

2023 Annual Concrete Placement Work Order Construction Contract-Package I CO-00646

Lee Bausinger, P.E.

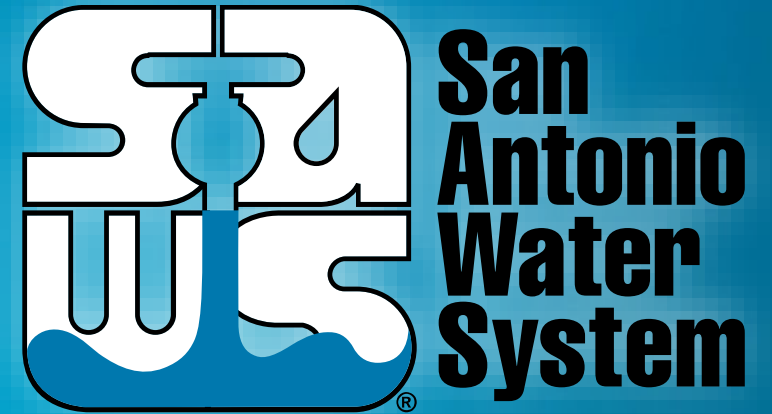
Project Engineer, Operations Support

Susan Rodriguez

Contract Administrator

Marisol V. Robles

SMWB Program Manager



Non-Mandatory Pre-Bid Meeting

March 16, 2023

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WebEx Reminders

Attendees shall:

- Stay muted during the entire presentation
- Sign-In using the chat
 - Name, Company, Email Address
- Ask questions at any time during the presentation utilizing the Chat.
 - Questions will be addressed at the end of the presentation
 - Select “Everyone” from the drop down
 - All formal responses to questions will be provided via an Addendum
- Audio only attendees may follow along on the presentation posted to the SAWS solicitation website

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 this Project. Changes, if any, will be addressed in writing only via an Addendum.

Agenda

- General Information
- SMWB Requirements
- Contract Solicitation Website
- Solicitation Schedule
- Contract Requirements
- Bid Packet Preparation
- Bid Opening Procedures
- Communication Restrictions
- Contact Information
- Project Overview
- Questions

General Information

- This is a non-mandatory pre-bid meeting
- This presentation has been posted and the attendance sheet will be posted at the end of this meeting, to the SAWS website
- Construction services being procured through low bid under Chapter 2269 of the Texas Government Code
- Key Project Information:
 - Estimated Budget: \$975,000.00
 - Duration: 365 calendar days, or until funds are exhausted, whichever comes first

Aspirational SMWB Goal

Aspirational SMWB Goal
12%

The aspirational SMWB goal is 12% of your total bid price

Minimum Qualifications for SMWB recognition:

- South Central Texas Regional Certification Agency:
 - Must be SBE-Certified (including MBEs and WBEs)
 - Texas Historically Underutilized Business “HUB” Program (in lieu of SBE certification)
- Local Office or Local Equipment Yard:
 - Bexar, Comal, Guadalupe, Hays, Travis, or Williamson

Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 12% 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: The SCTRCA has a search portal at www.sctrca.sctrca.org. Please make sure to include SAWS-specific parameters in your search. Contact Marisol Robles at Marisol.Robles@saws.org if assistance is needed.

- **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. 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>



Contract Solicitations Website

- To locate the Contract Solicitations, go to the SAWS website at www.saws.org, click on the drop-down menu for Resources and select Business Center, then Contract Solicitations.
- Highly recommend all firms be [registered](#) and to subscribe to each project to ensure access to the latest project information
- Choose the specific project by selecting “More”
- The following buttons are located under the advertisement:
 - Notify Me - Subscribe
 - Plan Holder’s List – View List
 - Downloads
 - Specifications
 - Addendums

