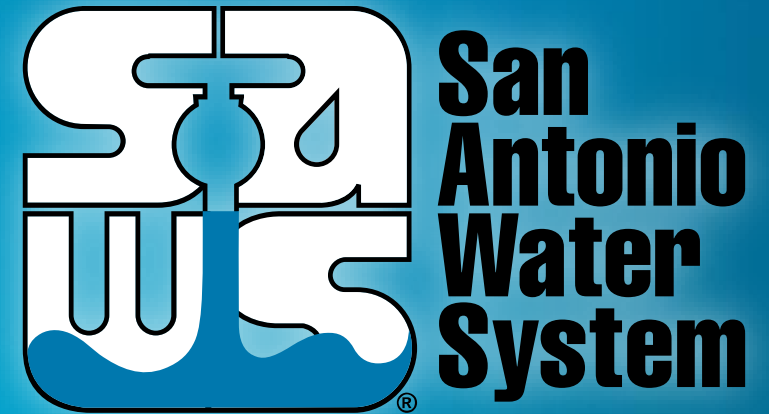


2022 Sanitary Sewer Overflow and Reduction Program (SSORP) CMOM and Inflow Engineering Design Services, RFQ PS-00134

Ann Peche, P.E.
Manager - Engineering

Marisol V. Robles
Manager – SMWVB Program

Lindsay Esquivel
Contract Administrator



Non-Mandatory Pre-Submittal Meeting
August 12, 2022

MAKING SAN ANTONIO
WATERFUL



General Information and Reminders

- This is Non-Mandatory Pre-Bid Meeting
- Attendees should sign-in via chat on WebEx
- Presentation will be posted on SAWS website along with the sign in sheet.
- Stay muted during presentation, questions may be entered in chat and will be addressed at the end.

Oral Statements

- Oral statements or discussion during this 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.

Agenda

- Objective
- Additional Requirements
- Selection Process
- Evaluation Criteria
- SMWB Requirements
- Submission Reminders
- Key Dates
- Submittal Deadline
- Communication Reminders
- Questions
- Project Charters
- Technical Information
- Key Considerations

Objective

- SAWS is accepting Statements of Qualifications from firms to provide professional engineering design services and all associated engineering services, necessary to advance the sanitary sewer overflow and reduction program (SSORP) projects identified in the RFQ to final design phase. This includes both bid and construction phase services.
 - Refer to the RFQ Attachment I for CMOM and Inflow Reduction project charters and maps
 - Scoping reports for each of the CMOM projects are available on the SAWS website.

Objective

- SAWS anticipates awarding as many as 5 contracts totaling approximately \$10.5 million
 - (3) Capacity, Management, Operations and Maintenance (CMOM) Program Engineering Services contracts
 - As part of the ongoing CMOM component of the CD, SAWS is required to perform alternative analysis on targeted and urgent mains identified as high risk. The results of the CMOM alternative analysis are provided in the Project Scoping Reports.
 - (2) Inflow Reduction Program Engineering Services contracts
 - As part of the ongoing Inflow Reduction component of the CD, SAWS is required to reduce inflow into sewer system within the central basin. SAWS is renewing sewer mains that have high amount of Inflow/Infiltration based on existing data, and these mains are shown in the provided exhibits. Please note the inflow program will utilize only construction methods of open cut or pipe bursting for main replacement.
- SAWS reserves to the right to combine projects and to award a contract to 1 or more consultants.

Additional Requirements

- Respondents shall perform all project-related functions utilizing Contract and Project Management System (CPMS)
 - This includes adhering to the service levels for processing change orders, RFIs, RFPs, and scratch sheets within the contract
- Respondents should be familiar with the EPA Consent Decree and the contract requirements related to the decree including record retention.
- Selected consultant must meet all milestones and adhere to the project schedule as published in the RFQ.

