

Wurzbach Pump Station Improvements Project

Adam Eddy, P.E.

Project Engineer

Jim Pedraza, P.E.

Manager – Engineering

Stella Manzello

Contract Administrator

Diana Woltersdorf

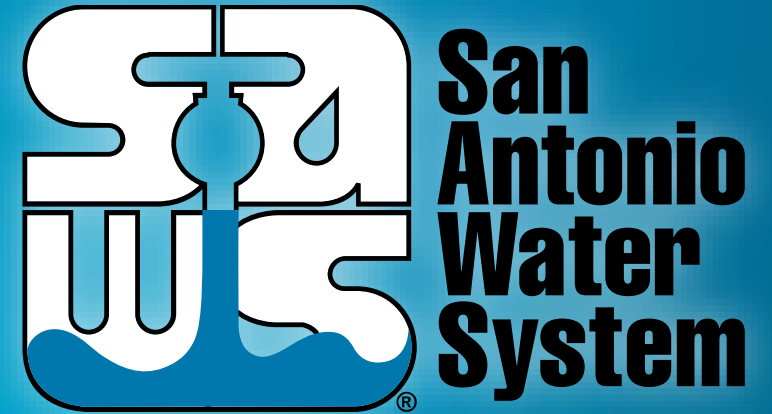
Manager – Contract Administration

Marisol Robles

SMWVB Program Manager

Steven Mouser, P.E.

Engineer of Record



Non-Mandatory Pre-Bid Meeting

October 24, 2018

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, Women and Veteran-Owned Business (SMWVVB) Requirements
- Contract Requirements
- Bid Packet Preparation
- Addendums
- Vendor Registration
- Bid Opening Dates/Time
- Technical Information

General Information

- Non-mandatory pre-bid meeting
- Attendees should sign-in and sign-in sheet will be posted on SAWS website
- Estimated Cost: \$14,947,157.00
- Calendar Days: 590
- Construction services being procured through IFB
- This project is funded by the Texas Water Development Board (TWDB)

DBE Aspirational Goals

Industry	TWDB DBE Aspirational Goals*
<p>Heavy Civil/Utility Construction</p>	<p>MBE Participation: 19.44%</p> <p>WBE Participation: 9.17%</p> <p>*Updated 8/14/2018.</p>

Required TWDB Forms for DBE Participation

- **TWDB-0216 (from Prime Consultants/Contractors):** Indicates all businesses solicited for procurement, their contact information, and their MBE/WBE status.
- **TWDB-0217 (from Prime Contractor)** certifies that the Prime Contractor understands they **must** follow the Six Good Faith Efforts and attempt to meet the Fair Share Objectives for MBE/WBE participation.
- **TWDB-0373 (from Prime Consultants/Contractors)** identifies all businesses awarded a subcontract, their contact information, their MBE/WBE status, an actual or anticipated executed contract date, and contract amount. *Note: Any businesses operating as brokers may not be listed on the TWDB-0373 as an MBE or WBE.*

TWDB-0216

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FOR OFFICE USE ONLY
Commitment # _____

TWDB-0216
Revised 11/13/2017

**TWDB-0216
TEXAS WATER DEVELOPMENT BOARD
AFFIRMATIVE STEPS SOLICITATION REPORT**

I. PROJECT INFORMATION

TWDB Project Number	Applicant/Entity Name	Total TWDB Funding Request	Program Type (insert "X" for all that apply)
			<input type="checkbox"/> Drinking Water SRF (DWSRF) <input type="checkbox"/> Clean Water SRF (CWSRF)

Project Name: _____

Solicitation By: Applicant/Entity OR Prime Contracted Business: _____

Project Phase: Prior to Closing Release of funding for PADs Construction Contract # _____

II. SOLICITATION METHOD(S) UTILIZED
 At least two methods of solicitation are required. Select the method(s) utilized for the solicitation. Copies of the actual postings, direct contact email/phone log, etc. must be attached to this form as support documentation for each method used. Failure to adequately follow these steps will result in the requirement to complete additional steps in order to become compliant.

Newspaper Advertisements
 Meetings or Conferences
 Trade Association Publications
 Minority Media
 Internet & Web Postings
 Other Government Publications
 Direct Contact by Phone, Fax, USPS Mail, or Email*

*If using direct contact, entities must solicit to a **minimum of 3 businesses/firms** (at least one being a DBE) for each category of contract sought (i.e., construction, supplies, equipment, or services) to demonstrate a Good Faith Effort.

