

# 2022 Annual Water Distribution Leak Repairs Contract Packages I - IV

Eric Keller, P.E.

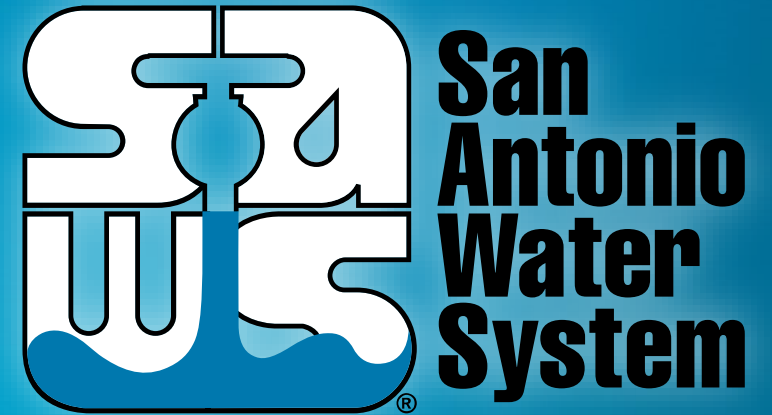
Project Engineer

Florinda Gonzales

Contract Administrator

Marisol V. Robles

SMWVB Program Manager



Non- Mandatory Pre-Bid Meeting

January 19, 2022

MAKING SAN ANTONIO  
**WATERFUL** 

# Oral Statements

Oral statements or discussion during the pre-bid meeting today will not be binding, nor will it change or affect the terms or conditions within the Plans and Specifications of these Projects. Changes, if any, will be addressed in writing only via an Addendum.

# Agenda

- General Information
- Small, Minority, and Woman-Owned Business (SMWB) Requirements
- Contract Solicitation Website – Recent Changes
- Vendor Registration
- Key Reminders
- IFB Schedule
- Bid Packet Preparation
- Contract Requirements
- Project Overview

# General Information

- This is a Non-Mandatory pre-bid meeting
- Attendees should sign-in via chat on WebEx
- This presentation and the attendance sheet will be posted to the SAWS website
- Construction services being procured through IFB

# Project Information

	<b>2022 Annual Water Distribution Leak Repairs Contract Package I</b>	<b>2022 Annual Water Distribution Leak Repairs Contract Package II</b>
Construction Estimate	\$2,150,000.00	\$2,150,000.00
Contract Duration	365 Days	365 Days

	<b>2022 Annual Water Distribution Leak Repairs Contract Package III</b>	<b>2022 Annual Water Distribution Leak Repairs Contract Package IV</b>
Construction Estimate	\$2,150,000.00	\$2,150,000.00
Contract Duration	365 Days	365 Days

2022 Annual Water Distribution Leak Repairs Contract Packages I - IV

# Aspirational SMWB Goal

Industry	Aspirational SMWB Goal
Construction	20%

The aspirational SMWB goal is 20% of your total bid price.

## Minimum Qualifications for SMWB recognition:

- **Certification from the South Central Texas Regional Certification Agency**
  - Businesses must be SBE-Certified (including MBEs and WBEs)
  - Texas Historically Underutilized Business “HUB” also recognized
- **Local office or local equipment yard**

# Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 20% SMWB goal mandatory?**  
A: No, but we ask prime contractors to do their best with good faith outreach efforts. If the goal is not met, proof of outreach efforts is required with the submittal.
- **Q: What if I am having trouble finding SMWB subcontractors?**  
A: Please email the SMWB Program Manager with the scopes of work you are seeking. You will receive lists of local SMWB-certified firms to contact.
- **Q: What if my business is SMWB-certified? Do I need to find SMWB subs?**  
A: If your firm is SMWB-certified, you will most likely meet the goal. However, the GFEP is a required document, and a good faith outreach effort is still necessary.
- **Q: Do I need to include all my subcontractors in the GFEP or just those that qualify towards the SMWB goal?**  
A: All subcontractors need to be included in the GFEP, even those that may not count towards the SMWB goal.
- **Q: What if I have questions about the GFEP?**  
A: Please contact the SMWB Program Manager at 210-233-3420, or at [Marisol.Robles@saws.org](mailto:Marisol.Robles@saws.org). GFEP questions can be asked at any time before the submittal is due.



