



**Rilling Road Flow Management Facility RFQ
Solicitation Number: PS-00100-RL**

**ADDENDUM 1
September 28, 2020**

To Respondent of Record:

CHANGES TO REQUEST FOR QUALIFICATIONS

1. Page 2, B. Background, insert the following after the last paragraph:

In addition, the *Six Mile Creek 72-inch Siphon Air Jumpers Project 30% Design Technical Memorandum*, dated March 2017, is being provided to potential Respondents and can be found at the following link:

https://apps.saws.org/business_center/contractsol/RFQ/3877/FINAL%20Tech%20Memo.pdf

2. Page 2, C. Scope of Services, 1. 30% Design Validation and Supplementary Field Investigation, insert the following after a. (and re-letter all remaining items):

- b. Conduct a feasibility assessment of odor control options for the Six Mile Creek 72 in Syphon.
- c. Review previous work completed, assess alternatives, conduct field investigation, coordinate with SAWS' Odor Control Operations, and provide a recommended alternative along with corresponding OPCC and schedule.

3. Pages 24-28. Attachment III, Evaluation Criteria Details and Requirements, remove in its entirety and replace with the attached revised version, which will be used to evaluate Respondents.

4. Pages 31, first page ONLY, Attachment IV, Evaluation Criteria Forms, Similar Projects and Past Performance, remove and replace. All other sections of the Evaluation Criteria Forms remain the same

END OF ADDENDUM

Attachment III
Evaluation Criteria Details and Requirements
 (Rev. 9/28/20)

Respondents not providing a response to each of the criteria listed in Attachment II and the Forms in Attachment III may be considered non-responsive and ineligible for consideration.

| Evaluation Criteria | Points | Description | Response Format and Page Limits | Submission Reminders |
|------------------------------------|--------|---|---------------------------------|---|
| Team Experience and Qualifications | 30 pts | 1) Provide an organizational chart identifying: <ul style="list-style-type: none"> ▪ All proposed Key Personnel, (including Respondent's personnel), as well as Key Subconsultants who will work on the Project. ▪ Key Personnel include, at a minimum, the Project Manager, QA/QC Lead, Technical Lead(s) (Hydraulics Engineering, Mechanical Design, Structural Design, Odor Control, etc.), and Permitting Lead. ▪ The proposed Project Manager (PM) must be an employee of the Respondent (prime consultant). ▪ Key Subconsultant is defined as a consultant that will have a significant role in the Project. | One (1) page limit | <ul style="list-style-type: none"> ✓ Ensure Subconsultants identified on the organizational chart match those listed on the Good Faith Effort Plan. ✓ Ensure Key Personnel identified are included in the organizational chart. ✓ <u>11 x 17 may be used for the organizational chart (does count towards page limit).</u> |
| | | 2) Provide a 1-page resume for each proposed Key Personnel. Resumes should include the following information: <ul style="list-style-type: none"> ▪ Name, title, education. ▪ Description of professional qualifications (to include licenses, certifications, and associations). ▪ Number of years with current firm and total number of years of professional experience. ▪ Brief overview of professional experience and expertise. ▪ Identify three (3) similar projects completed in the past fifteen (15) years and provide a detailed description of capabilities and project experience and role in project relevant to the Scope of Services requested within this RFQ. Clearly identify whether the projects listed are with the current firm or part of the individual's professional experience. | Eight (8) page limit | <ul style="list-style-type: none"> ✓ Key Personnel resumes should not include an exhaustive list of projects, but should focus on projects that are <u>relevant to the scope of services</u> within this RFQ to include their role. |

