

# Meadow Springs Pump Station Wells No. 1 and No. 2

## RFCSP – CO-00637

Non-Mandatory Pre-Proposal Meeting

June 22, 2023 – 10:00 AM

**Michael Boyd, P.E.**

Project Engineer

**Lindsay Esquivel**

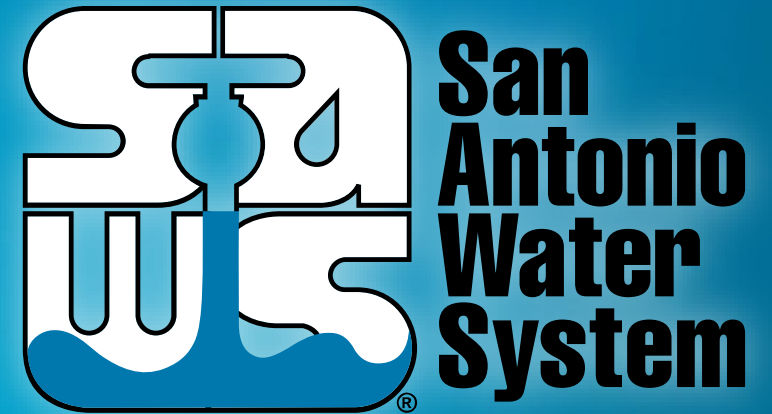
Contract Administrator

**Marisol V. Robles**

SMWB Program Manager, SAWS

**Lee Niles, P.E.**

Design Engineer, Pape-Dawson Engineers



MAKING SAN ANTONIO  
**WATERFUL**



# Oral Statements

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

# 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
- Construction duration is 540 calendar days
- Estimated Budget \$ 7,700,000.00
- Procured under Chapter 2269 of Texas Government Code as a Request for Competitive Sealed Proposals (RFCSP)
- This is also developer project (Lennar Homes)
- Non-Mandatory Site Visit \*\* Addendum #1 \*\*
  - 9:00 AM (CDT) on June 23, 2023, at the western edge of Whisper Way, approximately 150 feet north of the intersection of Whisper Way and Whisper Crossing. Reference "Attachment A: Site Visit Procedures"



# Mandatory SMWB Goal

Industry	SMWB Goal
Construction	21%

The mandatory SMWB goal is expressed as  
21% of your total price proposal

# SMWB Scoring

- SMWB Scoring Method: 10 Points (by percentage) for meeting or exceeding the stated mandatory SMWB goal.
- Not meeting the mandatory goal = 0 SMWB Points. Points awarded on an all-or-nothing basis.
- If the goal is not met, proof of outreach to SMWBs must be provided. If the goal is not met, and proof of outreach is not provided, disqualification may occur.

# Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 21% SMWB goal mandatory?**

A: Yes. Respondents who do not meet the mandatory goal will not earn any SMWB points.

- **Q: What if I am having trouble finding SMWB subcontractors?**

A: The South Central Texas Regional Certification Agency has a search portal at [www.sctrca.sctrca.org](http://www.sctrca.sctrca.org).

- **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 and suppliers need to be included in the GFEP, even those that may not count towards the SMWB goal. We also need to see proof of your outreach if you do not meet the goal.

- **Q: What if I have questions about the GFEP?**

A: Please contact the SMWB Program Manager at [Marisol.Robles@saws.org](mailto:Marisol.Robles@saws.org). GFEP questions can be asked at any time before the submittal is due.

# Required Solicitation Methods

At least two of the following methods of outreach must be used.

Proof of outreach must be provided if the mandatory SMWB goal is not met.

- Newspaper Advertisements
- Minority Media
- Direct Contact (Phone, Fax, USPS Mail, or Email)
- Meetings or Conferences
- Internet & Web Postings or Other Government Publications
- Trade Association Publications



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

1. Subcontractor & Supplier Payment Tracking
2. Subcontractor and Supplier Additions or Substitutions
3. 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 blue header with the San Antonio Water System logo on the left, a "OUR MAIN SITE" link, 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" (Learn how to fully utilize our system with a live trainer), "About the System" (Learn more about this system and how it works today), and "Account Access" (Lookup Vendor accounts or reset user passwords). The footer contains the text: "The Subcontractor Payment & Utilization Reporting System is powered by B2Goner Software © Copyright 2018."

