

PS-00046 E-16 Wurzbach Parkway Sewer Capacity Storage at U.S. Highway 281 PS-00047 E-74 Rosillo Creek Capacity Storage and Sewer Rehabilitation

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MAKING SAN ANTONIO
WATERFUL

RFQ Non-Mandatory Pre-Submittal Meeting
October 10, 2017

Oral Statements

- Oral statements or discussion during this SOQ 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.

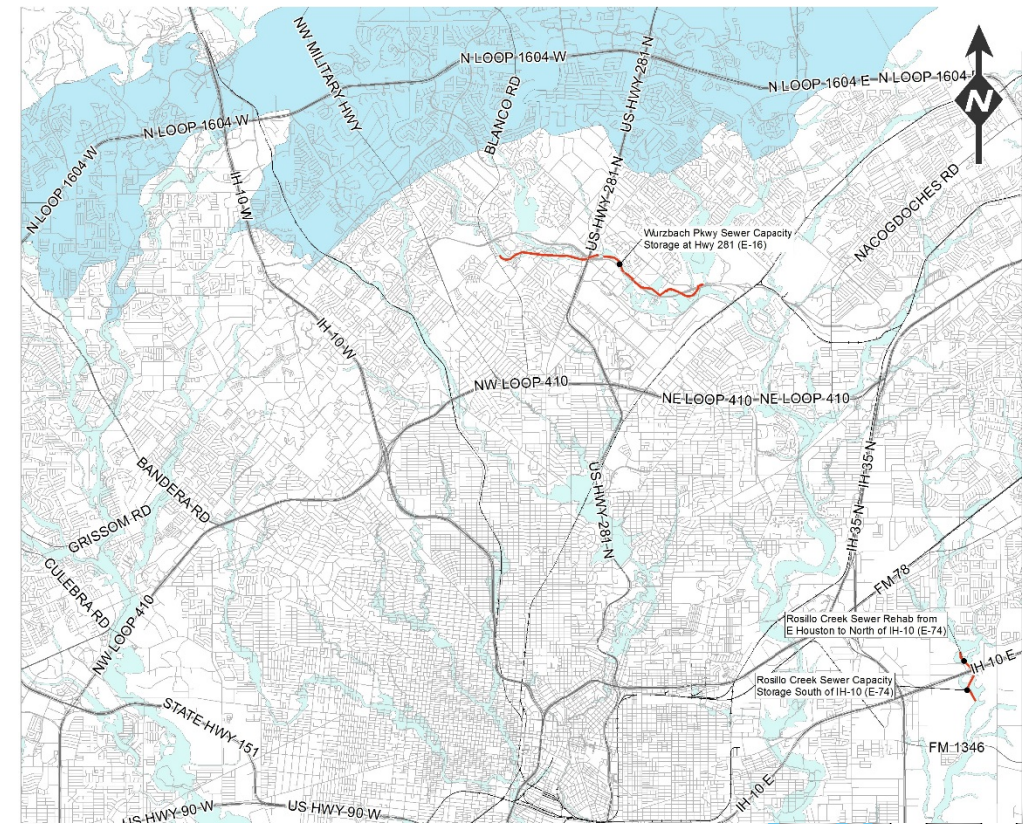
Presentation Overview

- RFQ Objectives
- Overview
- Project Matrix
- E-74 Project Charter
- E-16 Project Charter
- Cost Estimates - Design Phase
- Cost Estimates – Construction Phase
- Key Considerations
- Solicitation and Submission Requirements

E-74 Rosillo Creek Capacity Storage and Sewer Rehabilitation and E-16 Wurzbach Parkway Sewer Capacity Storage at U.S. Highway 281

Overview

- Basin Planning Consultants (BPC) East Sewer Shed Capacity Constraints
 - E-74 and E-16
- BPC Scope and Deliverables
 - 10% Desktop Analysis
 - 30% Field Analysis

