

# West Side Operations Center Supply Building Drainage Improvements Solicitation No. CO-00729

**Eric Keller P.E.**

Project Engineer, Operations Support

**Martin Palacios, P.E.**

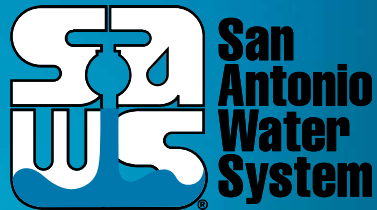
Design Engineer, Garcia Infrastructure Consultants, LLC

**Thea Gonzalez**

Contract Administrator

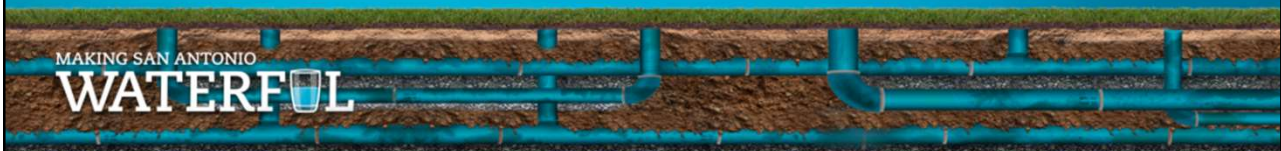
**Marisol V. Robles**

SBOP Manager



Non-Mandatory Pre-Bid Meeting

March 28, 2024




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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

West Side Operation Center Supply Building Drainage Improvements (IFB) 

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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 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 or any 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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## Agenda

- General Information
- Key Project Information
- SBOP Requirements
- Contract Solicitations Website
- Solicitation Schedule
- Contract Requirements
- Bid Packet Preparation
- Bid Opening Procedures
- Project Overview
- Questions
- Contact Information

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## General Information

- This is a non-mandatory pre-bid meeting
- This presentation has been posted and the attendance sheet will be posted to the SAWVS website at the end of this meeting
- Construction services being procured through Invitation for Bids (low bid) under Chapter 2269 of the Texas Government Code

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## Key Project Information

Sealed bids are requested by the San Antonio Water System to provide drainage improvements for the West Side Operations Center Supply Building Drainage Improvements Project, SAWS Job No. 22-0152.

- Estimated Budget
  - \$500,000.00
- Duration
  - 190 Calendar Days

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## Aspirational SBOP Goal

# 14%

The aspirational SBOP goal is 14% of your total bid price.

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## Minimum Qualifications for SBOP recognition:

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

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## Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 14% SBOP 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-certified subcontractors?**

A: The SCTRCA has a search portal at [www.sctrca.org](http://www.sctrca.org). Please include SAWS-specific parameters in your search. Contact Senior SBOP Specialist Susan Rodriguez at [Susan.Rodriguez@saws.org](mailto:Susan.Rodriguez@saws.org) if assistance is needed.

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

A: All subcontractors need to be included in the GFEP, including non-SMWBs.

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

A: Please contact the Senior SBOP Specialist Susan Rodriguez at [Susan.Rodriguez@saws.org](mailto:Susan.Rodriguez@saws.org). GFEP questions can be asked at any time before the submittal is due.

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## 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>



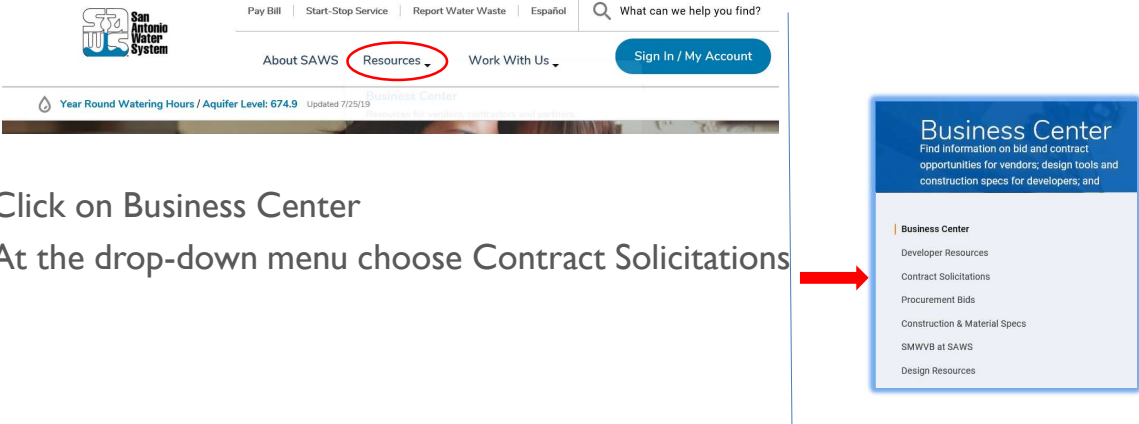
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## Contract Solicitations Website