Meadow Springs Pump Station Wells No. 1 and No.2 , CO-00637

# SMWB Questions

- Questions related to the SMWB Program, completion of the Good Faith Effort Plan (GFEP) or finding certified subcontractors and suppliers may be directed to the SMWB Program Manager until the RFCSP is due.

**Marisol V. Robles**

SMWB Program Manager

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

Telephone: 210-233-3420

# Contract Requirements

## Prevailing Wage Rate and Labor Standards – Section 2.10 of the General Conditions

- Wage decisions are included within the specifications
- Contractors shall utilize LCP Tracker
- Certified payroll to be submitted on weekly basis beginning on the start date of the Notice to Proceed, including weeks in which work is not performed
- Be aware of all SAWS Holidays
- Contractors are responsible for sub-contractor payroll
- Late payrolls delay contractor payments, as well as release of retainage at the end of the project
- Payroll records are subject to review
- Site visits are random and unannounced
- Interviews will be conducted and will be private & confidential
- All apprenticeship programs will need to be approved by Department of Labor prior to starting



# Contract Requirements

Continued Insurance requirements are found in Section 5.7 of the GC

- Contractor's insurance must be compliant with all other contracts
- SAWWS will request insurance certificate prior to Board award to ensure insurance compliance and to assist in expediting execution of the contract
- Contractor must maintain insurance compliance during the entire term of the contract. Failure to do so, including not provided renewal certificates of insurance, may result in the contractor being removed from the project site until the issue is resolved



# Contract Requirements

- Supplemental Conditions
  - Liquidated damages are \$1,100.00 per day
  - Contractor shall perform the Work with its own organization on at least 40% of the total original contract price confirmed in the Good Faith Effort Plan.

# 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 SAWWS
- Price will be calculated (lowest price receives the most points)
- SMWVB 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 clearly demonstrate, completely and sufficiently, the drilling of new public supply water wells in the Edwards Aquifer formation (or similar) to a depth of 1,000 feet or greater, with a nominal diameter of 20 inches or greater in the open hole production zone, as primary business focus and service, and such services have been successfully provided for at least five (5) continuous years.

# Proposal Packet Preparation

- Electronic Proposal ONLY
- Review Project Scope, Instructions to Respondents, and Supplementary Instructions to Respondents
- Utilize the Proposal Response Checklist and Evaluation Criteria forms to ensure all items are included
  - 3 files required for electronic submittal
  - Follow file naming convention

**RESPONDENT'S PROPOSAL CHECKLIST**  
**MEADOW SPRINGS PUMP STATION WELLS NO. 1 AND NO. 2**  
 SAWS Job No. 22-6025  
 SAWS Solicitation No. CO-00637

**FILE 1: PROPOSAL\_CO-00637\_FIRM NAME**

- General Price Proposal Items (latest version)
- Signed Price Proposal/Acknowledgement of Addendums
- Signed Proposal Certification Page (PC-1)
- Bid Bond

**FILE 2: ORIGINAL PROPOSAL\_CO-00637\_FIRM NAME**

- Proposal Checklist
- Acknowledgement Form
- Statement on President's Executive Orders
- Good Faith Effort Plan
- Conflict of Interest Questionnaire – Form CIQ (Rev. 1/1/2021)
- W-9
- Proof of Insurability (Letter from Insurer or Sample Certificate of Insurance)
- Respondent Questionnaire
- Schedule of Manufacturers and Suppliers for Major Equipment
- Supplemental Instructions to Respondents
  - Evaluation Criteria Form
  - Safety Matrix Form – Information for the Prime Contractor and Subcontractors and Backup Documentation
  - Key Personnel Organizational Chart with Description of Roles and Responsibilities
  - Resumes (Key Personnel for Prime and Key Subcontractors)
  - Project Schedule

**FILE 3: COPY OF PROPOSAL\_CO-00637\_FIRM NAME**

- Proposal Checklist
- Respondent Questionnaire
- Schedule of Manufacturers and Suppliers for Major Equipment
- Supplemental Instructions to Respondents
  - Evaluation Criteria Form
  - Safety Matrix Form – Information for the Prime Contractor and Subcontractors and Backup Documentation
  - Key Personnel Organizational Chart with Description of Roles and Responsibilities
  - Resumes (Key Personnel for Prime and Key Subcontractors)
  - Project Schedule

