

**2024 Annual Water Distribution Leak Repairs
Package 3 & Package 4
Solicitation No. CO-00695 & CO-00696**

Lee Bausinger, P.E.
Project Engineer, Operations Support

Thea Gonzalez
Contract Administrator

Marisol V. Robles
SMWB Program Manager



San Antonio Water System
Non-Mandatory Pre-Bid Meeting
January 3, 2024



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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

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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 Specifications of this Project. Changes, if any, will be addressed in writing only via an addendum.

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Communication Restrictions

REMINDER

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

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Agenda

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

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General Information

- This is a non-mandatory pre-bid meeting
- This presentation has been posted and the attendance sheet will be posted to the SAWS website at the end of this meeting
- Construction services being procured through Invitation for Bids (low bid) under Chapter 2269 of the Texas Government Code

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Key Project Information

- Estimated Budget
 - CO-00695, Package 3 - \$2,000,000.00
 - CO-00696, Package 4 - \$2,000,000.00
- Duration
 - 365 Calendar days for Package 3
 - 365 Calendar days for Package 4

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Aspirational SMWB Goal

Industry	Aspirational SMWB Goal
Construction	20%

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

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Minimum Qualifications for SMWB recognition:

- South Central Texas Regional Certification Agency
 - Must be SBE-Certified (including MBEs and WBEs), or,
 - Certified by the Texas Historically Underutilized Business “HUB” Program

- Local Office or Local Equipment Yard
 - Bexar, Comal, Guadalupe, Hays, Kendall, Travis, and Williamson counties

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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: The SCTRCA has a search portal at www.sctrca.org. Please include SAWS-specific parameters in your search. Contact Senior SMWB Specialist Susan Rodriguez at Susan.Rodriguez@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, including non-SMWBs.

- **Q: What if I have questions about the GFEP?**
A: Please contact the Senior SMWB Specialist Susan Rodriguez at Susan.Rodriguez@saws.org. GFEP questions can be asked at any time before the submittal is due.


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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>



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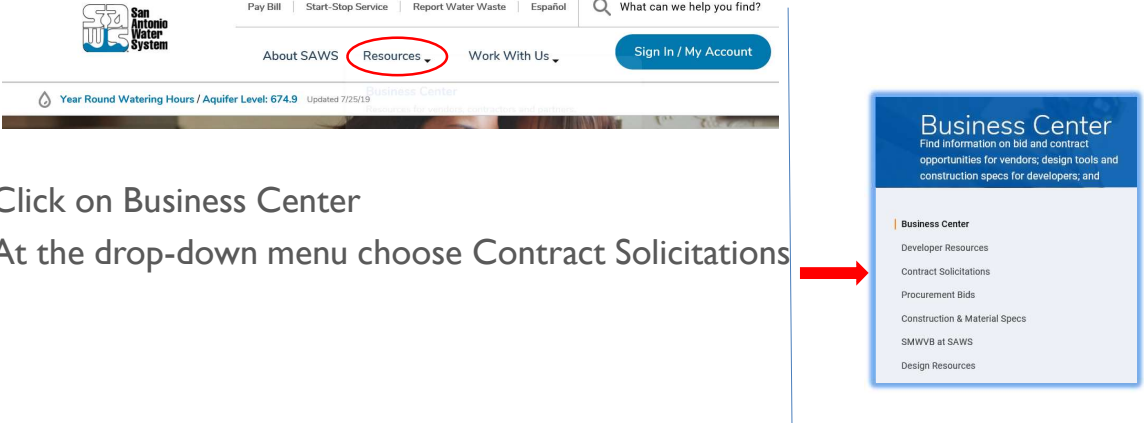


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Contract Solicitations Website