III. PROJECT BIDDERS LIST:
 List on the following table, or provide on a separate list, each business entity directly solicited for procurement or that submitted a bid for consideration.

Instructions for Columns 1 - 4	1 - Full business name (line one) & point of contact (line two) 2 - Business address 3 - Telephone number 4 - Email address for the business
Instructions for Column 5	Enter one of the following procurement or contract categories: CONSTRUCTION – SUPPLIES – EQUIPMENT – SERVICES For detailed definitions, review guidance document, TWDB-0210.
Instructions for Column 6	Enter the type of business: MBE - Minority Business Enterprise, WBE - Women-owned Business Enterprise, or OTHER - Company or firm is Non-MBE or WBE

Notice: Entities receiving State Revolving Fund financial assistance must create and maintain a Bidders List if the entity is subject to, or chooses to follow, competitive bidding. The Bidders List must include all firms that bid or quoted on contracts under EPA assisted projects, including both MBE/WBEs and non-MBE/WBEs. Entities must keep all Bidders Lists until project completion or the recipient is no longer receiving EPA funding under the loan, whichever is later. Entities with loans totaling less than \$250,000 during a state fiscal year are exempt from the Bidders List requirement, but must still meet DBE program requirements. The Bidders List requirement also applies to all Prime Contracted Businesses/Firms that make subcontracting.

TWDB-0217

FOR OFFICE USE ONLY: Commitment #	TWDB-0217 Revised 08/14/2018		
TWDB-0217 TEXAS WATER DEVELOPMENT BOARD (TWDB) PRIME CONSULTANT/CONTRACTOR CERTIFICATION			
I. PROJECT INFORMATION			
TWDB Project Number	Applicant/Entity Name	Total of TWDB Funding	Program Type (insert "X" for all that apply)
			<input type="checkbox"/> Drinking Water SRF (DWSRF) <input type="checkbox"/> Clean Water SRF (CWSRF)
Prime Consultant/Contractor: _____ Contract Number: _____ Contract Amount: _____			
II. GOOD FAITH EFFORT (Applicable to all subcontracts awarded by the prime contractor/consultant)			
I understand that it is my responsibility to comply with all state and federal regulations and guidance in the utilization of Minority and Women-owned Businesses in procurement. I certify that I will make a "good faith effort" to afford opportunities for Minority Business Enterprise (MBE), and Women-owned Business Enterprise (WBE) by:			
1.	Including qualified MBEs and WBEs on procurement solicitation lists		
2.	Soliciting potential MBEs and WBEs		
3.	Reducing contract size/quantities when economically feasible to permit maximum participation by MBEs and WBEs		
4.	Establishing delivery schedules to encourage participation by MBEs and WBEs		
5.	Using the services and assistance of the Small Business Administration, Minority Business Development Agency, U.S. Department of Commerce, and Texas Marketplace		
6.	Submitting documentation to the Applicant/Entity to verify good faith effort, steps 1-5.		
<input type="checkbox"/> EXCEPTION: As the Prime Consultant/Contractor, I certify that I have reviewed the contract requirements and found no available subcontracting opportunities. I also certify that I will fulfill 100 percent of the contract requirements with my own employees and resources. (Check if applicable)			
Signature – Prime Consultant/Contractor		Title (print legibly)	Certification Date
III. PROJECT PARTICIPATION ESTIMATES			
The Cost Categories mentioned below are goals. These goals are neither standards nor quotas. Recipients of financial assistance are not required to meet the fair share objectives. They must, however, acknowledge that they are aware of and are actively pursuing the fair share objectives with their procurements.			
	Potential MBE Participation	Potential WBE Participation	
Cost Category	Goal	Goal	
Construction	19.44%	9.17%	
Supplies	25.34%	8.82%	
Equipment	16.28%	11.45%	
Services	20.41%	13.66%	
The fair share goals listed above are required by 40 CFR Part 33 Subpart D and are directly negotiated with EPA Region 6. Entities receiving federal financial assistance are subject to the TWDB's goals and may not be substituted with other agency or program goals.			
IV. TWDB APPROVAL SIGNATURE			
Signature indicates the form meets DBE Requirements.			
DBE Coordinator		Approval Date	