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Proposal Packet Preparation

- Double check all mathematical calculations and verify all extensions
- Ensure Mobilization & Demobilization Line Item does not exceed the percentage allowed (**Max 8% of Subtotal of lines 1-26**)
- Addendums are acknowledged on the Price Proposal Signature Page
  - Check the SAWS website regularly for addendum postings
  - It is possible to have multiple addendums

# Proposal Packet Preparation

- Respondent's Proposals submitted for this RFCSP should clearly demonstrate, completely and sufficiently that:
  - They have the Required Experience
  - Project Team experience and qualifications (Org chart with roles and responsibilities of proposed team)
- Thoroughly review evaluation criteria and respond with all required information to maximize points
  - Detailed, thorough responses are recommended
  - Avoid “boilerplate” responses

# Proposal Packet Preparation

- References and contact information must be valid
  - Confirm phone numbers and email addresses prior to submitting a proposal
  - Project references must be project owners, not consultants, or other contractors
- Respondent Proposal Checklist
  - Ensure all requested information per the Respondent Checklist and all required documents are submitted and signed (e.g., Respondent Questionnaire, CIQ, etc.)
  - Proposals shall be submitted in three (3) pdf files electronically. Respondents should ensure all required items are included.

# Evaluation Criteria

Refer to Supplementary Instructions to Respondents (SIR)

Criteria	Weight	Pg. No.
Team Qualifications and Experience	17 points	SIR-3
Quality, Reputation, and Ability to Deliver Projects on Schedule and within Budget	15 points	SIR-4
Project Approach, Schedule, and Availability	18 points	SIR-7
Price Proposal	40 points	SIR-8
Small, Minority, and Women-owned Business Participation	10 points	SIR-9
<b>TOTAL</b>	<b>100 points</b>	



# Evaluation Criteria

## Team Qualifications and Experience (17 points)

- Organization Structure and Key Information of the Prime Contractor
  - Total No. of employees, debarment history for last ten (10) years, litigation/arbitration/claims history for last three (3) years and any with SAWS regardless of the year they occurred, years performing work,, Annual company revenues as of **December 31, 2022.**
- Proposed Team Structure, roles, and responsibilities
  - One (1) page organization chart and clear description of proposed team identifying Key Personnel (Prime and Subs)
- Qualification and Experience of Key Personnel Proposed for this project
  - 8 1/2" X 11" sheets, provide resumes, one per person and not to exceed one (1) page for each, for Key Personnel for the Prime Contractor and Key Sub Contractors identified in the Org Chart

# Evaluation Criteria Cont.

## Quality, Reputation, and Ability to Deliver Projects on Schedule and within Budget (15 points)

- Prime Contractor On-time Completion on Similar Projects in the past fifteen (15) Years:
  - List and describe three (3) completed projects within the last fifteen (15) years of similar size, scope, and complexity. Respondents should provide references with contact information to include valid, recently verified email and telephone number of each project.
  - Key Personnel must have participated in a minimum of two (2) of the three (3) projects listed
  - List all current and recently completed new public water supply wells drilled in the Edwards Aquifer formation to a depth of 1,000 feet or greater performed in last five (5) years
  - List all projects that are currently under construction that all Key Personnel are involved
- Key Subcontractor(s) Performance on Similar Projects in the Past ten (10) Years:
  - List two (2) projects completed in the last ten (10) years in the State of Texas that identify Key Subcontractors' Project Manager and/or Project Superintendent(s) participated in that were of similar size, scope and complexity.

# Evaluation Criteria Cont.

## Quality, Reputation, and Ability to Deliver Projects on Schedule and within Budget (Cont...)

- If Prime Contractor is planning to self-perform the Work in accordance with the Contract Documents and no Key Subcontractor(s) have been identified in the Response:
  - Respondent shall provide a list of two (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 in the State of Texas within the last ten (10) years. Prime Contractor's Key Personnel shall have participated in a minimum of one (1) of the two (2) projects listed. Describe the role served by the proposed staff on those projects.
- References and contact information must be valid
  - If valid contact information is not provided for the Utility/Owner, the project may not be considered and the Respondent's score for this criterion may be reduced and/or Respondent's proposal may be deemed non-responsive.



