



### **HWT Vendor Enrollment Instructions**

The Northeast Water Purification Plant (NEWPP) expansion project will be divided into multiple contract packages by the Houston Waterworks Team (HWT), a joint venture of CH2M Hill and CDM Smith, the Design-Builder. HWT is looking to gather preliminary information from vendors interested in participating in the construction of this new project utilizing the project procurement website's enrollment link.

HWT's procurement strategy is to award contract packages to Tier 1 vendors (contractors and suppliers). Some of these packages will be smaller in size during the Early Work Package period (Q3 2017 – Q1 2019) with contract values ranging in size between \$0.5 Million to \$5 Million. The main plant construction beginning in Q1 2019 will have contracts significantly larger in size for Tier 1 contractors with anticipated contract values ranging in size between \$25 Million and \$200 Million.

HWT is committed to promoting opportunities for MWSBEs to become Tier 1 contractors on several contract packages and/or as Tier 2 sub-contractors for other Tier 1 contracting opportunities.

HWT would also like to collect information from interested Tier 2 vendors (contractors and suppliers) who want to work with Tier 1 vendors, so that we can share this information with the interested Tier 1 contracting community, as multiple opportunities are expected to open up throughout the contract package procurement progress.

**Note:** Each company that indicates on the enrollment form that they would like to be considered for contract package opportunities as a Tier 1 vendor will be invited by HWT to complete the required pre-qualification form through Aconex, which is the project contract administration portal.

Information on companies with a preference to participate in the project as a Tier 2 vendor will be retained by HWT and shared with qualified Tier 1 vendors, for their own internal vetting process.

HWT's procurement process to select Tier 1 vendors will begin in Q2 2017 with a pre-qualification step, followed by a two-step qualifications based shortlisting and a final Competitive Sealed Proposal for each major contract package.

**NOTE:** In order to be eligible to participate in HWT's procurement process for the NEWPP project, each company needs to begin that process by completing and submitting the Enrollment Form at the bottom of the HWT procurement website page.

**For additional information, the HWT Procurement Guidelines are provided in the Reference Documents Section.**

HWT's procurement website, where interested vendors can begin the enrollment process, will be launched in early March 2017. Until then, vendors can email us at [hwtsubcontractors@newppexpansion.com](mailto:hwtsubcontractors@newppexpansion.com) with contact information and we will provide the URL when the website launches.

The requested enrollment information is for Aconex enrollment purposes and for HWT to compile a list of interested contractors and does not guarantee a contract award. The Houston Waterworks Team reserves the right to award contracts at its sole discretion.

**March 1, 2017**