Solicitation Schedule

MILESTONE	DATE / TIME
Questions Due	March 21, 2023 at 3:00 PM
Answers Posted	March 24, 2023 at 2:00 PM
FTP Request Deadline	April 3, 2023 at 10:00 AM
Bids Due	April 4, 2023 at 10:00 AM
Lowest Responsible Bidder Notified	April 2023
Board Award	May 2, 2023

Contract Requirements

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

- Wage decisions are included within the specifications
- Contractors to utilize LCP Tracker
- Certified payroll to be submitted on weekly basis beginning on the start date indicated on the Notice to Proceed, even in non-performing weeks
- Contractors are responsible for sub-contractor payroll
- Late payrolls delay contractor payments, as well as release of retainage at the end of the project
- Payroll records are subject to review
- Site visits are random and unannounced
- Interviews will be conducted and will be private & confidential
- All apprenticeship programs will need to be approved by Department of Labor prior to starting work

Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
- Contractor's insurance must be compliant on all other SAWS projects
- SAWS will request insurance certificate prior to Board award to ensure insurance compliance and to assist in expediting execution of the contract
- Contractor must ensure insurance is compliant for the duration of the contract

Contract Requirements

Supplemental Conditions

- Contractor shall perform the work with its own organization on at least 40% of the total original contract price which should be indicated on the Good Faith Effort Plan.

Type/s of Certification: SBE: _____ MBE: _____ VBE: _____ WBE: _____

Prime Contractor's Percentage of Participation: (Ex: 100% is the total value of the contract.) _____%

Describe your firm's participation to be performed on this Project: _____

Contract Requirements

Apparent Low Bidder

- Notified by SAWS within 24 hours of Bid Opening to provide the following:
 - Conflict of Interest Questionnaire - Form CIQ (Rev. 1/1/2021)
 - Proof of Insurability
 - Company Information Packet
 - Statement regarding ability to complete the project
 - W-9
 - Statement of Bidder's Experience
- *And, if bid was submitted electronically without a Bid Bond:
 - Cashier's Check or Certified Check

Contract Requirements

Apparent Low Bidder (Continued)

- Projects provided for the Statements of Bidder's Experience Form must meet the following requirements:
 - Record of performance on three (3) distinct projects
 - Demonstrates a similar scope of work, concrete sidewalk, curb, driveway, retaining wall, masonry wall, masonry mailboxes and other concrete work
 - Demonstrates work order/task type contract, as prime or sub, with multiple work orders accomplished per day
 - Demonstrates contains public ROW, or other experience as necessary for public street repair.
 - Projects must have been completed between 2017 and 2022

Bid Packet Preparation

- Only limited items are required with the initial bid packet
 - List of Bid Items
 - Bid Packet Checklist
 - Signed Bid Proposal Signature Page with
 - Acknowledgement of all Addenda
 - Executive Order
 - Signed Proposal Certification
 - Bid Bond
 - Good Faith Effort Plan
 - Waiver of retainage from Surety Company (optional) *
 - * Will be added via addendum

Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications
- Double check all mathematical calculations and verify all extensions
- Addendums are acknowledged on the Bid Proposals
 - Check the SAWS website regularly for addendum postings
 - It is possible to have multiple addendums
- All references should be valid and previously verified contact information
- References must be provided for the project by the owner (City, County, etc.)

Bid Opening Procedures

- Bids will be submitted using SAWS' electronic bid opening procedures
- Submission of electronic bids preferred using SAWS secure FTP site.
 - Submit a request via email at least 24 hours before bid opening
- Or, Bidders may drop off a hard copy bid. Only required items.
 - Drop box is located at 2800 US Hwy 281 N, Customer Service Tower
 - Enter the first of glass double doors
 - Insert into the black drop box on the wall on the left-hand side
- Late bids will not be accepted and will be returned unopened.
- Bid Opening will be handled via WebEx only; link found in IFB

Communication Restrictions

Please be advised that Bidders are prohibited from communicating with any other SAWS staff, the Consultant, or City of San Antonio officials regarding this IFB up until the contract is awarded as outlined in the Instructions to Bidders