- To locate the Contract Solicitations website, choose Resources



The screenshot shows the San Antonio Water System website header with navigation links: Pay Bill, Start-Stop Service, Report Water Waste, Español, and a search bar. The 'Resources' link is circled in red. Below the header, there are links for 'About SAWS', 'Resources', and 'Work With Us', along with a 'Sign In / My Account' button. A 'Business Center' dropdown menu is shown on the right, listing options: Developer Resources, Contract Solicitations, Procurement Bids, Construction & Material Specs, SMWVB at SAWS, and Design Resources. A red arrow points from the 'Contract Solicitations' option to the right.

- Click on Business Center
- At the drop-down menu choose Contract Solicitations

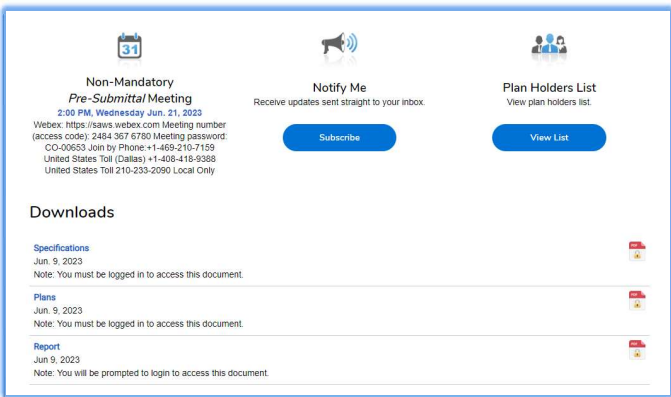
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## Contract Solicitations Website

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



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## 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/)



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## Solicitation Schedule

MILESTONE	DATE / TIME
Questions Due	April 3, 2024, at 4:00 PM (CDT)
Answers/Addendum Posted	April 10, 2024, at 4:00 PM (CDT)
FTP Request Deadline	April 18, 2024, at 10:00 AM (CDT)
Bids Due	April 19, 2024, at 10:00 AM (CDT)
Board Award	June 2024

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## Contract Requirements

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

- Certified payroll to be submitted on weekly basis including weeks in which work is not performed by noting as such (Be familiar with SAWS Holidays)
- Wage decisions are included within the specifications
- Contractors (and their subcontractors) shall utilize LCP Tracker
  - Site visits by SAWS staff 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
  - The Prime Contractor is responsible for sub-contractor payroll
  - Late payrolls may delay contractor payments, as well as release of retainage

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## Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
  - Construction with Excess Liability of \$2M
  - Pollution Liability
- 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.


1.	Prime Contractor's Percentage of Participation (may not be less than 40%); (Ex: 56% is the total value of the contract.)				_____ %
	Legal Name of Subcontractor/Supplier (including "doing business as", if applicable).	Address of Office Location to Perform Project Work or Provide Supplies. (Only Local firms will be counted for SMWB credit):	Scope of Work/Supplies to be Performed/Provided by Firm:	Estimated Contract (dollar) Amount on this Project:	Certification Type & Agency. (Only SCTRCA or HUB certifications are recognized):

- Liquidated damages will be assessed at **\$450.00 per day**

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## Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications which identifies:
  - Items due with the bid
- List of Bid Items
- Signed Bid Proposal Signature page, Acknowledgement of all Addendums and Executive Order
- Bid Packet Checklist
- Signed Proposal Certification
- Bid Bond\*
- Good Faith Effort Plan

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## Bid Packet Preparation

### Apparent Low Bidder

- Notified by SAWS within 24 hours of Bid Opening to provide the following:
  - Conflict of Interest Questionnaire - Form CIQ
  - Proof of Insurability (Letter from Insurer or Sample Certificate of Insurance)
  - Company Information Packet
  - Statement regarding ability to complete the project
  - W-9
  - Statement of Bidder's Experience
  - Detailed Baseline Schedule

\* 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 SAWS website regularly for addendum postings
  - It is possible to have multiple addendums
  - Known changes for addendums:
    - Questions and Answers