TWDB-0373

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FOR OFFICE USE ONLY
Commitment # _____

TWDB-0373
Revised 11/13/2017

**TWDB-0373
TEXAS WATER DEVELOPMENT BOARD
PARTICIPATION SUMMARY**

I. PROJECT INFORMATION

TWDB Project Number	Applicant/Entity Name	Total TWDB Funding Request	Program Type (insert "X" for all that apply)
			<input type="checkbox"/> Drinking Water SRF (DWSRF) <input type="checkbox"/> Clean Water SRF (CWSRF)

Project Name: _____

Solicitation By: Applicant/Entity OR Prime Contracted Business: _____

Project Phase: Prior to Closing Release of funding for PADs Construction Contract # _____

Instructions

Column 1	Enter the full name, street address, city/state/zip for each firm awarded a contract for the project.
Column 2	Enter one of the following procurement or contract categories: CONSTRUCTION – SUPPLIES – EQUIPMENT – SERVICES
Column 3	Enter the type of business: MBE (Minority Business Enterprise), WBE (Women-owned Business Enterprise), or OTHER (NOTE: OTHER = Company or firm is Non-MBE or WBE)
Column 4	Enter the exact amount of the awarded contract.
Column 5	Enter the exact date the contract was executed or the proposed date of contract execution.

If valid MBE/WBE firms are awarded contracts, a copy of their certification is required to be attached with this form for each MBE/WBE business listed.

Notice: Brokers may not be listed below as an MBE or WBE. A broker is a firm that does not perform, manage, or supervise the work of its sub/contract in a manner consistent with the normal business practices for sub/contractors in its line of business. For more specifics, review guidance document, TWDB-0210.

II. LIST OF ACTUAL CONTRACTS/PROCUREMENTS

	Column 1 Name & Address of Contracted Firm/Vendor	Column 2 Procurement Category	Column 3 MBE/WBE Status	Column 4 Contract Amount (\$)	Column 5 Contract Execution Date
1.					
2.					
3.					
4.					
5.					
6.					

(Table continues on the next page)

Accepted Certification

- Disadvantaged Business Enterprise (DBE):

An entity owned or controlled by a socially and economically disadvantaged individual as described by Public Law 102-389 (42 U.S.C. §4370d) or an entity owned and controlled by a socially and economically disadvantaged individual as described by Title X of the Clean Air Act Amendments of 1990 (42 U.S.C. §7601 note); a Small Business Enterprise (SBE); a Small Business in a Rural Area (SBRA); or a Labor Surplus Area Firm (LSAF), a Historically Underutilized Business (HUB) Zone Small Business Concern, or a concern under a successor program. This term includes Minority Business Enterprises (MBE) and Women-owned Business Enterprises (WBE).

6 Good Faith Efforts

- (1) Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable...
- (2) Make information on forthcoming opportunities available to DBEs...in a way that encourages and facilitates participation by DBEs in the competitive process...
- (3) Consider in the contracting process whether businesses competing for large contracts could subcontract with DBEs...
- (4) Encourage contracting with a consortium of DBEs when a contract is too large for one of these businesses to handle individually...
- (5) Use the services and assistance of the Small Business Administration (SBA) and the MBDA of the Department of Commerce.
- (6) If the Prime Contractor awards subcontracts, require the prime contractor to take the complete steps (1) through (5) listed above.

Accepted SMWVB Certification Agency

- **South Central Texas Regional Certification Agency**
- **Any Texas or Federal Source that certifies DBEs**
- **No Local Requirement**

Good Faith Effort Plan (GFEP) FAQs

Q: Are the DBE goals 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 DBE subcontractors?

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 DBE-certified? Do I need to find DBE subs?

A: If your firm is DBE-certified, you must still perform the 6 outreach efforts prescribed by the TWDB if you will subcontract any part of the job. The GFEP is a required document.

Q: What if I have questions about the GFEP or TWDB Requirements?

