

# 2020 Annual Concrete Placement Work Order Construction Contract, Package II Project

Adam Aranda, P.E.

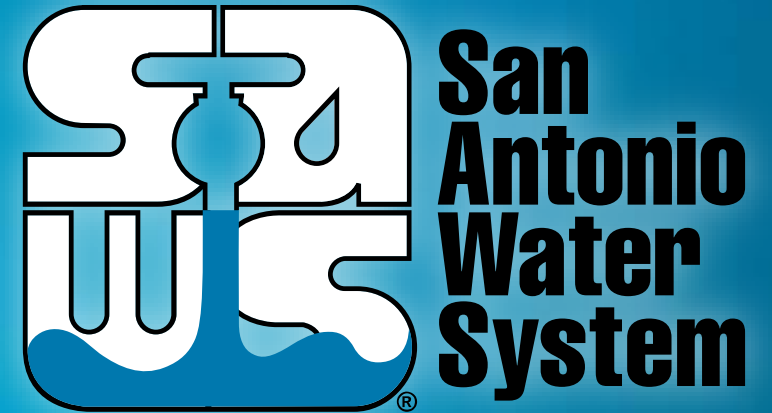
Project Engineer

Florinda Gonzales

Interim Contract Administrator

Marisol V. Robles

SMWB Program Manager



Non- Mandatory Pre-Bid Meeting

October 5, 2020

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
- Small, Minority, and Woman-Owned Business (SMWB Requirements)
- Contract Solicitation Website – Recent Changes
- Vendor Registration
- Key Reminders
- IFB Schedule
- Bid Packet Preparation
- Contract Requirements
- Project Overview
- Special Conditions

# General Information

- This is a Non-Mandatory pre-bid meeting
- This presentation and the attendance sheet will be posted to the SAWS website
- The construction estimate is \$466,967.00
- Construction services being procured through IFB
- Contract duration is 423 calendar days

# 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](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. LCP Tracker
4. Must be Current and Accurate before Retainage is released

<https://saws.smwbe.com>

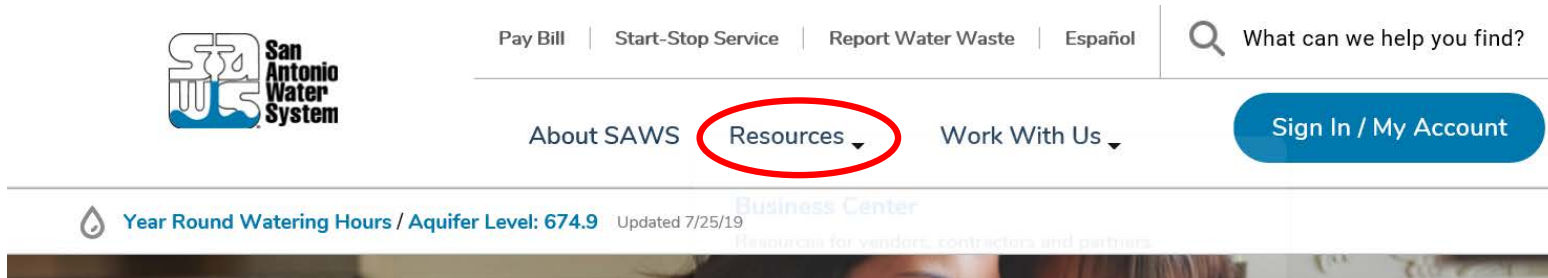


The screenshot shows the homepage of the San Antonio Water System's Subcontractor Payment & Utilization Reporting System. The page features a blue header with the San Antonio Water System logo on the left, "OUR MAIN SITE" in the center, and a "CONTACT SUPPORT" button on the right. The main content area 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 description and a "Training" button), "About the System" (with a description and an "Information for Vendors" button), and "Account Access" (with a description and buttons for "Account Lookup" and "Forgot Password"). At the bottom, a footer states: "The Subcontractor Payment & Utilization Reporting System is powered by B2Cover Software © Copyright 2018."



# Contract Solicitations Website – Recent Changes

- To locate the Contract Solicitations website choose Resources



- At the drop down menu choose Contract Solicitations



# Contract Solicitations Website – Recent Changes

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



The screenshot displays a project advertisement for a "Non-Mandatory Pre-Bid Meeting" on August 6, 2019. Below the meeting details, there are three main sections: "Notify Me" with a "Subscribe" button, "Plan Holders List" with a "View List" button, and "Downloads". The "Downloads" section lists two PDF documents: "Specifications" and "Plans", both dated July 31, 2019, with a note that users must be logged in to access them. A red arrow from the text on the left points to the "Notify Me" button.