Selection Process

- SOQs reviewed for responsiveness
- Technical Evaluation Committee scores qualification statements based on evaluation criteria published in the RFQ
- Interviews held, if necessary
- Selection Committee reviews scores and recommends firms
- Good Faith Effort Plan will be evaluated and scored
- Negotiation with selected consultants
- Board Award

Selection Process

- If there is a change to key team members (prime or sub-consultant) identified on Respondent's organizational chart, notify SAWWS in writing as soon as possible
 - SAWWS may allow Respondent to replace the key team member with an alternate member who possesses equal or better qualifications and experience
- Also, per SAWWS' Ethics Policy, a former SAWWS employee may not serve in a lead role as a key team member and/or participate in the negotiation of a contract for two (2) years after separating from SAWWS.
 - This may result in the Respondent's proposal being found non-responsive or a reduction in points during the evaluation

Evaluation Criteria

CRITERIA	MAX POINTS
Team Experience and Qualifications	20
Similar Projects and Project Performance	25
Project Approach	30
Quality Management/Quality Control Plan	10
Small, Minority, and Woman-owned (SMWB) Business Participation	15
Total	100

Evaluation Criteria

Team Experience and Qualifications (20 pts)

- 1) Organizational Chart – 1 Page
 - Should include all key team members (including key sub-consultants)
 - Project Manager, Cost Estimator, Quality Assurance and Quality Control Review Lead, Technical Reviewers, and all Design Team Leads required
 - Role and percentage of time each key team member will be committed
 - Ensure all sub-consultants match those listed on the Good Faith Effort Plan
- 2) Resumes for Key Personnel Only (including any key sub-consultants if needed)
 - 8 page limit of 1-page resumes
 - Key Personnel are Project Manager, Cost Estimator, Quality Assurance and Quality Control Review Lead and Reviewer, and Design Team Leads (no more than 2 QA/QC and 3 Design Team Leads)
 - Project Manager's resume should be first
 - Resumes should not include exhaustive list of projects, but rather projects with as similar as the scope of services in the RFQ and their role in that project along with all required requested information
- 3) Describe the prime firm's and sub-consultants' most relevant experience using Subconsultant Table provided in the RFQ

Evaluation Criteria

Similar Projects and Past Performance (25 points)

- I) Identify 5 Relevant Projects, of Similar Size and Scope to the Scope of Services and Additional Requirements identified in the RFQ that were completed within the last 5 years.
 - Similar projects are considered wastewater/ SSO projects of similar scope, pipe diameter and contract value
 - Identify key personnel and their roles and responsibilities for at least 3 of the 5 projects
 - A minimum of 3 projects must be performed by Respondent
 - Ensure contact information for references is correct and valid
 - No additional narrative is required

Evaluation Criteria

Similar Projects and Past Performance (25 points) Continued

- 2) Complete OPCC Table included in the Evaluation Criteria Form
 - Provide information for the five (5) completed projects submitted in section I) of this criteria, as well as three (3) additional projects, as it relates to the accuracy of the Opinions of Probable Construction Cost (OPCC) and change orders, comparing the 100% design phase estimate to approved construction awards.

Evaluation Criteria

Project Approach (30 points)

- This criteria is weighted the heaviest
- Response shall apply to any of the projects; Respondents are not choosing a project from the 5
- Narrative format limited to a 6-page response for 3 questions to include:
 - 1) Describe team's approach to complete the project managing risk between design related issues, coordination with agencies, constructability, schedule, and budget;
 - 2) Identify team's suggested alternative innovative approaches to accomplishing the scope of services identified;
 - 3) Describe team's approach to preparing deliverables to meet deadlines
 - Include schedule risks and mitigation measures, schedule recovery approach and other issues relative to schedule maintenance on similar projects

Evaluation Criteria

Quality Management/Quality Control Plan (10 points)

- Narrative format limited to 2 pages
- Respondents shall include:
 - Overview of the QCP process and schedule
 - Plan identifying, tracking and resolving design issues
 - Description on how independent quality review team will confirm documents
 - Respondent's role compared to SAWS' role
 - Approach to becoming familiar with local construction practices and requirements
 - Outline how accuracy and completeness of independent cost estimates are derived for each phase of design

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

- M/WBE Scoring Method: **Up to 15 Points (By percentage) 40.00% M/WBE Goal**
 - M/WBE Participation Percentage between 1% and 9.99%: **2 Points**
 - M/WBE Participation Percentage between 10% and 19.99%: **4 Points**
 - M/WBE Participation Percentage between 20% and 29.99%: **6 Points**
 - M/WBE Participation Percentage between 30% and 39.99%: **8 Points**
 - M/WBE Participation Percentage meeting or exceeding 40.00%: **10 Points**
- Utilization of a local SMWB Engineering Firm, that has not worked with SAWS as a prime consultant in the past five years, for 10% of Sewer Design Services: **5 Points**

Small, Minority, and Woman-owned Business (SMWVB) Participation

- 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.
- All firms listed in the organizational chart must also be listed in the Good Faith Effort Plan.
- SMWVB-certified firms need to have a local-area office, must be "SBE" (including MBEs and WBEs), and need to be certified through the SCTRCA or Texas HUB.