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## Bid Packet Preparation

### Statement of Bidders Experience

- Bidder shall ensure that the three (3) contracts submitted on the Statement of Bidder's Experience forms:
  - A-1 is completed by the Prime Contractor and completed between 2017 and 2023:
    - Demonstrates a completion of civil site improvements that may include the installation of asphalt paving, concrete paving, sidewalks, and drainage/storm sewer pipe
  - A-2 is completed by the Prime Contractor and completed between 2017 and 2023
    - Demonstrates completion of civil site improvements that may include the installation of asphalt paving, concrete paving, sidewalks, and drainage/storm sewer pipe.
    - Cannot be the same as Contract A-1
  - A-3 is completed by the Prime or Sub and completed between 2017 and 2023
    - Demonstrates completion of civil site improvements that may include the installation of asphalt paving, concrete paving, sidewalks, and drainage/storm sewer pipe.
    - Cannot be the same as Contract A-1 or Contract A-2

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## Bid Packet Preparation

### Statement of Bidders Experience

- Bidder shall ensure that the three (3) contracts submitted on the Statement of Bidder's Experience forms:
  - Verified up-to-date contact information for the Owner references
  - Failure to complete the form properly may result in the bid being found non-responsive

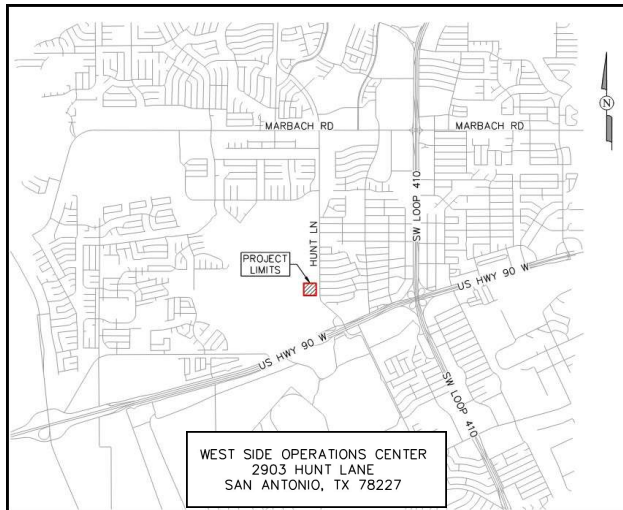
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## Bid Opening Procedures

- SAWS has implemented the following procedures for the submission of bids.
  - Bids will be received either Electronically or through Sealed bids.
- **Electronic** bids will be received via the secure SAWS FTP site.
- **Sealed** bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Center Building, via a black 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, Bidders should allow sufficient travel time.
- Late bids will not be accepted and will be returned and not opened.