# Post Award: Subcontractor Payment & Utilization Reporting (S.P.U.R.) System

1. Subcontractor & Supplier Payment Tracking
2. Subcontractor and Supplier Additions or Substitutions
3. Must be Current and Accurate before Retainage is released

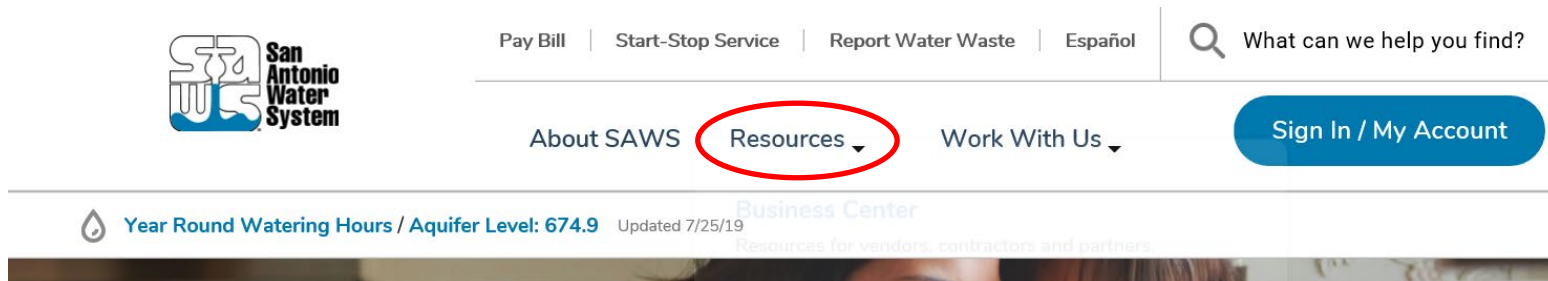
<https://saws.smwbe.com>



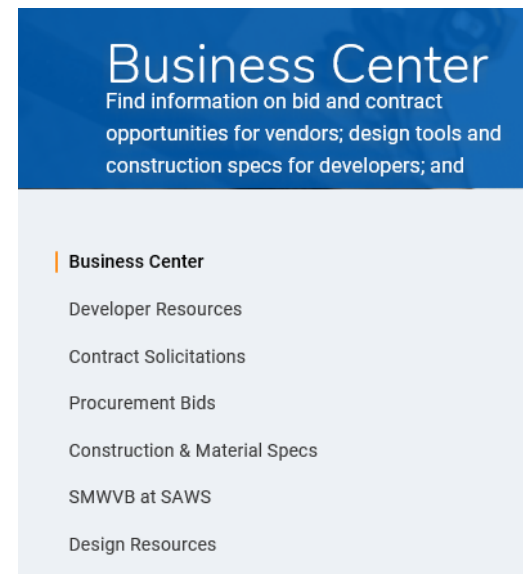
The screenshot displays the homepage of the San Antonio Water System's Subcontractor Payment & Utilization Reporting System. The page features a blue header with the San Antonio Water System logo on the left, "OUR MAIN SITE" in the center, and a "CONTACT SUPPORT" button on the right. The main content area has a background image of industrial water treatment equipment. The title "Subcontractor Payment & Utilization Reporting System" is prominently displayed in white text, with a "Log In" button below it. Below the title, there are three columns of links: "System Training" (with a sub-link "Training"), "About the System" (with a sub-link "Information for Vendors"), and "Account Access" (with sub-links "Account Lookup" and "Forgot Password"). At the bottom, a footer states: "The Subcontractor Payment & Utilization Reporting System is powered by B2Cnow Software © Copyright 2018."

