

2024 Annual Water Distribution Leak Repairs Contract, Package 1 & 2 Solicitation No. CO-00693 & CO-00694

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Project Engineer, Operation Support

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**San
Antonio
Water
System**

Non-Mandatory Pre-Bid Meeting

September 22, 2023 – 10:00 AM

MAKING SAN ANTONIO
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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

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.

Communication Restrictions

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

Agenda

- General Information
- SMWB Requirements
- Contract Solicitation Website
- Solicitation Schedule
- Contract Requirements
- Bid Packet Preparation
- Bid Opening Procedures
- Addenda
- Key Reminders
- Contact Information
- Project Overview
- Project Map Locations
- Questions

General Information

- This is a **non-mandatory** pre-bid meeting
- This presentation has been posted and the attendance sheet will be posted at the end of this meeting, to the SAWS website
- Construction services being procured through low bid under Chapter 2269 of the Texas Government Code
- Key Project Information:
 - Estimated Budget for Package 1 - \$2,000,000.00
Package 2 - \$2,000,000.00
 - Duration: 365 Calendar days for Package 1 and 365 Calendar day for Package 2

Aspirational SMWB Goal

Industry	Aspirational SMWB Goal
Construction	21%

The aspirational SMWB goal is 21% of your total bid price

Minimum Qualifications for SMWB recognition:

- South Central Texas Regional Certification Agency
 - Must be SBE-Certified (including MBEs and WBEs)
 - Texas Historically Underutilized Business “HUB” Program
- Local Office or Local Equipment Yard
 - Bexar, Comal, Hays, Guadalupe, Kendall, Travis and Williamson counties

Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 21% 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.sctrca.org. Please make sure to include SAWS-specific parameters in your search. Contact Susan Rodriguez at Susan.Rodriguez@saws.org or Roxanne Eguia at Roxanne.Eguia@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, even those that may not count towards the SMWB goal.

- **Q: What if I have questions about the GFEP?**

A: Please contact the SMWB Interim Program Manager at 210-233-3070, or at Susan.Rodriguez@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>



The screenshot displays 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, the text "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. Overlaid on this image is the title "Subcontractor Payment & Utilization Reporting System" in white, with a "Log In" button below it. Below the main image, 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). A footer at the bottom states: "The Subcontractor Payment & Utilization Reporting System is powered by B2Gnow Software © Copyright 2018."

Contract Solicitations Website

- To locate the Contract Solicitations, go to the SAWS website at www.saws.org, click on the drop-down menu for Resources and select Business Center, then Contract Solicitations.
- Highly recommend all firms be [registered](#) and to subscribe to each project to ensure access to the latest project information
- Choose the specific project by selecting “More”
- The following buttons are located under the advertisement:
 - Notify Me - Subscribe
 - Plan Holder’s List – View List
 - Downloads
 - Specifications
 - Plans
 - Addendums
 - Engineering Reports

Solicitation Schedule

MILESTONE	DATE / TIME
Questions Due	September 26, 2023 by 4:00 PM
Answers Posted	September 28, 2023 by 4:00 PM
FTP Request Deadline	Package 1 - October 4, 2023 by 10:00 AM Package 2 - October 5, 2023 by 10:00 AM
Bids Due	Package 1 - October 5, 2023 by 10:00 AM Package 2 - October 6, 2023 by 10:00 AM
Board Award	December 2023

Contract Requirements

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

- Wage decisions are included within the specifications
- Contractors to utilize LCP Tracker
- Certified payroll to be submitted on weekly basis beginning on the start date indicated on the Notice to Proceed, even in non-performing weeks
- Contractors are responsible for sub-contractor payroll
- Late payrolls delay contractor payments, as well as release of retainage at the end of the project
- Payroll records are subject to review
- Site visits are random and unannounced
- Interviews will be conducted and will be private & confidential
- All apprenticeship programs will need to be approved by Department of Labor prior to starting work

Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
 - **Installation Floater** is required in lieu of Builder's Risk
- 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

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.

Type/s of Certification: SBE: _____ MBE: _____ VBE: _____ WBE: _____

Prime Contractor's Percentage of Participation: (Ex: 100% is the total value of the contract.) _____%

Describe your firm's participation to be performed on this Project: _____

- Liquidated damages will be assessed at \$125.00 per day for Package 1 and \$125.00 per day for Package 2



Bid Packet Preparation

- Only limited items are required with the initial bid packet
 - List of Bid Items
 - Bid Packet Checklist
 - Signed Bid Proposal Signature Page with
 - Acknowledgement of all Addenda
 - Executive Order
 - Signed Proposal Certification
 - Bid Bond
 - Waiver of Retainage from Surety Company
 - Good Faith Effort Plan

Contract Requirements

Apparent Low Bidder

- Notified by SAWS within 24 hours of Bid Opening to provide the following:
 - Conflict of Interest Questionnaire - Form CIQ (Rev. 1/1/2021)
 - Proof of Insurability
 - Company Information Packet
 - Statement regarding ability to complete the project
 - W-9
 - Statement of Bidder's Experience
- *And, if bid was submitted electronically without a Bid Bond:
 - Cashier's Check or Certified Check

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 SAWWS website regularly for addendum postings
 - It is possible to have multiple addendums
 - Known changes for Addenda:
 - Questions and Answers

