

# C-3: Small Diameter Sewer Rehabilitation at The University of The Incarnate Word

Pre-Bid Meeting

April 24, 2018

Joshua Garcia, P.E.

Project Engineer, SAWS

David Gonzales

Manager – Construction Management, SAWS

Stella Manzello

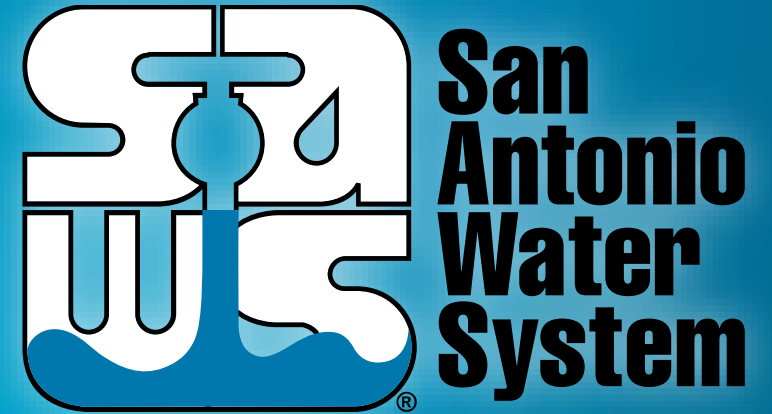
Contract Administrator, SAWS

Marisol V. Robles

SMWVB Program Manager, SAWS

Julian Bielawski, P.E.

Project Manager, Weston Solutions



MAKING SAN ANTONIO  
**WATERFUL**



# Meeting Agenda

- Project Overview
- Oral Statements
- Miscellaneous Items
- Contract Requirements
- Required Experience
- SMWB
- Bid Packet Preparation
- Additional Reminders
- Communication
- Key Dates
- Additional Project Information
- Work within UIW
- Work within Alamo Heights
- Special Conditions
- Unique Project Challenges
- Coordination with Stakeholders and Property Owners

# Project Overview

## C-3: Small Diameter Sewer Rehabilitation at The University of The Incarnate Word

- Rehab of approximately 2,250 LF of existing 15” and 18” gravity sewer main with approximately 100 LF of 24” siphon rehab. Both pipe bursting and CIPP methods are used.
- Project limits begin within The University of Incarnate Word campus approximately 360 LF north of Hildebrand Ave. and extend upstream northward approximately 1,700 LF to Patterson Ave.

# Oral Statements

Oral statements or discussion during the pre-bid meeting will not be binding, nor will it change or affect the terms or conditions within the Plans and Specifications for this Project. Changes, if any, will be addressed only via an Addendum.



# Pre-Bid Meeting

- Non-mandatory pre-bid meeting
- Attendees should sign-in and sign-in sheet will be posted on SAWS website
- Key project information:
  - 150 calendar days
  - Construction estimate is \$780,000.00
  - Construction services being procured through IFB
  - This is a EPA consent decree project, which requires additional reporting and retention of document (see Special Conditions)

# Contract Requirements (Continued)

- 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 (Continued)

- **Insurance** – Found in Section 5.7 of the General Conditions.
  - Special requirements on insurance are: Basic General Liability for Construction, Pollution Liability, Excess Liability and Installation Floater is required (Builder's Risk is waived).
  - Selected contractor must be compliant with all other contracts in order for SAWS to award the contract.
  - We will ask for insurance prior to Board award to expedite execution of the contract.
  - Insurance must be compliant prior to executing the contract.