- To locate the Contract Solicitations website, choose Resources



- Click on Business Center
- At the drop-down menu choose Contract Solicitations

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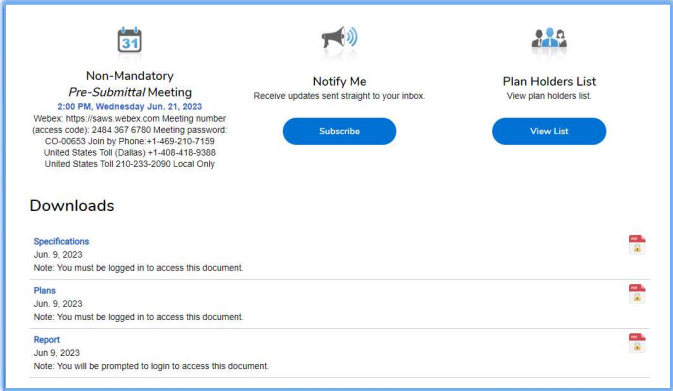



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Contract Solicitations Website

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



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Vendor Registration & Notification (VRN)

- Please register through SAWS Vendor Registration Program on the SAWS website at 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/



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Solicitation Schedule

MILESTONE	DATE / TIME
Questions Due	January 5, 2024, at 4:00 PM (CST)
Answers/Addendum Posted	January 10, 2024, at 4:00 PM (CST)
FTP Request Deadline	January 12, 2024, at 2:00 PM (CST) – CO-00695 January 17, 2024 at 10:00 AM (CST) – CO-00696
Bids Due	January 16, 2024, at 2:00 PM (CST) – CO-00695 January 18, 2024 at 10:00 AM (CST) – CO-00696
Board Award	March 2024

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Contract Requirements

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

- Certified payroll to be submitted on weekly basis including weeks in which work is not performed by noting as such (Be familiar with SAWS Holidays)
- Wage decisions are included within the specifications
- Contractors (and their subcontractors) shall utilize LCP Tracker
 - Site visits by SAWS staff 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
 - The Prime Contractor is responsible for sub-contractor payroll
 - Late payrolls may delay contractor payments, as well as release of retainage


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Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
 - Construction with excess liability of \$2M
 - Pollution Liability
 - Installation Floater
- 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

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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.

1.	Prime Contractor's Percentage of Participation (may not be less than 40%); (Ex: 56% is the total value of the contract.)				_____ %
	Legal Name of Subcontractor/Supplier (including "doing business as", if applicable).	Address of Office Location to Perform Project Work or Provide Supplies. (Only Local firms will be counted for SMWB credit):	Scope of Work/Supplies to be Performed/Provided by Firm:	Estimated Contract (dollar) Amount on this Project:	Certification Type & Agency. (Only SCTRCA or HUB certifications are recognized):

- Liquidated damages will be assessed at **\$125.00 per day**

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Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications which identifies:
 - Items due with the bid
- List of Bid Items
- Signed Bid Proposal Signature page, Acknowledgement of all Addendums and Executive Order
- Bid Packet Checklist
- Signed Proposal Certification
- Bid Bond*
- Waiver of Retainage from surety company (at Bidder's option)
- Good Faith Effort Plan

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Bid Packet Preparation

Apparent Low Bidder

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

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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 Proposal
 - Check the SAWS website regularly for addendum postings
 - It is possible to have multiple addendums
 - Known changes for addendums:
 - Questions and Answers

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Bid Packet Preparation

Statement of Bidders Experience

- Bidder shall ensure that the three (3) contracts submitted on the Statement of Bidder's Experience forms:
 - A-1 is completed by the Prime Contractor the last 5 years and:
 - Demonstrates a similar scope of work
 - Demonstrates work order/task type contract,
 - A-2 is completed by the Prime Contractor the last 5 years and:
 - Demonstrates a similar scope of work
 - Demonstrates work order/task type contract,

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Bid Packet Preparation

Statement of Bidders Experience

- Bidder shall ensure that the three (3) contracts submitted on the Statement of Bidder's Experience forms:
 - A-2 is completed by the Prime Contractor the last 5 years and:
 - Demonstrates a similar scope of work
 - Demonstrates work order/task type contract,
- Verified up-to-date contact information for the Owner references
- Failure to complete the form properly may result in the bid being found non-responsive

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Bid Opening Procedures

- SAWS has implemented the following 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 black 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, Bidders should allow sufficient travel time.
- Late bids will not be accepted and will be returned and not opened.

