

Leon Creek WRC Flow Management Upgrades (RFQ) PS-00154

Ila E. Drzymala, Ph.D., P.E.

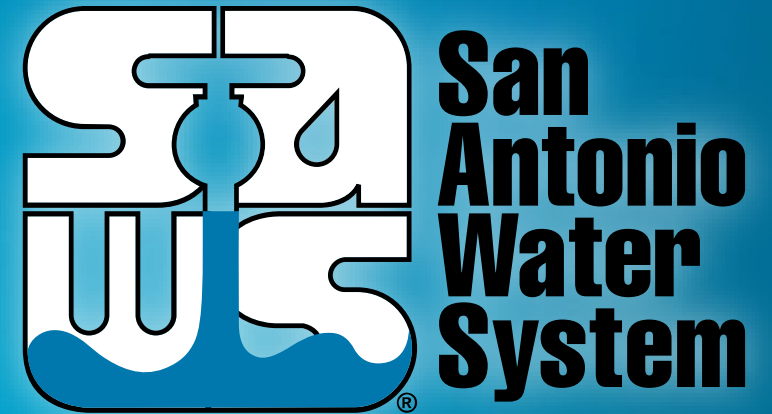
Sr. Project Engineer

Marisol V. Robles

Manager – SMWB Program

Roxanne Lockhart

Contract Administrator



Non-Mandatory Pre-Submittal Meeting

July 19, 2023

MAKING SAN ANTONIO
WATERFUL



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

- General Information and Reminders
- RFQ Objective
- SMWB Requirements
- Selection Process
- Evaluation Criteria
- Submittal Deadline
- Submitting a Response
- Addenda
- Respondent Questions
- Communication Reminders
- Non-Mandatory Site Visit
- Project Overview
- Project Scope
- Design Services
- Design Considerations
- Cost Estimates
- Project Schedule and Cost
- Questions

General Information and Reminders

- This is Non-Mandatory Pre-Submittal 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

RFQ Objective

- To procure professional engineering services, which will require work to be performed by qualified professional engineering firms
- Selected firms shall provide engineering services entailing planning, engineering evaluations, studies, reports, preliminary engineering, design, bid, construction, start-up/commissioning, and overall project management and coordination services for the design and construction of the project

Mandatory SMWB Goal

| Mandatory SMWB Goal | Description |
|---------------------|--|
| 24%* | All-or-nothing SMWB points, based on meeting the mandatory goal.** |

*24% of the value of the contract.

**The goal is based on actual availability of M/WBEs specifically for this contract, according to the scopes of work.

SMWB Scoring Method

- 15 Points (by percentage) for meeting or exceeding the stated mandatory SMWB goal of 24%.
- The goal is based on actual availability of M/WBEs specifically for this contract, according to the scopes of work.
- Not meeting the goal = 0 SMWB Points.
- Firms that do not meet the goal will not be disqualified if proof of outreach to SMWBs is provided at the time the submittal is due.
- Failure to provide proof of outreach to SMWBs may result in disqualification.
- Methods of outreach prescribed in the solicitation.

SMWB Requirements

- South Central Texas Regional Certification Agency (SBE, MBE, WBE)
- Small Business Enterprise (SBE) certification required.
- Texas H.U.B. certification recognized in lieu of SBE certification.
- Office in Bexar, Comal, Guadalupe, Hays, Kendall, Travis, or Williamson county.
- All firms in the Organizational Chart must also be listed in the Good Faith Effort Plan.
- Quid Pro Quo teaming is strongly discouraged.
- Consultants must pay their subconsultants within 10 days of being paid by SAWWS, as per state law.

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

www.SAWS.SMWBE.com



Leon Creek WRC Flow Management Upgrades, RFQ



SMWB Questions

Questions related to the SMWB Program, the Good Faith Effort Plan (GFEP), or finding certified subconsultants may be directed to the SMWB Program Manager until the RFQ is due.

