

## PRICE/SMWVB (37/10 POINTS)

- Lowest total price will receive 37 points
- Remaining proposals will receive points based on comparison to the lowest price proposal

Proposal	Price	Calculation	Points Earned
A	\$22,995,000	$(12,875,000/22,995,000) \times 37$	20.72
B	\$19,875,000	$(12,875,000/19,875,000) \times 37$	23.97
C	\$16,625,000	$(12,875,000/16,625,000) \times 37$	28.65
D	\$12,875,000	$(12,875,000/12,875,000) \times 37$	37.00
E	\$15,250,000	$(12,875,000/15,250,000) \times 37$	31.24

- Complete Good Faith Effort Plan (reference Supplementary Instructions to Respondents)

# Additional Reminders

- Register with 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 on specific projects, registered vendors should subscribe to the project by selecting the project, and clicking 'Subscribe' under the Notify Me box



Notify Me

Receive updates sent straight to your  
inbox.

Subscribe

# Communication Reminders

- There shall not be any communication with the following during the Proposal period:
  - ✓ Design Engineer
  - ✓ 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

# Key Dates

- November 15, 2021 by 2:00 PM
- November 19, 2021 by 2:00 PM
- December 2, 2021 by 10:00 AM
- December 3, 2021 by 10:00 AM
- December 2021
- January 2022
- February 2022
- February 2022

Questions Due  
Addendum Posted  
Deadline to request FTP Site  
Proposals Due  
Proposals Evaluated  
Selected Contractor Notified  
SAWS Board Approval/Award  
NTP Issued

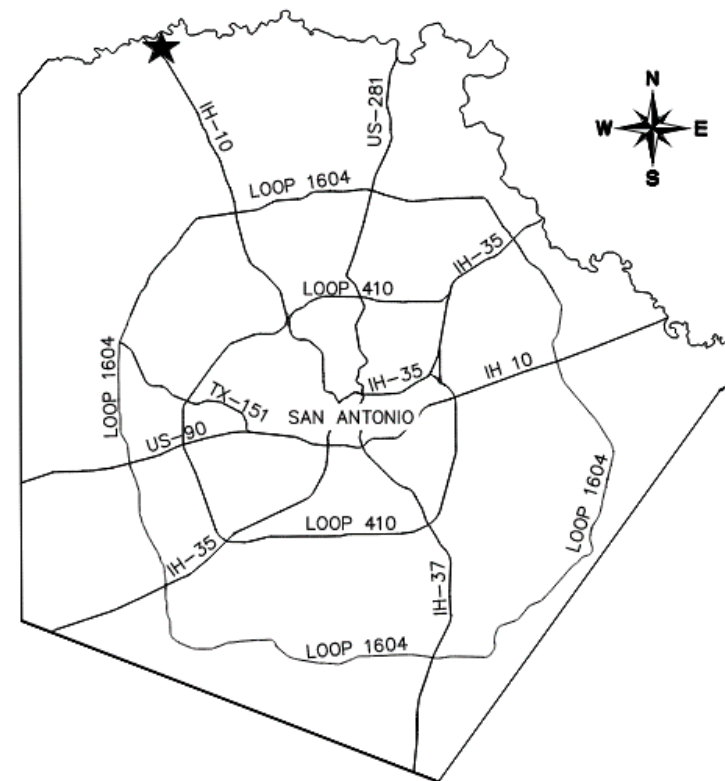
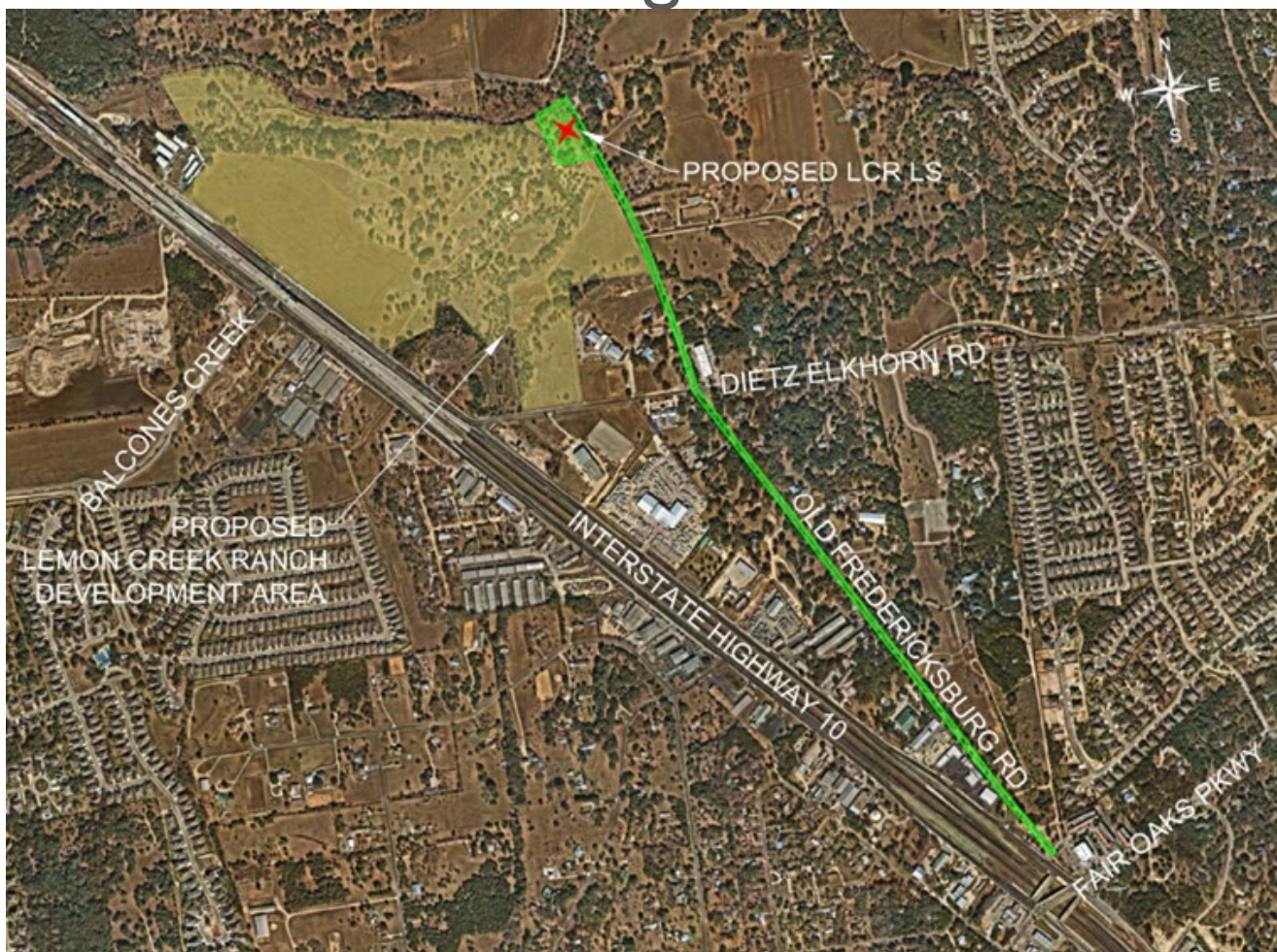
# Submission Due Date