Questions

- All questions should be sent in writing to the corresponding Contract Administrator by email Susan.rodriquez@saws.org or fax, 210-233-3070.
- Please identify the project by its associated solicitation number.
(CO-00646)

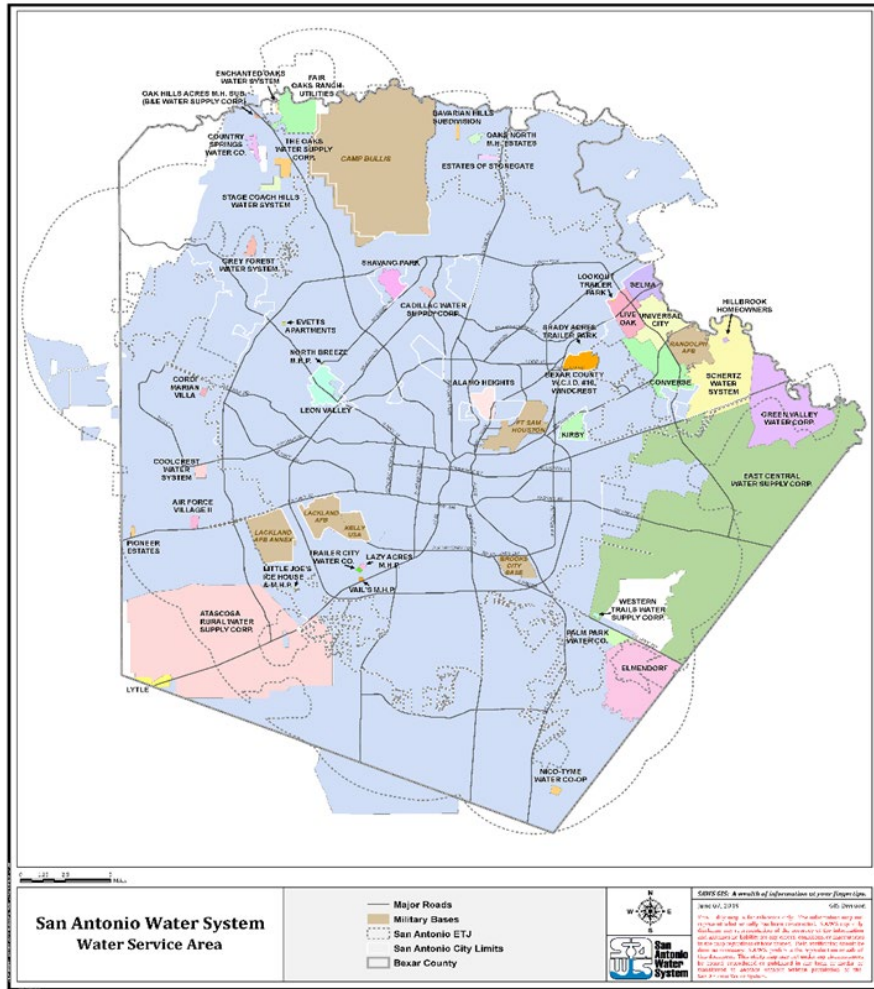
Contact Information

<u>Contact Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email address</u>
Susan Rodriguez	Contract Administrator	210-233-3070	Susan.rodriquez@saws.org
Marisol V. Robles	SMWB Program Manager	210-233-3420	Marisol.Robles@saws.org

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 for the construction of concrete curbs, gutters, sidewalks, driveways, retaining walls, wheelchair ramps, steps, rip rap, bus pads, and other concrete associated work throughout the SAWWS service area on an annual work order contract basis.
- SAWWS does not guarantee 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+ WOs).
- Bid Proposal also includes items such as removal / replacement of pavement (HMAC), topsoil, sodding, valve box adjustments, curb painting, and related traffic control.
- Bid Proposal consists of a total forty (40) Line Items.

