

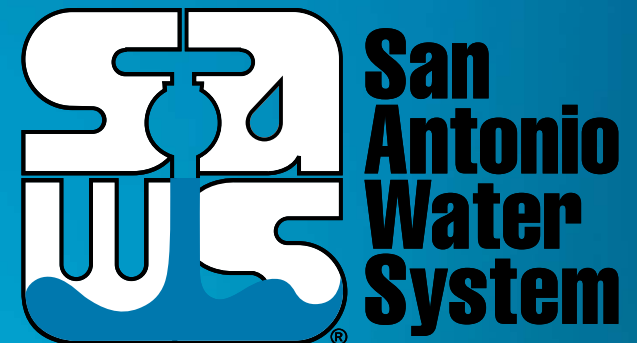
# Design-Build: Phase III Service Center Project

## Solicitation No: PS-00082

Julie Valadez, AIA, PMP  
Project Manager

Marisol V. Robles  
SMVWB Program Manager

Jonathan Miranda, MSJP  
Contract Administrator



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Pre-Submittal Meeting  
July 26, 2019

# 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.

# Pre-Submittal Topics

- Key Dates
- Key Elements of the Solicitation (Evaluation Criteria, Selection and Submittal Packet Preparation)
- Submission Due Date
- Communication Reminders
- SMWVB Program
- Phase III: Service Center Project Overview & Locations
- Additional Requirements
- Questions

# Selection Process

## Two Step Selection

- Requests for Qualifications (RFQ)
  - Will score the submittals based on published evaluation criteria
  - Narrow down to no more than five (5) firms
- Request for Proposals (RFP) issued to short-listed firms
  - Scored from published criteria in the RFP
  - Tours & Interviews

# Key Dates

- July 31, 2019 by 2:00 p.m.
- August 2, 2019 by 4:00 p.m.
- August 26, 2019 by 3:00 p.m.
- August 28, 2019 – September 11, 2019
- September 25, 2019
- October 25, 2019
- November 2019
- November - Dec 2019
- January - March 2020
- January - March 2020
- January - March 2020

**Receipt of Written Questions Due  
Q & A Posted to Website**

**Submittals Due**

**Submittals Evaluated and Respondent Notification  
RFP Issued to short-listed firms and tours scheduled  
RFP's Due**

**Interviews**

**Selected Firm Notified and Negotiations**

**SAWS Board Approval and Award**

**Non-Selection Notice Mailed**

**Start Work**

Please note that dates are subject to change.

# Addenda

- Register as a vendor with SAWVS Vendor Registration and Notification
  - Ensures access to the most current information (addenda, supplemental information, etc.)
- Check SAWVS website often and prior to submitting your proposal
- More than one (1) Addendum may be posted
- Upcoming Addendum changes are:
  - Insurance Requirements (Exhibit A)
  - Statement of Compliance with Insurance Requirements (Exhibit G)
  - Responses to questions

# Submitting a Response

- Submit hard copies
  - 1 original and 8 copies (organize and tab)
- Include a USB flash drive of the original proposal; include all pages
- Reference the RFQ document for additional items required
- Page limit of eighty-five (85) pages
- Must be securely bound by a means other than 3-ring binders
  - Use 8 ½ x 11 portrait format (11" x 17" permitted for illustrations/spreadsheets only)
  - Required information differs for copies
  - Required forms and dividers tabs do not count towards page limit
  - Submittal Response Checklist (Exhibit E) lists all required documents, and indicates pages that do not count toward page count



# Submittal Packet Preparation

- Review Evaluation Criteria and prepare a relevant narrative for each item identified to maximize points. Be very specific and avoid “boiler plate” responses when possible
- Include Organizational Chart identifying Key Personnel
  - Reference Exhibit D Staffing Plan – 3 org charts requested
  - Include Resumes and Project Sheets
- Ensure that all required documents are submitted and signed, when applicable (i.e. Respondent Questionnaire, CIQ, etc.)
- Contact the SMWVB Program Manager for assistance, if necessary
- Perform a thorough QA/QC review on your proposal prior to submitting



# Submission Due Date

- Responses due no later than Monday, August 26, 2019 at 3:00 p.m. CST.
- SAWS recommends arranging delivery at least 2 hours prior to the deadline.
- Solicitation number, solicitation name, date and time of the deadline should be clearly identified on the outside of the submittal package
- Follow specific delivery instructions
  - Deliver to 2800 U.S. Highway 281 North, Customer Service Building
  - Deliver to Counter Services (not to Contract Administration in Suite 171)
  - Make arrangements if mailing a response to this RFQ
  - Late responses will not be accepted and will be returned unopened

# Communication Reminders

- There shall not be any communication with the following:
  - SAWS' Executives, SAWS' Project Manager or any other SAWS' staff
  - SAWS' Program Manager (APSI)
  - City Council member or staff
  - SAWS Board of Trustees
- This includes phone calls, emails, letter, or any direct or indirect discussion of the RFQ
- Communication protocol is in effect throughout this procurement RFQ and RFP and through Board award of the Contract.

