

Packages 5 and 6

2024 Annual Water Distribution Leak Repairs Contracts

Lee Bausinger, P.E.

Project Engineer, Operations Support

Roxanne Lockhart

Senior Contract Administrator

Diana Woltersdorf

Contracting Manager

Marisol V. Robles

SBOP Manager



**San
Antonio
Water
System**

Non-Mandatory Pre-Bid Meeting

April 16, 2024

MAKING SAN ANTONIO
WATERFUL

The logo for 'MAKING SAN ANTONIO WATERFUL' is located in the bottom left corner. It features the text 'MAKING SAN ANTONIO' in a smaller, white, sans-serif font above the word 'WATERFUL' in a larger, bold, white, sans-serif font. A small icon of a glass filled with blue water is positioned between the 'L' and 'F' of 'WATERFUL'. The background of the entire slide is a blue gradient with a cross-section of the ground showing brown soil, green grass, and several blue pipes running horizontally and vertically.

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 these Projects. 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, 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
- SBOP Requirements
- Contract Solicitation Website
- Solicitation Schedule
- Contract Requirements
- Bid Packet Preparation
- Bid Opening Procedures
- Addenda
- Contact Information
- Project Overview
- 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

General Information

	Package 5 2024 Annual Water Distribution Leak Repairs Contract	Package 6 2024 Annual Water Distribution Leak Repairs Contract
Construction Estimate	\$2,000,000.00	\$2,000,000.00
Contract Duration	365 Days or until funds are exhausted	365 Days or until funds are exhausted

Aspirational SBOP Goal

21%

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

Minimum Qualifications for SBOP recognition:

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

Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 21% 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.sctrca.org. Please make sure to include SAWS-specific parameters in your search. Contact Marisol Robles at Marisol.Robles@saws.org if assistance is needed.

- **Q: I am a prime contractor. 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 SBOP goal?**

A: All subcontractors need to be included in the GFEP, even those that may not count towards the SBOP goal.

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

A: Please contact the SBOP Manager at 210-233-3420, or at 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>



San Antonio Water System

OUR MAIN SITE CONTACT SUPPORT

Subcontractor Payment & Utilization Reporting System

Log In

System Training
Learn how to fully utilize our system with a live trainer
Training

About the System
Learn more about this system and how it works today
Information for Vendors

Account Access
Lookup Vendor accounts or reset user passwords
Account Lookup
Forgot Password

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	April 18, 2024 by 2:00 PM (CDT)
Answers Posted	April 24, 2024 by 2:00 PM (CDT)
FTP Request Deadline (Package 5)	May 6, 2024 by 10:00 AM (CDT)
Bids Due (Package 5)	May 7, 2024 by 10:00 AM (CDT)
Questions Due	April 19, 2024 by 2:00 PM (CDT)
Answers Posted	April 25, 2024 by 2:00 PM (CDT)
FTP Request Deadline (Package 6)	May 6, 2024 by 1:00 PM (CDT)
Bids Due (Package 6)	May 7, 2024 by 1:00 PM (CDT)

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 SAWWS projects
- SAWWS 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 work order per day.

Bid Packet Preparation

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

Contract Requirements

Apparent Low Bidder

- Notified by SAWWS 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 (SBE)
- *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

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

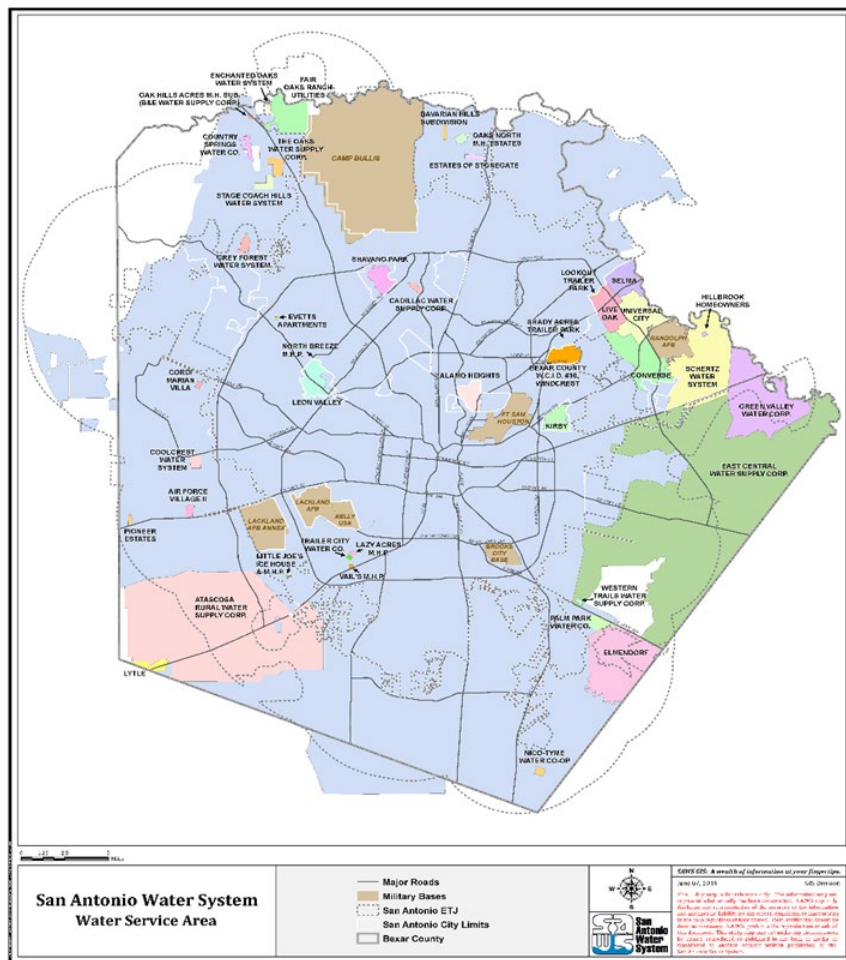
Questions

- All questions should be sent in writing to the corresponding Contract Administrator by email Roxanne.Lockharat@saws.org.
- Please identify the project by its associated solicitation number (CO-00741 & CO-00742)

Contact Information

<u>Contact Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email address</u>
Roxanne Lockhart	Senior Contract Administrator	210-233-3095	Roxanne.Lockhart@saws.org
Marisol V. Robles	SBOP Manager	210-233-3420	Marisol.Robles@saws.org

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 Forms and submit with bid. To ensure all fields are completed (see example provided).
- Verify point of contact is accessible and phone number is valid.
- 3 project experiences form 3 similar work order type contracts (and can not be individual projects from a contract).
- Reference projects completed in the last 5 years.
- Failure to complete the Statement of Bidder Experience Forms may result in the bid being found non responsive.

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 (*p. 135, SC-1 through SC-7*)

- 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 7:00 a.m. 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.

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?

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