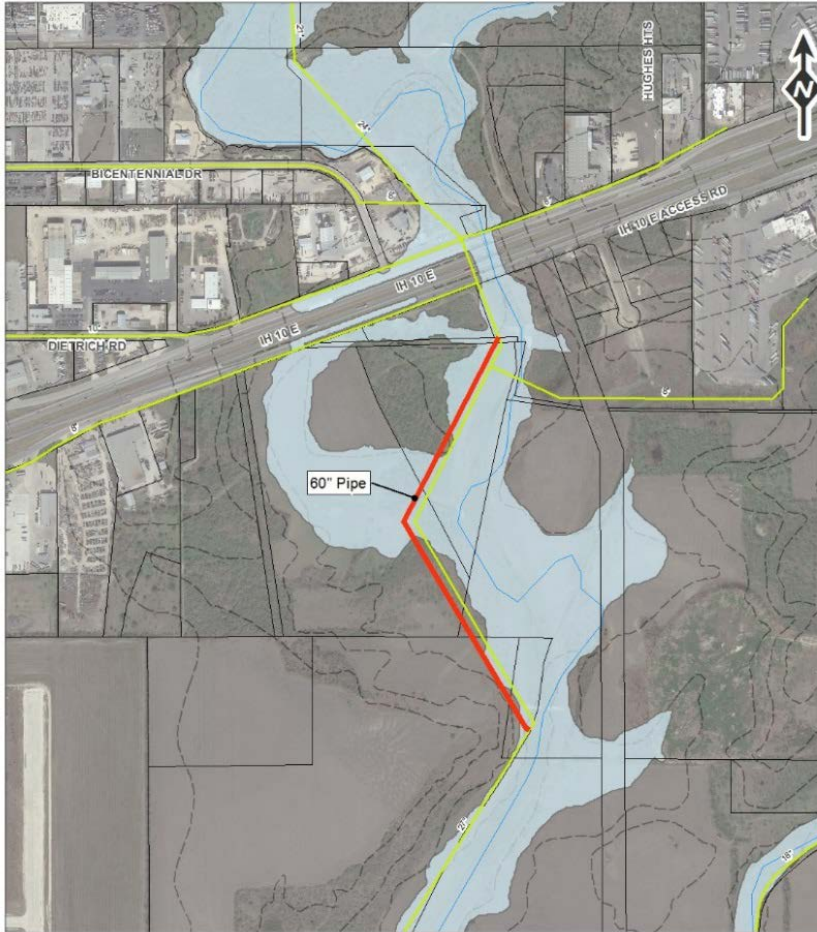


RFQ Objective

- Professional engineering design services for the design and construction of specified projects part of the Consent Decree
- Consultants should have familiarity working on projects using trenchless technology within the City of San Antonio (COSA), Bexar County, the Texas Department of Transportation (TxDOT), and other governing agencies' right-of-way
- E-74 Estimated Engineering Costs: **\$ 850,000.00**, total
- E-16 Estimated Engineering Costs: **\$ 1,300,000.00**, total
- SAWWS will select one (1) consultant for each project.

