

REQUEST FOR QUALIFICATIONS

FOR

**Water System Improvements - Engineering Design,
Bid and Construction Phase Services**



RFQ # WP-21-05-01

April 11, 2021

ISSUE DATE: April 11, 2021
TO: Engineering Firms
FROM: Charles Ortiz, PE, District Engineer
Laguna Madre Water District
SUBJECT: Request for Statements of Qualifications for Professional Engineering Services: Laguna Madre Water District Water System Improvements – Design, Bid and Construction Phase Services

The Laguna Madre Water District (District) is requesting a Statement of Qualifications (SOQ) for Professional Engineering Services to provide design, bid, and construction phase services and project management for the Laguna Madre Water District Water System Improvements. This project is anticipated to be funded through a loan obtained from the Texas Water Development Board (TWDB) Drinking Water State Revolving Fund (DWSRF). Please note the Disadvantaged Business Enterprise (DBE) procurement requirements identified under the Evaluation Criteria. Enclosed for your consideration is a Request for Qualifications (RFQ).

To be considered for this project, your firm must meet the qualifications and satisfy the requirements set forth in the RFQ. If you are interested in being considered, please **submit your SOQ by 2 p.m., Wednesday, May 12, 2021**, to the person listed below. The submission date for questions, clarifications, or **requests for general information is 2 p.m., Wednesday, May 5, 2021**. Any requests received after this date will be returned and not addressed. Note that all questions, clarifications, or request for general information are to be **in writing via email** or other mail carrier to the District Engineer.

A Professional Services Committee consisting of Laguna Madre Water District staff and Board Members will rate the SOQs using the evaluation criteria developed for this project. Said evaluation criteria are attached to this RFQ and include good-faith DBE participation goals as required by the TWDB Drinking Water State Revolving Fund federal equivalency.

This contract is subject to the Environmental Protection Agency's (EPA) Disadvantaged Business Enterprise (DBE) Program, which includes EPA-approved fair share goals toward procurement of Minority and Women-owned Business Enterprise (M/WBE) businesses. EPA rules require that applicants and prime contractors make a good faith effort to award a fair share of contracts, subcontracts, and procurements to M/WBEs through demonstration of the six affirmative steps. For more details of the DBE Program and the current, applicable fair share goals, please visit www.twdb.texas.gov/DBE.

The selection committee may interview one or more firms to further evaluate qualifications. The selection committee will present their recommendations to the Board of Directors who will select the consultant for this project. During the evaluation process, the Laguna Madre Water District reserves the right, where it may serve the Laguna Madre Water District's best interest, to request additional information or clarifications from responders.

Any questions and correspondence should be directed to:

Mr. Charles Ortiz, P.E. District Engineer
Laguna Madre Water District
105 Port Road
Port Isabel, Texas 78578
T. (956) 943-2626 Ext. 130
E: cortiz@lmwd.org

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REQUEST FOR STATEMENT OF QUALIFICATIONS

**Laguna Madre Water District
Professional Engineering Services for
Water System Improvements – Engineering Design, Bid and
Construction Phase Services**

I. INTRODUCTION

A. General Information

The Laguna Madre Water District (District) is requesting SOQs from qualified consulting engineering firms capable of providing professional engineering services for the Water System Improvements – Design Bid and Construction Phase Services. The project includes preliminary design, design, bid, and construction phase services for the expansion of the existing 2.9 MGD Water Treatment Plant (WTP) No.1 to a capacity of 5 MGD and Elevated Storage Tank (EST) Improvements.

Project No. 1: Water Treatment Plant No. 1 Improvements will include the following:

- Replacement of the raw water transfer pump station at Reservoir No. 3
- Replacement of the raw water and high service pumps
- Replacement of the existing rapid sand filtration basins with a membrane filtration system housed in a new building
- Replacement of two existing steel ground storage tanks with a single prestressed concrete tank.

The proposed filtration and ground storage units will be relocated outside of the 500-ft buffer zone from the Port Isabel Wastewater Treatment Facility, within which the existing units are located.

Project No. 2: Elevated Storage Tank (EST) Improvements

- Construction of a 0.6 Million Gallon (MG) EST and decommissioning of existing 0.08 MG Laguna Vista and 0.30 MG Port Isabel ESTs.

The intent of the expansion is to address capacity deficiencies and improvements required by the WTP facility to meet and maintain regulatory compliance, safety, technology improvements, process innovations and aging infrastructure to meet current and future water demands. In particular, the District is seeking an Engineer with demonstrated expertise and competence in membrane water treatment process for design and construction.