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|---------------------------------------|--------|---|---------------------------------|--|
| | | <ul style="list-style-type: none"> ▪ <u>The Project Manager's resume should be included first.</u> ▪ Also, provide a list of all active projects each of the Key Personnel are currently assigned to for the duration of the Project, to include the phase and percentage of time allocated to each of the projects listed. | | |
| | | <p>3) Describe the composition of the team (Prime, Key Subconsultants, and other Subconsultants), role and responsibility of proposed team members and teaming history. If proposed staff is not part of the proposed Key Personnel, please identify lead person from each firm and briefly describe their role.</p> | Two (2) page limit | <ul style="list-style-type: none"> ✓ Ensure Respondent has worked with the proposed Subconsultants on past projects. ✓ Clearly define roles and responsibilities for all proposed firms. |
| | | <p>4) Illustrate in a table matrix the availability, percent of time committed to the Project for the duration of the Project, of Respondent's Key Personnel, as well as Key Personnel from Key Subconsultants. Include geographic location for each resource identified in the table.</p> | Fillable Forms | <ul style="list-style-type: none"> ✓ Fill in the table provided within the Evaluation Criteria forms. |
| Similar Projects and Past Performance | 30 pts | <p>1) Provide five (5) previous projects in the last fifteen (15) years in which Respondent performed services similar to those sought in this RFQ. Projects may be submitted in this way (OPTION 1):</p> <ul style="list-style-type: none"> ○ Three (3) of the five (5) projects were performed by the Respondent (prime consultant) and two (2) performed by Key Subconsultants identified in the organizational chart. And if so, <ul style="list-style-type: none"> ▪ PM shall have participated in at least one (1) of the three (3) projects. ▪ Technical Lead(s) shall have participated in at least one (1) of the three (3) projects. ▪ QA/QC Lead shall have participated in at least one (1) of the three (3) projects. ▪ Key Personnel shall have | Fillable Forms | <ul style="list-style-type: none"> ✓ Fill in tables provided within the Evaluation Criteria forms. No additional narrative is required. ✓ Similar projects are considered completed projects of similar scope, complexity, and contract value. ✓ Key Personnel should have participated in the same role as proposed for this project. ✓ A minimum of three (3) projects identified have been performed by Respondent (prime consultant). ✓ The remaining two (2) projects may be |

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| | | <p><i>participated in at least two (2) of the five (5) projects.</i></p> <p><i>Or, submitted this way (OPTION 2):</i></p> <ul style="list-style-type: none"> ○ <i>All five (5) projects were performed by the Respondent and if so,</i> <ul style="list-style-type: none"> ▪ <i>PM shall have participated in at least two (2) of the five (5) projects.</i> ▪ <i>Technical Lead(s) shall have participated in at least one (two (2) of the five (5) projects submitted.</i> ▪ <i>QA/QC Lead shall have participated in at least one (1) of the five (5) projects.</i> ▪ <i>Key Personnel shall have participated in at least two (2) of the five (5) projects.</i> | | <p>completed by Respondent (prime consultant) or by the Key Sub consultant.</p> <p>✓ Ensure contact information for references is correct and has been verified.</p> |
| | | <p>2) Provide cost information for a total of five (5) projects submitted as part of bullet 1.) above, as it relates to the accuracy of the OPCC, comparing the Engineer's 100% design estimate to approved construction contract awards.</p> | <p>Fillable Forms</p> | <p>✓ Use table provided within the Evaluation Criteria forms. No additional narrative is required.</p> |
| <p>Project Understanding and Approach</p> | <p>25 pts</p> | <p>1) 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.</p> | <p>Six (6) page limit.</p> <p>One (1) 11" x 17" Exhibit allowed (<u>not</u> counted towards page limit).</p> | <p>✓ Responses to this criteria should clearly demonstrate Respondent's familiarity with the Scope of Services identified within this RFQ.</p> |
| | | <p>Provide responses to the following:</p> <ul style="list-style-type: none"> ▪ Familiarity with SAWS facilities and infrastructure ▪ Familiarity with the Project areas ▪ Describe Respondent's approach to becoming familiar with local and regional market conditions influencing the design and construction decisions that will affect the cost. ▪ Understanding of Project related issues and difficulties (design and construction), and solutions proposed. ▪ Understanding of coordination | <p>Two (2) page limit</p> | |

