



RFS 82-22

**PRECONSTRUCTION AND CONSTRUCTION MANAGEMENT
SERVICES FOR THE NEW MAIN ADMINISTRATION BUILDING**

PROCUREMENT SCHEDULE

EPWater issues RFS

June 23, 2022

Non-Mandatory Pre-Submittal Meeting

June 28, 2022 at 4:00 PM

Deadline for Submission of Requests for Clarification

June 29, 2022 5:00 PM

EPWater provides Responses/Clarifications

July 1, 2022

Deadline for Submission of SOQ and PRF

July 8, 2022 by 5:00 PM

Notify Selected Team Estimated Date

August 12, 2022

Present to Board for Approval

September 14, 2022

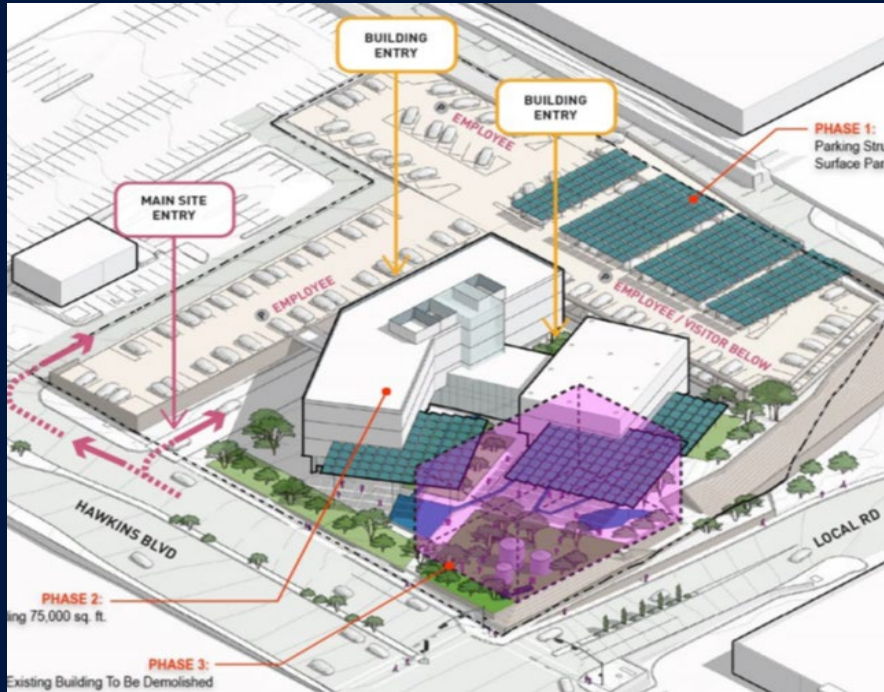
BACKGROUND

A NEW ADMINISTRATION BUILDING

- APPROX. 75,000 SF – 270 FTE
- APPROX 30M CONSTRUCTION
- APPROX 4 ACRES AT 1154 HAWKINS
- HEADQUARTERS REMAIN OCCUPIED DURING CONSTRUCTION