# Required Experience

- Rehab using pipe bursting and CIPP methods for sewer mains 15” and larger. Statement of Bidders Experience must be submitted with bid.
- Coordination with multiple stakeholders
- On-time project completion with accelerated project schedule
- Coordination with governmental agencies influencing project schedules
- Managing bypass pumping
- Experience constructing project, which require archaeological observation during construction and working with local OHP



# SMWB Goal

Industry	SMWB Goal
Construction	20%

## Accepted SMWVB Certification Agency

- **South Central Texas Regional Certification Agency**  
(Includes the Texas Historically Underutilized Business “HUB” Program)

### Minimum Qualifications for SMWVB recognition:

- SBE-Certified (even MBEs and WBEs)
- **Local office or local equipment yard**

# Accepted SMWVB Certifications

- Minority Business Enterprise (MBE) (Includes AABE)
- Small Business Enterprise (SBE)
- Woman-owned Business Enterprise (WBE)
- Veteran-owned Business Enterprise (Tracked, but not eligible for points)

# Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 20% SMWB goal mandatory?**

A: No, but we ask prime consultants 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 subconsultants?**

A: Please email the SMWVB Program Manager with the scopes of work you are seeking. You will receive lists of local SMWVB-certified firms to contact.

- **Q: What if my business is SMWB-certified? Do I need to find SMWB subs?**

A: If your firm is SMWVB-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: What if I have questions about the GFEP?**

A: Please contact the SMWVB 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 & Subcontractor Changes



San Antonio Water System: SMWB at SAWS - Windows Internet Explorer

https://saws.smwbe.com/Default.asp?

File Edit View Favorites Tools Help

SAWS EZlink Employee Portal San Antonio Water System

Who We Are Our Water Conservation Service Infrastructure Education Environment Jobs Business Center

What makes an idea Refreshing? Find out at RefreshingIdeas.com

HOME BUSINESS CENTER SAWS CONTRACT COMPLIANCE SYSTEM

IN THIS SECTION:

Main

SAWS SMWB Contract Compliance System

System Access Login

Username:

Password:

Remember username

Login

[Home](#)

- [Contact Us & Support](#)
- [Forgot Password](#)
- [Account Lookup](#)
- [Help/First Time Visitors](#)

San Antonio Water System is pleased to offer our Contract Compliance System tracking SMWBE participation!

The Contract Compliance System is designed to streamline and automate your reporting requirements. The system is accessible to all firms doing business with SAWS and includes the following key features:


- Automated communication with contractors via email regarding compliance issues
- Submission of contractors' utilization reports online with automated tracking of contract goals and participation
- Automatic verification of subcontractor payments
- Immediate feedback on accuracy of certified payrolls
- Elimination of paper-based reporting and lengthy payroll validation delays

# Subcontractor Change Request

Any changes in subcontractors or suppliers requires prior approval from SAWS:

[http://www.saws.org/business\\_center/contractsol/forms.cfm](http://www.saws.org/business_center/contractsol/forms.cfm) or

[http://www.saws.org/business\\_center/contractsol/forms/SMWBChangeForm.pdf](http://www.saws.org/business_center/contractsol/forms/SMWBChangeForm.pdf)



Name of Contractor: \_\_\_\_\_  
 Project Name & Number: \_\_\_\_\_

Submits the following approval request of the following addition(s) and/or deletion(s) on the Affirmed List of Subcontractors, as originally submitted as part of the BID/PROPOSAL/CONTRACT.

**CHANGES**

ADD	DELETE	NAME OF SUBCONTRACTOR	SBE, MBE, VBE, WBE	DESCRIPTION OF WORK TO BE PERFORMED	PERCENT & DOLLAR AMOUNT OF CONTRACT
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
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<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		

**JUSTIFICATION**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**AFFIRMATION**

*THE ABOVE IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF, I FUTHER UNDERSTAND AND AGREE THAT THIS DOCUMENT SHALL BE ATTACHED THERETO AND BECOME A BINDING PART OF THE CONTRACT.*

Name & Title of Authorized Requestor: \_\_\_\_\_  
 Signature of Authorized Requestor: \_\_\_\_\_ Date: \_\_\_\_\_

SMWVB PROGRAM MANAGER: _____	DATE APPROVED: _____
CONTRACTING DIRECTOR: _____	DATE APPROVED: _____

Office Use Only: \_\_\_\_\_ S.P.U.R. System \_\_\_\_\_ CPMS \_\_\_\_\_ Project Hand File \_\_\_\_\_

# Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications
- SAWS is requesting that the Statement of Bidder's Experience be completed and included
- Double check all mathematical calculations and verify all extensions
- References and contact information must be verified prior to submitting bid(s)
- Addendums are now acknowledged on the Bid Proposals

# Expediting the NTP

## After the Notice of Intent to Award

- SAWS would like to issue the NTP the week of the Board meeting
- To achieve this the following will be required:
  - Submittals, including the bypass pumping plan, provided to SAWS within 5 business days of receiving the NOIA
  - Certificates of Insurance submitted to Contracting
  - Signed contract returned to SAWS no later than May 25 (or sooner)
  - Pre-con scheduled for week of June 4, contractor prepared to attend and start work the next day



# Additional Reminders

- 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.

contract solicitations  
**Invitation for Bid**

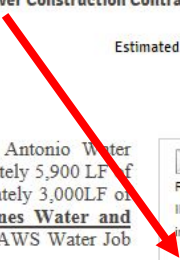
Solicitation No. **CO-00157-JP** Job No. **17-5137 & 17-5617**

**2018 Pipelines Water and Sewer Construction Contract Pkg I**

Due Date: 10:00 AM Monday, 2/5/18 Estimated Cost: \$2,000,000.00  
Status: Currently Accepting Submissions

Sealed bids are requested by the San Antonio Water System for the construction of approximately 5,900 LF of 6 to 8-inch of water main and approximately 3,000LF of 8-inch sewer main for the **2018 Pipelines Water and Sewer Construction Contract Pkg I**. SAWS Water Job No. **17-5137** and Sewer Job No. **17-5617**.

**Notify Me**  
Receive updates for this IFB sent straight to your inbox.



# Communication Reminders

- There should not be any communication with the following:
  - ✓ Design Engineer (Weston Solutions)
  - ✓ SAWS Project Manager or Project Engineer
  - ✓ Any other SAWS staff
  - ✓ City Council member or staff
  - ✓ SAWS Board of Trustees
- This includes phone calls, emails, letters, or any direct or indirect discussion of the Bid

# Key Dates

- April 25, 2018 by 4:00 PM
- April 30, 2018 by 10:00 AM
- May 2, 2018 by 10:00 AM
- May 2018
- May 2018
- June 5, 2018
- June 2018

**Questions Due**

**Addendum Posted to SAWS Website**

**Bid Proposals Due**

**Proposals Evaluated**

**Selected Contractor Notified**

**SAWS Board Approval and Award**

**NTP Issued**

# Submission Due Date

- Bids are due no later than **10:00 AM CDT Wednesday, May 2, 2018**
- Follow specific delivery instructions:
  - Deliver to 2800 U.S. Highway 281 North, Suite 171, Customer Service Building, Counter Services
  - Make arrangements if mailing a response to this solicitation
  - Late responses will not be accepted and will be returned unopened



# Contract Background

- Traffic Control Plans, Bypass Pumping Plan will be responsibility of contractor and at no cost to SAWWS
- Contractor's Bid Packet Checklist
- Detailed Construction schedule must be part of the Bid Proposal
- Submittals can be submitted as soon as receiving notification of contract award after CPMS training (if necessary) has been completed

# Contract Background (SAWS Inspector)

- Prior to commencing work, contractor must submit and receive approval of the following:
  - Bypass plan
  - Traffic control plan
  - Construction Schedule
  - Pre-site video
  - Lease agreement
- There will be one pre-construction meeting
  - Remaining submittals will be required
- Contractor must submit a Work Progress Schedule within 10 days of NTP and monthly thereafter

# Contract Background

## External Agency Permit Requirements (City of San Antonio, Alamo Heights, etc.)

- Contractor to follow requirements identified in corresponding permits.
- Changes in field that are cited by the Agency's Inspector will require concurrence and approval from the SAWWS Inspector first.
- If contractor wants to work weekends, notification is required 48 hours in advance to SAWWS Construction Inspections. Requests should be send to [constworkreq@saws.org](mailto:constworkreq@saws.org).
- Work within UIW can occur 24/7 to ensure timely completion.