E-74

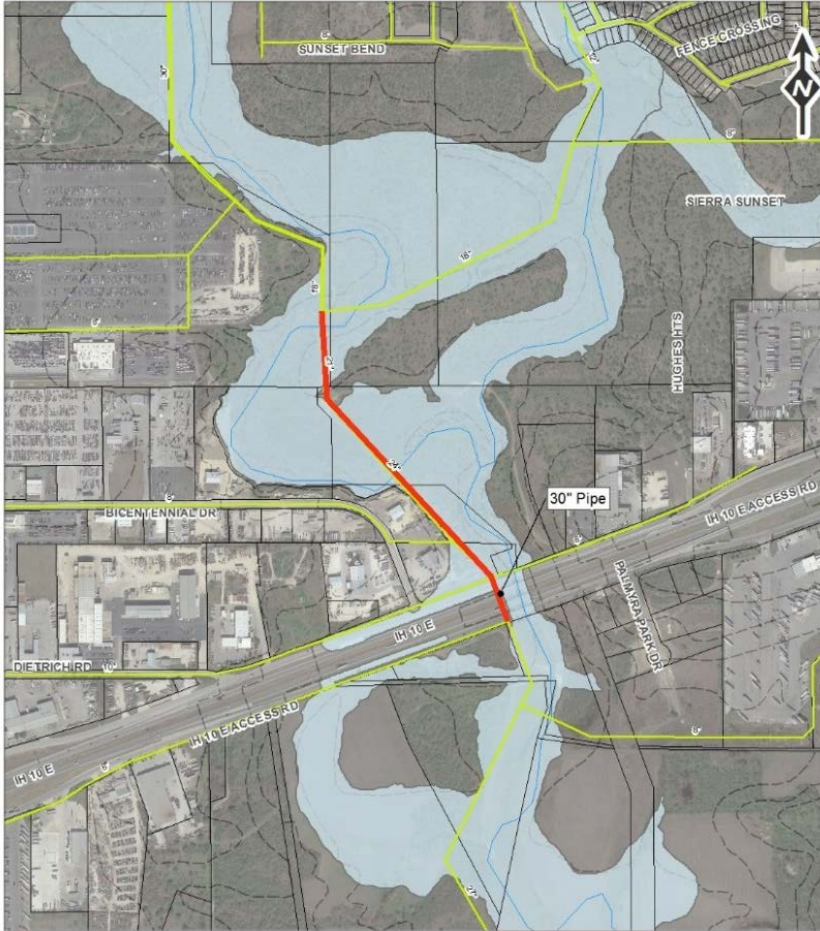
Rosillo Creek Sewer Capacity Storage South of IH-10



- Location: East Sewer Shed
 - South of IH-10 and West of N. Foster Rd
- Pipe Diameter:
 - 72-inch Parallel Offline Storage
 - 8-inch SS Reroute
- Project Length:
 - Storage: Approx. 2,750 feet
- Located within or near floodplain

E-74

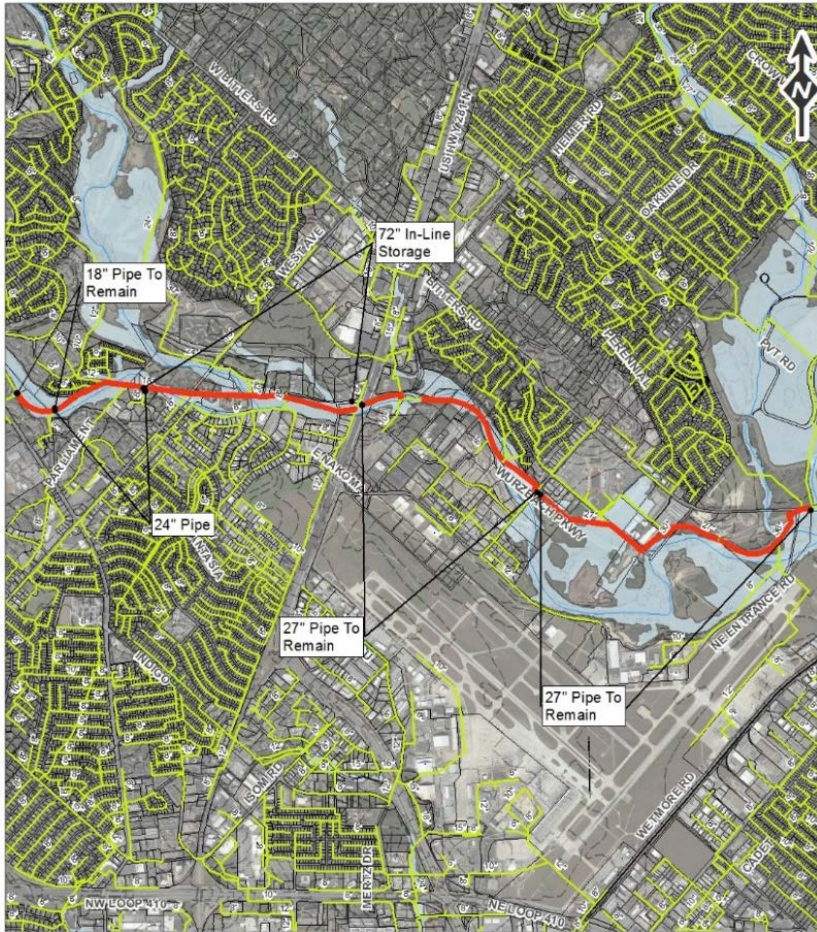
Rosillo Creek Sewer Rehab, E. Houston to North of IH-10