Marisol V. Robles

SMWB Program Manager

Email: Marisol.Robles@saws.org

Telephone: 210-233-3420

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 firm
- 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

Scoring Criteria

| Evaluation Criteria | Weight (points) |
|---|-----------------|
| Team Experience and Qualifications | 30 |
| Similar Projects and Past Performance | 25 |
| Project Understanding and Approach | 30 |
| SMWB Participation (Good Faith Effort Plan) | 15 |
| TOTAL | 100 |

Team Experience and Qualifications

Refer to Attachment IV

- 1 Page Organizational Chart – Identify all proposed “Key Personnel” and “Key Sub-consultants”
- Provide a 1-page resume for up to six (6) Key Personnel
 - The Project Manager’s resume should be included first
- Describe the composition of the proposed team including Sub-consultants, roles and responsibilities of team members, and teaming history
- Availability Table Matrix – include the percentage of time each proposed team member shown on the organizational chart will be committed to the Project, as well as their proposed role, geographic location, and years of experience

* Use Evaluation Criteria/Fillable Forms (Attachment IV)

Similar Projects and Past Performance

Refer to Attachment III

- Provide 3 relevant and similar **completed** projects in last 15 years
 - The proposed Technical Leads shall have participated in at least 1 of the 3 projects. Other Key Personnel shall have participated in at least 1 of the 3 projects
 - Project references, at a minimum, shall include:
 - Names of clients and location (city and state)
 - Reference contact to include names, titles, and “current” phone numbers (verify)
 - Key contract dates – year and duration of projects
 - Detailed description of project – include specific aspects that Respondents want considered in the evaluation
 - Provide explanation as to why each project is similar to the Project included in this RFQ
 - Key Personnel and Sub-consultants’ responsibilities
- * Use Evaluation Criteria/Fillable Forms (Attachment IV)

Similar Projects and Past Performance

Refer to Attachment IV

- OPCC Table – Provide cost information for the 3 completed projects submitted as it relates to the accuracy of the OPCCs
- Provide all information being requested on the form
- Stating “N/A” is not acceptable

* Use Evaluation Criteria/Fillable Forms (Attachment IV)

Project Understanding and Approach

Refer to Attachment IV

- Provide a detailed approach explaining how your firm would technically execute and complete the services sought in this RFQ on time and within budget
- Provide innovative approaches, ideas, and recommendations
- Provide a detailed project design schedule
 - Assume a design start date of November 15, 2023 and construction completion period of 30 months
- All narrative format
- Respondents may use up to two (2) pages of 11"x17" size pages in lieu of 8 1/2" by 11"

Project Understanding and Approach

- Provide a Detailed Understanding of the Project
 - Understanding of Project related issues and difficulties during the design phase of the project and solutions proposed
 - Understanding of challenges associated with construction planning and sequencing to ensure the facility remains in operation and in compliance with current rules and regulations
 - Understanding of coordination requirements with End Users and plant operators
 - Understand project permitting requirements and proposed path to secure all permits needed to complete the project in a timely manner
 - Coordination with SAWWS staff (including plant operators, End Users, Engineering, Master Planning, etc.) other design consultants, and other contractors for projects under design or under construction at the Leon Creek WRC
 - Discuss approach to raising the visibility of the project attracting qualified contractors to promote a competitive bidding environment

Project Understanding and Approach

- Provide a specific and unique QA/QC plan for this project
 - Plan to identify, track, and resolve issues
 - Describe how independent QA/QC team will review all project deliverables to ensure deliverables are of high quality and the Project is biddable, permittable, constructible, operable, maintainable, and cost-effective
 - Describe accuracy and completeness of the OPCCs and how they are derived for each design phase, Respondent's familiarity with AACEs Recommended Practices 17R-97 and 56R-08
 - Describe how estimates will be prepared to ensure they reflect the procurement method, current market trends conditions including price escalation and volatility, labor shortages, supply chain issues, and contractor and sub contractor availability
 - Describe methods for validating prices for equipment, materials, and specialized labor for projects
 - Describe methods for validating lead time for critical equipment and materials
 - Describe methods for validating construction duration for proposed improvements

Submittal Deadline

- Submittal deadline is **August 9, 2023 at 2:00 pm (CDT)**
- “PS-00154 – Leon Creek WRC Flow Management Upgrades Project RFQ Response” and name of Respondent should be clearly identified on the subject line of the email and/or fax.
- Submit electronic copy
 - contracting@saws.org
 - Email size limit of 10MB
 - One (1) pdf searchable file with bookmarks
 - SAWS recommends submitting your proposal at least two (2) hours prior to the deadline
- Late responses will not be accepted and will not be unopened