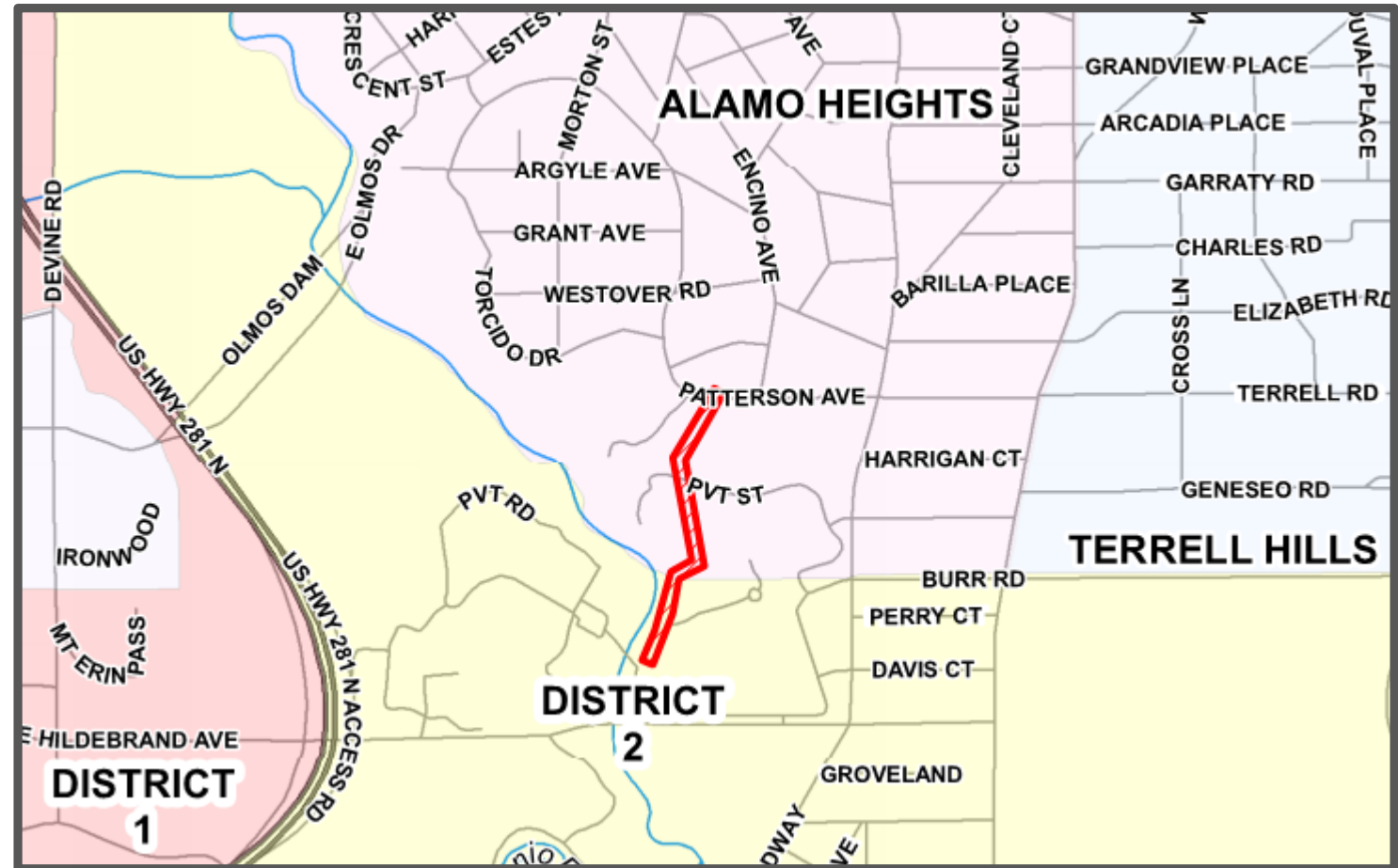
# Contract Background

- All RFIs, RFPs, submittals, and any other items related to construction must be uploaded and processed via CPMS.
- No work can be performed by the Contractor unless the cost for that line item is on the contract.
- All traffic control plans must be submitted and approved by CoSA and/or Alamo Heights.
- Change orders, if any, will be based on negotiated prices not in the bid proposal.
  - Negotiated using RS Means



# Project Location

- Starting within UIW.
- North of Hildebrand Ave.
- South of Patterson Ave.
- Within CoSA and Alamo Heights.