# Contract Solicitations Website – Recent Changes

- To locate the Contract Solicitations website choose Resources



- At the drop down menu choose Contract Solicitations



# Contract Solicitations Website – Recent Changes

- Choose the specific project
- The following buttons are now located under the advertisement:
  - Notify Me
  - Plan Holder's List
  - Downloads
    - Plans
    - Specs
    - Addendums
    - Geotechnical Data Report



The screenshot displays a project advertisement for a "Non-Mandatory Pre-Bid Meeting" on August 6, 2019. The advertisement includes the following details:

- Calendar Icon:** 31
- Title:** Non-Mandatory Pre-Bid Meeting
- Date:** 10:00 AM, Tuesday Aug. 6, 2019
- Address:** San Antonio Water System Customer Service Building, 2800 U.S. Hwy 281 N, San Antonio, Texas 78212; Conference Room CR-C145

Below the advertisement, there are three main sections:

- Notify Me:** A blue button labeled "Subscribe" with the text "Receive updates sent straight to your inbox." above it.
- Plan Holders List:** A blue button labeled "View List" with the text "View plan holders list." above it.
- Downloads:** A section with two entries:
  - Specifications:** Jul. 31, 2019. Note: You must be logged in to access this document. (PDF icon)
  - Plans:** Jul. 31, 2019. Note: You must be logged in to access this document. (PDF icon)

# Vendor Registration & Notification (VRN)

- Please register through SAWS Vendor Registration Program on the SAWS website at [www.saws.org](http://www.saws.org) to ensure access to the latest information.
- To receive updates on specific projects, registered vendors must 'Subscribe' to the project by selecting the project, and clicking 'Subscribe' under the Notify Me box.

[https://apps.saws.org/Business\\_Center/Contractsol/](https://apps.saws.org/Business_Center/Contractsol/)



Notify Me

Receive updates sent straight to your inbox.



Subscribe

# Key Reminders

- All questions should be sent in writing to the corresponding Contract Administrator by email or fax.
- Please identify the project by its associated solicitation number.
- Contractors should not contact the SAWS project engineer, the consultants for this project, or any other SAWS staff up until Board award.
- Late bids will not be accepted, and will be returned unopened.
- Due to the COVID-19 emergency and to protect the health of the public, SAWS is implementing new procedures for the submission of bids.
- Bids will be received either Electronically or through Sealed bids.
- Electronic bids will be received via the secure SAWS FTP site.
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Center Building, via a drop box located on the left wall when walking through the first set of double glass doors of the main Tower II entry on the north side of the building.
- If bids will be delivered in person to SAWS, Bidders should allow sufficient travel time.

# IFB Schedule

## Questions

January 21, 2022  
4:00 pm (CT)

## Bids Due

January 31, 2022  
Package I – 10:00am (CT)  
Package II – 11:00 am (CT)  
February 1, 2022  
Package III – 10:00am (CT)  
Package IV – 11:00 am (CT)

## Answers Posted

January 25, 2022  
4:00 pm (CT)

## Board Award

March 1, 2022

# Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications
  - All items due with the bid
- Double check all mathematical calculations and verify all extensions
- Addendums are acknowledged on the Bid Proposals
  - Addendum I – Statement of Bidder's Experience
- References and contact information must be verified prior to submitting bid(s)

# Contract Requirements

## Prevailing Wage Rate and Labor Standards – Section 2.10 of the General Conditions

- Certified payroll to be submitted on weekly basis
- Wage decisions are included within the specifications
- Contractors to utilize LCP Tracker
- Site visits are random and unannounced
- Interviews will be Conducted and will be private & confidential
- Payroll records are subject to review
- All apprenticeship programs will need to be approved by Department of Labor prior to starting
- Contractors are responsible for sub-contractor payroll
- Late payrolls delay contractor payments from SAWS



# Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
  - Pollution Liability and Installation Floater is required
  - Maintain insurance coverage during the construction of this Project
- Compliant prior to executing the contract
- Will ask for insurance prior to Board award to expedite execution of the contract
  - Any deficiencies must be corrected prior to Board award