Bid Opening Procedures

- Bids will be submitted using SAWS' electronic bid opening procedures
- Submission of electronic bids preferred using SAWS secure FTP site.
 - Submit a request via email at least 24 hours before bid opening
- Or, Bidders may drop off a hard copy bid. Only required items.
 - Drop box is located at 2800 US Hwy 281 N, Customer Service Tower
 - Enter the first set of glass double doors
 - Insert into the black drop box on the wall on the left-hand side
- Late bids will not be accepted and will be returned unopened.
- Bid Opening will be handled via WebEx only; link found in IFB

Questions

- All questions should be sent in writing to the corresponding Contract Administrator by email Stella.Manzello@saws.org or fax, 210-233-4290.
- Please identify the project by its associated solicitation number.
(Pkg 1, CO-00693 and/or Pkg 2, CO-00694)

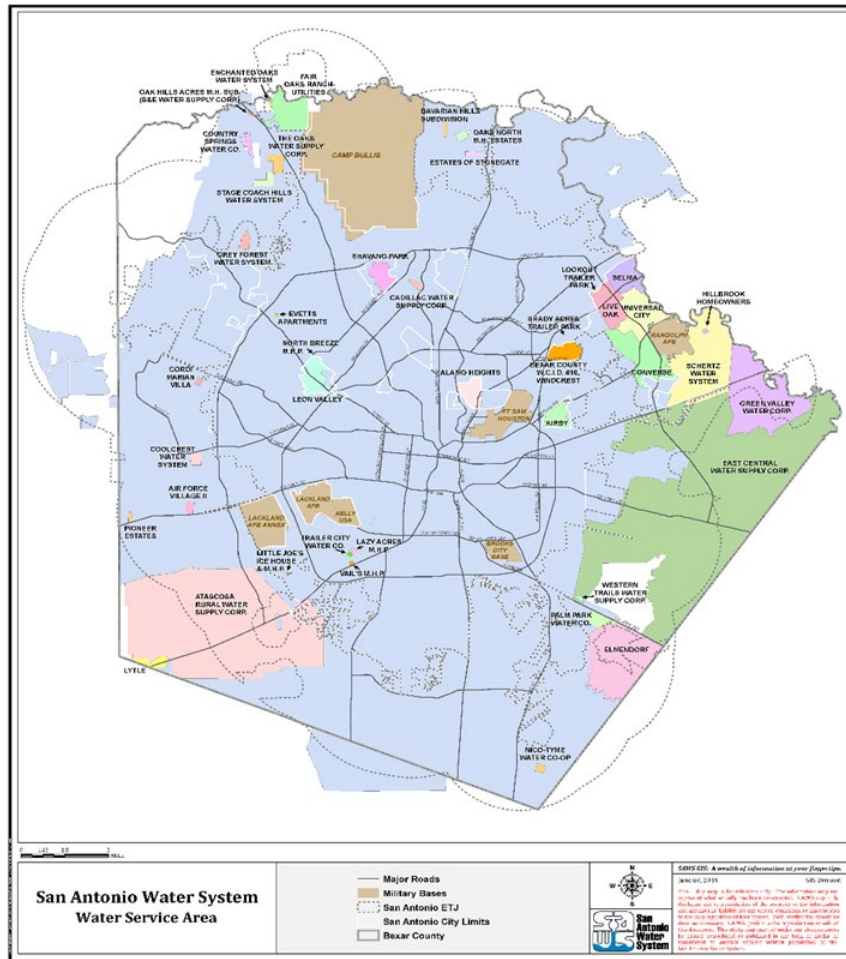
Contact Information

<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
Susan Rodriquez	Interim SMWB Program Manager	210-233-3070	Susan.Rodriquez@saws.org

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.

Project Location Map



Work will be on the water distribution system 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 separate project examples from similar work order type contracts
- Reference projects completed in the last 5 years.
- Each project requires a valid reference, failure to provide an active and reachable contact could result in being considered non-responsive to the bid.

Project Overview

Supplemental Conditions

- 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 – 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.

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.

Project Overview

Special Conditions

- 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.

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.

– Any remaining balance will be credited back to SAWS.

2024 Annual Water Distribution Leak Repairs Contract, Package 1 & 2

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

QUESTIONS?

2024 Annual Water Distribution Leak Repairs

Contract, Package 1 & 2

Solicitation No. CO-00693 & CO-00694

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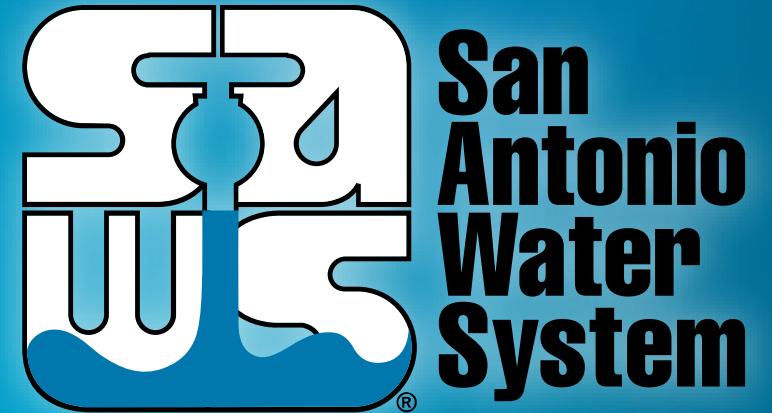
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