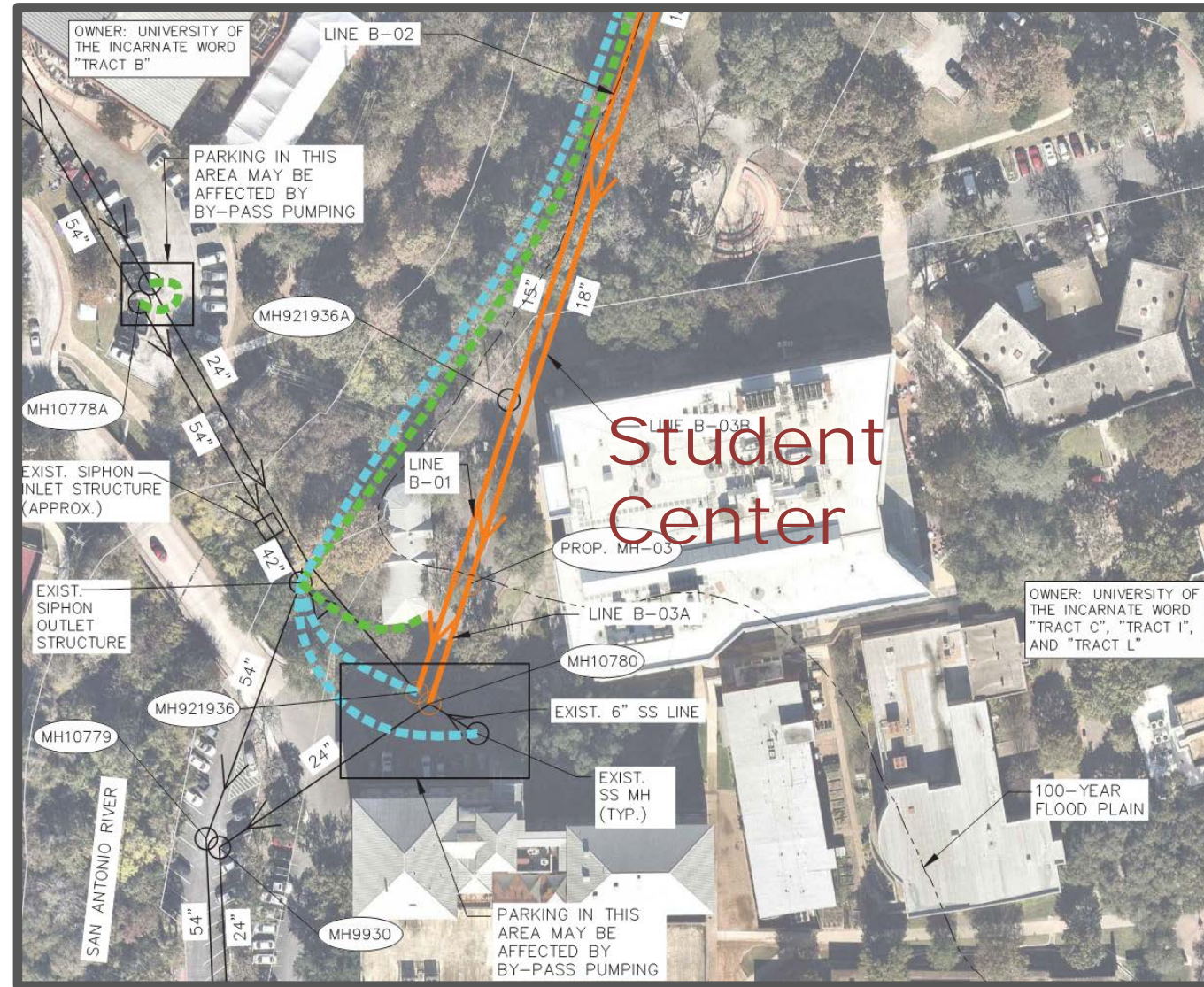
# Work within private property

- Coordination with property owners is high priority (UIW, UIW Sisters Retirement Home, UIW Headwaters, and Patterson Condominiums)
- Advanced notice prior to construction
- Signage and notices to property owners (UIW, UIW Sisters Retirement Home, UIW Headwaters, and Patterson Condominiums)
- Temporary fencing and screen mesh fabric
- Restoration
- Work outside “normal” working hours