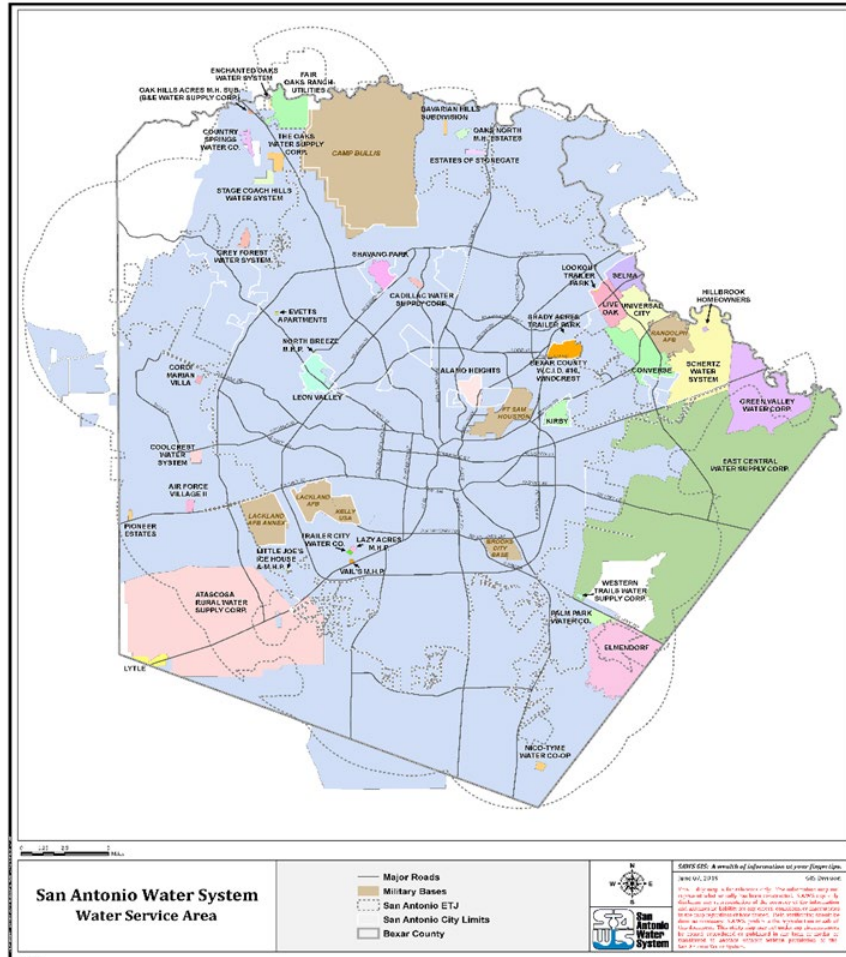
# Contact Information

Contact Name	Title	Telephone Number	Email address
Florinda Gonzales	Contract Administrator	210-233-3914	<a href="mailto:Florinda.Gonzales@saws.org">Florinda.Gonzales@saws.org</a>
Marisol V. Robles	SMWB Program Manager	210-233-3420	<a href="mailto:Marisol.Robles@saws.org">Marisol.Robles@saws.org</a>

# Project Overview

- The San Antonio Water System is soliciting proposals for the purpose of retaining a Contractor to furnish all labor, materials, equipment, and supervision to repair leaks in the water distribution system, including leaks in the water mains and in water service lines, on a work order contract basis.
- Work scope may also include, but is not limited to, relaying water service lines, replacing valves, blow-of assemblies, and fire hydrants.
- Concrete work and asphalt street restoration, and overall site restoration.
- May include erosion control, topsoil, sod, and sign and fence relocation.
- SAWS does not guarantee that the total contract dollar amount of work will be assigned to the Contractor. The contract amount is based on estimated historical quantities for past annual contracts (typically 200 – 250 WOs).
- Bid Proposal consists of a total eighty (80) Line Items.

# Project Location Map



Work will be on the water distribution system infrastructure throughout the SAWS' Service Area.

# Project Overview

## Statement of Bidder's Experience

- Complete Statement of Bidders Experience Form and submit with bid.
- Verify point of contact is accessible and phone number is valid.
- 3 project experiences from similar work order type contracts
- Reference projects completed between 2016 and 2021.

# Project Overview

## Supplemental Conditions (p.126, SS-1 through SS-6)

- Article III - Record Drawings (red line drawings required to be submitted with invoicing for payment for each WO).
- Article IV - Contractor required to perform minimum 40% of the contract work, based on total contract price, and defined utilizing only:
  - Workers employed and paid directly by the Contractor or a wholly owned subsidiary of the contractor.
  - Equipment owned by the contractor or subsidiary.
  - Rented or leased equipment operated by the Contractor's, or its wholly owned subsidiaries, employees.
  - “Value of the Work self-performed” includes all Materials incorporated where material is performed by Contractor's own organization.