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Contact Information

Contact Name	Title	Telephone Number	Email address
Thea Gonzalez	Contract Administrator	210-233-3385	Theadora.Gonzalez@saws.org
Marisol Robles	SMWB Program Manager	210-233-3420	Marisol.robles@saws.org

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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.
- Bid Proposal consists of eighty (80) Line Items.

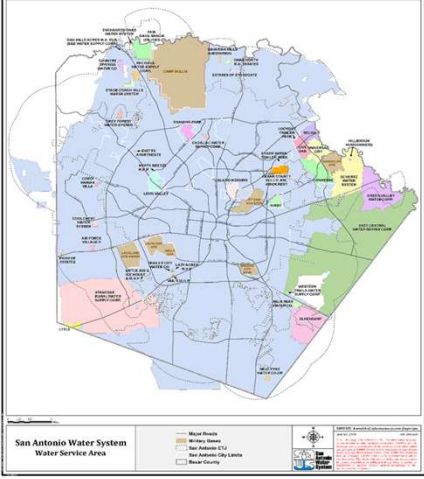
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Project Location Map



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

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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 in the last 5 years.

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Project Overview

Supplemental Conditions (p. 129, 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.

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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.

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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 \$125 per work order per day beyond the 14-day work order completion window.

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Project Overview

Special Conditions (p. 135, SC-1 through SC-7)

- 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.

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Project Overview

Special Conditions (continued)

- SC-2.5 Performance Time (continued...)
 - All WO’s shall be completed within fourteen (14) calendar days.
 - Contractor to provide sufficient equipment and crews to accomplish up to five (5) leak repairs per day.
- SC-2.7 Daily Notifications
 - Contractor to notify SAWS by 7am of each workday.
 - Contractor to notify appropriate ROW as needed each day.
- SC – 2.16 CPS Energy Allowance
 - Bid Line No. 80 provides a \$25,000 allowance for CPS service charge payment(s) for pole bracing and gas main adjustment where necessary.

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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
 - Pipe Failure Evaluation Form

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Questions


- Questions are due no later than January 5, 2024 by 4:00 PM (CST)
- All questions should be sent in writing to Thea Gonzalez by email Theadora.Gonzalez@saws.org or fax, 210-233-2950
- Please identify the project by its associated name and solicitation number.
- **2024 Annual Water Distribution Leak Repairs Contract, Package 3 (CO-00695)**
- OR
- **2024 Annual Water Distribution Leak Repairs Contract, Package 4 CO-00696)**

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QUESTIONS?

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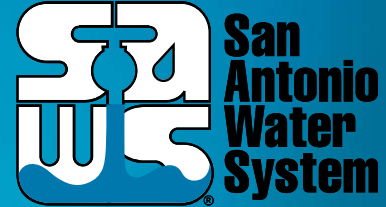
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Package 3 & Package 4
Solicitation No. CO-00695 & CO-00696

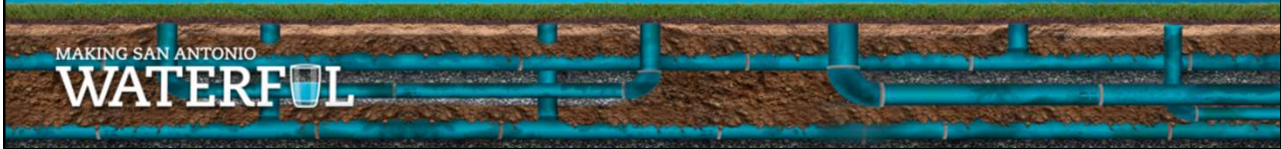
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