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|---------------------|--------|---|---------------------------------|----------------------|
| | | <p>requirements with the involved entities, responsiveness and follow through.</p> <ul style="list-style-type: none"> ▪ Team approach to preparing deliverables to meet deadlines associated with fast-track SAWS requests without compromising the quality of deliverables and Project schedule. Discuss Respondent's schedule recovery approach relative to schedule maintenance. ▪ Identify design concepts in need of additional definition or refinement and describe your proposed approach for addressing those items during the initial phase of the project. ▪ Identify risk items from design documents provided by SAWS and describe your proposed approach for mitigating potential impacts from those items ▪ Describe your approach for coordinating with regulatory and permitting agencies to ensure buy-in and approval. | | |
| | | <p>2) Project specific and unique quality control/quality assurance (QA/QC) and risk management strategies that Respondent engages in similar projects.</p> <ul style="list-style-type: none"> ▪ Plan for how the issues will be identified, tracked, and resolved. ▪ Describe how the independent QA/QC team will review project deliverables to ensure the Project is of high quality and biddable, permissible, constructible, operable, maintainable and cost-effective. ▪ Respondent's role compared to SAWS role. ▪ Describe how the accuracy and completeness of the OPCCs are derived for each design phase and the Respondent's familiarity with ACE's Recommended Practices 17R-97 and 56R-08. ▪ Describe familiarity with the use of RS Means for developing independent cost estimates for construction change orders. | Two (2) page limit | |

| Evaluation Criteria | Points | Description | Response Format and Page Limits | Submission Reminders |
|--|---------------|--|--|---|
| Small, Minority, Woman, and Veteran-owned (SMWVB) Business Participation | 15 pts | Complete Exhibit B indicating 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 on this form, regardless of their SMWVB status. | Exhibit B | ✓ Ensure sub-consultants listed on the organizational chart are included on the GFEP. |

Attachment IV
Evaluation Criteria Forms
(continued)
 Rev. 9/28/20

Similar Projects and Past Performance

When filling out the forms below, use only the space provided in this form, unless otherwise indicated. If all fields are not completed, the Respondent is at risk for being rejected due to non-responsiveness. It is not acceptable to indicate "see attached" on this form.

Identify five (5) relevant projects of similar size, scope, and complexity to the Project in this RFQ that were completed within the last fifteen (15) years services using one (1) of two (2) options:

Option 1: A minimum of three (3) of the five (5) projects were performed by the Respondent and two (2) of the five (5) projects performed by a Key Sub-consultant. The proposed PM shall be an employee of the Respondent and shall have participated in at least one (1) of the three (3) projects. Technical Lead(s) shall have participated in at least one (1) of the three (3) projects submitted. QA/QC Lead shall have participated in one (1) of the three (3) projects. Key Personnel shall have participated in at least two (2) of the five (5) projects.

Option 2: Five (5) projects performed by the Respondent with a maximum of two (2) of the five (5) projects performed by a Key Sub-consultant. The proposed PM shall be an employee of the Respondent and shall have participated in at least two (2) of the five (5) projects. Technical Lead(s) shall have participated in at least two (2) the five (5) projects submitted. Key Personnel shall have participated in at least two (2) of the five (5) projects.

| | |
|---|--|
| Project #1 Name: | |
| Utility Owner (Name, City, and State): | |
| Utility Representative Name, Title, and Current Contact Information (Phone and Email): | John Doe Engineering Manager (XXX) XXX-XXXX John.Doe@XXXXXX.org |
| Design Contract NTP: | |
| Design Duration in Months (from Contract Award to Award of Construction Contract): | |
| Construction Contract NTP | |
| Construction Duration in Months (from NTP to Final Completion): | |
| Construction Contract Value: | |
| Detailed Project Description: | |
| Provide an explanation for how this project is similar to the Project within this RFQ | |
| Key Personnel (to include Personnel Titles and Specific Project Tasks). | |
| Total Number of Change Orders and Number of Owner-requested Change Orders: | |