# Project Overview

## Supplemental Conditions (continued)

- **Article V – Contract Responsibilities**
  - **Permit Type A (City of San Antonio)**
    - Contractor shall obtain and pay for all permits.
    - SAWS may assist Contractor when necessary, in obtaining permits and licenses.
  - **Permit Type B (Other governing agencies)**
    - SAWS shall obtain and pay for the first permit of each work order.
    - SAWS shall obtain all street cut permits from agencies other than COSA.
    - Contractor to notify SAWS within four (4) days prior of expiration, if permit extension if needed. Contractor to reimburse SAWS for permit fines or fees.

# Project Overview

## Supplemental Conditions (continued)

- Article V – Contract Responsibilities (*continued*)
  - Project signs shall comply with COSA ordinance (inclusive to project), and Barricades will identify Contractor.
  - 24-hour advance shutdown notice to customers in non-emergency situations.
  - Required Work Site Photographs
  - Pipe Failure Evaluation Form (Water Main Repair, 8” to 12” diameter only)
- Article VII – Contract Payments
  - Scratch sheet line items and quantities shall be input into SAWS CPMS with all documentation for invoicing, required photos, and Pipe Failure Evaluation Form.
- Article VIII – Contract Completion Time
  - Liquidated damages \$500 per day beyond 10-day work order completion window.



# Project Overview

## Special Conditions (*p. 132, SC-1 through 11*)

- SC-2.5 Performance Time

- Work orders designated as either “non-emergency” or “emergency”.
- Emergency
  - 2-hour response time
  - SAWS to obtain utility clearance and perform shutdown.
- Non-Emergency
  - 48-hour response time
  - Contractor to obtain utility clearance.

# Project Overview

## Special Conditions *(continued)*

- **SC-2.5 Performance Time (continued...)**
  - All WO's shall be completed within ten (10) calendar days.
  - Contractor to provide sufficient equipment and crews to accomplish up to ten (10) leak repairs per day.
- **SC-2.7 Daily Notifications**
  - Contractor to notify SAWS at the beginning of each workday.
  - Contractor to notify appropriate ROW as needed each day.
- **SC – 2.16 CPS Energy Allowance**
  - Bid Line No. 80 provides a \$25K allowance for CPS service charge payment(s) for pole bracing and gas main adjustment as necessary.

# Project Overview

## Special Conditions (*continued*)

- **SC-2.17 Payment**

- Signed scratch sheets
- Photos (minimum of 3, *OR* 5 for 8” – 12” diameter Water Main Leak Repair)
- As-builts / redlines
- Change of Service forms
- AC pipe manifests
- Police Officer Invoice
- COSA permit number
- COSA Backfill, flatwork, and final inspection numbers
- Concrete batch ticket
- Weekly permit and restoration logs
- Water acceptance checklist

# QUESTIONS?

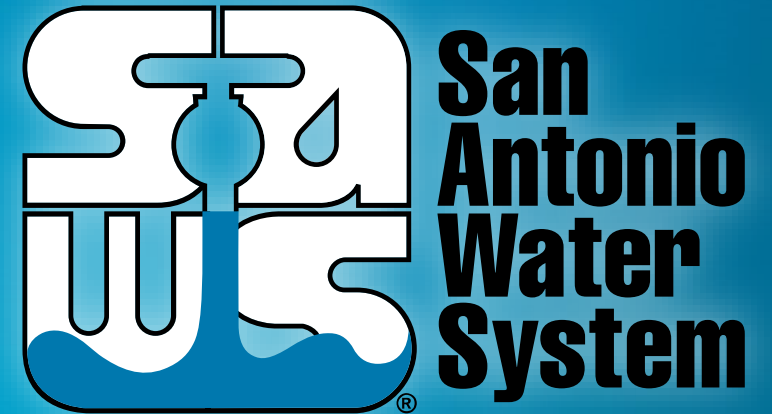
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