

# 2022 Annual Concrete Placement Work Order Construction Contract - Package IV

Eric Keller, P.E.

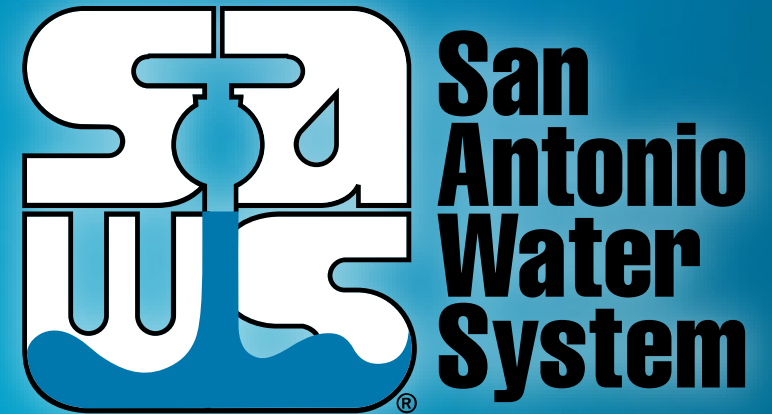
Project Engineer

Stella Manzello

Contract Administrator

Tracy M. Burns

SMWVB Program Specialist, SAWS



Non- Mandatory Pre-Bid Meeting

May 23, 2022 – 1:00 P.M.

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

# Agenda

- General Information
- SMWVB Requirements
- Contract Solicitation Website
- Vendor Registration
- Key Reminders
- IFB Schedule
- Bid Packet Preparation
- Contract Requirements
- Project Overview
- Statement of Bidder's Experience
- Supplemental Conditions
- Special Conditions

# General Information

- This is a Non-Mandatory pre-bid meeting
- Attendees should sign-in via chat on WebEx
- This presentation and the attendance sheet will be posted to the SAWS website
- Key project information:
  - Construction duration is 365 calendar days
  - Construction estimate \$650,000.00
- Construction services being procured through IFB

# 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: Outreach lists from the South Central Texas Regional Certification Agency are now Excel-exportable at [www.sctrca.sctrca.org](http://www.sctrca.sctrca.org). If you are having trouble with the downloads, please email the SMWB Program Manager.
- **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](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

1. Subcontractor & Supplier Payment Tracking
2. Subcontractor and Supplier Additions or Substitutions
3. Must be Current and Accurate before Retainage is released