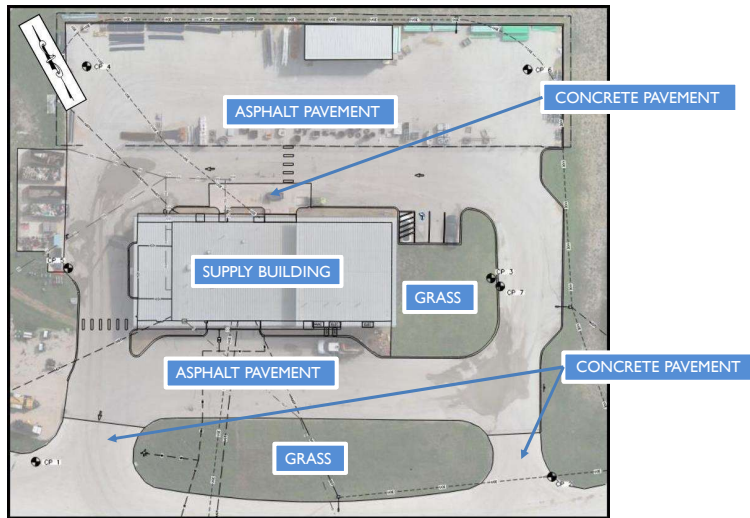
# Project Location Map



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# Existing Site Plan



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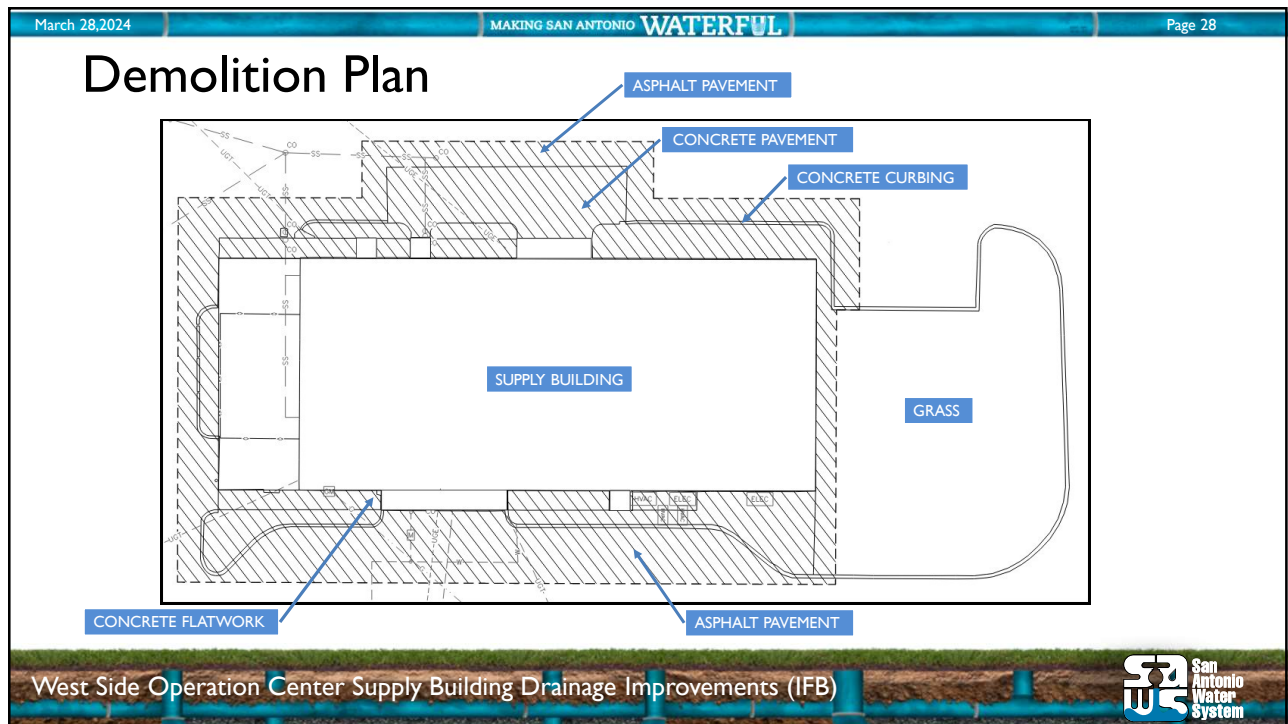


## Project Overview

- Remove and replace existing flatwork, asphalt pavement, and concrete pavement.
- Add additional concrete flatwork to cover unpaved areas.
- Install sidewalk drains.
- Reconfigure downspouts to drain into sidewalk drains.
- Install new bollards.
- Install area drains and concrete swale to drain asphalt pavement.