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

Marisol V. Robles

SMWVB Program Manager

Contracting Department

Email: Marisol.Robles@saws.org

Submission Requirements

- Submit electronic proposals only
- File size limitation is 10 MB and shall be no greater than 17 pages
- Submit proposal using Evaluation Criteria Forms, where indicated
- Use 8 1/2 x 11 portrait format
- Thoroughly read the RFQ to become familiar with scope
 - Review maps, charters, and scoping reports for each project
- Ensure references provided are valid and accessible
- Be specific and avoid “boiler plate” responses where narrative is requested

Submission Requirements

- Utilize the Submittal Response Checklist
- All required documents, including Evaluation Criteria forms do not count towards the page count
 - Refer to the RFQ for additional information
- The 17 page limit includes the following:
 - Org Chart (1 page)
 - Response on teams (1 page)
 - Resumes (6 pages)
 - Project Approach (5 pages)
 - Quality Management Plan (2 pages)

Submission Requirements

- Similar Projects submitted should be of similar size and scope to the Scope of Services & Additional Requirements identified within this RFQ.
 - Projects should be completed
 - Key staff on the org chart should ideally have worked on the example projects submitted
- Contact the SMWVB Program Manager for assistance, if necessary
- Perform QA/QC on proposal prior to submitting and reference SAWWS
- Refer to the Solicitation Submittal Tips found at the following link:
https://apps.saws.org/business_center/ContractSol/SNO_Drill.cfm?id=1980&View=Yes

Key Dates

Date	Action
RFQ Released	July 27, 2022
Written Questions Due	August 16, 2022 by 2:00 p.m. CDT
Q & A Posted to Website	August 23, 2022 by 2:00 p.m. CDT
Proposals Due	August 30 2022 by 2:00 p.m. CDT
Proposals Evaluated	September – October 2022
Interviews, if necessary	November 2022
Negotiations	November – December 2022
SAWS Board Consideration and Award	January 2023
Start Work	January 2023

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

Submittal Deadline

- **Electronic submittals only**, refer to solicitation on where to e-mail your submissions.
- Allow sufficient time to upload submittal ahead of the deadline to allow for any technical difficulties
- Respondents shall indicate the solicitation number, project name, date and time of the deadline clearly on both the electronic proposal file and email.
- Late responses will not be accepted and will not be opened

Communication Restrictions

- Respondents or their representatives are prohibited from communicating with any City of San Antonio officials to include:
 - City Council members (as defined by the City of San Antonio Ethics Code),
 - City Council member’s staff, and
 - San Antonio Water System (SAWS) Board of Trustees regarding the RFQ from the time the solicitation is released until it has been acted upon by the Board of Trustees.
- Respondents or their representatives are prohibited from communicating with SAWS employees regarding this RFQ, except as provided under “Technical Questions,” from the time the solicitation is released until the contract is awarded.
- This includes “thank you” letters, phone calls, emails, and any contact that results in direct or indirect discussion of the RFQ and/or proposal submitted by Respondents.

Communication Reminders

- If your firm has a contract with SAWWS already and needs to discuss that contract specifically, Respondent shall indicate such during the conversation.
- This is in place from release of the RFQ to Board Award
- Violation of this provision by the Respondent and/or their agent may lead to disqualification of the Respondent's proposal from consideration.

Questions

- Must be submitted in writing by August 16, 2022, by 2:00 P.M. (CDT) via e-mail to:

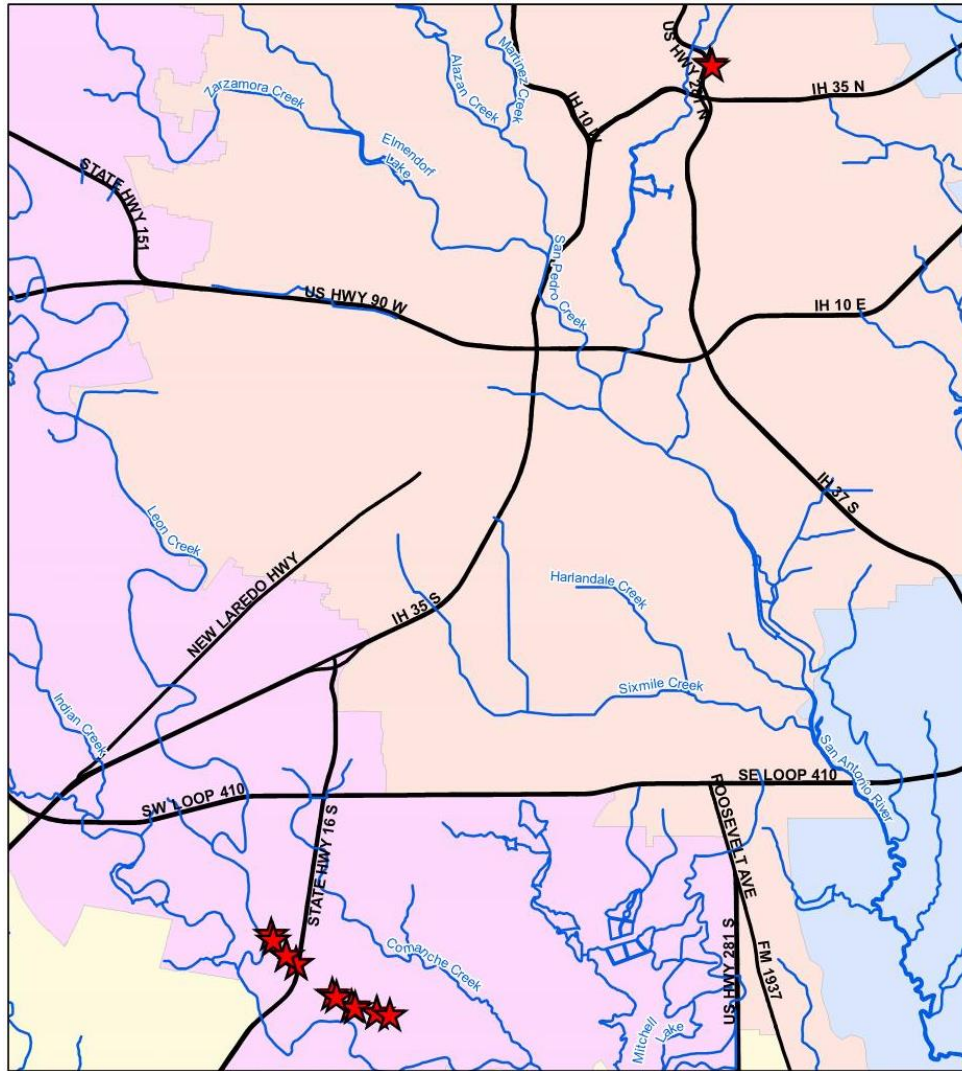
Lindsay Esquivel

Contract Administration Department

San Antonio Water System

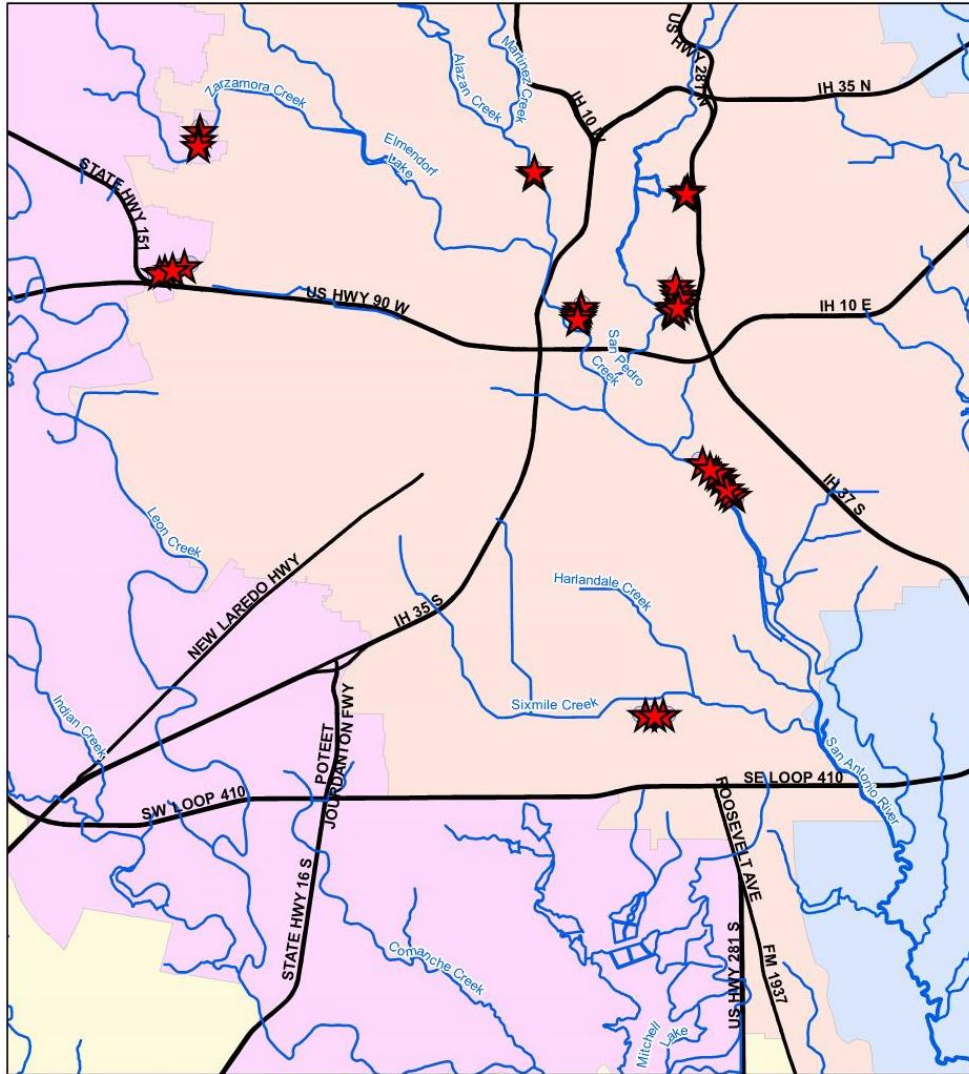
Lindsay.Esquivel@saws.org

2022 CMOM Central West Sewershed Project



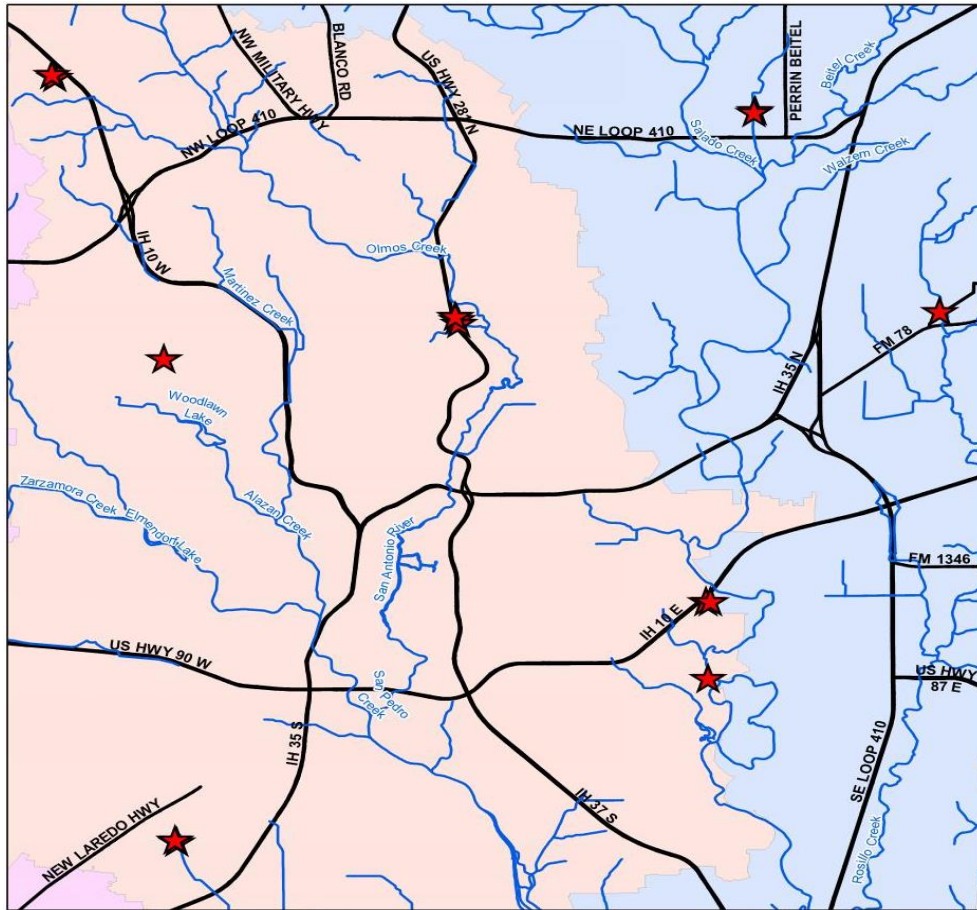
- Location:
 - Multiple locations throughout the Central and Western Basins
- Pipe Diameter:
 - 24-inch thru 72-inch
- Project Length:
 - Approximately 14,431 feet
- Rehab Method:
 - CIPP and Open Cut
- Estimated Construction Cost:
 - \$24,932,700