A: Please contact the SMWVB 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 & Subcontractor Changes

<https://saws.smwvb.com>



Subcontractor Change Request

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

http://www.saws.org/business_center/contractsol/forms.cfm or

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"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<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 Hard File _____



Contract Requirements

TWDB Project

- This project will receive funds from the Texas Water Development Board, which is a low cost loan to SAWWS and has no bearing on monthly payment to the selected contractor.
- TWDB must authorize Release of Retainage.
- Supplemental Conditions – Please review the TWDB specific requirements prior to submitting a bid.
- American Iron and Steel Requirement

Contract Requirements

TWDB Project

- American Iron Steel Requirements
 - Construction materials made of iron or steel made in the U.S.
 - Review the materials identified on the bid proposal prior to submitting
 - De minimus logs required
 - Materials certification required
 - Monthly Compliance Reports required
 - TWDB Inspections (random and unannounced)

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 by SAWS or TWDB
- 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
 - Builder's Risk 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
- Liquidated damages: \$3,300.00 per day

Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications for a full list of what is required
- Special items:
 - TWDB documents being asked to submit with the Bid Packet
 - WRD-255, Bidders Certification Form
 - TWDB-0459
 - SRF-404
 - TWDB-0216
 - TWDB-0217
 - TWDB-0373
 - Apparent Low Bidder to submit Financial Statement
 - Submit TWDB Form ED 103 & 104 with Awarded Contract

Bid Packet Preparation

- Double check all mathematical calculations and verify all extensions
- Ensure mobilization percentage is calculated correctly and does not exceed the cap
- References and contact information must be verified prior to submitting
- Addendums are acknowledged on the Bid Proposals

Addendum(s)

Revisions, Clarifications, Questions and Answers (Q&A's)

- Questions deadline is October 25, 2018 by 4:00 PM.
- Q&A's will be posted on SAWS website on October 29, 2018 by 10:00 AM.
- Check our website regularly for the addendum posting.
- It is possible to have multiple addendums during the time frame in addition to the scheduled final addendum

Vendor Registration & Notification (VRN)

Reasons to Register in the VRN

- Receive bid notices directly in your email “Inbox”.
- Download bid documents.
- Subscribe to specific bids.
- Receive addendum notifications.

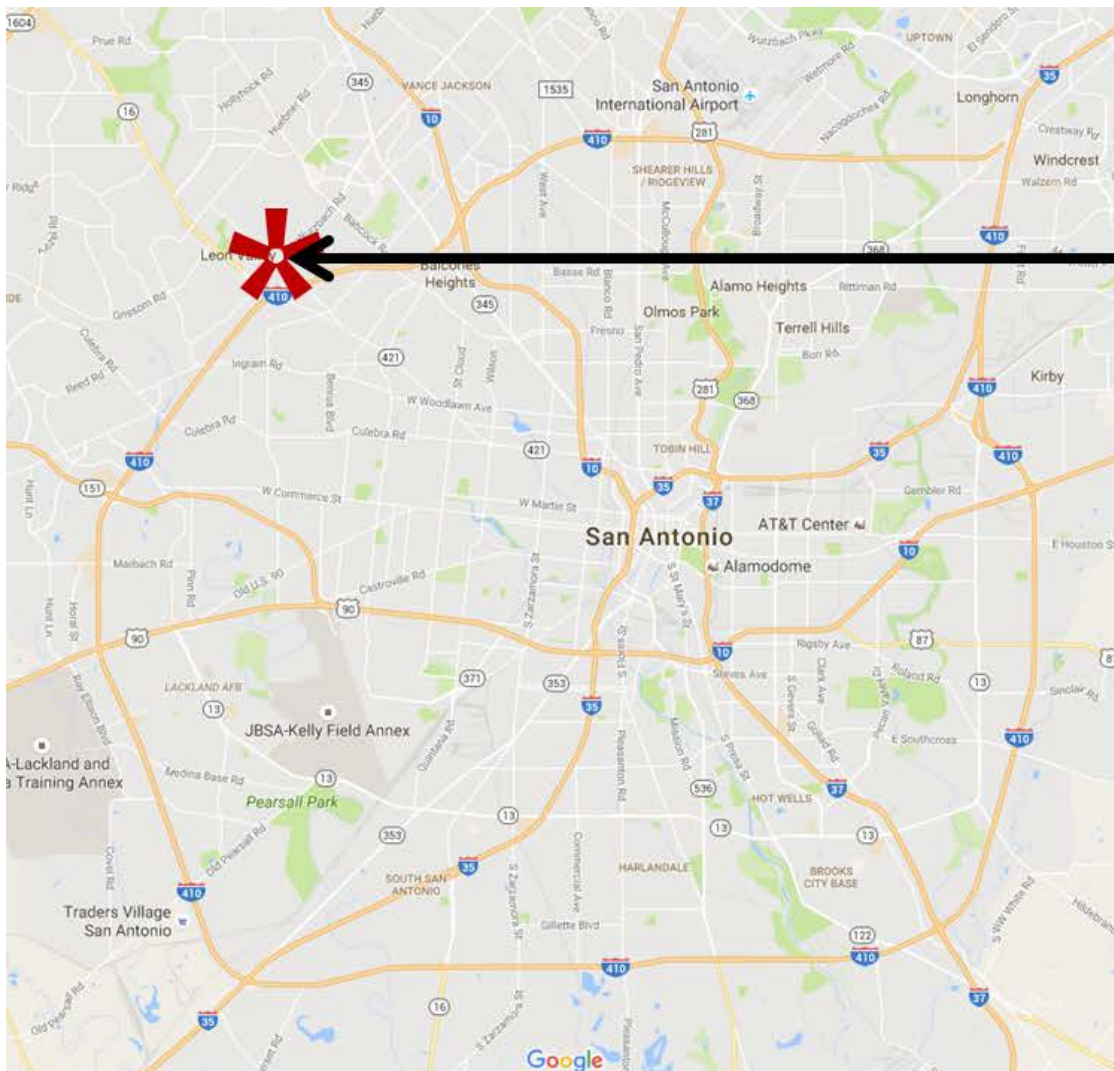
http://www.saws.org/business_center/vendor/register.cfm