# Small, Minority, Woman, and Veteran-Owned Businesses (SMWVVB) Program

## RFQ Scoring

- Five Narrative Questions
  - Up to three points may be awarded per answer, for a total of up to 15 points.
- 
- Questions related to the SMWVVB Program, or scoring of the RFQ may be directed to the SMWVVB Program Manager until the submittal date.

**Marisol V. Robles**, SMWVVB Program Manager

Email: [Marisol.Robles@saws.org](mailto:Marisol.Robles@saws.org)

Telephone: 210-233-3420

Design-Build: Phase III Service Center Project



# RFP & The SMWVB Program

Good Faith Effort Plan required with the RFP

- 30% Aspirational Goal(Combination of Aspirational Construction and Professional Services Goals)
- Entire Design Team will need to be identified in the Good Faith Effort Plan
- Payment Reporting: Contractually Required

# Technical Questions

- Should be submitted no later than July 31<sup>st</sup> at 2:00 p.m. CST
- Must be in writing, by email or fax to:

**Jonathan Miranda**

Contract Administration Department

San Antonio Water System

[Jonathan.Miranda@saws.org](mailto:Jonathan.Miranda@saws.org)

Fax No.: 210.233.4253

- SAWS will issue an Addendum with written responses to all questions on August 2<sup>nd</sup>
- Originator of question will be left anonymous
- SAWS reserves the right to not address questions submitted after the July 31<sup>st</sup> deadline.

# Project Overview

- Scope of services and work will take place on three distinct sites and work will consist of planning, development, design, engineering, procurement, demolition and construction.
- Estimated cost is \$27.5 - \$29 million
- **Exhibit F: Design Criteria Packet (DCP)** Detailed scoping document

Complete DCP will be provided to the short-listed firms and will include:

Program Manager's Survey and Geotech

Plans and Specs from previous Phases

Detailed room data /room sizes/ finishes

Performance Spec

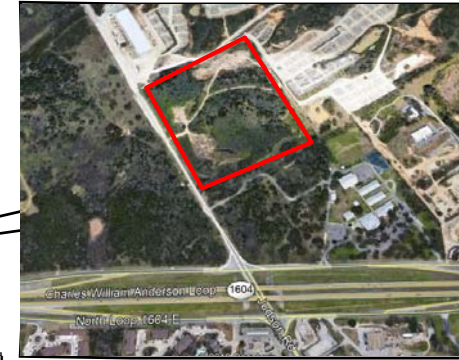
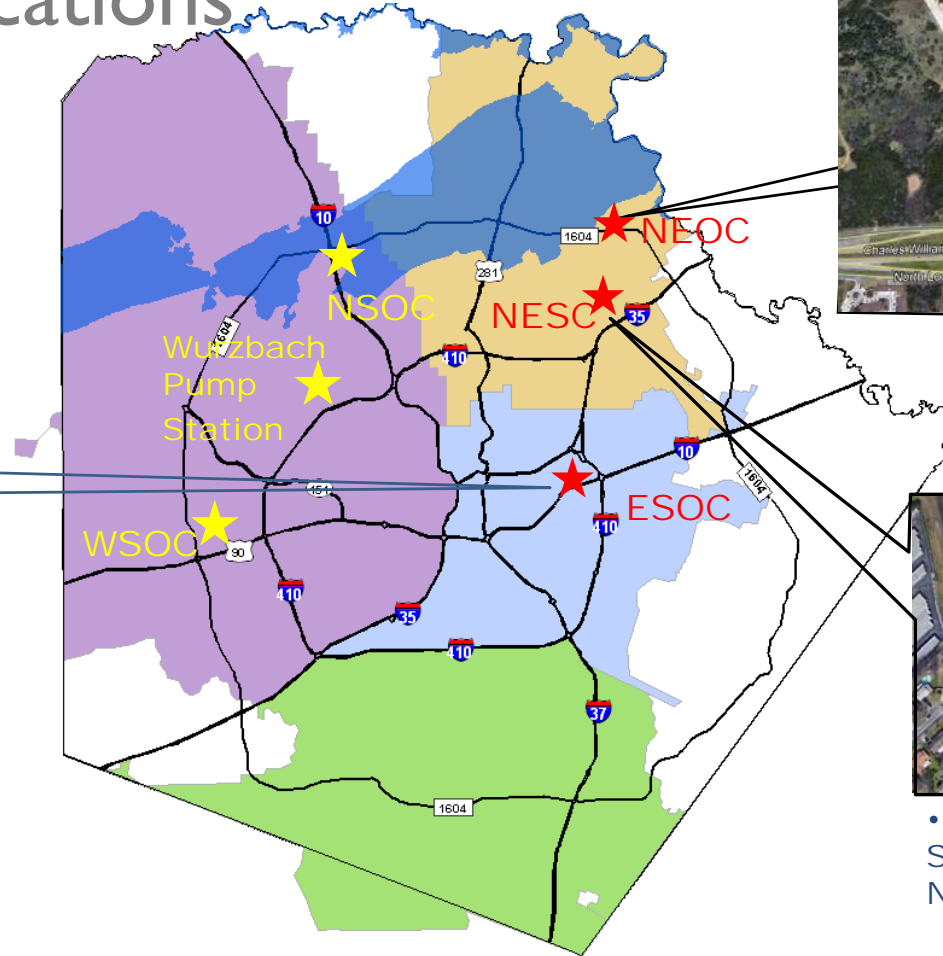