**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](#)

**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.

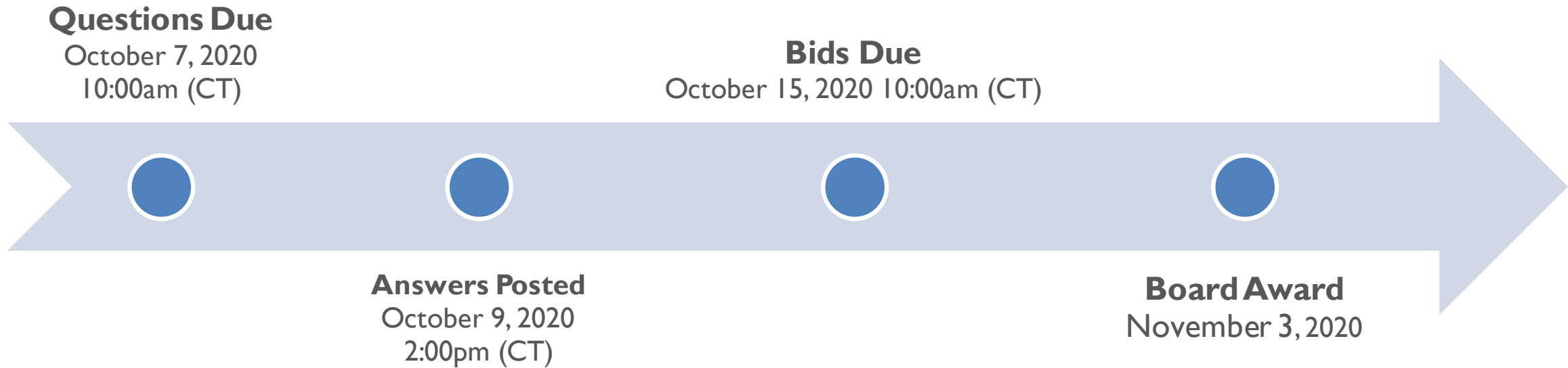


Subscribe

# 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 SAWS project engineer, the consultants for this project, or any other SAWS 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, SAWS 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 SAWS FTP site.
- Sealed bids will be received by Contract Administration, 2800 U.S. Hwy 281 North, Tower II, Customer Center Building, via a dropbox 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 SAWS, Bidders should allow sufficient travel time.

# IFB Schedule



# 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)
- A Baseline Schedule should be part of the Bid Packet with an assumed NTP date of November 6, 2020.

# 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 SAWWS

# Contract Requirements

- Insurance requirements are found in Section 5.7 of the GCs
  - Pollution Liability is required for all projects
  - Maintain insurance coverage during the construction of all projects
- 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

Contact Name	Title	Telephone Number	Email address
Florinda Gonzales	Interim Contract Administrator	210-233-3914	<a href="mailto:Florinda.Gonzales@saws.org">Florinda.Gonzales@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 (hereinafter referred to as the “System” or “SAWS”) is soliciting bids for the purpose of retaining a Contractor to furnish all materials, equipment, labor and supervision for the construction of concrete curbs, sidewalks, driveways, retaining walls, steps, rip rap, other designed concrete items, and associated work on an annual work order contract basis throughout the SAWS service area.
- Total of thirty nine (39) Line Items located within the Bid Proposal (pages BP-1 and BP-2)

# Special Conditions

Pages SC-1 through SC-17

- SC-2.3 Work Orders

- All work orders are unspecified at the time of bidding.
- It is the intent of the owner to group an average of five (5) work orders together prior to issuing any work.
- The Contractor shall have the ability to communicate with SAWWS at all times.
- A minimum of three (3) photos shall be submitted with each WO.

# Special Conditions

Pages SC-1 through SC-17

- Typical Work Order

## Example 1

<b>Replace 20' x 9' of Driveway, 20' x 4' Section of Sidewalk, and 23' of Curbing</b> (some demolition required; no asphalt work)					
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Length</b>	<b>Width</b>	<b>Quantity</b>
103.1	Remove Concrete Curb	LF			15
103.2	Remove Sidewalks and Driveways	SY	15	8	13.33
500.1	Concrete Curbing	LF			23
502.1	Concrete Sidewalks	SY	20	4	8.89
502.2	Concrete Driveway	SY	20	9	20
515	Topsoil	CY			0.5
530.1	Barricades, Signs, and Traffic Handling	EA			1

# Special Conditions

Pages SC-1 through SC-17

- SC-2.7 Performance Time

- The Contractor is required to provide sufficient equipment and crews to begin work efforts on up to ten (10) WO's per day.
- Each WO shall commence within 48 hours of assignment.
- WO's requiring less than fifteen (15) square yards of flatwork shall be completed within five (5) calendar days after issuance.
- WO's requiring greater than fifteen (15) square yards of flatwork shall be completed within ten (10) calendar days after issuance.
- SAWS reserves the right to extend these time frames.

# Special Conditions

Pages SC-1 through SC-17

- **SC-2.8 Notifications**
  - Contractor shall notify SAWS Inspector by 8:00 am each work day.
  - Contractor shall also notify any ROW Inspector as required by permit.
- **SC-2.9 Emergency Work Orders**
  - SAWS may issue emergency work orders (line item number 101).
  - Contractor shall mobilize and commence work within 24 hours of 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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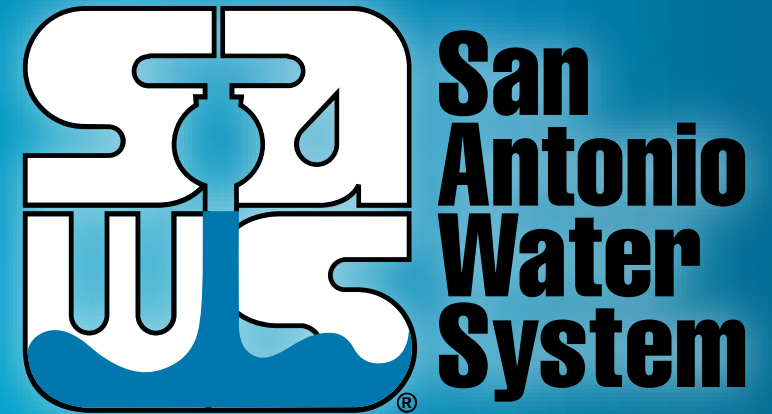
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