# Evaluation Criteria Cont.

## Project Approach, Schedule, and Availability (18 points)

- Project Approach, please provide the following:
  - Provide narrative of the project approach describing how Respondent will complete this project include key milestones, specific critical processes and critical path items, phases and/or sequencing, permits, approvals, coordination with stakeholders, and procurements anticipated to complete the project work. Identify potential risks and describe proposed mitigation measures to ensure on-time completion of the Project.
  - Provide a description of the approach specifically addressing the procurement of the following items: 24-inch steel casing, drilling fluids, and cement for the construction of the wells.
  - Provide innovative ideas for cost savings (due to method, duration, or availability)
  - Provide Quality Management Plan (QMP) describing how the Prime Contractor will ensure that the necessary steps, safeguards, subcontractor oversight, QA/QC processes, and document controls will be implemented to ensure accuracy and successful completion of the Project.



# Evaluation Criteria

## Project Approach, Schedule and Availability (Cont...)

- Project Schedule and Unforeseen Conditions:
  - Provide critical path method (CPM) schedule in Primavera or Microsoft Project. The anticipated **NTP is September 18, 2023.**
  - Explain how Respondent will complete the project within the schedule considering the existing commitments identified in 2.a.iv.
  - Identify long-lead times and critical path shop drawings submittals
  - Provide details for the procurement and delivery of steel casing, concrete, drilling fluids, and other long lead time equipment and devices.
  - List and describe any previous instances in which the Contractor has encountered unforeseen conditions.
    - Identify whether a recovery plan was required.
    - Describe the nature of the issue and whether it was promptly resolved or resulted in the Respondent being asked to demobilize.

# Evaluation Criteria

## Project Approach, Schedule and Availability (Cont...)

- Describe the Respondent's approach towards mitigating and managing unforeseen conditions should they be encountered during the construction of this Project.
- Availability of Key Personnel and Equipment
  - Provide availability of Key Personnel (Prime and Subs) specifically assigned to this project
  - Describe availability of equipment and facilities that will specifically be utilized in this project
- Safety Information for Prime Contractor and Key Subcontractor(s):
  - Provide records showing Total Recordable Incident Rate (TRIR) for each year for the past five (5 )years for both Prime Contractor and Key Sub Contractors and backup documentation.
  - Provide records showing the company's Experience Modifications Rate (EMR) for each year for the past three (3) years for both Prime Contractor and Key Sub Contractor(s) and backup documentation.
  - List any fatalities in the company's safety history for the Prime Contractor and Key Subcontractor(s) and backup documentation.

# Evaluation Criteria

## PRICE/SMWVB

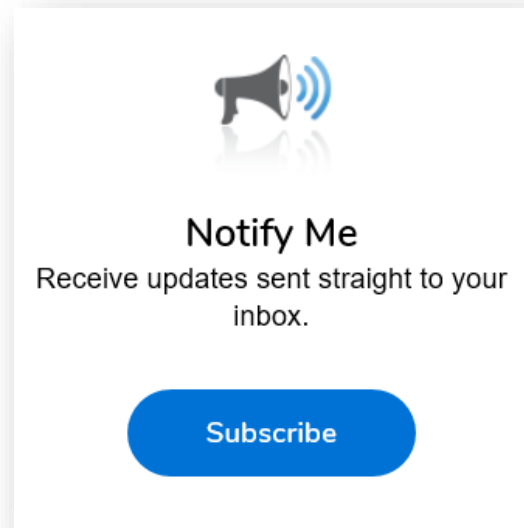
- Lowest total price will receive 40 points
  - Remaining proposals will receive points based on comparison to the lowest price proposal, see example in SIR

Proposal	Price	Calculation	Points Earned
A	\$36,250,100	$(36,250,100/36,250,100) \times 40$	40.00
B	\$54,295,855	$(36,250,100/54,295,855) \times 40$	26.71
C	\$41,890,450	$(36,250,100/41,890,450) \times 40$	34.61
D	\$46,790,900	$(36,250,100/46,790,900) \times 40$	30.99
E	\$49,265,750	$(36,250,100/49,265,750) \times 40$	29.43

- Complete Good Faith Effort Plan (reference Supplementary Instructions to Respondents) will receive 10 points

# 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





# Communication Reminders

- There shall not be any communication with the following during the Proposal period:
  - ✓ Design Engineer
  - ✓ Developer
  - ✓ 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
- Questions should be directed to [Lindsay.esquivel@saws.org](mailto:Lindsay.esquivel@saws.org) in writing by the deadline in the RFCSP