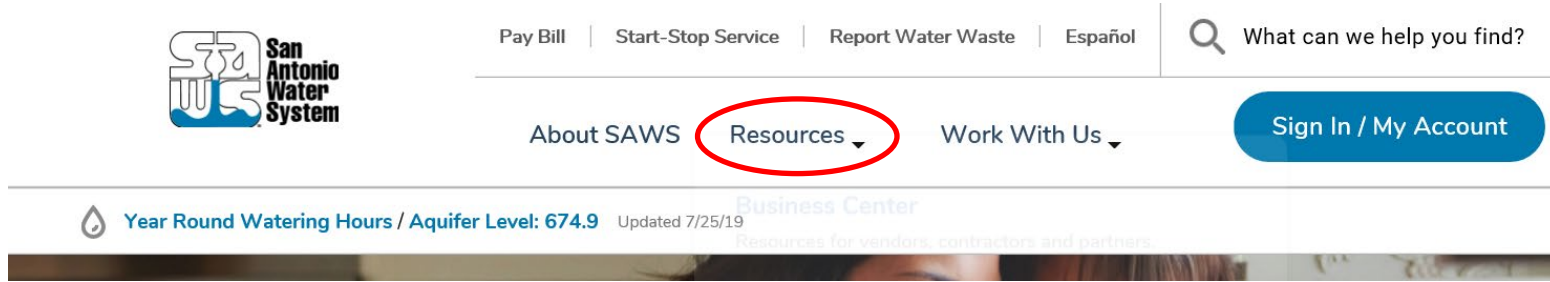
<https://saws.smwbe.com>

The screenshot shows the homepage of the San Antonio Water System's Subcontractor Payment & Utilization Reporting System. The page features a blue header with the San Antonio Water System logo on the left, "OUR MAIN SITE" in the center, and a "CONTACT SUPPORT" button on the right. The main content area has a background image of industrial water treatment equipment. The title "Subcontractor Payment & Utilization Reporting System" is prominently displayed in white text, with a "Log In" button below it. Below the title, there are three columns of links: "System Training" (with a "Training" button), "About the System" (with an "Information for Vendors" button), and "Account Access" (with "Account Lookup" and "Forgot Password" buttons). At the bottom, a footer states: "The Subcontractor Payment & Utilization Reporting System is powered by B2Cnow Software © Copyright 2018."

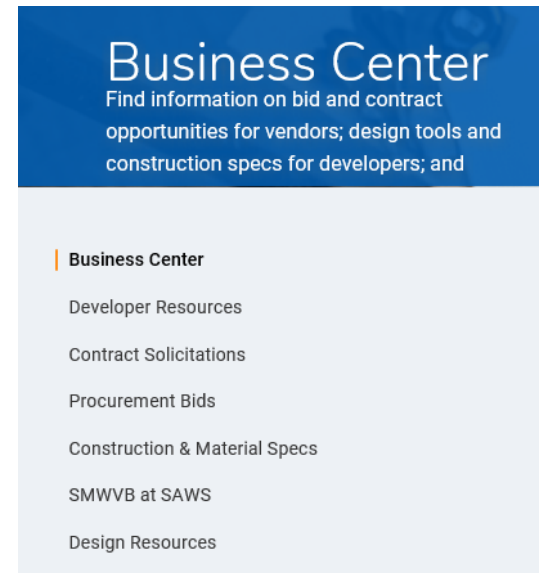


# Contract Solicitations Website

- To locate the Contract Solicitations website choose Resources




- At the drop down menu choose Contract Solicitations



# Contract Solicitations Website

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






**Non-Mandatory  
Pre-Bid Meeting**

**10:00 AM, Tuesday Aug. 6, 2019**


San Antonio Water System Customer Service  
Building, 2800 U.S. Hwy 281 N, San Antonio,  
Texas 78212; Conference Room CR-C145



**Notify Me**

Receive updates sent straight to your inbox.

[Subscribe](#)




**Plan Holders List**

View plan holders list.

[View List](#)


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**Downloads**

**Specifications** 

Jul. 31, 2019

Note: You must be logged in to access this document.

**Plans** 

Jul. 31, 2019

Note: You must be logged in to access this document.

# Vendor Registration & Notification (VRN)

- 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.

[https://apps.saws.org/Business\\_Center/Contractsol/](https://apps.saws.org/Business_Center/Contractsol/)



Notify Me

Receive updates sent straight to your inbox.



Subscribe

# Key Reminders

- All questions should be sent in writing to the corresponding Contract Administrator by email or fax.
- Please identify the project by its associated solicitation number.
- Contractors should not contact the SAWWS project engineer, the consultants for this project, or any other SAWWS staff up until Board award.
- Late bids will not be accepted and will be returned unopened.
- Due to the COVID-19 emergency and to protect the health of the public, SAWWS is implementing new procedures for the submission of bids.
- Bids will be received either Electronically or through Sealed bids.
- Electronic bids will be received via the secure SAWWS FTP site.
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Center 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 bids will be delivered in person to SAWWS, Bidders should allow sufficient travel time.

# IFB Schedule

Questions  
Due

Thursday,  
5/26/22 by  
3:00 PM (CT)

FTP Site  
Deadline  
Tuesday,  
6/7/22 by  
11:00 AM (CT)

Board Award  
July 12, 2022



Answers  
Posted  
Wednesday,  
6/1/22 at 3:00  
PM (CT)

Bids Due  
Wednesday,  
6/8/22 at  
11:00 AM (CT)

# Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications
  - All items due with the bid
- Double check all mathematical calculations and verify all extensions
- Addendums are acknowledged on the Bid Proposals
- 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
  - 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