Bid Opening Dates/Times

November 9, 2018 at 10:30 A.M.

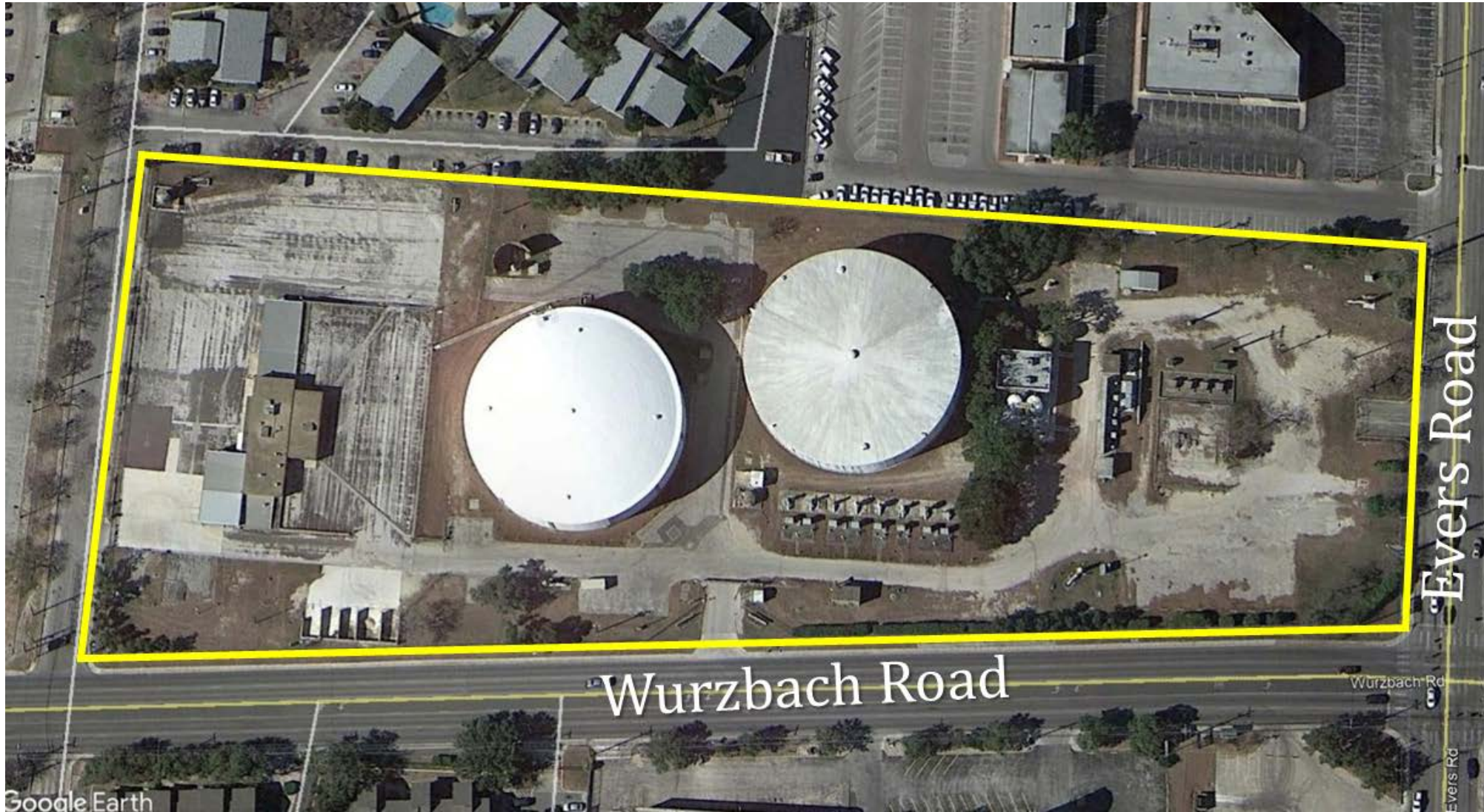
- Bids may not be late
- Make arrangements if mailing and send directly to Contract Administration
- If delivering in person, bid packets will be turned in at Counter Services