# Work within UIW

- Completion by August 10
- Special schedule for submittals, bypass pumping and Televising
- Continuous pedestrian access
- Continuous vehicular traffic west of island (deliveries/emergency)
- Potholing by Hydrovac/pvmt
- Temporary fencing for safety
- Drivable ramps for bypass
- Priority on communication & coordination with SAWS/UIW





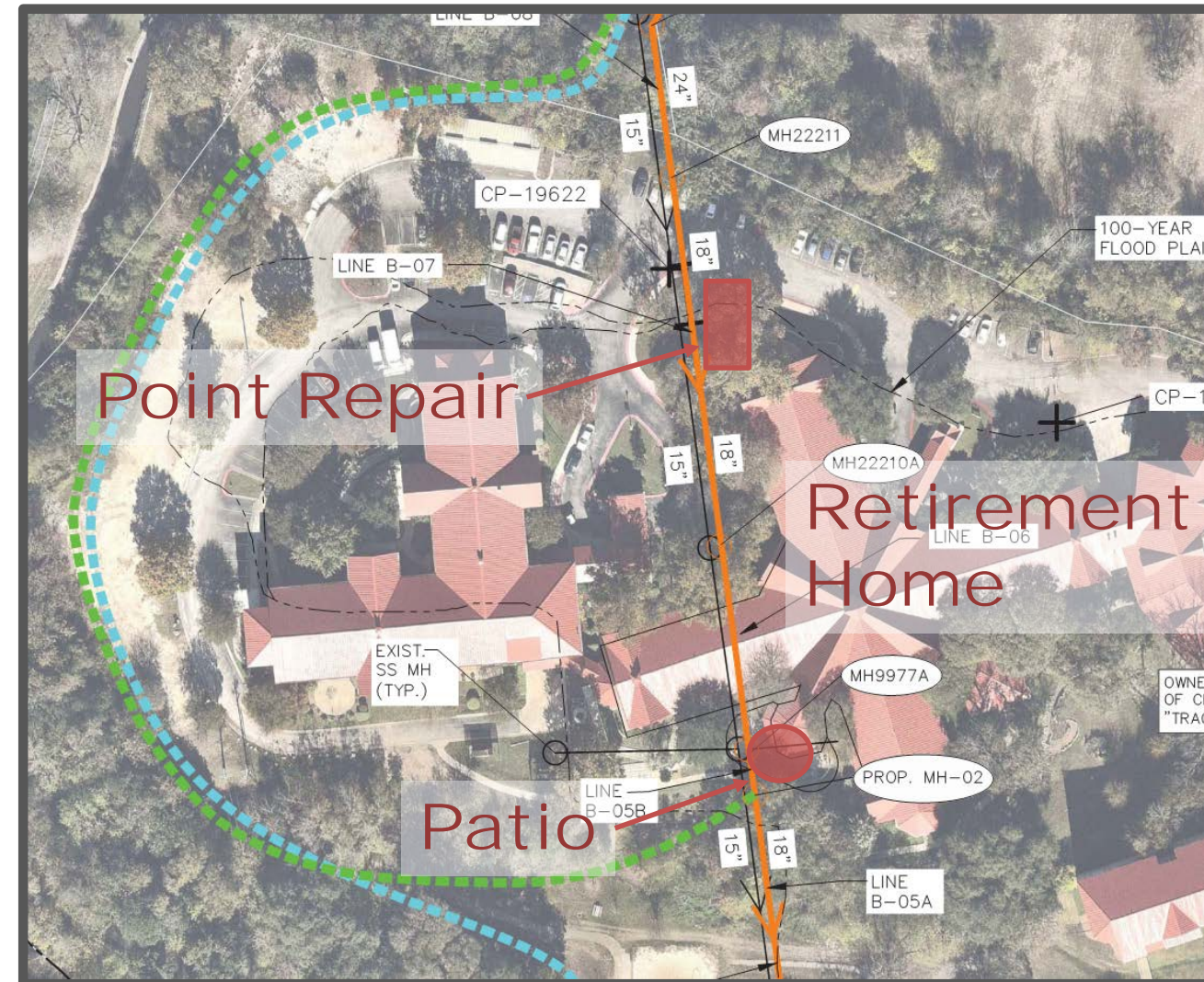
# Work within UIW (adjacent to student center)





