

EL PASO WATER – PUBLIC SERVICE
BOARD RFQ35-23 – ADDENDUM No. 1

March 30, 2023

REQUEST FOR PROPOSAL – ON-CALL FOR THIRD-PARTY REVIEW SERVICES

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Mirtha Solis
Sr. Purchasing Agent

*The Purchasing Agent's signature certifies only that the document shall become part of the Contract Documents for the reference project. Her signature is not a representation that the content of this document is technically correct.

RFQ35-23

Addendum No. 1

Attention of all Respondents is directed to the following addendum to this RFQ 35-23.

ON-CALL FOR THIRD-PARTY REVIEW SERVICES

The nature of these contracts will be for On-Call services for a period of three (3) years effective from the date of the contract award date (PSB meeting date) with two (2) one-year option terms with a combined not to exceed contract limit of \$500,000 on a Task Order Basis.

RFQ SCHEDULE

The following Schedule of Events represents EPWater's best estimate of the schedule that will be followed. EPWater reserves the right to modify the schedule as required.

EPWater issues RFQ.....March 14, 2023
Pre-Submittal Meeting..... March 21, 2023, at 2:00 P.M.
Deadline for submission of requests for clarification..... March 24, 2023, by 5:00 P.M.
EPWater provides responses/clarifications.....March 28, 2023
Deadline for submission of Statements of SOQ and PRF..... April 21, 2023, at 3:00 P.M. (MST)
Notify selected team(s) estimated date May 10, 2023
Present to Board for ApprovalJune 14, 2023

See attached Exhibit C for Sample Essential Functions and Anticipated Services.

Below are responses to questions received:

- Q1.** Will selection on this RFQ preclude firms from being selected for future design work?
- A1.** No
- Q2.** What is El Paso Water's intent on billing terms for some of these assignments? Typically El Paso Water contracts are lump sum or cost plus fixed fee. Based on the description of services, would El Paso Water entertain a hourly with a maximum type contract?
- A2.** Terms of payment will hourly with a not to exceed contract.
- Q3.** Some of the tasks described in this RFQ appear to overlap with the current on-calls. How will El Paso Water distribute task orders on this RFQ compared to the current on-calls?
- A3.** This contract is not intended to be used for design.
- Q4.** Does El Paso Water have an anticipated level of experience for the consultants' proposed staff i.e. staff with over 20 years of experience or staff with 5-10 years of experience.
- A4.** Preferred to have 10 years of experience or more.

- Q5.** For the PE Licensure requirement – is it a requirement to show a PE with 8 years of experience in areas in which we would not normally need to show a PE? Or can we show other without PE registrations but relevant experience?
- A5.** Team members without a PE with relevant experience can be proposed.
- Q6.** Construction/Constructability Reviews are a part of the review process for most, if not all, of these categories. Is that something EPW would like us to list separately, include within each category, or up to our discretion?
- A6.** Include within each category
- Q7.** It is acceptable to use an El Paso Water representative for the Exhibit B Project Reference Form?
- A7.** Yes

- - End of Addendum No. 1 - -

Exhibit C: Essential Functions and Anticipated Services

Anticipated Services: Provide third party review services of plans and specifications related new, rehabilitation, or relocation of water, wastewater, stormwater, and electrical systems in conformity with EPWater Standards, American Water Works Association manuals, and applicable City of El Paso Codes. Redline documents with comments for incorporation by designer. Review subsequent submittals from designer for assurance of quality control. Utility Plan Reviewer will communicate and coordinate work with EPWater Project Manager. Ability to interpret and apply applicable laws, codes, regulations and standards, review of calculations, technical reports, specifications and other technical documentation.

1) Utility Plan Reviewer

Essential Functions: To review plans and specifications related to conveyance systems, pumping systems, civil works (site development, surveys, geotechnical reports, paving, etc.) related to water, wastewater and stormwater infrastructure. Periodically, Utility Plan Reviewer may be asked to participate in review meetings to explain its findings.

Qualifications and Experience: Bachelor of Science in Civil Engineering, Mechanical Engineering, Environmental Engineering. Professional Engineer License in the State of Texas or review of work by one. Ten (10) years of experience in design, review of design and/or construction of conveyance and pumping systems related to water, wastewater and stormwater infrastructure.

EPWater-furnished equipment: None. Firm will provide its own workspace, computer, monitor, telephone and company-issued secured email and internet service.

2) Senior Electrical Engineer

Essential Functions: To review electrical design plans and specifications related to water/wastewater treatment plants, pumping systems, and facilities for water, wastewater and stormwater infrastructure. Interprets drawings and technical specifications, evaluate work for compliance with contract provisions. Evaluate systems that produce electricity with renewable energy sources, such as wind, solar, or biofuels and compilation of analytical data. To prepare, review and or provide reports regarding existing or potential electrical engineering studies or projects. Assist manage the execution of the project in accordance with EPWater Project Management Procedures including alternative bid, review of bids, consultant and contractor qualifications, administration of miscellaneous contracts or job orders, reviewing and providing recommendations on designs, verification of construction activities, participation in

coordination of multiple projects, attending meetings, note taking, tracking project progress, performing project site visits, maintaining inspection logs, verification of as-built drawings, participation on commissioning, etc. Perform electricity rate study.

Qualifications and Experience: Bachelor of Science in Electrical Engineering. Fifteen (15) years of experience in design of electrical systems related to water, wastewater and stormwater management systems. Ability to interpret and apply applicable laws, codes, regulations and standards, review of calculations, technical reports, specifications and other technical documentation. Professional Engineer licensure in the State of Texas required. Completion of OSHA-40 training required prior to initiation of duties.

EPWater-furnished equipment: None. Firm will provide Workspace, Computer, Monitor and mobile telephone, Personal Protective Equipment adequate for construction sites and other facilities, and vehicle.