Submitting a Response

- Utilize the Submittal Response checklist
- Use Evaluation Criteria forms where required
 - These are also found in MS Word on the SAWS website for this project
- Reference the RFQ document section IV. Submitting a Response for detailed instructions to prepare the proposal and to determine what additional items are required other than the fillable Evaluation Criteria Forms
- Page limit of seventeen (17) pages
 - Required forms do not count toward the page limit
 - Evaluation Criteria forms are defined as required forms

Submitting a Response

- Thoroughly read the RFQ document prior to submitting your proposal to gain a clear understanding of the scope of services
- Maximize points by addressing all items and ensure they are in the order they are identified in the RFQ
- Be specific, avoid “boiler plate” and “generic” responses
- Contact the SMWB Program Manager for assistance, if necessary
- Perform a thorough QA/QC on your proposal prior to submitting

Addenda

- Register as a vendor with SAWS Vendor Registration and Notification
- More than one addendum may be posted on the SAWS website
- Check SAWS website often and prior to submitting your proposal
- Known addendum changes are:
 - Responses to questions
- Q&A addendum scheduled to be posted on July 31, 2023, by 4PM

Respondent Questions

- Must be submitted in writing via e-mail no later than July 24, 2023, by 4:00 P.M. to:

Roxanne Lockhart

Contract Administration Department

San Antonio Water System

Roxanne.Lockhart@saws.org

- Questions will be addressed as required through addendum

Communication Reminders

- No communication regarding the RFQ with the following:
 - SAWS Project Engineer
 - Any other SAWS staff, managers, directors or VPs
 - City Council member or staff
 - SAWS Board of Trustees
- No phone calls, emails, letters, direct/indirect discussion of the RFQ
 - If submitting for the RFQ and/or doing work for SAWS, indicate this when speaking with SAWS staff, but refrain from discussing the RFQ
- From release of the RFQ to Board Award