# Work within UIW Sisters retirement home

- Continuous pedestrian access
- Continuous vehicular traffic
- Temporary fencing for safety
- Priority on communication /coordination with SAWWS/UIW
- Point repair/Tree Protection
- Working hour requirements
- Headwaters Blue Hole





# Work within UIW Sisters Retirement Home



Retirement Home Patio



Manhole access in patio floor



# Work within UIW Sisters Retirement Home

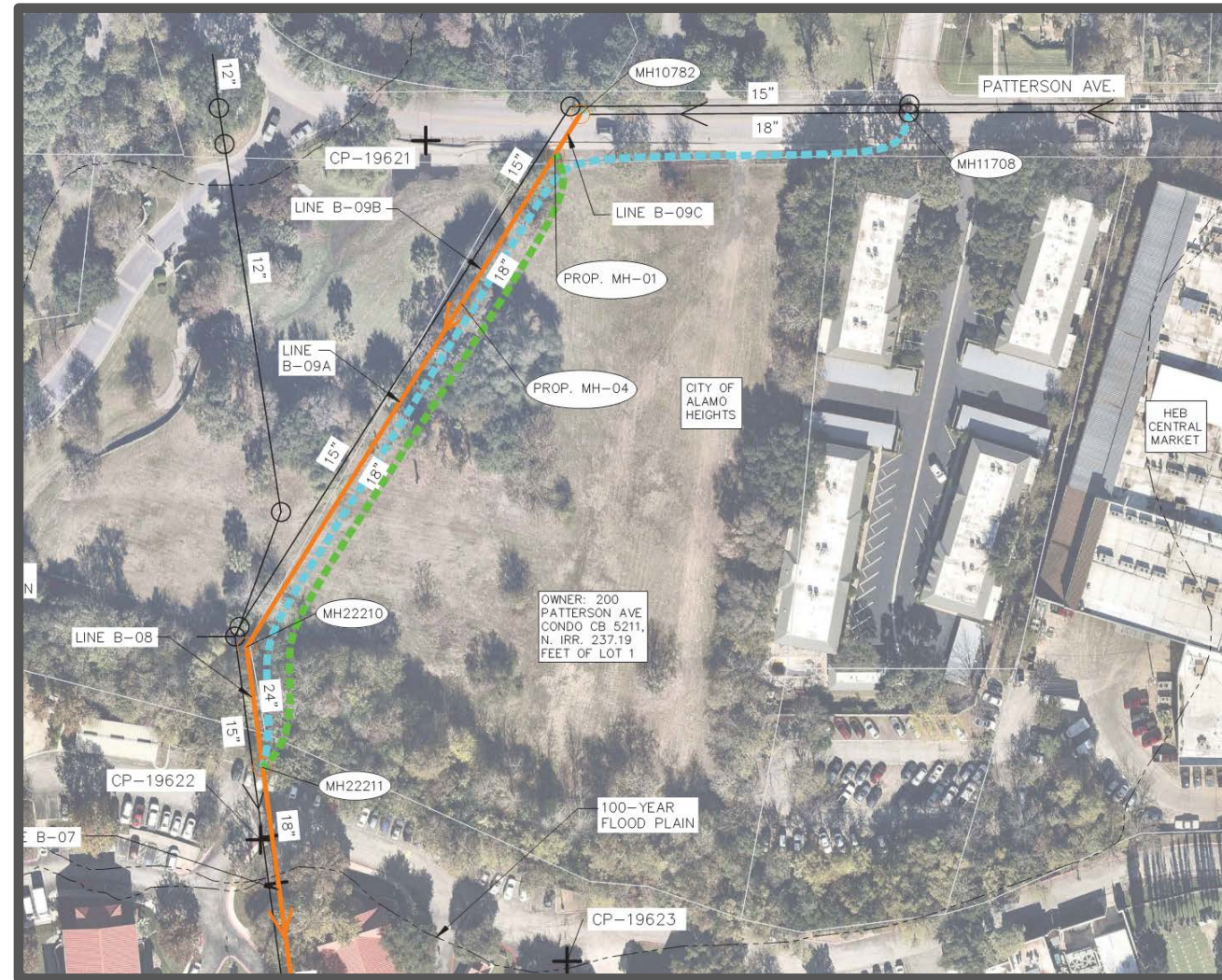






# Work within Alamo Heights

- Contractor to coordinate and obtain permit approval from Alamo Heights
- Contractor to obtain arborist
- Working hour requirements



# SMWVB Questions

Questions related to SMWVB may be directed to SAWS' SMWVB Program Manager until the bids are due. Her contact information is as follows:

**Marisol V. Robles**

Contract Administration Department

San Antonio Water System

Email Address: [Marisol.Robles@saws.org](mailto:Marisol.Robles@saws.org)

Telephone No.: 210-233-3420



# Questions

- Should be submitted no later than April 25, 2018 at 4:00 PM CDT
- Must be submitted in writing:

**Stella Manzello**

**Contract Administrator**

Contract Administration Department

San Antonio Water System

[Stella.Manzello@saws.org](mailto:Stella.Manzello@saws.org)

Fax: (210) 233-4290

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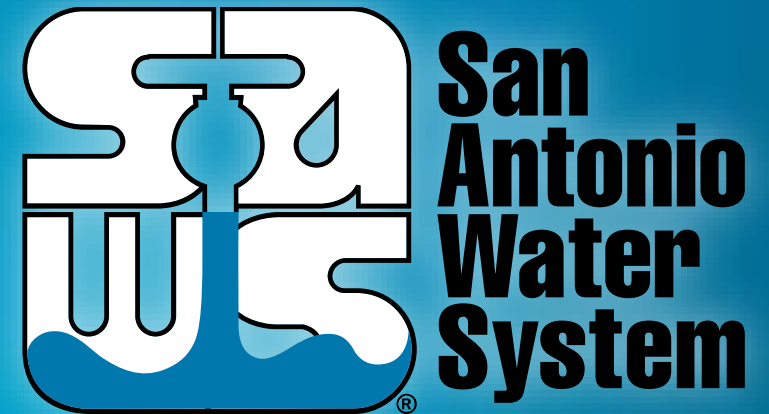
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