# Key Dates

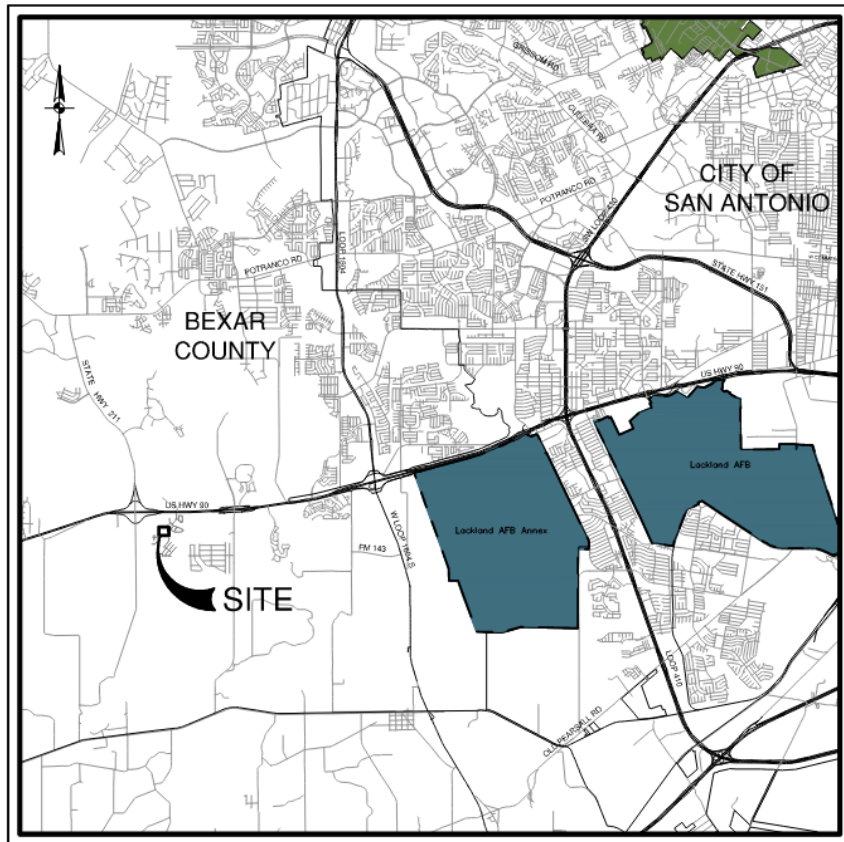
- June 23, 2023 9:00 AM Site Visit \*\* Addendum #1
- June 27, 2023 by 4:00 PM Questions Due
- July 11, 2023 by 4:00 PM Addendum Posted
- July 18, 2023 by 2:00 PM Deadline to request FTP Site
- July 19, 2023 by 2:00 PM Proposal Opening
- July 2023 Proposals Evaluated
- August 2023 Selected Contractor Notified
- September 12, 2023 SAWS Board Approval/Award
- September 18, 2023 NTP Issued

# Submission Due Date

- **Electronic Proposals Only**, due no later than **2:00 PM CDT July 19, 2023**
- Follow specific electronic proposal delivery instructions:
  - Request the FTP Site for Upload no later than **2:00 PM on July 18, 2023**
  - 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 **2:00 PM CDT July 19, 2023**