- Proposals due no later than **10:00 AM CT December 3, 2021**
- **Electronic Proposals Only**
- Follow specific electronic proposal delivery instructions:
  - Request the FTP Site for Upload no later than December 2, 2021 at 10:00 AM
  - Follow naming convention provided in the Respondent Proposal Checklist for all 3 files
  - Late responses will not be accepted and will not be opened
  - A WebEx proposal opening meeting will be held on December 3, 2021 at 10:00 AM
- SAWS continues to monitor and adhere to the current COVID-19 guidelines and may modify the proposal submission instructions



# Project Overview

## Old Fredericksburg Rd



Lemon Creek Ranch Lift Station (RFCSP)

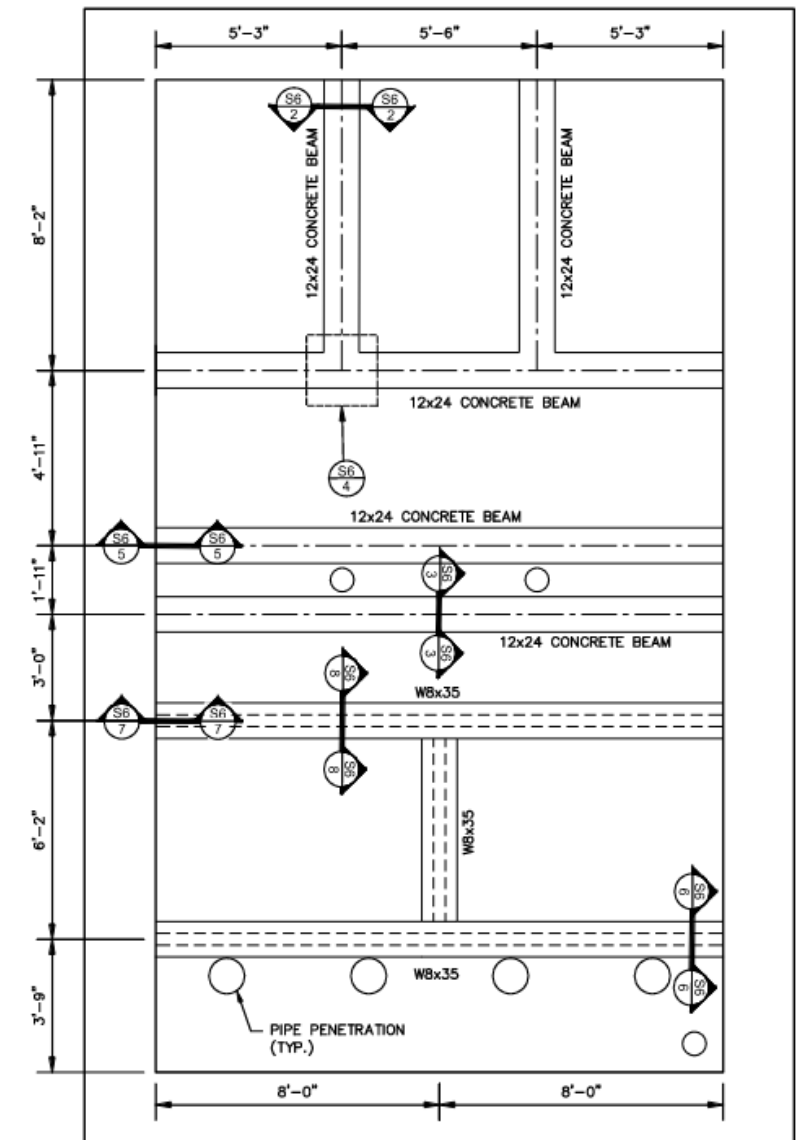
# Project Overview

- 3.42 MGD Submersible Lift Station
- Approximately 6,800 linear feet of dual 16-inch HDPE force main along Old Fredericksburg Rd
- Upsizing approximately 400 LF of existing 10-inch Sanitary Sewer to 24-inch PVC Sanitary Sewer

Lemon Creek Ranch Lift Station (RFCSP)

# Project Overview

- Lift Station
  - Within Edwards Aquifer Contributing Zone
  - Cast-in-place Concrete Wet Well
  - Top Slab reinforced with Concrete and Stainless Steel Beams
  - Four Pumps
  - Ductile Iron Discharge Piping
  - Prefabricated Electrical Building



# Project Overview

- Construction Sequencing
- Tree Preservation Plan
- Permits
  - Contributing Zone Plan
  - TXDOT Right of Way
  - Bexar County Building Permit
  - Bexar County Floodplain Development Permit
  - FAA Permit
  - Camp Bullis Dark Skies Zone

# Questions

- Submitted no later than November 15, 2021 at 2:00 PM (CST)
- Identify solicitation number
- Must be submitted in writing:

**Florinda Gonzales**

**Contract Administrator**

Contract Administration Department

San Antonio Water System

Florinda.Gonzales@saws.org

Lemon Creek Ranch Lift Station (RFCSP)

# QUESTIONS?

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Lemon Creek Ranch Lift Station (RFCSP)



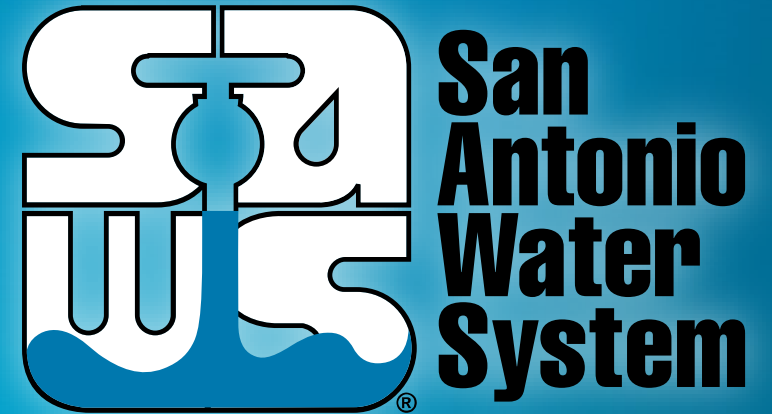
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