



**San Antonio Water System  
Non-Mandatory Pre-Proposal Meeting**

**SAWS Job No. 08-2504  
Lift Stations Rehabilitation Design – Phase 3 Project**

**May 30, 2012 at 2:00 PM**

**Meeting Minutes**

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Please note the following meeting minutes are for information purposes only.

Attached is the agenda that was issued during the meeting.

**1. Introductions**

- a. Attendees are asked to sign in.
- b. Introductions by Mr. Jeff Ray, SAWS Project Manager (for lift stations project).
- c. Design Engineer for Part I – Lift Stations Rehabilitation Design – Phase 3: The project has been designed by Weston Solutions, Inc. in association with CP&Y, Inc. The Weston Solutions Project Manager / Engineer is Mr. Abdel Hamed, P.E.
- d. Design Engineer for Part II – Odor Control System Improvements: The project has been designed in-house by SAWS Project Manager / Engineer Ms. Ila Drzymala, P.E.
- e. Project specific questions are to be submitted in writing directly to the SAWS Contracting Department. Any questions submitted to the SAWS Project Managers or the Engineers by telephone or email will not receive a response. Questions for the lift station and odor control sites are to be designated with “Part I” and “Part II”, respectively. Questions will be due this week by Friday, June 1, 2012, by 4 p.m.

## **2. Overview of Project**

- a. The lift stations project includes work at twenty-one (21) Lift Stations, one (1) Repeater site all located in the San Antonio area. The odor control portion of the project includes work at two (2) sites located in the San Antonio area. Lift station equipment is visible from outside the fence line of each lift station. Section 01010, Summary of Work, of the Contract Documents and the Plans list the locations and addresses of each lift station and odor control site. If access into the confines of the lift station is absolutely necessary, notify the SAWS Contracting Department to make arrangements.
- b. Special Conditions
  - i. Contractor shall mobilize at no more than seven lift stations at a time. Contractor shall provide a schedule / phasing plan to the SAWS Inspector showing the sequence of construction. The Northwest Service Center odor control site will be included with the first set of seven (7) lift stations and the Mission Trails odor control site will be included with the second set of seven (7) lift stations.
  - ii. A table of the existing pumps and approximate rated pumping capacity for each lift station is included.
  - iii. Rain gauges are currently installed at Indian Springs and Champion Ridge. Contractor is responsible for protecting the gauges and for ensuring that they are kept in service throughout construction. Minimum 48-hours notification to SAWS is required for rain gauge related work.
  - iv. Contractors to reference the Contract Documents for additional details to the above and all other Special Conditions not discussed in the meeting.
- c. Summary of Work
  - i. Six lift stations are being converted from self-priming to submersible.
  - ii. Three lift stations will require abandoning the dry well vault.
  - iii. All lift stations will require: fall protection for the access hatch, pressure transmitters, eye wash stations, SCADA system, and submersible pressure transducers.
  - iv. Fourteen lift stations will receive new coating within the wet well.

- v. Four lift stations will have their existing self-priming pumps replaced with new self-priming pumps.
  - vi. Contractors were instructed to read the Summary of Work for additional details to the above and all other work associated with each lift station site.
- d. Existing soft starters for Alamo Ranch lift station (LS #258) will be reused.
- e. Project signs for each lift station under construction are required.

#### **4. Contract Administration**

Presented by Ms. Maria Franco, SAWS Contracting Department.

#### **5. Closing Comments**

The sign-in sheet and meeting minutes will be posted on the SAWS web site.

Coordination between the tank supplier (Penco) and Contractor will be required for the new Northwest Service Center odor control station.

#### **6. Questions**

*Note: The following questions were posed during the meeting. In order to provide a formal response, contractors were directed to express these questions in writing to the SAWS Contracting Department.*

**Q1: How long can the Mission Trails odor control tank be out of service?**

*The tank can be down approximately 12 hours.*

**Q2: Does the page limit include the forms request by SAWS?**

*See above note.*

**Q3: Does the Price Proposal need to be included on the CD as currently requested?**

*See above note.*

**Q4: Regarding the Supplementary Instructions to Respondents, under “i. Background, Experience, and Qualifications)” are items (a), (d) and (f) identical?**