- CURRENTLY IN DESIGN DEVELOPMENT
- CMAR SELECTED JUNE 8TH

BACKGROUND

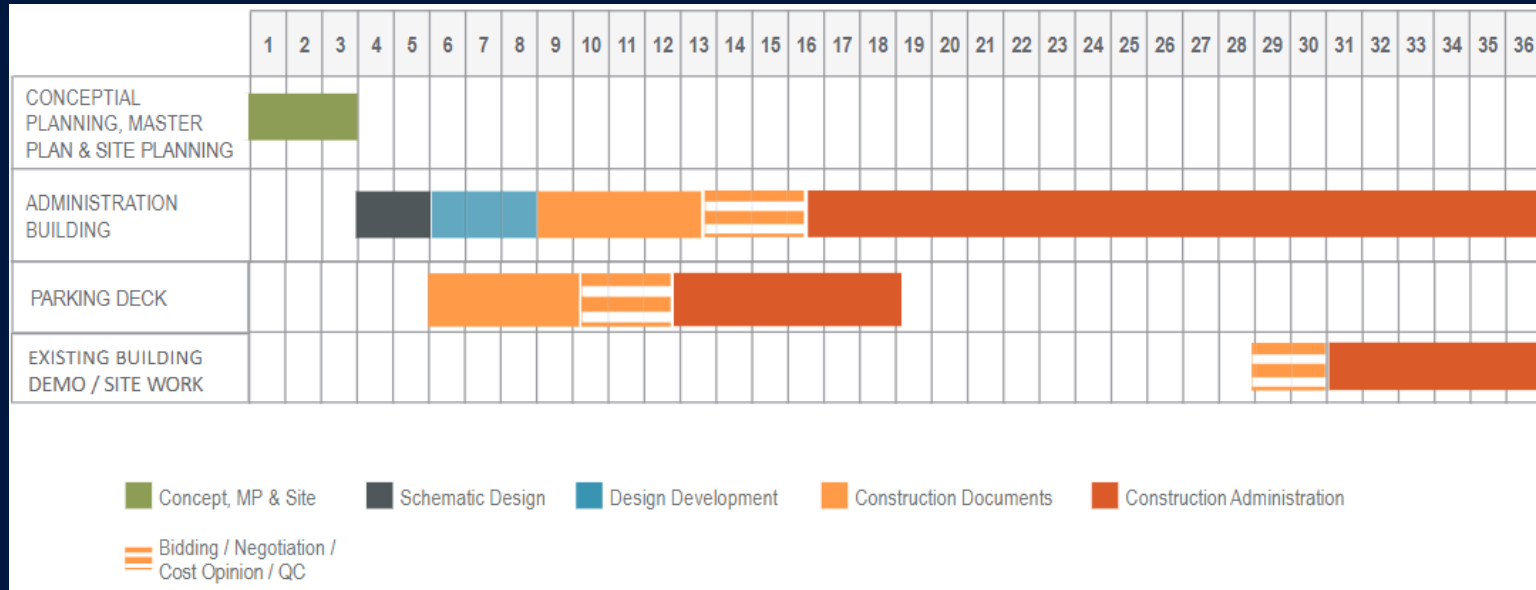


THREE DESIGN AND GMP PACKAGES

- PARKING DECK
- NEW BUILDING
- DEMOLITION OF EXISTING BUILDING

RFS 82-22 PRECONSTRUCTION AND CONSTRUCTION MANAGEMENT SERVICES FOR THE NEW MAIN ADMINISTRATION BUILDING

- PRECONSTRUCTION, CONSTRUCTION MANAGEMENT AND RPR SERVICES FOR THE DURATION OF THE PROJECT
- PROVIDE FOR A COMMISSIONING AGENT AND CONSTRUCTION MATERIALS TESTING
- DEMONSTRATED SUCCESS WORKING AMONGST CMAR TEAMS, PERFORMING PRECONSTRUCTION MANAGEMENT, AS WELL AS CUSTOMARY CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES



- CONSTRUCTION PHASE I BEGINS DECEMBER 2022
- DESIGN PHASE FOR MAIN BUILDING ENDS APRIL 2023
- DEMO of EXISTING BUILDING COMPLETE BY JANUARY OF 2025

CONTENT

I. PROJECT APPROACH

30 POINTS

- HOW THE TEAM PLANS TO DEVELOP AND IMPLEMENT PRECONSTRUCTION AND CONSTRUCTION MANAGEMENT SERVICES
- DESCRIPTION OF TECHNICAL AND ANALYTICAL APPROACHES
- POTENTIAL PROJECT RISKS AND PROPOSED RISK MITIGATION

- 5 PAGES
- NO TEMPLATE

II. PREREQUISITES PASS/FAIL

- ONE ARCHITECT AND ONE ENGINEER, REGISTERED IN TEXAS FOR OVER 10 YEARS WITH SIGNIFICANT CMAR EXPERIENCE (PAGE 3 OF RFS)
- 2 RPRs
- DOCUMENT CONTROLLER
- MATERIALS TESTING CONSULTANT
- COMMISSIONING CONSULTANT

EXHIBIT A
ITEM A

Response Submittal for
RFS 82-22

**PRECONSTRUCTION AND CONSTRUCTION MANAGEMENT SERVICES FOR THE NEW
MAIN ADMINISTRATION BUILDING**

The proposed Firms shall comply with the following qualifications:

- | NAME | TX REGISTRATION NO. | FIRM | YEARS OF EXPERIENCE |
|------|---------------------|------|---------------------|
| | | | |

- | NAME | TX REGISTRATION NO. | FIRM | YEARS OF EXPERIENCE |
|------|---------------------|------|---------------------|
| | | | |

- [illegible]

III. PROJECT TEAM

36 POINTS

- ORGANIZATIONAL CHART
- RESUMES
- TEMPLATES FOR ORG CHART AND RESUMES
- NUMBER OF PAGES VARY, BASED ON RESUMES

EXHIBIT A FOR PROJECT TEAM ORG CHART

EXHIBIT A ITEM B

B. PROPOSED PROJECT TEAM AND TEAM MEMBER EXPERIENCE (36 Points)

Provide an Organizational Chart in the space below showing team member relationships. The Selection Committee shall evaluate and rate the project team and team members based on completeness of the team, qualifications, and experience. Provide resumes according to the template on the following page.