# Project Overview

## Meadow Springs Pump Station Wells No. 1 and No. 2



VICINITY MAP

NOT-TO-SCALE

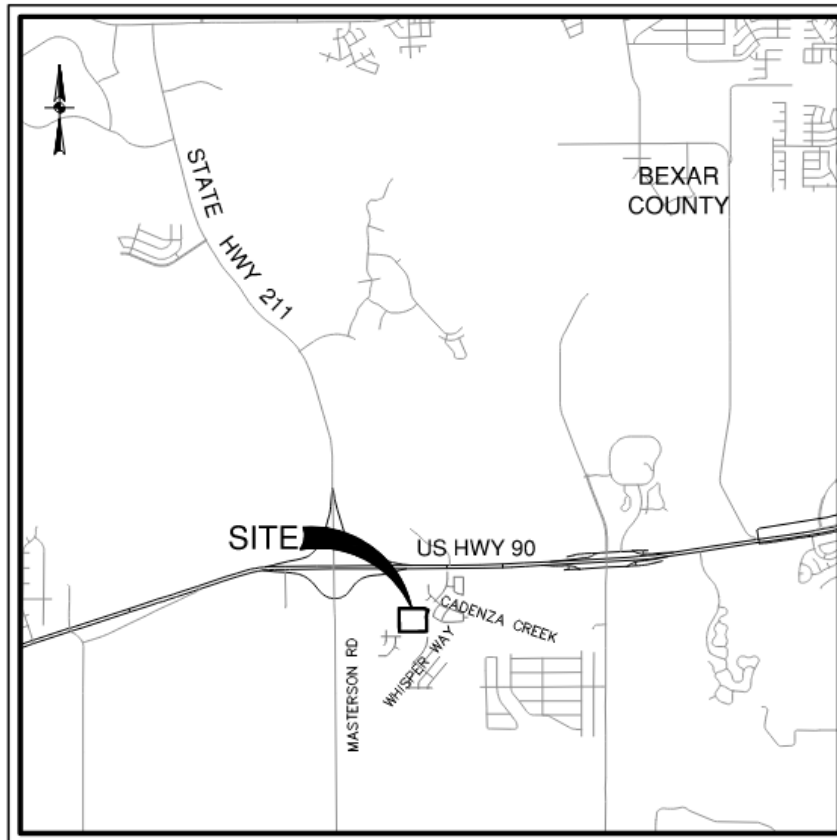
- Project located in far west Bexar County, south of Highway 90 and east of State Hwy 211

Meadow Springs Pump Station Wells No. 1 and No.2 , CO-00637



# Project Overview

## Meadow Springs Pump Station Wells No. 1 and No. 2



LOCATION MAP

NOT-TO-SCALE

- Site Location
  - Site is located along the west side of Whisper Way, approx. 200 feet north of Whisper Crossing

# Project Overview

## Meadow Springs Pump Station Wells No. 1 and No. 2

- Scope
  - Drilling of two (2) new 24-inch diameter wells
  - 36" OD conductor casing to ~120 feet
  - 24" OD production casing ~750 feet
  - 18" OD uncased open hole in Edwards Aquifer ~250 feet
  - Cement casings with Class A cement with sulfate resistance
  - Submit drilling fluids plan
  - SWPPP
  - Maintain work area in a clean, safe manner

# Project Overview

## Meadow Springs Pump Station Wells No. 1 and No. 2

- Wellhead per SAWS standard
  - Breather vent piping and breather vent
  - Temporarily cap with reducer, gate valve, and blind flange
- Stepped-discharge and constant-discharge pumping tests
- Water quality sampling
- Well disinfection
- Restore site



# Project Overview

## Meadow Springs Pump Station Wells No. 1 and No. 2



- Residential area
  - Acoustical Sound Wall Barrier
    - 400 LF per well (16' min. height)