*See above note.*



**San Antonio Water System  
Non-Mandatory Pre-Proposal Meeting  
Request for Competitive Sealed Proposals (RFCSP)**

**SAWS Job No. 08-2504  
Lift Stations Rehabilitation Design– Phase 3 Project**

**May 30, 2012 at 2:00 PM**

**Meeting Agenda**

**1. Introductions**

- a. Please sign the Attendance List.
- b. **Owner:** Mr. Jeff Ray is the Project Manager representing SAWS for the lift station portion of the project.  
Ms. Ila Drzymala is the Project Manager representing SAWS for the odor control portion of the project
- c. **Design Engineer:**  
The lift station portion of the project has been designed by Weston Solutions, Inc. in association with CP&Y, Inc. for electrical and instrumentation and controls. The Weston Solutions Project Manager/Engineer is Mr. Abdel Hamed, P.E.  
The odor control portion of the project has been designed in-house in association with Grubb Engineering, Inc. for electrical and instrumentation and controls. The in-house Project Manager/Engineer is Ms. Ila Drzymala, P.E.
- d. Respondents are encouraged to submit any questions that require a formal response in writing as indicated in the Contract Documents / Specifications. Questions for the lift station and odor control sites are to be designated with “Part I” and “Part II”, respectively. SAWS Project Managers and Engineers will not respond to any questions submitted by phone and / or e-mail directly to them.

## **2. Overview of Project**

- a. The lift station portion of the project includes work at twenty-one (21) Lift Stations and one (1) Repeater site all located in the San Antonio area. Seven (7) lift stations are located outside the City of San Antonio city limits and four (4) lift stations are located over the Edwards Aquifer Recharge Zone (EARZ).

The odor control portion of the project includes work at two (2) sites located in the San Antonio area.

Section 01010, Summary of Work, of the Contract Documents and the Plans list the locations and addresses of each lift station and odor control site.

- b. Special Conditions.
- c. Summary of Work includes a brief work description associated with each site.
- d. Flow Management/Bypass Pumping to comply with Plans and Specifications and all test runs for bypass pumping **must** take place on a weekday only, not a weekend. Flow Management/Bypass Pumping shall require 24-hours / 7-days a week manning of all lift stations.
- e. Rain gauges are currently installed at Indian Springs and Champion Ridge. Contractor is responsible for preserving these gauges and for ensuring that they are kept in service throughout construction. Minimum 48-hours notification to SAWS is required for any rain gauge related work.
- f. Coating of concrete wet well interior for corrosion protection shall conform to contract documents and specifications. Surface preparation, cleaning, removal of existing coating/liner, thickness, mixing and application shall be in accordance with the manufacturer's instructions and recommendations. Wet well joints shall be sealed per the manufacturer's recommendations. SAWS approved manufacturers are as listed in SAWS Standard Specification, Article 850.2 (5.).
- g. Requirements for soft start and pump protection relays at LS# 258.
- h. Submersible level pressure transducer design to be based on entire depth of wet well, not operating level conditions.
- i. One control power transformer (vs. two) for pump control panels is acceptable.
- j. Number of acceptable project signs for the sites.

## **3. Contract Administration**

## **4. Questions**

## 5. Closing Comments

- Nothing discussed during this Pre-Proposal Meeting for Request for Competitive Sealed Proposals changes anything in the specifications/Contract Documents. Respondent is to strictly submit to the written documents. Any changes to these Contract documents will be issued by written addendum. The meeting minutes will be for information purposes only.
- Any questions regarding this project will be accepted by Maria Franco, Contract Administrator, in writing via email to: [mfranco@saws.org](mailto:mfranco@saws.org) or by fax to (210) 233-4622 until **4:00 PM (CT) on June 1, 2012**. Answers to the questions will be posted to the web site by **4:00 PM (CT) on June 5, 2012** as a separate document or included as part of an addendum.
- Competitive Sealed Proposals will be received by the Contract Administration Division, 2800 U.S. Hwy 281 North, Customer Center Building, Suite 171, San Antonio, Texas 78212, until **10:00 AM (CT) on June 12, 2012**.
- Competitive Sealed Proposals will then be publicly opened and read aloud in Contract Administration, Suite 169, Customer Center Building, 2800 U.S. Hwy 281 North, San Antonio, Texas.
- Each Competitive Sealed Proposals must be accompanied by a cashier's check, certified check, or bid bond in an amount not less than five percent of the total bid price.