EXHIBIT A FOR PROJECT TEAM RESUMES

EXHIBIT A ITEM B – Resume Template

	Name:	Title:
	TX Registration No.:	Firm:
	Availability (%):	
	Team Role:	

Team Member Qualifications:

Team Member Experience:

	Name:	Title:
	TX Registration No.:	Firm:
	Availability (%):	
	Team Role:	

Team Member Qualifications:

Team Member Experience:

IV. PAST PROJECTS

25 POINTS

- 5 PAST PROJECT EXPERIENCES
- FROM THE PAST 10 YEARS
- EMPHASIS ON COMPARABLE
- TEAM MEMBER ROLES IN PROJECTS
- TEMPLATE
- 5 PAGES

EXHIBIT A, ITEM C, FOR PAST PROJECTS

EXHIBIT A - ITEM C - PAST PROJECT EXPERIENCE (5 points each)	
Past Project Experience No. 5	
Project Name:	
Project Owner:	
Name:	Title:
Role of Respondent:	
Phone:	E-mail:
Delivery Model and Contract Type:	
Project Team Member(s) involved in this project:	
Project Summary:	
Project Highlights and relevance to this project:	
Initial Cost:	Scheduled Completion:
Final Cost:	Actual Completion:
Change Orders (%):	Design related delays?

V. REFERENCES

9 POINTS

- 3 PROJECT REFERENCE FORMS (PRF) SUBMITTED BY PAST OR PRESENT CLIENTS TO THE EMAIL IN THE RFS
- PROVIDE EXHIBIT B, PROJECT REFERENCE FORM, TO THOSE ON THIS LIST
- (T/60)3
- VALUE UP TO 3 POINTS PER PRF
- DUE SAME TIME AS RESPONSE – JULY 8, 5PM

EXHIBIT B

PRF

EXHIBIT B

RFS 82-22 Preconstruction and Construction Management Services for the EPWater New Main Administration Building PROJECT REFERENCE FORM (PRF)

Directions to Submitting Firm: Request three (3) agencies or clients for whom you have completed Professional Services with comparable scope to that of this RFS. Provide this form to the representative directly responsible for oversight of the project to complete and submit via e-mail to AESelection@epwater.org prior to the date and time listed below. If the form is received after the date and time specified, it will not be accepted.

Due Date and Time: 5:00 pm July 8, 2022 (MST)

PROJECT: RFS 82-22 Preconstruction and Construction Management Services for the EPWater New Main Administration Building

NAME OF COMPANY TO BE EVALUATED: _____

NAME OF AGENCY OR FIRM SUBMITTING EVALUATION: _____

NAME/PHONE NUMBER OF PERSON SUBMITTING EVALUATION: _____

NAME OF PROJECT AND DATE SUBSTANTIALLY COMPLETED: _____

QUESTIONS:

1. Has the above-referenced project reached final completion? (Select one) ☐ Yes ☐ No
2. What project delivery method was utilized? (Select one) ☐ DBB ☐ CMAR ☐ D-B ☐ OTHER
3. What was the firm's role, and in what capacity did they serve on the above-referenced project?

4. On a scale of 1 to 10 (1 being Poor - 10 being Excellent), how would you rate this company's performance on the following:

Rate: 1-10

- How would you rate work performed by this firm on your project? _____
- Was the project completed on time? _____
- Was the project completed within budget? _____
- What was the quality of the work performed? _____
- Was staff proactive in solving problems that may have occurred on your project? _____
- Would you be willing to contract with this firm again? (1=No and 10=Yes) _____

TOTAL POINTS (maximum 60 points) _____

EXHIBIT A

LIST OF REFERENCES (included in submittal)

D. PROJECT REFERENCE FORM - CLIENT LIST (9 Points)

List the name of the three clients that will provide the Project Reference Form (PRF) - Exhibit B, attached. The PRF must be submitted directly by the client providing the reference to EPWater via e-mail to AESelection@epwater.org to get points.

AGENCY/OWNER	REPRESENTATIVE	E-MAIL ADDRESS

COMMUNICATIONS AND FORMAT

SUBMITTAL FORMAT

- 11 POINT FONT MINIMUM
- PAGE COUNT: 15 PLUS RESUMES/PROFILES
 - Cover page (one page)
 - Cover letter (one page)
 - I. Project Approach
 - II. Minimum Qualification and Technical Competence
 - III. Proposed Team and Team Member Experience
 - IV. Past Project Experience
 - V. List of Agencies providing the Project Reference Form
- BELOW 10MB AND IN PDF FORMAT
- E-MAIL TO AESELECTIONS@EPWATER.ORG

- DUE BY 5:00 P.M. ON JULY 8, 2022

THANK YOU