# Operation Center Locations

- ★ Previous Phase locations
- ★ Phase 3 locations



• Eastside Operations Center



• New Northeast Operations Center



• Current Northeast Service Center @ Naco Pump Station



# Project Location Scope Overview:

## New Northeast Operations Center (NEOC):

Design and construct a new Operations Center on a greenfield site at Judson Rd and N Loop I604.



## Existing Eastside Operations Center (ESOC):

Design and construct a series of improvements, priority will be a new fuel facility w AGTs, a new diesel generator and relocating overhead power lines to UGE.



## Existing NESC at Naco Pump Station site:

Demolish and remediate existing fuel islands, UGTs, and administration building at the existing.



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# Operation Center Overview

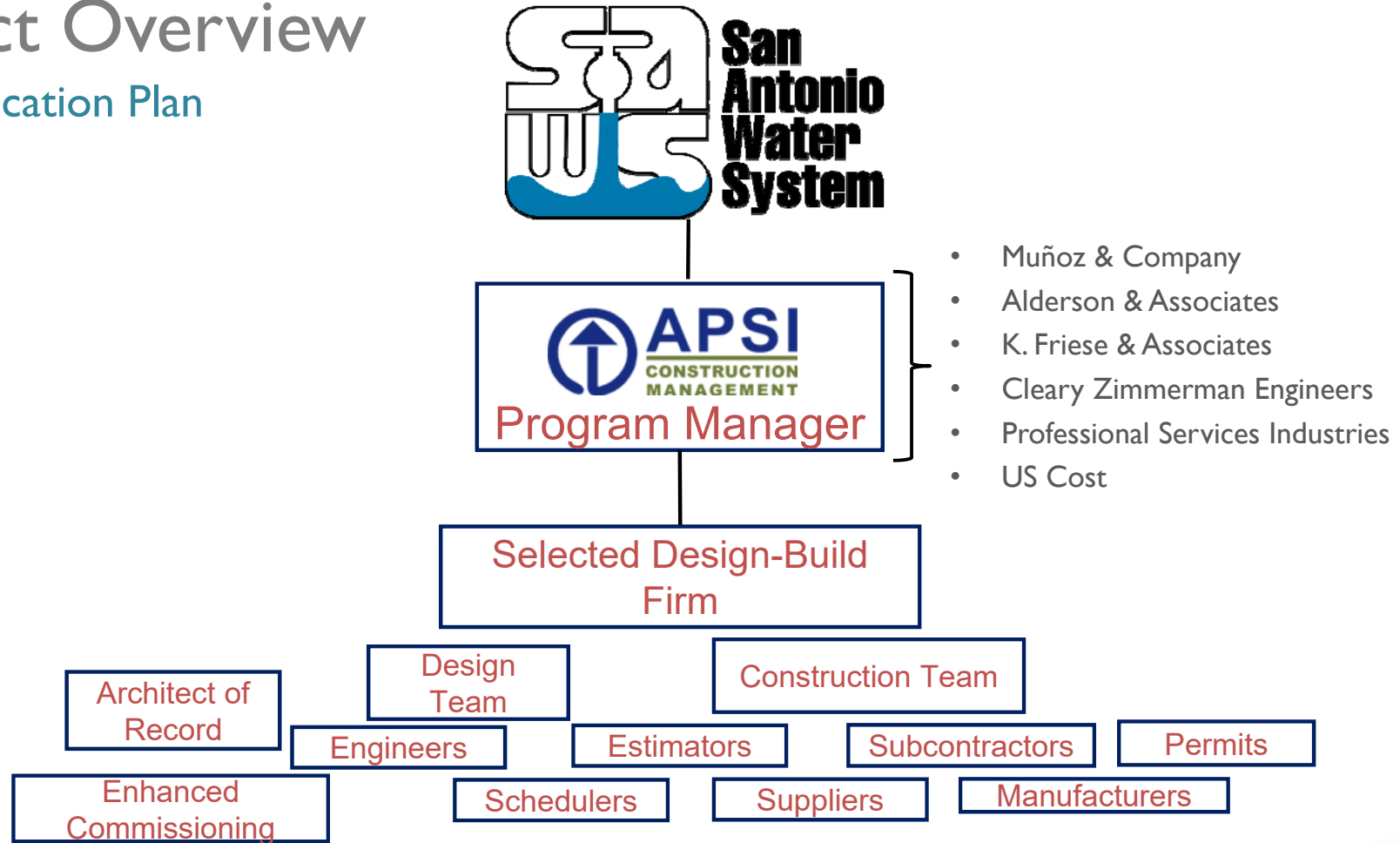


Bubble Diagram of New NEOC



# Project Overview

## Communication Plan



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# Project Overview

## Timeline

	Jul-19	Dec-19	Jan-20	Feb-20	Apr-20	Jul-20	Sep-20	Nov-20	Jan-21	Jan-22	Mar-22	Sep-22	Oct-22
Procurement													
RFQ/ RFP / Interviews/ Selection	July 2019 thru Dec 2019												
Board approval of Ph 3 Selected DB Firm				•									
Design													
Ph 3 DB Firm and DPOR 100% Design for all sites				Feb 2020 thru Sept 2020									
ESOC Construction/ Rennovation/ Demolition													
Ph 3 DB Firm - Fuel/Generator/ Overhead Electric							• July 2020 thru Jan 2021						
Ph 3 DB Firm - Ice Station/ Fleet/ Paving/ pull UGTs										• Jan 2021 thru Mar 2022			