Meadow Springs Pump Station Wells No. 1 and No.2 , CO-00637



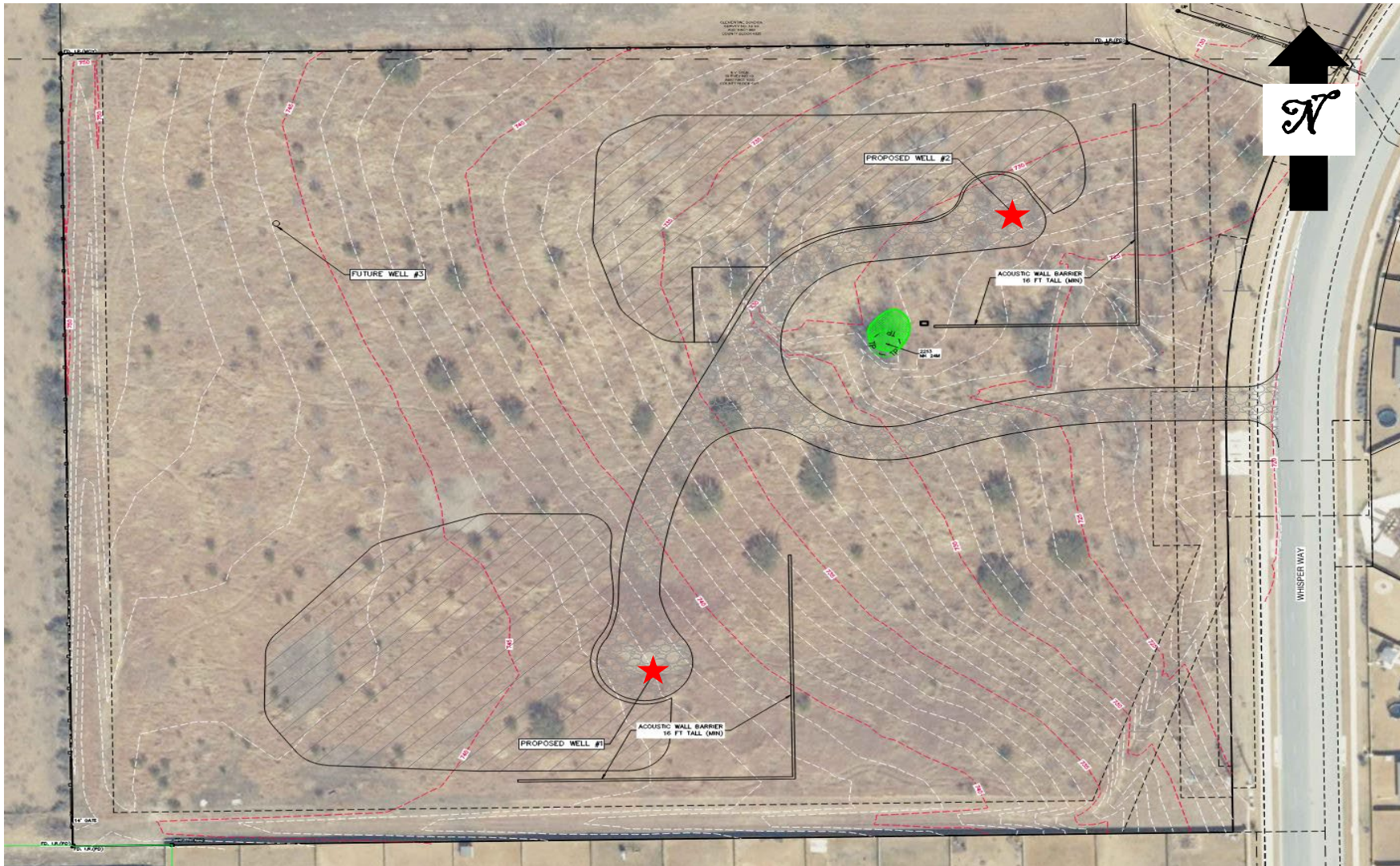
# Permits

## Meadow Springs Pump Station Wells No. 1 and No. 2

- Tree Permit
- Bexar County ROW Permit
- TPDES – Notice of Intent
- Storm Water Quality Site Development Permit
- TCEQ
- Texas Historical Commission
- Certificate of Determination
- Edwards Aquifer Drilling Permit



# Wellfield



Meadow Springs Pump Station Wells No. 1 and No.2 , CO-00637



# QUESTIONS?

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

# Meadow Springs Pump Station Wells No. 1 and No. 2

## RFCSP – CO-00637

Non-Mandatory Pre-Proposal Meeting

June 22, 2023 – 10:00 AM

**Michael Boyd, P.E.**

Project Engineer

**Lindsay Esquivel**

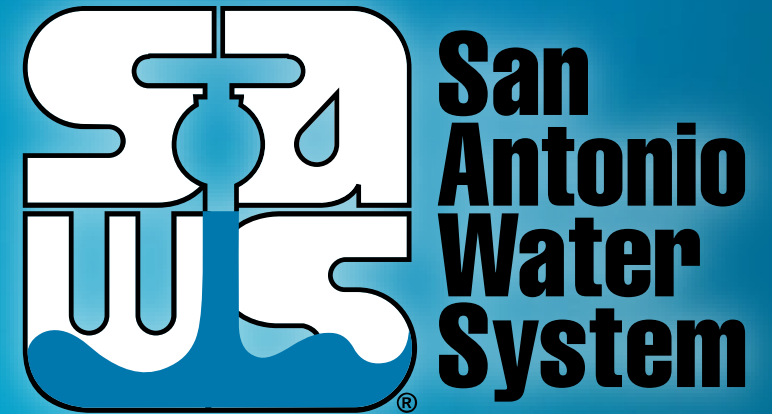
Contract Administrator

**Marisol V. Robles**

SMWB Program Manager, SAWS

**Lee Niles, P.E.**

Design Engineer, Pape-Dawson Engineers



MAKING SAN ANTONIO  
**WATERFUL**

