

The following information summarizes the input provided by the IWRP Task Force and the resulting changes to the Request for Qualifications (RFQ) Evaluation Criteria for RFQ CLPM 179 Consulting Services for Integrated Water Resource Plan.

Staff received comments (“Task Force Comments,” below) from a Task Force Working Group on May 27, 2015. These comments were discussed at the June 2, 2015 Task Force meeting and staff subsequently worked with the Task Force Working Group to develop revisions to the Evaluation Criteria.

Task Force Comments: We need to advertise this procurement widely. Typical procurement list will not be sufficient. Collect names of possible contacts from TF members and others; advertise on LinkedIn, AWWA, and national Water Industry publication(s) and through other means. Please share outreach strategy with Task Force.

Staff Response: Staff advertised the RFQ in the following publications and websites.

1. American Water Works Association – Nonprofit association dedicated to water management and treatment
2. Environmental and Water Resources Institute – Technical institute as a part of the American Society of Civil Engineers dedicated to environmental and water-related issues
3. Water Online – Online source of news and technical information on drinking water and wastewater
4. Alliance for Water Efficiency – Nonprofit organization that serves as an advocate for water efficient products and programs, and provides information and assistance on water conservation efforts
5. Water Efficiency Weekly – Opt-in newsletter through “Forester Daily News” mailed to water and wastewater professionals weekly including industry news and links to water-related articles

In addition, staff compiled a list of firms with water resource management experience based on the Task Force and others’ recommendations and ensured that these firms were notified.

Task Force Comments: A very strong Conflict of Interest Statement needs to be included., saying that anyone involved in the study may not play any role in the implementation of the study’s recommendations.

Staff Response: The following conflict of interest statement was included.

- In order to avoid creating a conflict of interest, participation at the prime level will necessitate exclusion from consideration for any contracts resulting from the work performed on this project. Participation at the subconsultant level

may create a conflict of interest and necessitate exclusion from any contracts resulting from the work performed on this project and a determination will be made prior to the release of any future projects.

For comparison, here is the City's standard conflict of interest statement:

- Participation at the prime or subconsultant level may create a conflict of interest and thus necessitate exclusion from any contracts resulting from the work performed in the design phase.

Task Force Comments: Recommend a longer than average posting time to allow consultants time to assemble teams and to prepare proposals. This is a complex project with unique proposal components and we are reaching out through atypical venues for Austin. Recommend 6-8 weeks posting time.

Staff Response: The RFQ was open/made public for 8 weeks.

Task Force Comments: For Evaluation Consideration Item 5, Comparable Project Experience, uncertain if requiring 3 projects within the last 5 years is appropriate due to the long-term nature of this project (18 months – 2 years) and the lack of projects on this scale across the US.

Staff Response: Staff modified Evaluation Consideration Item 5 as follows.

CONSIDERATION ITEM 5

PRIME FIRM'S COMPARABLE PROJECT EXPERIENCE (past 10 years)

15 points maximum

City 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. In particular, we would like you to address the following areas:

- Integrated water resource planning with a major public outreach and participation component
- Sustainable and innovative water resource planning solutions
- Development of information to evaluate water supply and demand management strategies
- Options and portfolio comparison of water supply and demand management strategies, including financial analysis
- Drought response planning

List three (3) projects meeting those areas referenced above which have been completed in the past ten years.

- All three (3) projects must be projects of similar size, scope, and complexity as outlined in the RFQ
- At least two (2) projects shall demonstrate experience with Integrated Water Resource Plans

- At least one (1) project shall demonstrate experience with sustainable and innovative water resource planning solutions
- At least one (1) project shall demonstrate experience and results with public outreach and engagement

In addition, City may consider history of firm in complying with project programs, schedules, and budgets on previous City projects.

For comparison, the City's standard Evaluation Consideration Item 5 is as follows:

CONSIDERATION ITEM 5

PRIME FIRM'S COMPARABLE PROJECT EXPERIENCE (past 5 years)

15 points maximum

City 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 three (3) projects meeting these criteria which have been completed in the past five years. In addition, City may consider history of firm in complying with project programs, schedules, and budgets on previous City projects.

Task Force Comments: For Evaluation Consideration 7, Team's Experience with Austin Issues, this item should be rewritten to reflect the subject matter involved.

Staff Response: Staff modified Evaluation Consideration Item 7 as follows.

CONSIDERATION ITEM 7

TEAM'S EXPERIENCE WITH AUSTIN ISSUES

10 Points Maximum

City is interested in team's (including subconsultants) experience with Austin issues, as may be evidenced by work in the Austin area during the past five (5) years. Briefly describe experience in, and familiarity with, the following areas and reference projects relating to that experience:

- ♦ Austin area historical, civic, social equity, and cultural values.
- ♦ Facilitating process for stakeholder and general public participation and input on high visibility projects in the Austin area.
- ♦ Austin environmental community, conditions, and constraints.
- ♦ Familiarity with local, regional, and state institutional and regulatory environment affecting water supply planning in the Austin area
- ♦ Familiarity with Austin-area demand management strategies, including water conservation

For comparison, the City's standard Evaluation Consideration Item 7 is as

follows.