- Location: East Sewer Shed
 - North of IH-10 and West of N. Foster Rd
- Pipe Diameter:
 - 18-inch to 30-inch SS Rehabilitation
- Project Length:
 - Rehabilitation: Approx. 6,080 feet

E-16

Wurzbach Parkway Sewer Capacity Storage at Highway 281



- Location: East Sewer Shed
 - West of FM 2696 Across US Hwy 281 N to Jones Maltsberger & Wurzbach Pkwy
- Pipe Diameter:
 - 72-inch In-Line Storage
 - 18-inch to 27-inch SS Replacement with Upsized Pipe or Rehabilitation
- Project Length:
 - Storage: Approx. 5,400 feet
 - Replace./Rehab.: Approx. 5,300 feet

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%

CO Cost Estimates – Construction Phase

- Consultant must provide independent cost estimates based on the RSMeans method of cost estimating by using the most current RSMeans 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 SAWS contractor.

Key Considerations

- Schedule
- Methods of construction - trenchless technology
- Storage component
- Coordination with other agencies
- Easements and ROW
- Identification of utilities (above and below ground)
- Surveys and topographic information
- Access points for construction and adequacy of easements
- Bypass plans and traffic control
- Plans, Specifications, and Cost Estimates

Solicitation and Submission Requirements

- Additional Requirements
- Submission Restrictions
- Selection Process
- Evaluation Criteria
- Small, Minority, Woman, and Veteran-Owned Businesses (SMWVB) Participation
- Submitting a Response
- Key Dates
- Submittal Deadline
- Negotiations
- Communication Reminders
- Requests for Feedback
- Questions

Additional Requirements

- Consultants will perform all project-related functions utilizing SAWWS' Contracts and Project Management System (CPMS)
 - Including adhering to specified service levels for the processing of change orders, RFIs, RFPs and scratch sheets
- Meet all milestones and adhere to the project schedule as indicated within the project charters
- Understand all EPA consent decree requirements
 - Failure to meet milestones may result in monetary violations that will be passed on to the selected consultants
 - A link to the Consent Decree is available on SAWWS website and included as part of the RFQ

Submission Restrictions

- The SSORP Program Manager, HDR, may not submit for this RFQ
 - Sub-consultants are eligible to serve as a sub or prime consultant
 - If serving as a prime consultant, Respondent's job functions of the sub-consultant do not propose a conflict in SAWVS' sole discretion and the sub-consultant does not contribute more than 15% of the effort based on the original contract amount
- Basin Planning Consultants (BPC) are not eligible to submit for the RFQ (either as a sub or prime consultant) to design wastewater collection system projects
 - Sub-consultants on a BPC team may submit if their work did not or will not exceed 15% of the total BPC's contract value
 - Contact Marisol Robles, SMWVB Program Manager, for verification