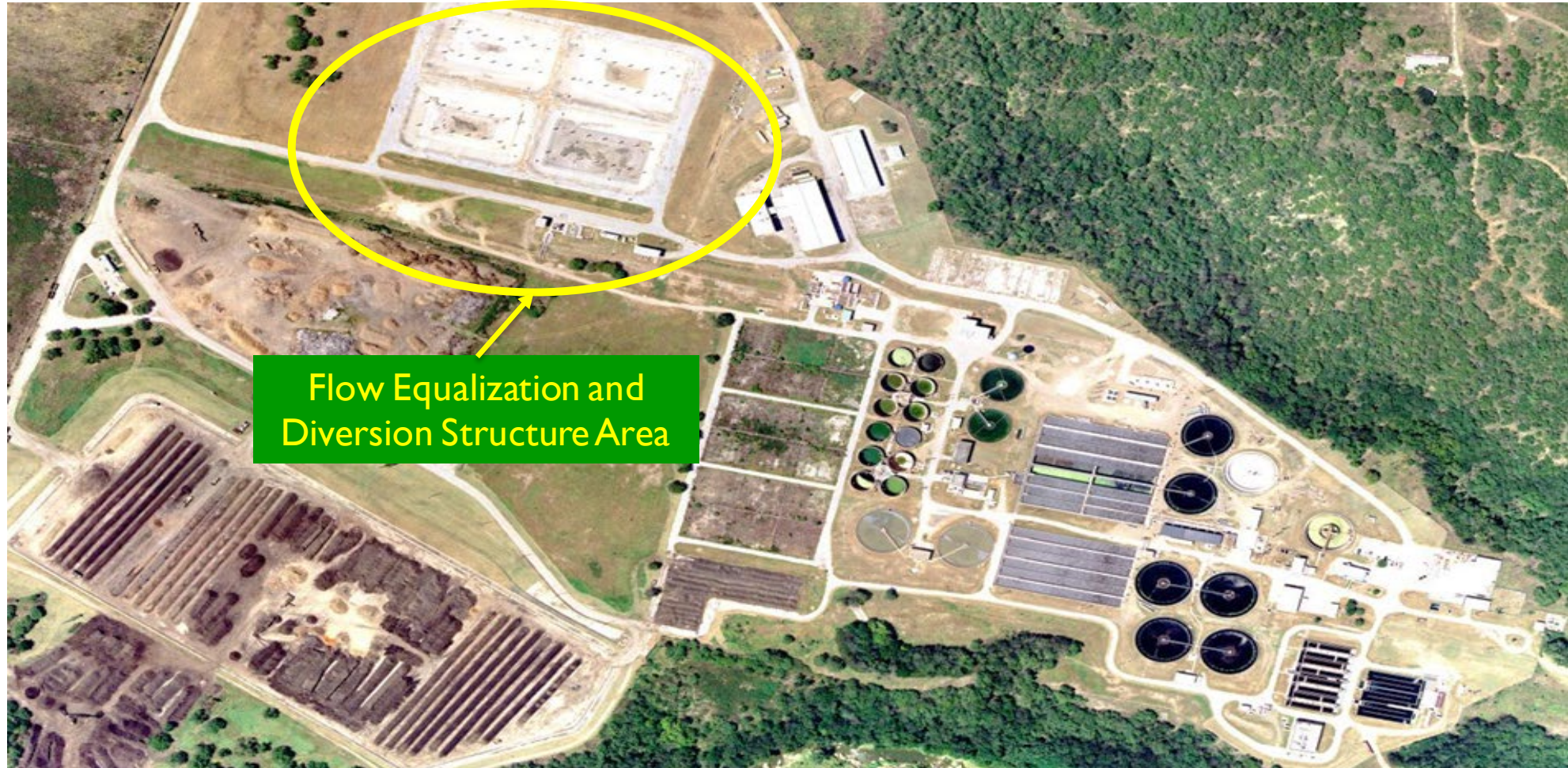
Non-Mandatory Site Visit

- July 20, 2023, at 10:00 a.m.
 - Address is Leon Creek Water Recycling Center, 1104 Mauermann Road, San Antonio, Texas 78224
 - No more than one (1) hour
 - Attendees will enter the facility through the gate upon Engineer's instruction 15 minutes prior to the start of the site visit
 - No Q&A during site visit.
 - Photos, notes, and video are allowed
 - Attendees must wear proper Personal Protective Equipment (PPE) during the Site Visit as there are ongoing construction projects at the site
 - Includes but not limited to hard hats, hearing protection, safety glasses, safety vests and steel-toed boots
 - Attendees w/out the required PPE will not be allowed to participate in the site visit
 - Attendees will be escorted by SAWWS staff at all times and shall not stray from the group