Project Location Map



Work will be located related to SAWS infrastructure throughout the SAWS' Service Area.



Project Overview

Supplemental Conditions

- 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
 - SAWS obtains all street cut and ROW permits.
 - Contractor responsible to comply with all permit requirements.
 - SAWS will pay only for the 1st permit of each WO.
 - Contractor to notify SAWS within four (4) calendar days of permit expiration date if renewal is needed.
 - Contractor to reimburse SAWS for any expired permit that requires renewal, and for any permit fines or fees.
 - Project signs shall comply with COSA ordinance (inclusive to project), and Barricades will identify Contractor.

Project Overview

Supplemental Conditions *(continued)*

- Article V (continued)
 - Required Work Site Photographs
- Article VII – Contract Payments
 - Scratch sheet line items and quantities shall be input into SAWS CPMS with all documentation for invoicing and required photos.
- Article VIII – Liquidated Damages
 - \$125 per work order per day over window for completion.

Project Overview

Special Conditions

- SC -2.3 Work Orders
 - All WOs and/or projects to be issued are unspecified at time of bid.
 - Intent to group on average 5 WO's before issuing work.
 - WOs may also be issued individually.
 - Payment on a WO basis.
 - Constant availability by Contractor for communication with SAWS.
 - Minimum of (3) three photos (prior, during, after project completion), submitted with invoicing for payment.
 - Contractor reimbursed for occasional SAWS-required material testing plus 10% mark-up.

Project Overview

Special Conditions (continued)

- SC -2.4 Payment
 - WOs may occasionally be issued for “Special Projects”.
 - “Special Projects” will include designs specific to the WO.
 - “Special Project” WOs will be paid from Bid items – Spec Item No.s: 104 Excavation, 200.6 Flexible Base, 300.1 Concrete Class “A”, and 301 Reinforcing Steel (no epoxy).
 - Bid items associated with curbs, sidewalks, driveways, retaining walls, steps, rip rap, and bus pads, are NOT “Special Projects”, as notated on the Bid Proposal.
 - Non-Emergency, or Emergency Mobilization Bid Items for each WO.

Project Overview

Special Conditions (continued)

- SC – 2.5 Submittals
 - Safety Health Program Plan, concrete mix designs, and various material submittals listed. Target completing submittals review process within 2 weeks of NTP.
 - ALL submittals must be submitted, reviewed, and approved before any WO issued.
- SC – 2.7 Performance Time
 - ALL Work Orders - fourteen (14) calendar days
 - Peak periods: work force capacity for up to five (5) WO's per Day.
 - Each WO to commence within 48 hours of assignment.
- SC – 2.9 Emergency Work Orders
 - Mobilize & commence work within 24 hours of SAWS verbal notification.

Project Overview

Special Provisions to the Technical Specifications

- This section provides specific details or changes to CoSA and SAWS specifications. Please take them into account during bid development.

QUESTIONS?

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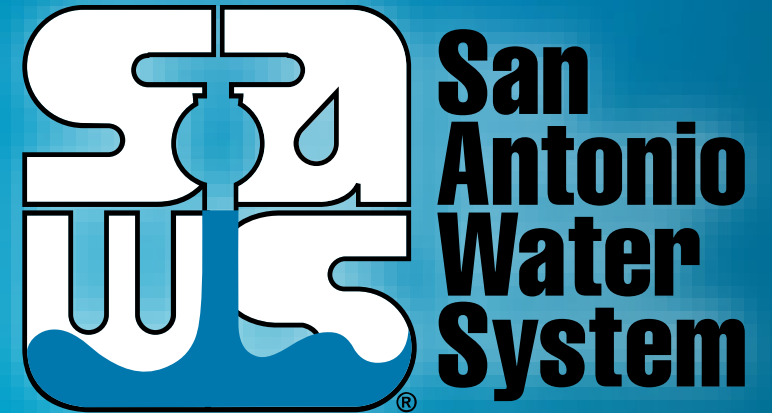
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