Selection Process

- Statements of Qualifications received and reviewed for responsiveness
- Technical Evaluation Committee will score qualification statements based on established evaluation criteria
- Good Faith Effort Plan will be evaluated and scored
- Selection Committee will review and recommend 1 firm for each RFQ
- Interviews held, if necessary
- Negotiation with selected consultants
- Board Award

Evaluation Criteria Forms

CRITERIA	MAX POINTS
Experience and Qualifications	30
Similar Projects and Past Performance	25
Project Approach	30
Small, Minority, Woman, and Veteran-owned Business (SMWVB) Participation	15
TOTAL	100

Evaluation Criteria

- Evaluation Criteria Forms must be used for each of the criteria in the RFQ's, unless otherwise indicated
- Respondents must:
 - Use the space provided in the form
 - Indicating “see attached” is not acceptable
 - Adhere to character limits, which includes spaces
- Text is restricted to Arial, 10 pt font
- Proposals may be found non-responsive if all fields are not completed

Evaluation Criteria

- Experience and Qualifications
 - Describe: relevant experience, role of sub-consultants, experience with San Antonio construction practices
 - Identify additional skills, experience, and/or qualifications to be considered
 - Experience preparing engineer's OPCC for all phases of design per AACE
 - Organizational chart (separate sheet)
 - 1 page resumes (separate sheets) for each key member identified in the organizational chart

Evaluation Criteria

- Similar Projects and Past Performance
 - Demonstrate record of performance
 - Provide past performance as it relates to accuracy of the OPCC
 - Describe: relevant projects over the past 5 years and experience preparing independent cost estimates
- Project Approach
 - Describe and/or identify the teams approach to: complete the Project, facilitate regulatory process, develop OPCCs and ensure completeness and accuracy
 - Explain how updates, and revisions and reports will be produced to meet the CD
 - Suggested potential alternative innovative approaches
 - Team's availability

SMWVB Program Goals

Industry	SMWVB Goal	Description
Engineering and Other Professional Services	40%	<ul style="list-style-type: none">• Points issued for SMWB on tiered scale

SMWVB Evaluation (Maximum 15 pts)

- Complete Exhibit “A” to show Respondent’s commitment to SAWS’ SMWVB policy, which will be based on meeting or exceeding the minimum SMWVB goal of 40%. All sub-consultants should be included, regardless of their SMWVB status.
- M/WBE Scoring Method: **Up to 15 Points (By percentage) 40.00% M/WBE Goal**
 - 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

SBE Evaluation (up to 5 points)

Cannot exceed maximum of 15 points

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

SMWVB Evaluation (*continued*)

- 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.
- For the RFQ, SMWVB-certified:
 - firms need to have a local-area office or equipment yard
 - must be “SBE”,
 - and need to be certified through the SCTRCA or Texas HUB.

Subcontractor Payment & Utilization Reporting (S.P.U.R.) System Portal

San Antonio Water System: SMWB at SAWS - Windows Internet Explorer

https://saws.smwbe.com/Default.asp?

File Edit View Favorites Tools Help

SAWS EZlink Employee Portal San Antonio Water System

San Antonio Water System

What makes an idea Refreshing? Find out at

https://saws.smwbe.com

IN THIS SECTION:

Main

SAWS Regional Business Disparity Causation Analysis Study

SAWS SMWB Contract Compliance System

Login

System Access Login

Username:

Password:

Remember username

Login

- [Find a Certified Firm](#)
- [Contact Us & Support](#)
- [Forgot Password](#)
- [Account Lookup](#)
- [Help/First Time Visitors](#)

San Antonio Water System is pleased to offer our Contract Compliance System tracking SMWBE participation!