There is no expressed or implied obligation for the Laguna Madre Water District to reimburse responding firms for any expenses incurred in the preparation of a SOQ in response to this request. The District reserves the right to increase or decrease the scope of work related to this project as outlined in this RFQ after a firm is selected to accommodate changes in the needs of the District and serve the best interests of the District. The District further reserves the right to terminate this process and to cancel or modify this solicitation at any time.

This contract is anticipated to be funded through a loan obtained from the TWDB Drinking Water State Revolving Fund (DWSRF). Please note the Disadvantaged Business Enterprise (DBE) procurement requirements identified under the Evaluation

Criteria.

B. Submittal Requirements

To be considered, 1 (one) digital copy and (3) hard copies of the SOQ must be submitted to Enrique Samaniego, Purchasing Agent, **by 2 p.m., Wednesday, May 12, 2021**, located at 105 Port Road, Port Isabel, Texas 78578. The Laguna Madre Water District reserves the right to reject any or all SOQ's submitted.

C. Evaluation and Selection

SOQ's submitted will be evaluated by a committee consisting of Laguna Madre Water District staff. During the evaluation process, the District reserves the right, where it may serve the District's best interest, to request additional information or clarifications from responders.

Review of Proposals:

1. The Professional Services Committee ("Committee") will review the SOQs at its earliest convenience after the submittal deadline date.
2. The SOQ's will be reviewed and rated relative to the evaluation criteria established for this project. Said evaluation criteria are attached to this RFQ.
3. If necessary, the Committee will invite one or more responsive firms to make a presentation before the Committee.
4. After completing the evaluation process, the Committee will recommend the firm deemed the most qualified to Board of Directors for consultant selection.
5. Board of Directors will consider the Committee recommendation at its earliest convenience.
6. The District reserves the right to reject any or all Statement of Qualifications. The highest ranked Respondent(s) may be invited to enter into Contract negotiations with the District. If an agreement cannot be reached with the highest ranked Respondent, the District shall notify the Respondent and terminate negotiations. The second highest respondent may be contacted for negotiations. The process may continue until successful negotiations are achieved. The District reserves the right to terminate negotiations with any and all Respondents should it be in the District's best interest.

II. Nature of Services:

A. General

The Laguna Madre Water District is soliciting the services of interested qualified consulting engineering firms to accomplish the project outlined in this RFQ. This project is to be performed in accordance with the provisions contained in this Request for Statement of Qualifications.

Please submit a statement of qualifications to provide engineering services required for preliminary design, design, bid, and construction phase services, and project management for the Laguna Madre Water District Water System Improvements – Design, Bid and Construction Phase Services.

The Laguna Madre Water District owns and operates Water Treatment Plants (WTP) No.1, located in Port Isabel, and WTP No. 2, located in Laguna Vista. WTP No. 1 is being exercised and maintained as chlorine dioxide chemical feed system has been

added to the site and Clarifiers are currently under construction. WTP No. 1 shutdown is possible with water demands provided for solely by WTP No. 2. The District has identified improvements to WTP No. 1 that are necessary to restore treatment capacity from 1 MGD to 4.1 MGD+, upgrade treatment units to match water quality from WTP No. 2 microfiltration system, replace equipment past the end of its service life, and provide system resiliency should one of the treatment plants be taken offline, or should a water main break occur.

The second project will decommission two existing Elevated Storage Tanks (EST) and construct a new 0.6 MGD EST.

This project includes development of preliminary design, design, bid, and construction phase documents. This project is anticipated to be funded by the TWDB DWSRF.

B. Scope of Services:

The Laguna Madre Water District will require the selected firm to perform the following services:

1. Preliminary Design Phase Services
 - a. Develop an Engineering Feasibility Report (EFR) for submission to the TWDB and TCEQ. The EFR will include, but not be limited to, the following considerations:
 - i. Review and confirm TCEQ requirements for water treatment plant expansions and capacities of treatment processes and Elevated Storage Tanks.
 - ii. Review and confirm recommendations included within the Laguna Madre Water District WTP Treatment Alternatives Evaluation.
 - iii. Complete a hydraulic evaluation of the proposed Raw Water Pump Station improvements to verify the appropriateness of the design specifications as well as the capacity of the suction and discharge pipelines, and proposed Elevate Storage Tank.
 - iv. Complete a High Service Pumping evaluation to determine location and capacity of required pumping for the 4.1+ MGD restoration/expansion. Confirm high service pumping total dynamic head (TDH) requirement through evaluation of the existing water hydraulic model.
 - v. Complete an evaluation of the plant's existing disinfection zones and CT credits, including ground storage, to determine the most cost-effective manner for obtaining CT credits at 4.1+ MGD considering the recent addition of chlorine dioxide.
 - vi. Develop engineer's opinion of probable construction cost to include the alternatives for recommended WTP and EST construction as outlined above.
2. Design Phase Services (including Permitting)
 - a. Develop a Geotechnical Engineering Report:
 - i. Conduct subsurface drilling with core profiles and bearing capacities to a depth of bedrock.