2022 CMOM Multiple Sewershed Project



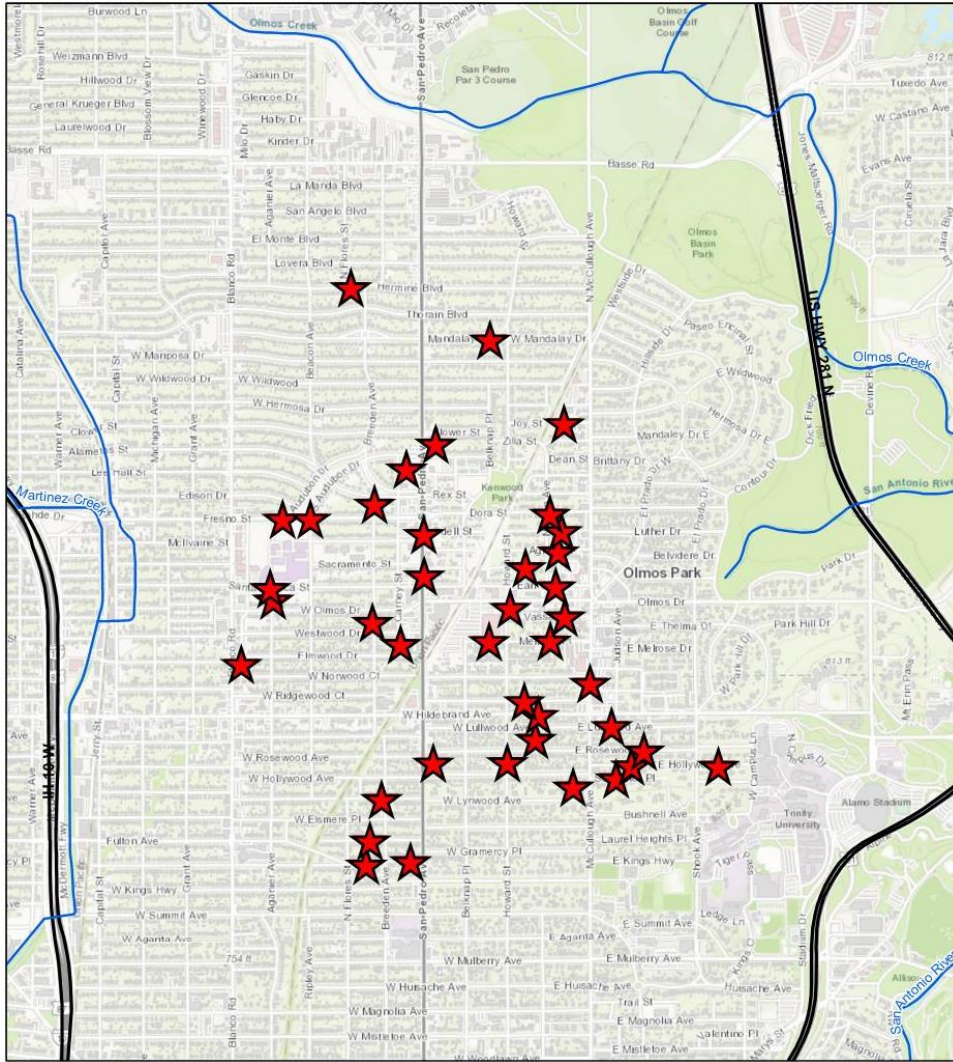
- Location:
 - Multiple locations throughout the City of San Antonio
- Pipe Diameter:
 - 24-inch thru 60-inch
- Project Length:
 - Approximately 13,334 feet
- Rehab Method:
 - CIPP and Open Cut
- Estimated Construction Cost:
 - \$11,823,500

