

2021 Annual Water Distribution Leak Repairs Contract Packages I - IV

Adam Aranda, P.E.

Project Engineer

Roxanne Lockhart

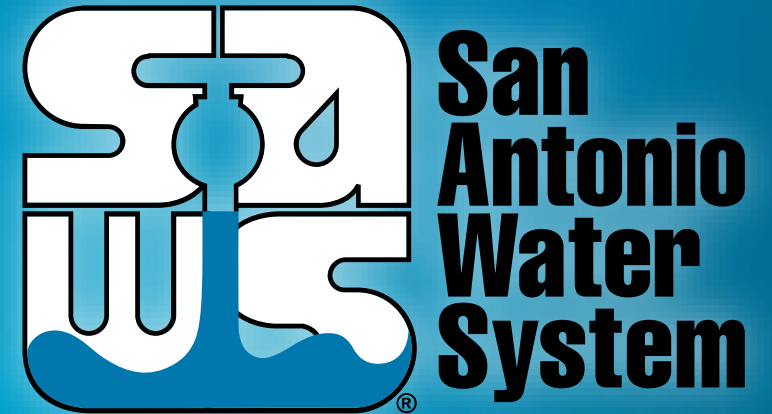
Contract Administrator

Diana Woltersdorf

Contract Administration - Manager

Marisol Robles

SMWVB Program Manager



Non- Mandatory Pre-Bid Meeting

October 12, 2020

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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 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 (SMWVB Requirements)
- Vendor Registration
- IFB Schedule
- Bid Packet Preparation
- Contract Requirements
- Bid Opening Dates/Times
- Project Overview
- Supplemental Conditions
- Special Conditions
- Key Reminders
- Contact Information

General Information

- This is a Non-Mandatory pre-bid meeting
- This presentation and the sign-in sheet will be posted to the SAWWS website
- The construction estimate is \$1,605,302.00 for each package (I-IV)
- Construction services being procured through Invitation for Bid (low bid).
- Completion for all packages is 365 calendar days or until funds are exhausted, whichever comes first.

Aspirational SMWB Goal

Industry	Aspirational SMWB Goal
Construction	20%

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

Accepted SMWB Certification Agency

- **South Central Texas Regional Certification Agency**

(Includes the Texas Historically Underutilized Business “HUB” Program, MBE, WBE, SBE)

Minimum Qualifications for SMWB recognition:

- SBE-Certified (even MBEs and WBEs)
- ***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. 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. LCP Tracker
4. Must be Current and Accurate before Retainage is released

<https://saws.smwbe.com>



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/



Notify Me

Receive updates sent straight to your inbox.



Subscribe

IFB Schedule

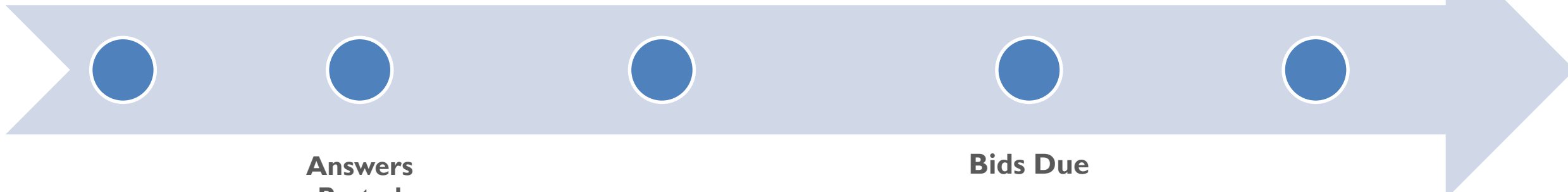
Questions Due

Monday, October 19, 2020 3:00pm (CT)

Bids Due

Monday, October 26, 2020
Package I – 2:00 pm (CT)
Package II – 3:00 pm (CT)

Board Award
December 2020



Answers Posted

Wednesday, October 21, 2020 3:00pm (CT)

Bids Due

Tuesday, October 27, 2020
Package III – 10:00 am (CT)
Package IV – 11:00 am (CT)

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
- Statement of Bidder Experience forms are required.
 - 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
 - Construction w/ Pollution, Installation Floater & XS 2M
 - 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

Bid Opening Dates/Times (Package I)

October 26, 2020 at 2:00 PM

- Bid opening will be held via WebEx.
- Bids will be received either electronically or sealed bids.
- Electronic bids will be received via the secure SAWWS FTP site.
- Request to submit the bid electronically through SAWWS FTP site must be submitted no later than 2:00 p.m. October 23.
- Bids may not be late
 - Late bids will not be accepted and will be returned unopened
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Service 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 delivering in person to SAWWS, Bidders should allow sufficient travel time.