- ii. Based on the site development layout for treatment units provided in the EFR, provide design recommendations for the subsurface of each structure, including foundation design recommendations
 - iii. As a component of the EFR, develop a recommendation based upon a cost analysis of over-excavation versus deep foundations for new structures onsite.
 - b. Conduct a topographic site survey, including a 3-D point cloud survey of the interior and exteriors of the existing structures for use in BIM modeling and the development of visualizations critical to successfully phasing construction of the membrane retrofit.
 - c. Prepare and deliver engineering design documents for District review and comment at the 30%, 60%, 90%, and 100% unsealed stages of completion. Complete and detailed engineering documents are required for the bidding and construction of the proposed improvements.
- 3. Bid and Construction Phase Services
 - a. Respond to questions during advertisement and prepare required addenda during bid.
 - b. Assist in evaluating bids, tabulating bids, and making recommendations for contract award.
 - c. Prepare conformed project manual and drawings per addenda.
 - d. Review and respond to shop drawings, submittals, requests for information (RFIs), change order proposals, and all other construction items.
 - e. Conduct specialty site visits as necessary to ensure general construction conformance with the contract documents.
 - f. Attend factory witness testing as required per the specifications.
 - g. Provide startup phase services, including configuration and programming, as required by the contract documents.
 - h. Assist in final construction walk through and punch list.
 - i. Prepare record drawings per Contractor's redlines.
 - j. Provide warranty phase services.
- 4. Project Management Services
 - a. Regulatory agency coordination and submission of all required documents for the proposed project for the duration for the entire project, including final design documents.
 - b. Conduct regularly scheduled monthly meetings for the anticipated duration for the entire project, including preparing meeting agenda, minutes, and action items.
 - c. Perform Quality Assurance/Quality Control (QA/QC) for the anticipated duration of the entire project.
 - d. If applicable, coordinate with other Design Engineer(s) for the concurrent CIP projects taking place at the WTP site.

III. PROPOSED SCHEDULE

RFQ Release Date	April 11, 2021
Deadline for Questions	May 5, 2021
Responses to Questions Posted	May 7, 2021
SOQ Due Date	May 12, 2021
Respondent Selection	May 26, 2021 anticipated Board selection
Contract and Scope of Services	June 23, 2021 anticipated Board approval
Project Kickoff	July 6, 2021
Design Phase Completion	June 30, 2022
Construction Phase Completion	July 2023

IV. SUBMISSION OF STATEMENTS OF QUALIFICATIONS

Interested and qualified firms or teams are invited to submit one (1) digital copy and (3) three hard copies of materials that demonstrate their experience in performing a project of this scale and complexity. Digital and hardcopies shall be provided to Enrique Samaniego, Purchasing Agent, at 105 Port Road, Port Isabel, Texas 78578. Mr. Samaniego may be reached by email at esamaniego@lmwd.org or phone at (956) 943-2626 Ext. 312. Provide a list of references from clients, funding agencies, governmental units or partners worked with. The SOQ shall be submitted by a lead firm but may contain services from sub consultants. **Documentation should be limited to 15 single sided pages per project and include the items below. Statement of Interest Letter and Resumes do not count in the 15 page limit per project.**

- A. District is interested in the experience of the Project Manager, Project Principal, Project Engineers, and the firm's similar project experience to the project described in this solicitation. Project Manager and Project Principal must be employed by the prime firm and may be the same individual. Project Manager and Project Engineers must be licensed as professional engineer in the State of Texas at the time of submittal. List the location of the offices proposed to work on the project as well as contact information and who is to be the sole agent for contact with the District for this project.
- B. Prime firm and sub consultants must have adequate and experienced current staff (including professionals registered in applicable fields, other professionals, and technicians) to competently and efficiently perform the work. Provide detail of the firm's qualifications as well as aspects of each firm that will benefit this project if selected. Identify project leadership, reporting responsibilities, how prime firm will interface with District Engineer and the sponsoring department, and how sub consultants will work within the management structure. Provide resumes of each firm/team member along with a list of major services offered by each firm/team member.
- C. District is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. List no more than five projects for meeting these criteria which have been completed in the past five years for both project types. In addition, District may consider history of firm

in complying with project programs, schedules, and budgets on previous District projects.