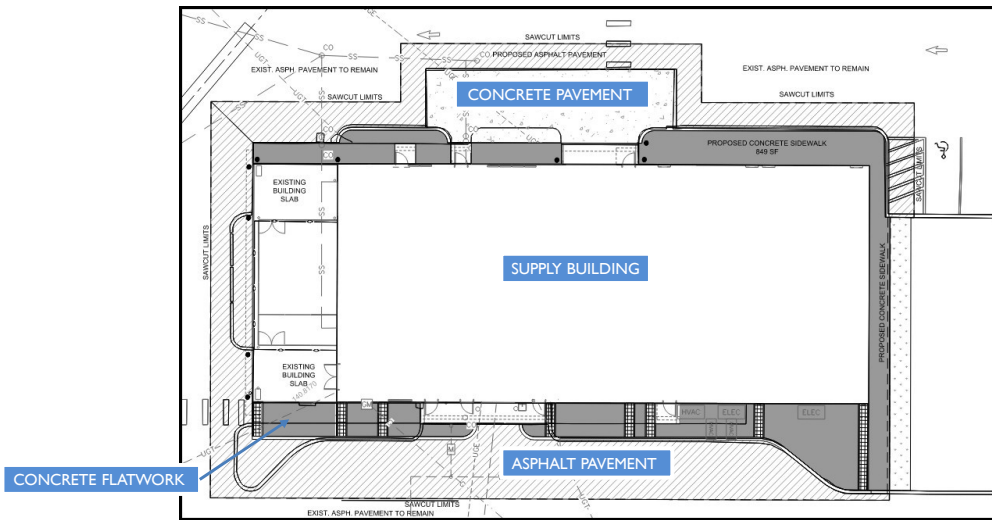
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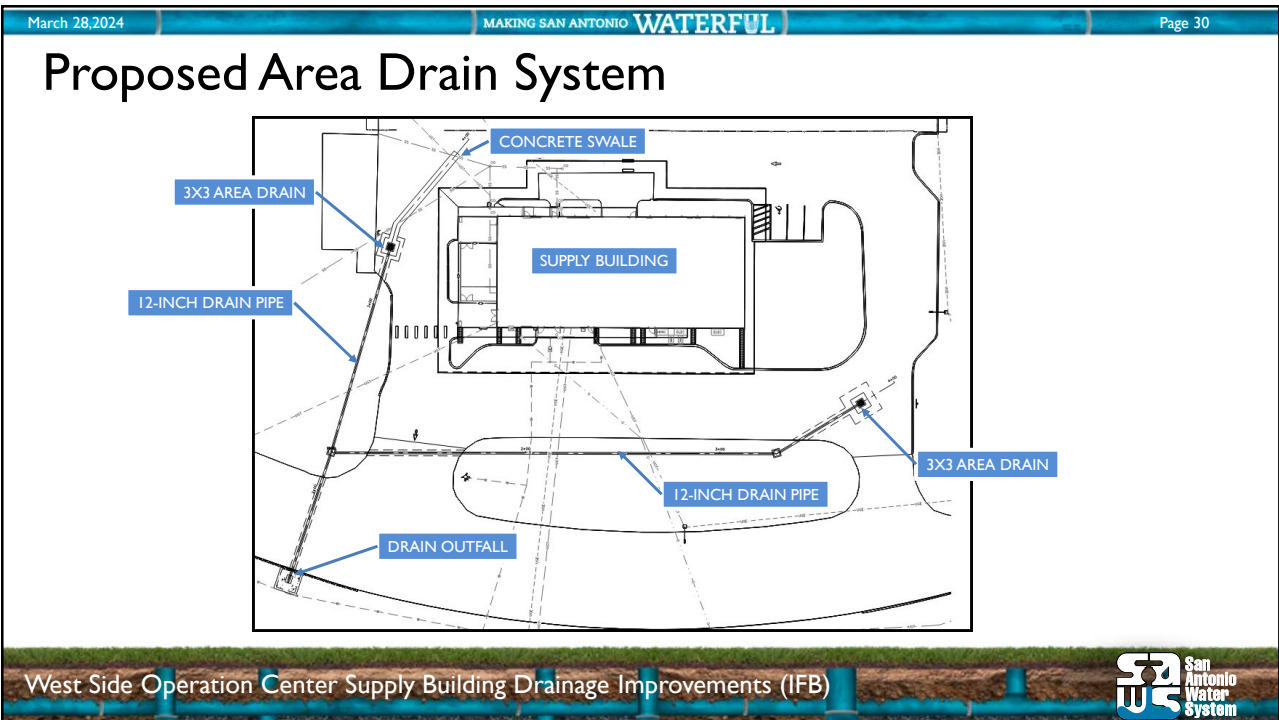
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# Proposed Site Plan



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## Project Details

- Supply Building will be operational during construction. Contractor will need to coordinate work with SAWS Supply Building Staff.
- Plans include measures to prevent drying out of soils after removal of flatwork and asphalt. Need to limit time that subsoils are exposed.
- Stoops (monolithic with building foundation) to remain.
- Phasing: Maintain access to warehouse area thru north overhead door.
- Four bollards to remain to be re-painted to match new bollards.
- One downspout to be relocated.
- Downspouts to be repainted to match building wall.

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# Supply Building



West Side Operation Center Supply Building Drainage Improvements (IFB)





## Questions

- Questions are due no later than April 3, 2024 by 4:00 PM (CST)
- All questions should be sent in writing to Thea Gonzalez by email [Theadora.Gonzalez@saws.org](mailto:Theadora.Gonzalez@saws.org) or fax, 210-233-2950
- Please identify the project by its associated name and solicitation number.
- **West Side Operations Center Supply Building Drainage Improvements (CO-00729)**

West Side Operation Center Supply Building Drainage Improvements (IFB)



## Contact Information


Contact Name	Title	Telephone Number	Email address
Thea Gonzalez	Contract Administrator	210-233-3385	<a href="mailto:Theadora.Gonzalez@saws.org">Theadora.Gonzalez@saws.org</a>
Marisol Robles	SBOP Manager	210-233-3420	<a href="mailto:Marisol.robles@saws.org">Marisol.robles@saws.org</a>

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# QUESTIONS?

West Side Operation Center Supply Building Drainage Improvements (IFB) 

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# West Side Operations Center Supply Building Drainage Improvements Solicitation No. CO-00729

**Eric Keller P.E.**

Project Engineer, Operations Support

**Martin Palacios, P.E.**

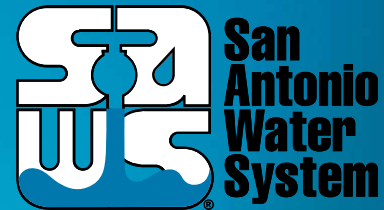
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Non-Mandatory Pre-Bid Meeting

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