

RES-0921

Discuss and consider action to approve proposed membrane preselection process via a two-step process to select a qualified membrane filtration system suppliers for the Pflugerville Water Treatment Plant Expansion and authorize the City Manager to execute the same.



Membrane Preselection Process

- Two-Step Process
 - Systematic approach
 - Transparent, defensible and documentable
- Step 1: Pre-screen to select qualified suppliers to participate in full-scale procurement
 - Issue Request for Qualifications
 - Submit Statement of Qualifications
- Step 2: Pre-select membrane supplier via procurement process
 - Issue membrane system equipment bid documents
 - Submit bid proposal



Step 1 – Pre-screening Evaluation Criteria

	Evaluation Criteria	Weight
1	Firm's Capacity and Financial Capability to Support and Complete the Project	15%
2	Relative Experience of Projects of a Similar Nature (Retrofit aspect)	15%
3	Demonstrated Experience with Treating Water of Similar Raw Water Quality in North America	20%
4	Regulatory Approval History with TCEQ for the specific membrane module proposed for this project and Texas Experience in Drinking Water Treatment	15%
5	Ability to meet project schedule which includes pilot delivery and startup, and full-scale construction schedule	10%
6	Membrane Integrity Track Record in North America including ALL installations in North America over the last 5 years for the specific membrane module proposed for this project.	10%
7	Years of Operation as a Company and Years of Operation in Supplying Membrane Equipment	5%
8	Local Technical Service Supports	5%
9	Clarity and Presentation of SOQ	5%
	OVERALL SCORE	100%

Scoring Scale: 1 to 5
1 - Lowest; 5 - Highest



Step 1 – Proposed Pre-screening Schedule

- Finalize RFQ: Tuesday, 8/31/2021
- Council Approval: Tuesday, 9/14/2021
- Issue RFQ: Wednesday, 9/15/2021
- Membrane suppliers to submit SOQ: Friday, 10/1/2021
- Review SOQ: Monday, 10/4/2021 ~ Monday, 10/11/2021
- Notify Qualified Suppliers: Friday, 10/15/2021



Step 2 – Bid Evaluation Matrix

	Evaluation Criteria	Weight
1	Capital cost	25%
2	Operating Cost	25%
3	Quality and Details of Proposal	10%
4	Availability of Pilot and Ability to Meet the Project Schedule	5%
5	Demonstrated Experience with Plant of Similar Capacity Treating Water of Similar Water Quality (raw water quality, finished water quality, operation history such as flux rate, etc..)	10%
6	Ability to Integrate New Membrane System into the Plant	2%
7	Qualifications as Defined in Bidders Qualification Statement	4%
8	Acceptance of Terms & Conditions	8%
9	Complies with Equipment Specifications	6%
10	Acceptance of Membrane Module Warranty Conditions	5%
	OVERALL SCORE	100%



Step 2 – Pre-Procurement Schedule

- Finalize Bid Package and Issue RFP: Friday, 10/22/2021
- Submit bid proposal: Friday, 11/12/2021
- Evaluate Bid Proposal: Monday, 11/15/2021 ~ Monday, 12/6/2021
- Award Recommendation: Monday, 12/13/2021 (pending Council approval)



Staff Recommendation

Approve proposed membrane preselection process via a two-step process to select a qualified membrane filtration system suppliers for the Pflugerville Water Treatment Plant Expansion and authorizing the City Manager to execute the same.