- D. District is interested in team's (including sub consultants) relevant experience in the past five (5) years within Texas. Briefly describe experience in the following areas and reference projects relating to that experience:
 - i. Water treatment plant design including membrane plant design, solids handling, elevated storage tank design, civil/roadway/stormwater, architectural, structural, mechanical, HVAC, electrical, instrumentation and SCADA
 - ii. Environmental Information Documents
- E. District is interested in team's organization structure, their understanding of the project issues, and their approach to the project. Describe how the project will be formatted from Design to Completion, and firm specific tools that will be used I the project and describe any significant project issues with the team's approach in addressing those issues.

Submittals shall EITHER be mailed to:

Mr. Enrique Samaniego
C/O Purchasing Agent
Laguna Madre Water District
105 Port Road
Port Isabel, Texas 78578

OR submittals shall be delivered to:

Mr. Enrique Samaniego
C/O Purchasing Agent
Laguna Madre Water District
105 Port Road
Port Isabel, Texas 78578

All submittals must be received no later than 2 p.m.. Wednesday May 12, 2021.

V. ADDITIONAL MATERIALS

Any information or material provided beyond that requested in this RFQ may not be considered by the District.



EXHIBIT A: PROFESSIONAL SERVICES CONSULTANT SELECTION EVALUATION CRITERIA

The following is a description of items to receive consideration in the evaluation of responses for providing professional engineering/architectural services to the Laguna Madre Water District. Following each description are the evaluation points associated with the item. TOTAL POSSIBLE POINTS EQUALS 100 (plus 25 points for interviews, if conducted). Wherever used, "prime firm" denotes a single firm or a joint venture responding as the prime consultant. Wherever used, "page" refers to single-sided, single spaced, 10-point minimum font printed 8-1/2 x 11-inch pages. The prime firm shall perform the largest share of the assignment (on an estimated percentage of total agreement basis). Responses failing to show the prime firm performing the plurality of the services shall be rejected as non-responsive. **Limitations on volume of requested information apply equally to single firms and joint ventures regardless of the number of firms partnering in the joint venture. Responses with excess volume or which do not include information for the evaluation of all consideration items may not be thoroughly reviewed or may be rejected as non-responsive.**

Consideration Item 1: <u>Experience of Project Manager, Project Engineer, Project Principal (Past 10 Years)</u>
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District is interested in the experience of the Project Manager, Project Engineers and Project Principal, on projects similar to the project described in this solicitation. Points will be awarded as indicated above. Only one individual per job responsibility should be designated. Project Manager and Project Principal must be employed by the prime firm and may be the same individual. Project Manager and Project Engineers must be licensed as a professional engineer in the State of Texas at the time of submittal. List no more than five (5) projects meeting these criteria which have been completed in the past ten (10) years for each individual.
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25 Points Maximum

Consideration Item 2: <u>Experience and Availability of Proposed Staff</u>

Prime firm and subconsultants must have adequate and experienced current staff (including professionals registered in applicable fields, other professionals, and technicians) to competently and efficiently perform the work. Prime firm and subconsultants must commit that staff proposed in this submittal would be available for the proposed work. District may desire to visit team's business addresses on a regular basis to follow progress of the work. The results of any reference checks will be provided to the evaluation committee and used when scoring the written qualifications.
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25 Points

Consideration Item 3: <u>Prime Firm's Comparable Project Experience (past 5 years)</u>

District is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. List no more than five (5) projects meeting these criteria for both project types which have been completed in the past five years. In addition, District may consider history of firm in complying with project programs, schedules, and budgets on previous District projects.

25 points

Consideration Item 4: Team's Structure and Project Approach

District is interested in team's organizational structure, their understanding of the project issues and their approach to the project. Identify project leadership, reporting responsibilities, how prime firm will interface with District's project manager and the sponsoring department, and how subconsultants will work within the management structure. Describe any significant project issues and the team's approach in addressing those issues.

25 Points Maximum

Consideration Item 6: Interview (Optional)

The District may determine that it is necessary to interview short-listed firms prior to making a recommendation to the Board of Directors. Generally, interviews of the top firms based on the results of the Professional Services Committee will be held at a regularly scheduled Board Meeting.

25 Points Maximum

SOQ Title _____

Proposers Name _____

Exhibit B

REFERENCES

Please list three (3) references of current or recent past customers who can verify the quality of service your company provides. The District prefers customers of similar size and scope of work to this RFQ.

THIS FORM MUST BE RETURNED WITH YOUR RFQ

REFERENCE ONE

Government/Company Name _____

Address _____

Contact Person and Title _____

Phone _____ Email Address _____

Contract Period _____ Scope of Work _____

REFERENCE TWO

Government/Company Name _____

Address _____

Contact Person and Title _____

Phone _____ Email Address _____

Contract Period _____ Scope of Work _____

REFERENCE THREE

Government/Company Name _____

Address _____

Contact Person and Title _____

Phone _____ Email Address _____

Contract Period _____ Scope of Work _____