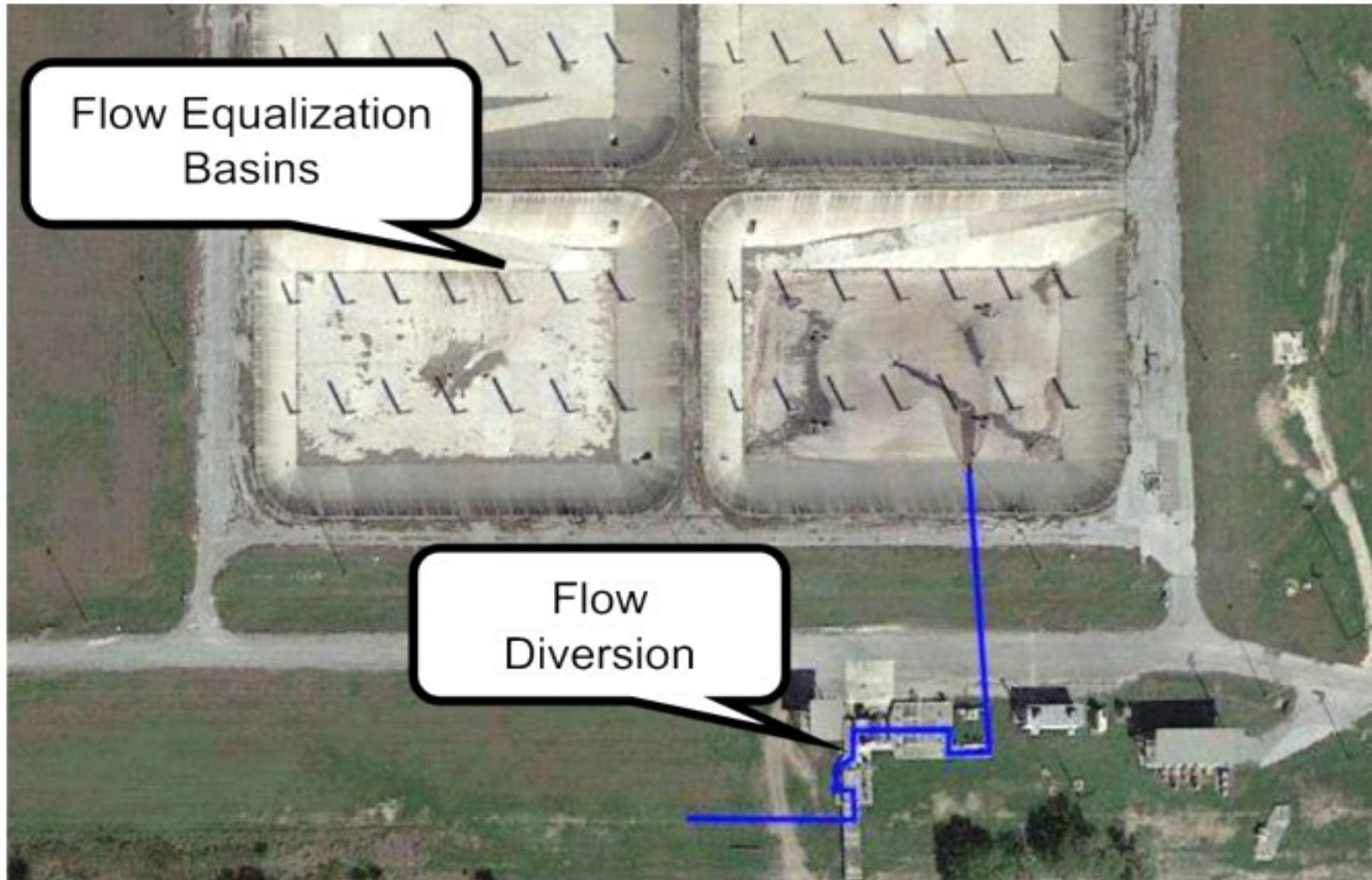
Project Overview

- Project is included in 2020 SAWS Wastewater Facilities Master Plan for Water Recycling Centers
 - Purpose is to build a new Flow Equalization Basin (FEB) Flow Diversion Structure to provide SAWS flexibility for handling the current and future peak flows

Project Location – Leon Creek WRC



Project Location – Existing Structures



Project Overview – Existing Hydraulic Restrictions

| Flow (mgd) | Limitation |
|------------|--|
| 35 | 1.5 inches of freeboard at the Parshall flume |
| 36 | Max capacity of FEB screens. Freeboard requirements are between the desired criteria. |
| 46 | Flooding of Parshall flume by 6.5 inches, 1 ft of freeboard in the side channel of the diversion structure |
| 54 | Flooding of Parshall flume by 1 ft, absence of freeboard in the side channel of the diversion structure |
| 75 | Flooding of diversion structure walls |

Note: Master Plan used 5-year, 6-hr storm event for hydraulic modeling

Project Overview – Plant Flows

- Permitted capacity - 46 mgd on average / 92 mgd peak 2-hr
- Projected 2050 flows - 50 mgd average / 145 mgd peak 2-hr
- Historically, 10 to 12 mgd untreated flow from Leon Creek WRC diverted to Steven M. Clouse WRC
- No hydraulic expansion of Leon Creek WRC planned for handling projected peak flows
 - Plan is to use FEBs for peak flow management

Project Overview – Existing Capacity

- Capacity analysis of existing FEBs determined maximum storage volume to be about 22 MG
- Screens at existing Flow Diversion Structure limited maximum fill rate to about 36 MGD
- If all excess peak flows above 92 MGD were to be retained by FEBs, fill rate would have to be increased by about 17 MGD over current 36 MGD fill rate to provide the necessary 54 MGD projected maximum fill rate capacity

Project Overview – Why New Structure?