Project Location I



6007 Wurzbach Road

Project Location 2



Wurzbach Pump Station Improvements Project

Project Background

- Reconstruction of high service pumps facility including concrete foundation slab, instrumentation, motors, and associated piping and valves
- Demolish existing and provide new electrical equipment including ductbanks, switchgear, MCCs, low and medium voltage wiring and SCADA controls
- Demolish existing fluoride system and provide new fluoride system in a new building
- Install new building for the electrical equipment to contain MCCs, switchgear, power panels, SCADA, security, and communication panels
- Paving, grading, fencing, and other miscellaneous yard piping site work

Project Background (con't)

- Construction Site and Facility Security. Guard must be on site 24/7 once fence removal begins
- Coordination with CPS Energy to upgrade service equipment including transformers
- Removal of lead and asbestos containing materials

Contract Requirements

Supplemental Conditions

- Please reference the contract supplemental conditions as there are instructions for Award of Contract to Nonresident Bidder, TWDB requirements, American Iron and Steel Act, and contract responsibilities and changes.

Contract Background

Special Conditions

- Existing subsurface conditions shall be confirmed by the CONTRACTOR. All existing underground utilities shown on the plans are approximate based on available information.
- Start-up/Commissioning Allowance
- TWDB may not fund testing, remediation, removal, disposal, or related works for contaminated or potentially contaminated materials
- Minimum Well and High Service Pump availability
- Maintain Access to SAWS Personnel at all times

Contact Information

<u>Contact Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email address</u>
Stella Manzello	Contract Administrator	210-233-3854	Stella.Manzello@saws.org
Marisol Robles	SMWVB Program Manager	210-233-3420	Marisol.Robles@saws.org

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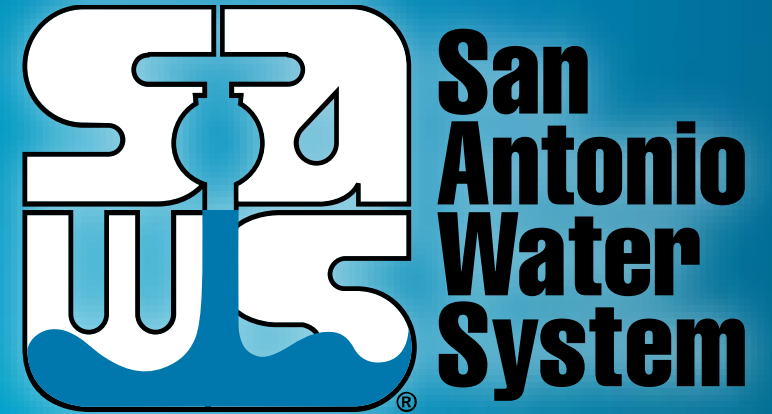
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