NEW NEOC													
NEOC: Construction										Jan 2021 thru Oct 2022			
Final completion / Closeout													Testing •
OLD NESC													
DB Firm to demo and remediate fuel and building													•

Design-Build: Phase III Service Center Project



# Additional Requirements

- Respondents must have previous Design-Build or CM@R experience
- Team must include DPOR members licensed to practice in Texas including:
  - Licensed Architects and Engineers (and key positions shall be licensed)
  - DPOR to indicate staff that is LEED certified (admin building only)
  - Civil Engineer (Civil is a significant portion of this work)
  - Fuel consultant
- Purchase, maintain and keep in force required insurance coverage
  - Short-listed firms will verify review of insurance requirements
  - Refer to Exhibit A and Exhibit G in the RFQ for additional information

# Evaluation Criteria

CRITERIA	MAX POINTS	MAX PAGES
Project Team (Note the specific list of information to include on resumes)	20	40 (page count does not include resumes)
Project Approach	20	15
DPOR's Comparable Project Experience (Note the specific list of information to include on Project sheets)	20	10
Construction Team's Comparable Project Experience (Note the specific list of information to include on Project sheets)	20	10
Quality Assurance/Quality Control established processed	5	5
Small, Minority, Woman, and Veteran-Owned Business (SMWVB)	15	5
TOTAL	100	85

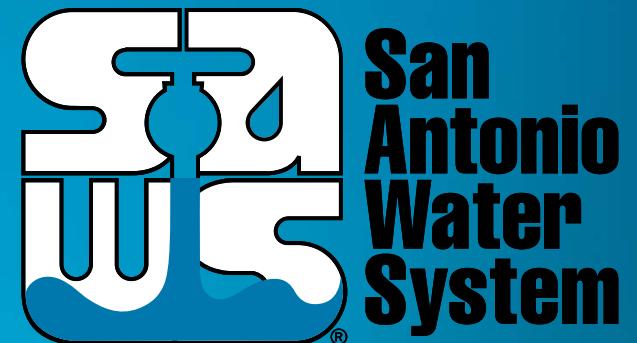
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