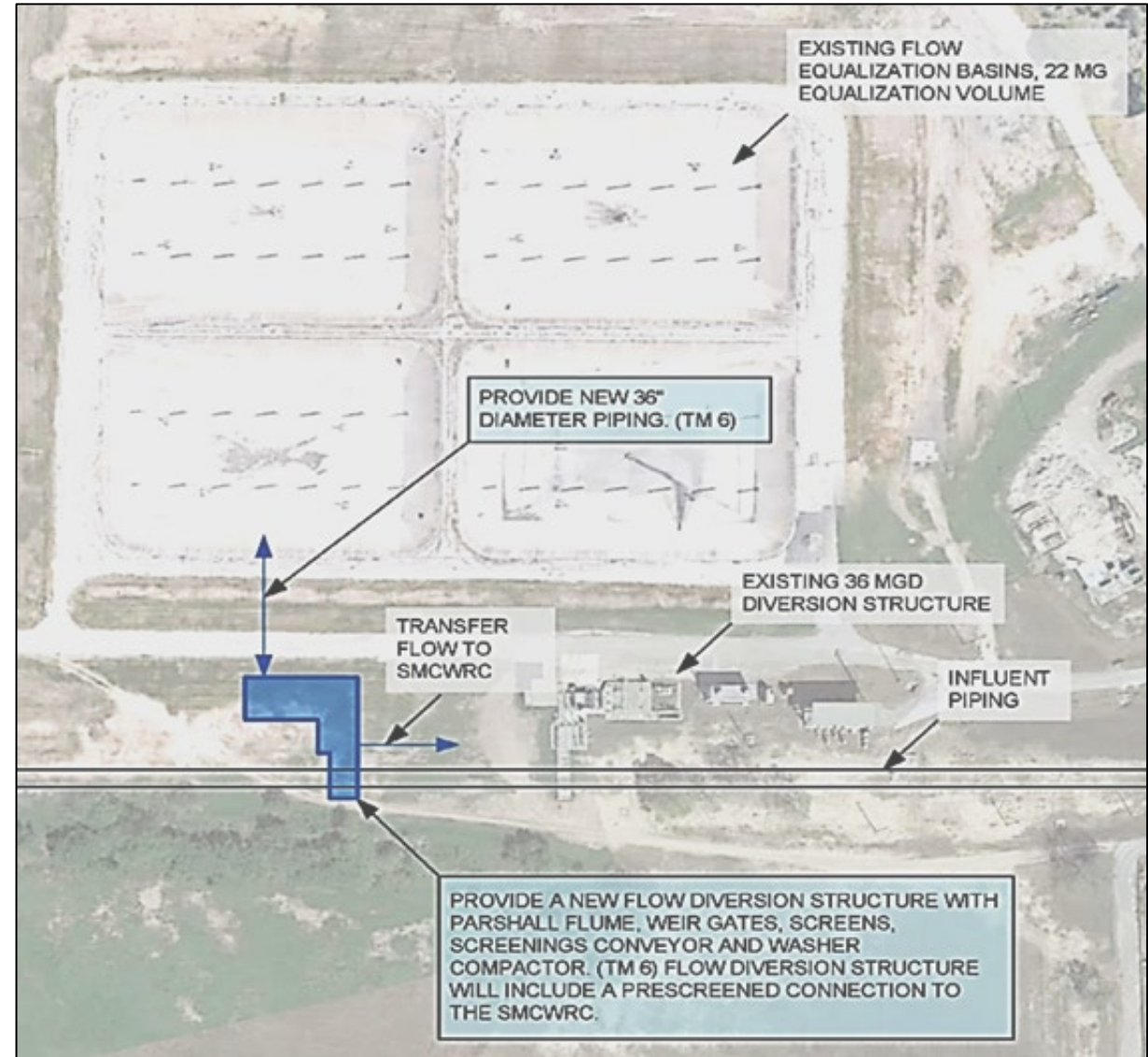
- Existing Flow Diversion Structure only capable of diverting 36 MGD to FEBs due to hydraulic and mechanical constraints
- New 54 MGD Flow Diversion Structure was proposed
 - Provide necessary increase in Leon Creek WRC FEB fill rate capacity
 - Allow SAWS to divert enough flows to FEBs to maintain a plant flow throughput of 92 MGD

Project Overview – Proposed New Structure

- New diversion structure proposed to be equipped with screened connection
- Allow flows up to 50 MGD screened flow to be transferred to Steven M. Clouse WRC
- Screened connection to consist of a larger bypass channel attached to new diversion structure

Proposed Facilities

- Conceptual design for upgrades (as included in 2020 WW Facilities Master Plan)



Project Overview – Scope

- Detailed evaluation to verify capacity of proposed FEB Flow Diversion Structure
- Design for new FEB Flow Diversion Structure with screening
- Demolition of existing FEB Flow Diversion Structure
- Upgrades and repairs to FEB Return Flow Pump Station
- Concrete repairs to existing FEBs (as necessary)

Project Overview – Scope

- Automation to divert flows to Leon Creek WRC FEBs, Leon Creek WRC headworks and/or Steven M. Clouse WRC through interconnect pipeline
- Replacement of generator and electrical building associated with FEB area
- Associated site/civil, mechanical, structural, electrical, and instrumentation and controls work