The Contract Compliance System is designed to streamline and automate your reporting requirements. The system is accessible to all firms doing business with SAWS and includes the following key features:

- Automated communication with contractors via email regarding compliance issues
- Submission of contractors' utilization reports online with automated tracking of contract goals and participation
- Automatic verification of subcontractor payments
- Immediate feedback on accuracy of certified payrolls
- Elimination of paper-based reporting and lengthy payroll validation delays

SMWVB Questions

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

Marisol V. Robles

SMWVB Program Manager

Contracting Department

Email: Marisol.Robles@saws.org

Telephone: 210-233-3420

Submitting a Response

- Submit hard copies (1 original and 7 copies)
- Include a USB flash drive of the original proposal (all pages)
- Reference each RFQ to determine what additional items are required (i.e. Organizational chart)
- Must submit using Evaluation Criteria Forms
 - No other documents are permitted with the exception of the front page, transmittal page, table of contents, tabs, and any required forms
- Use 8 1/2 x 11 portrait format

Submitting a Response

Helpful Reminders

- Thoroughly read the RFQs prior to submitting a response
- Submissions for the E-16 RFQ is for one (1) project
- Submissions for the E-74 RFQ is for two (2) project's
- Maximize points by addressing all items in the order they are identified in the RFQ
- Be very specific and avoid “boiler plate” responses
- Utilize the Submittal Response Checklist
- Contact the SMWVB Program Manager for assistance, if necessary
- Perform QA/QC on proposal prior to submitting

Addendums

- Register as a vendor with SAWS Vendor Registration and Notification
- More than 1 Addendum may be posted
- Check SAWS website often and prior to submitting a proposal for the RFQ's
- Known Addendum changes are:
 - SMWVB and GFEP clarifications
 - Question responses

Key Dates

- September 29, 2017
- October 11, 2017 by 4:00 p.m.
- October 12, 2017 by 4:00 p.m.
- October 17, 2017 by 2:00 p.m.
- October 19, 2017 by 2:00 p.m.
- October/November 2017
- November 2017
- November 2017
- December 2017
- January 2018

RFQ's Released

Written Questions Due

Q & A Posted to Website

Proposals Due for E-74 RFQ

Proposals Due for E-16 RFQ

Proposals Evaluated

Interviews, if necessary

Negotiations

SAWS Board Consideration and Award

Start Work

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

Submittal Deadline

- Submittal deadline for E-74 RFQ is October 17, 2017 at 2:00 p.m.
- Submittal deadline for E-16 RFQ is October 19, 2017 at 2:00 p.m.
- Solicitation number, solicitation name, date and time of the deadline should be clearly identified on the outside of the package
- Deliver to 2800 U.S. Highway 281 North, Customer Service Building
 - Deliver to Counter Services not Suite 171
 - SAWS recommends submitting proposals at least two (2) hours prior to the deadline
 - Make arrangements early if mailing a response
- Late responses will not be accepted and will be returned unopened

Negotiations

- 30% design deliverables will be provided
- Selected Consultant(s) will review work products and raise any concerns or issues with products, findings, or recommendations
- Selected Consultant(s) will review and independently verify 30% design deliverables
- Negotiations must be completed within 30 days
- If an agreement cannot be reached, SAWWS will formally cease negotiations

Communication Reminders

- There should not be any communication regarding these 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, direct or indirect discussion of the RFQ's
 - If submitting for either of the RFQ's and doing work for SAWS, indicate this when speaking with SAWS staff, but refrain from discussing the projects
- From release of the RFQ's to Board Award

Request for Feedback

- New policy implemented
 - Requests for score analysis and/or debriefings shall be submitting in writing
 - Respondents may request one (1), thirty (30) minute debrief
 - Per calendar year
 - Will be provided after the SAWWS Board of Trustees has approved the contract awards

Respondent Questions

- Must be submitted in writing no later than October 11, 2017 by 4:00 PM, via e-mail, to:

E-74 Rosillo Creek:

Stella Manzello

Contract Administration Department

San Antonio Water System

Stella.Manzello@saws.org

E-16 Wurzbach Parkway:

Jonathan Miranda

Contract Administration Department

San Antonio Water System

Jonathan.Miranda@saws.org

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