# Contact Information

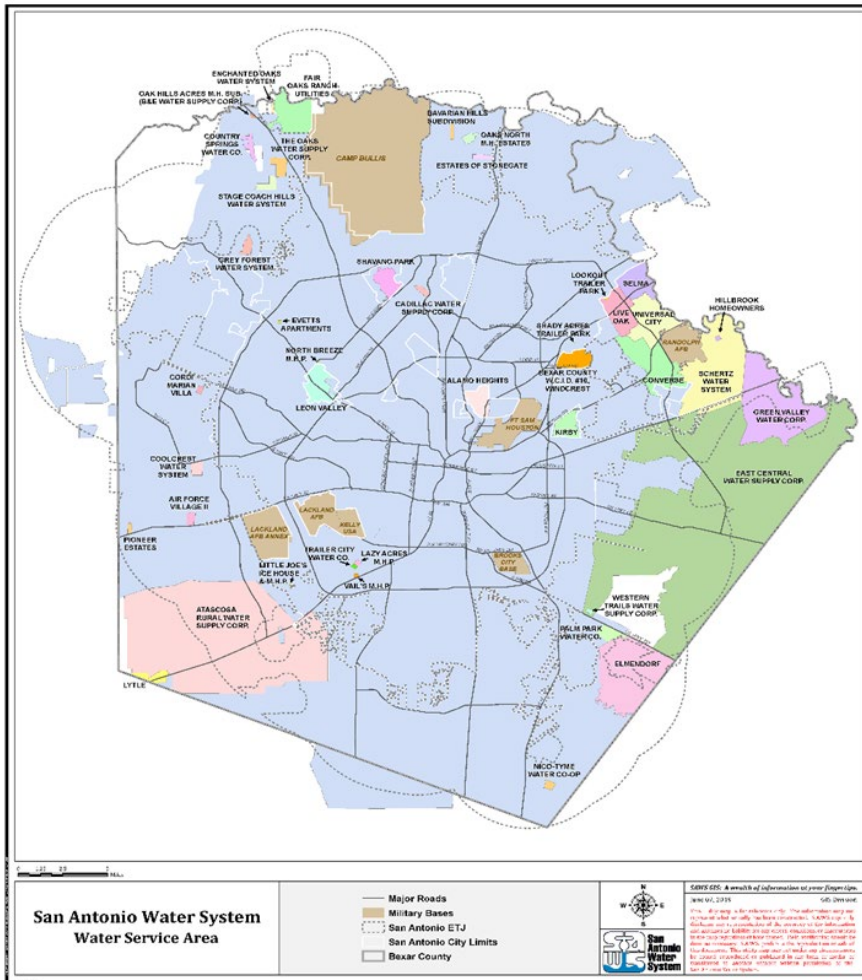
<u>Contact Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email address</u>
Stella Manzello	Contract Administrator	210-233-3854	<a href="mailto:Stella.Manzello@saws.org">Stella.Manzello@saws.org</a>
Marisol V. Robles	SMWVB Program Manager	210-233-3420	<a href="mailto:Marisol.Robles@saws.org">Marisol.Robles@saws.org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

# 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

## 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 of very similar work scope, and from work order type contracts
- Reference projects completed between 2017 and 2022.
- Each reference project has a different work scope requirement.

# Project Overview

## Supplemental Conditions (*p. 126, 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.

# 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 1<sup>st</sup> 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 SAWWS CPMS with all documentation for invoicing and required photos.
- Article VIII – Liquidated Damages
  - \$500 per work order per day over window for completion.

# Project Overview

## Special Conditions (*p. 130, SC-1 through 13*)

- 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 SAWVS.
  - Minimum of (3) three photos (prior, during, after project completion), submitted with invoicing for payment.
  - Contractor reimbursed for occasional SAWVS-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.

# 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 WWO issued.
- SC – 2.7 Performance Time
  - WWO's less than 15 sq. yds – five (5) calendar days
  - WWO's greater than 15 sq. yds – ten (10) calendar days
  - Peak periods: work force capacity for up to ten (10) WWO's per Day.
  - Each WWO to commence within 48 hours of assignment.
- SC – 2.9 Emergency Work Orders
  - Mobilize & commence work within 24 hours of SAWWS verbal notification.

# QUESTIONS?

*Reminder: 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.*

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