2022 CMOM Central East Small Diameter Sewershed Project



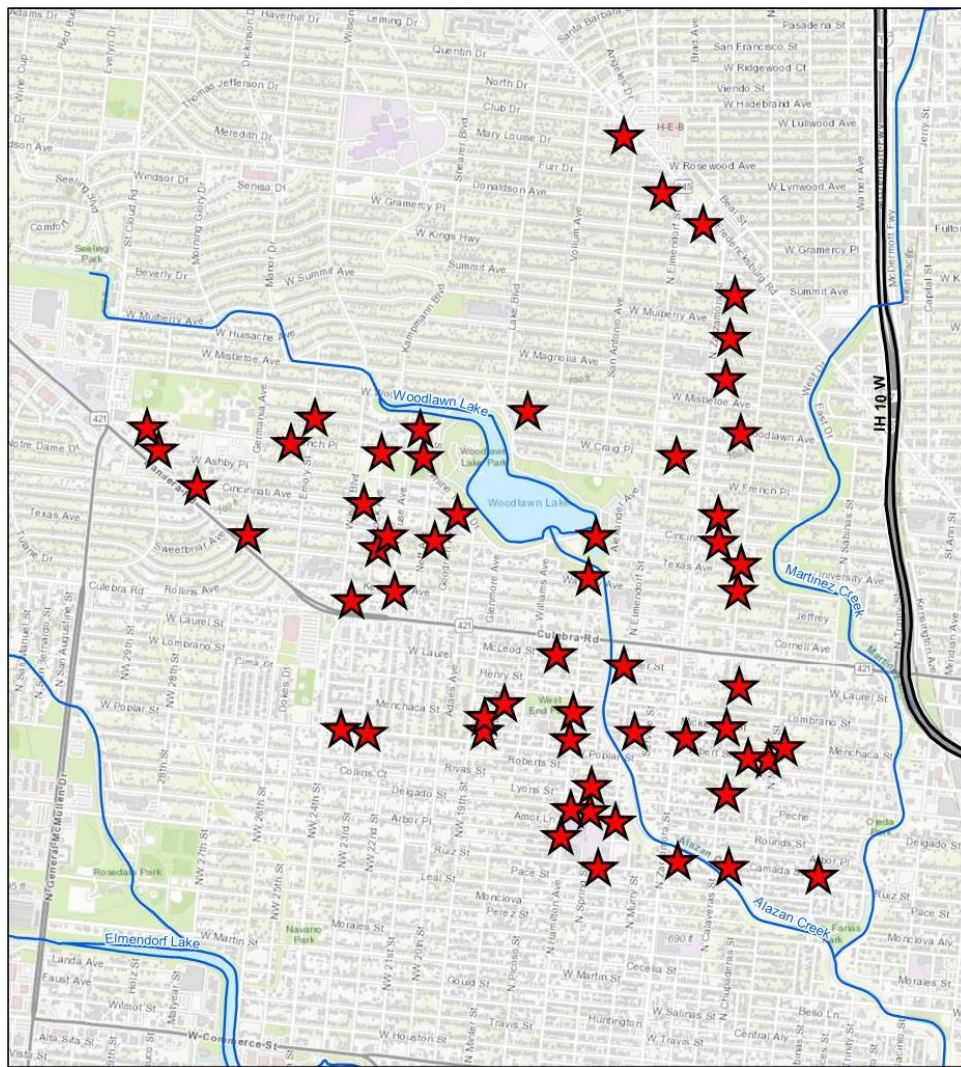
- Location:
 - Multiple locations throughout the Central and Eastern Basins
- Pipe Diameter:
 - 8-inch thru 20-inch
- Project Length:
 - Approximately 13,328 feet
- Rehab Method:
 - Open Cut and Pipeburst
- Estimated Construction Cost:
 - \$2,312,700

2022 Inflow Reduction Package I



- **Location:**
 - Multiple Locations Throughout the Central Basin
- **Pipe Diameter:**
 - 8-inch thru 10-inch
- **Project Length:**
 - Approximately 23,474 feet
- **Rehab Method:**
 - Open Cut or Pipeburst
- **Estimated Construction Cost:**
 - \$5,915,000

2022 Inflow Reduction Package 2



- **Location:**
 - Multiple Locations Throughout the Central Basin
- **Pipe Diameter:**
 - 6-inch thru 10-inch
- **Project Length:**
 - Approximately 30,825 feet
- **Rehab Method:**
 - Open Cut or Pipeburst
- **Estimated Construction Cost:**
 - \$7,592,000

Cost Estimates – Design Phase

- Consultant must develop opinions of probable construction costs (OPCC) for all phases of each project as per the recommendations of AACE International as described in AACE's document 56R-08: Cost Estimate Classification System – as Applied for the Building and General Construction Industries

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%
100% Design and Bid Documents	Class 1	L: -3% to -5% H: +3% to +10%

Cost Estimates – Construction Phase

- Consultant must provide independent cost estimates based on the RS Means method of cost estimating by using the most current RS Means 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 an RFP is requested from a SAWS Contractor.