Design Services

- Selected Consultant will provide the following design services:
 - 30% Design
 - 60% Design
 - 90% Design
 - 100% Design / Bid Phase
 - Construction, As-builts, Closeout Phase
 - Field Investigations
- Services: Project management/coordination, civil, mechanical, structural and electrical engineering, instrumentation and controls, surveying, permitting, geotechnical engineering, subsurface utility engineering, constructability, scheduling, cost estimating, construction management

Design Considerations

- Hydraulic models from Master Plan, previous reports, studies, etc. to be made available to Selected Consultant
- Verification of hydraulics, data/information
- Construction phasing - Address construction timing, methods, long-lead equipment/materials, etc.
- Meetings with contractors
- Quality and accuracy of OPCCs
- QA/QC of submittals

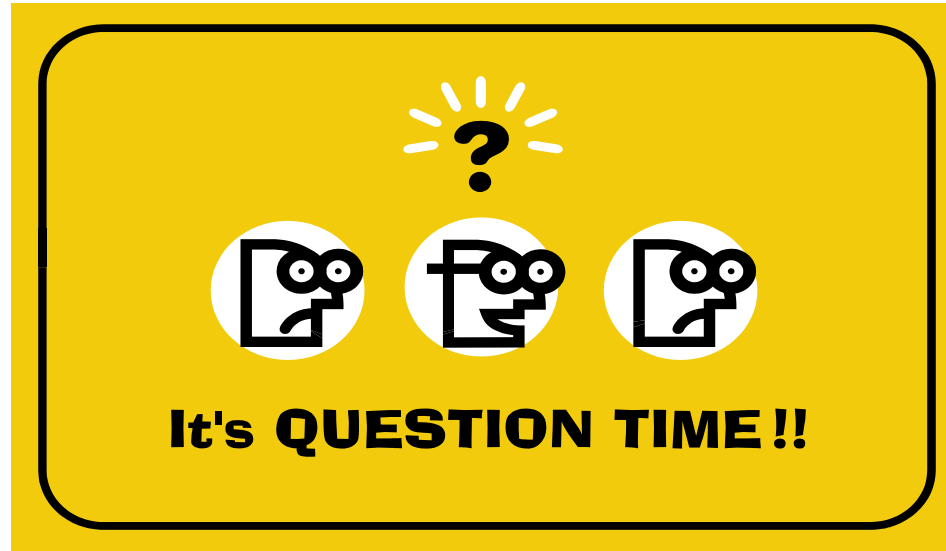
Cost Estimates – Design Phase

- Consultant must develop Engineer's Opinion of Probable Construction Costs (OPCC) for each phase (30%, 60%, 90%, 100%/Bid and Pre-bid) as per the recommendations of AACE International as described in Recommended Practices No. 17R-97 and 56R-08 (or latest edition)
 - List/explain all assumptions, adjustment factors, identify items driving cost

Project Schedule and Cost

| Event | Date |
|-----------------------------------|---------------|
| Design NTP | November 2023 |
| Board Award Construction Contract | June 2025 |
| Project Complete | December 2027 |

| Project Cost Center | Cost Forecast |
|----------------------------|----------------------|
| Construction | \$18,000,000 |



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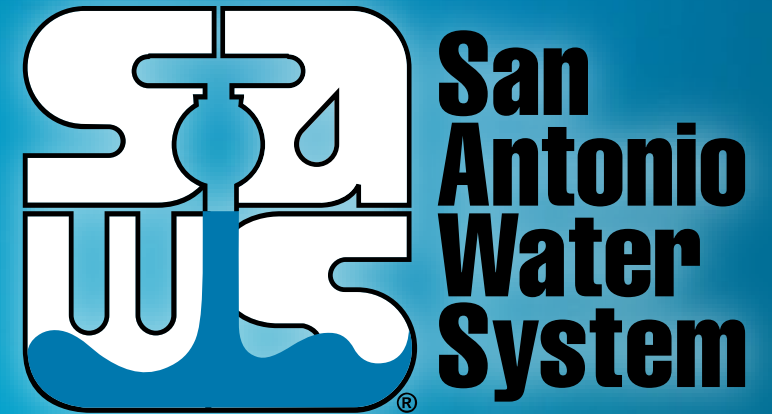
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