CONSIDERATION ITEM 7
TEAM'S EXPERIENCE WITH AUSTIN ISSUES
10 Points Maximum

City is interested in team's (including subconsultants) experience with Austin issues, as may be evidenced by work in the Austin area during the past five (5) years. Briefly describe experience in the following areas and reference projects relating to that experience:

- ◆ Austin area historical, civic and cultural values.
- ◆ Austin environmental community, conditions and constraints.
- ◆ Public awareness and involvement in project development in the Austin area.
- ◆ Responsiveness due to proximity of projects to local office.

Task Force Comments: For Consideration 8, COA Experience with Prime Firm, uncertain that this consideration is appropriate for the kind of contractor that we are trying to get. This will likely be someone that has not worked in Austin before. We do not want to miss out on any talent that has done this type of work because they lose points from not having worked with Austin previously. We are assuming that contactors that submit RFQs will likely be other areas since we have not done this type of planning in Austin before. Recommend removal of this consideration.

Staff Response: Staff did not remove this consideration item as it would not be impactful. Firms with no City of Austin experience receive the average score of all engineering firms in our database which was 9.95 out of 10 points.

Task Force Comments: For Consideration 9: Interviews, in-person interview needs to be "required" regardless of how close points are (or not).

Staff Response: Staff decided to make interviews optional just in case there was a significant gap in scoring that could not be overcome with interviews worth 15 points out of 115 total. Ultimately, interviews were conducted.

Additional Modifications to standard City evaluation criteria: Changed consideration item 6 to comparable project experience within the past 10 years instead of 5 years; Consideration Item 4, added specific requirements regarding the type of project experience desired.

Included in RFQ:

CONSIDERATION ITEM 6
MAJOR SCOPES OF WORK - COMPARABLE PROJECT EXPERIENCE (past

10 years)
15 points maximum

The City has identified Major Scopes of Work to be provided for this project, which are included in the Scope of Services. Each scope of work can be accomplished through subcontracting other firms or utilizing the prime firm. The City is interested in the history and success of the firm proposed to perform the scope of work (subconsultant or prime), with projects of similar programs, budgets, and/or clients as the areas identified. List three (3) projects per Major Scope of Work, meeting these criteria, which have been completed in the past ten years. In addition, City may consider history of firms in complying with project programs, schedules, and budgets based on previous City projects. If more than one firm is listed for a particular Major Scope of Work, the City expects the work will be divided evenly among them.

For comparison, here is the City's standard consideration item 6:

CONSIDERATION ITEM 6
MAJOR SCOPES OF WORK - COMPARABLE PROJECT EXPERIENCE (past 5 years)
15 points maximum

The City has identified Major Scopes of Work to be provided for this project, which are included in the Scope of Services. Each scope of work can be accomplished through subcontracting other firms or utilizing the prime firm. The City is interested in the history and success of the firm proposed to perform the scope of work (subconsultant or prime), with projects of similar programs, budgets, and/or clients as the areas identified. List three (3) projects per Major Scope of Work meeting these criteria which have been completed in the past five years. In addition, City may consider history of firms in complying with project programs, schedules, and budgets based on previous City projects. If more than one firm is listed for a particular Major Scope of Work, the City expects the work will be divided evenly among them. If more than one firm is listed for a particular Major Scope of Work, list three (3) projects per firm per scope of work. Provide no more than one page per firm per scope.

Included in RFQ:

CONSIDERATION ITEM 4

EXPERIENCE OF PROJECT MANAGER AND PROJECT PRINCIPAL (past 10 Years)
20 Points Maximum

(Project Manager – 15 points; Project Principal – 5 points)
City is interested in the experience of the Project Manager and Project Principal

that demonstrates history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation.

The project manager should demonstrate experience in similar complex projects with a substantial public outreach component.

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.

List three (3) projects, for each role, which have been completed in the past ten (10) years, meeting the criteria below.

- All three (3) projects must be of similar size, scope, and complexity as outlined in the RFQ
- At least two (2) projects shall demonstrate experience with Integrated Water Resource Plans
- At least one (1) project shall demonstrate experience with sustainable and innovative water resource planning solutions
- At least one (1) project shall demonstrate experience and results with public outreach and engagement

For comparison, here is the City's standard consideration item 4:

EXPERIENCE OF PROJECT MANAGER AND PROJECT PRINCIPAL (past 10 Years)

20 Points Maximum

(Project Manager – 15 points; Project Principal – 5 points)

City is interested in the experience of the Project Manager and Project Principal that demonstrates history and success with projects of similar programs, budgets, and/or clients as 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 must be licensed as a professional engineer in the State of Texas at the time of submittal.

List three (3) projects meeting these criteria which have been completed in the past ten (10) years for each individual.