Quality Management Plan (QMP)

- Consultant will be required to develop a QMP
- QMP reviews to be performed by staff not involved in day to day project tasks
- QMP reviews are at different intervals during the design phases
- Constructability reviews with experienced personnel are required in the QMP to ensure project is buildable
- A QMP Certification Letter will be required with the 100% Design Phase Submittal

TCEQ 217.6

Chapter 217.6 Transmittal Letter

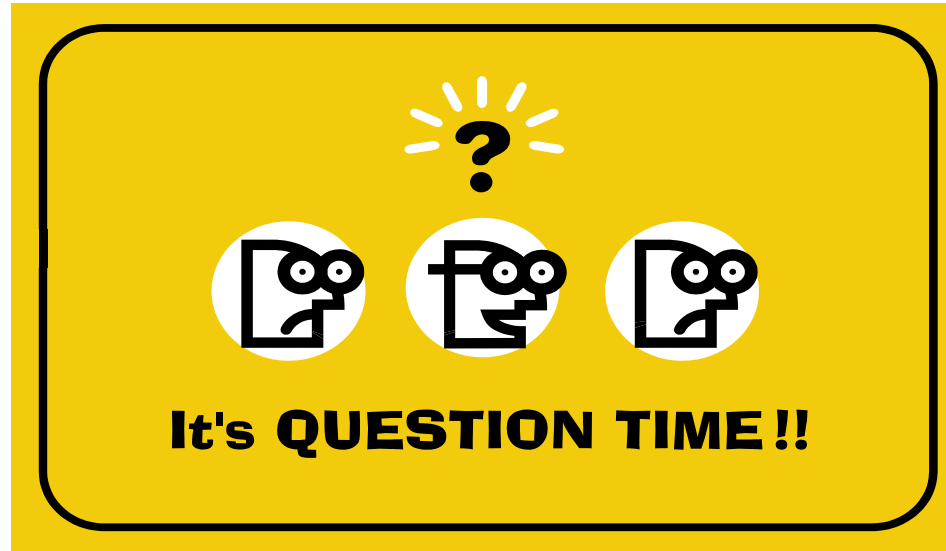
- Ensures compliance with §217.6(c)
- Requests any variances from Chapter 217 and provides technical justification for said variance
- Discloses any innovative or nonconforming technologies in use
- Required to be signed and sealed

Key Considerations

- Adherence to design phase implementation schedules Methods of construction
- Coordination with other agencies (e.g., COSA, TxDOT, USACE, TCEQ, etc.)
- Easements and ROW
- Identification of utilities (above and below ground)
- Environmental Site Assessment
- Surveys and topographic information
- Access points for construction and adequacy of easements
- Bypass plans and traffic control
- Contract Documents – Quality and attention to detail
- Quality and accuracy of OPCCs

Key Considerations

- Confirm all requirements met of each section in the RFQ
- Use relevant experience
 - Both Resumes and Past Performance
- Avoid using “Cookie Cutter” submissions

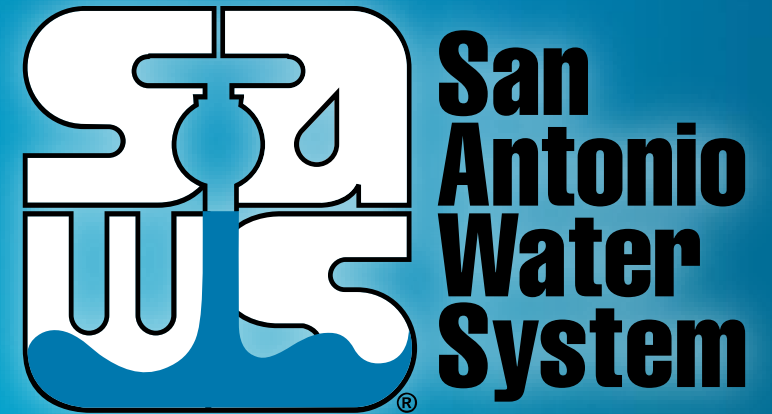


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