2021 Annual Water Distribution Leak Repairs Contract Package I-IV

Bid Opening Dates/Times (Package II)

October 26, 2020 at 3:00 PM

- Bid opening will be held via WebEx.
- Bids will be received either electronically or sealed bids.
- Electronic bids will be received via the secure SAWS FTP site.
- Request to submit the bid electronically through SAWS FTP site must be submitted no later than 3:00 p.m. October 23.
- Bids may not be late
 - Late bids will not be accepted and will be returned unopened
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Service 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 delivering in person to SAWS, Bidders should allow sufficient travel time.

Bid Opening Dates/Times (Package III)

October 27, 2020 at 10:00 AM

- Bid opening will be held via WebEx.
- Bids will be received either electronically or sealed bids.
- Electronic bids will be received via the secure SAWS FTP site.
- Request to submit the bid electronically through SAWS FTP site must be submitted no later than 10:00 a.m. October 26.
- Bids may not be late
 - Late bids will not be accepted and will be returned unopened
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Service 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 delivering in person to SAWS, Bidders should allow sufficient travel time.

Bid Opening Dates/Times (Package IV)

October 27, 2020 at 11:00 AM

- Bid opening will be held via WebEx.
- Bids will be received either electronically or sealed bids.
- Electronic bids will be received via the secure SAWS FTP site.
- Request to submit the bid electronically through SAWS FTP site must be submitted no later than 11:00 a.m. October 26.
- Bids may not be late
 - Late bids will not be accepted and will be returned unopened
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Service 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 delivering in person to SAWS, Bidders should allow sufficient travel time.

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.
- Leaks, relaying water service lines, replacing valves, blow-of assemblies, fire hydrants.
- Concrete work and street restoration.
- Erosion control, topsoil, sod, and sign and fence relocation.
- Throughout SAWS Service Area.
- Total of seventy nine (79) Line Items located within the Bid Proposal (pages BP-1 through BP-5)

Supplemental Conditions

Pages SS-I through SC-6

- **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.
 - Contractor to notify SAWS within four (4) days of extension if needed.
 - Contractor to reimburse SAWS for permit fines or fees.

Supplemental Conditions

Pages SS-I through SC-6

- **Article V – Contract Responsibilities**
 - Project Signs (COSA Municiple Code Ch. 29, Article IV, Div. I, Sec 29-120
 - Water Main Shut Downs – Contractor shall provide 24 hour notice prior to planned shutdowns in non-emergency situations.
- **Article VII – Contract Payments**
 - When CPMS becomes available, scratch sheet line items and quantities shall be input into SAWS CPMS along with the invoice submittal.

Special Conditions

Pages SC-1 through SC-16

- SC-2.4 Performance Time
 - Work orders will be 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.

Special Conditions

Pages SC-1 through SC-16

- SC-2.4 Performance Time
 - 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-2.6 Daily Notifications
 - Contractor to notify SAWS at the beginning of each work day.
 - Contractor to notify appropriate ROW as needed each day.

Special Conditions

Pages SC-1 through SC-16

- **SC-2.14 Payment**

- Signed scratch sheets
- Photos (minimum of 3)
- 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

Key Reminders

- All questions should be sent in writing to Roxanne Lockhart by email or fax.
- Please identify the project by its associated solicitation number.
- Late bids will not be accepted, and will be returned unopened.
- If mailing bids, ensure that sufficient time is allowed for the package to reach SAWS.
- If bids will be delivered in person to SAWS, Respondents should allow sufficient travel time, as well as time to check in at the guard station.

Contact Information

Contact Name	Title	Telephone Number	Email address
Roxanne Lockhart	Contract Administrator	210-233-3095	Roxanne.Lockhart@saws.org
Marisol V. Robles	SMWB Program Manager	210-233-3420	Marisol.Robles@saws.org

REMINDER

Please be advised that Bidders are prohibited from communicating with any other SAWS staff, the Consultant, the Developer, or 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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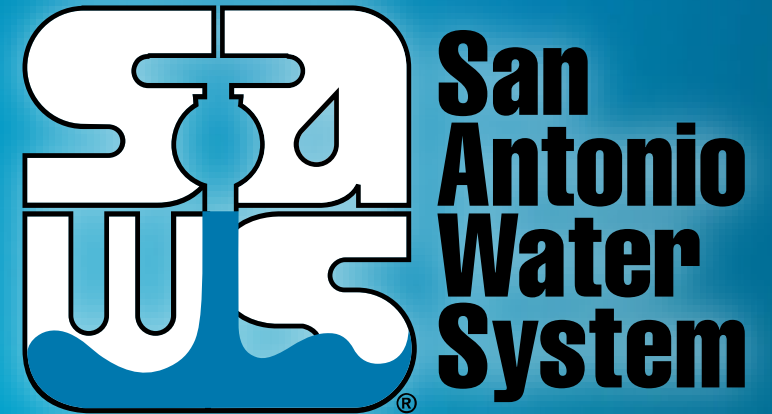
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