

# E. Southcross at Adams Elementary School CO-00641

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Non-Mandatory Pre-Bid Meeting

March 21, 2023

MAKING SAN ANTONIO  
**WATERFUL** 

# 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.

# Agenda

- General Information
- Communication Restrictions
- SMWB Requirements
- Contract Solicitations Website
- Solicitation Schedule
- Contract Requirements
- Bid Packet Preparation
- Bid Opening Procedures
- Contact Information
- Project Overview
- Project Details
- 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
- This project is an EPA Consent Decree project which includes additional contract requirements (reference Special Conditions)
- Key Project Information:
  - Estimated Budget: \$1,370,000.00
  - Duration: 125 Calendar days

# 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

# Aspirational SMWB Goal

**Aspirational SMWB  
Goal**

**16%**

The aspirational SMWB goal is 16% 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 (in lieu of SBE certification)
- Local Office or Local Equipment Yard:
  - Bexar, Comal, Guadalupe, Hays, Travis, or Williamson



# Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 16% 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](http://www.sctrca.sctrca.org). Please make sure to include SAWS-specific parameters in your search. Contact Marisol Robles at [Marisol.Robles@saws.org](mailto:Marisol.Robles@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 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. 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 "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."

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# Contract Solicitations Website

- To locate the Contract Solicitations, go to the SAWS website at [www.saws.org](http://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

# Solicitation Schedule

<b>MILESTONE</b>	<b>DATE / TIME</b>
<b>Questions Due</b>	March 23, 2023 at 2:00 PM
<b>Answers Posted</b>	March 28, 2023 at 2:00 PM
<b>FTP Request Deadline</b>	April 4, 2023 at 10:00 AM
<b>Bids Due</b>	April 5, 2023 at 10:00 AM
<b>Lowest Responsible Bidder Notified</b>	April 5-6, 2023
<b>Board Award</b>	May 2, 2023

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# 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 \$476 per day

# 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
  - Good Faith Effort Plan



# 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 (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

Statement of Bidder's Experience (SBE) Forms -all submitted projects shall meet the following requirements:

- A-1
  - Contains open cut of at least 12"  $\geq$  diameter of sanitary sewer main replacement
  - Contains 800 LF in length
  - Completed 2017-2022
- A-2
  - Contains open cut of at least 800 LF of 12"  $\geq$  diameter pipe
  - Completed 2017-2022
  - Must be different than A-1
- A-3
  - Contains of at least 12"  $\geq$  diameter of sanitary sewer main open cut replacement
  - Completed 2017-2022
  - Different than A-1 and A-2

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# Bid Packet Preparation

- Utilize the Bid Packet Checklist within the specifications
- Ensure references for SBE forms are valid and previously verified and OC is the owner familiar with the project
- Double check all mathematical calculations and verify all extensions
- Ensure Mobilization & Prep ROW Line Item does not exceed the percentage allowed (line items 1-30)
- 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 Invitation to Bidders and on SAWS website

# Questions

- All questions should be sent in writing to the corresponding Contract Administrator by email [Susan.rodriquez@saws.org](mailto:Susan.rodriquez@saws.org) or fax, 210-233-3070.
- Please identify the project by its associated solicitation number. (CO-00641)

# Contact Information

<u>Contact Name</u>	<u>Title</u>	<u>Telephone Number</u>	<u>Email address</u>
Susan Rodriguez	Contract Administrator	210-233-3070	<a href="mailto:Susan.rodriquez@saws.org">Susan.rodriquez@saws.org</a>
Marisol V. Robles	SMWB Program Manager	210-233-3420	<a href="mailto:Marisol.Robles@saws.org">Marisol.Robles@saws.org</a>

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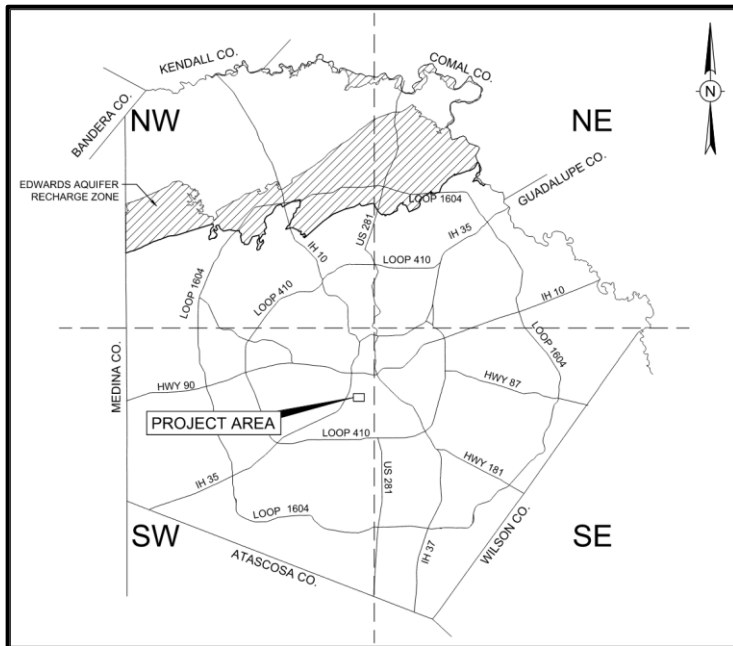
# Project Overview

- Project includes approximately 792 LF of 12-inch PVC sanitary sewer main improvements by open cut replace-in-place method along with sanitary sewer manhole replacement, rehabilitation, traffic control and small diameter sewer main bypass.
- Mill and overlay of project limits, as shown in traffic control section of plans, will be required following completion and acceptance of sanitary sewer main improvements.
- The Contractor must become familiar with the plans, specifications, and project coordination requirements.

# Project Location Map

## Vicinity and Location Maps

- This project is located on E. Southcross Boulevard between Pleasanton Rd and S. Flores St., adjacent to the Adams Elementary School.



E. Southcross at Adams Elementary School



# Project Location Photos



Facing east on E. Southcross in front of Elementary School



Facing west on E. Southcross in front of Elementary School



Facing west on E. Southcross. Concrete VIA bus pad (to remain) on westbound lane shown.

E. Southcross at Adams Elementary School

# Project Details

## Schedule

- Construction Schedule (SC I.1)
  - This project is under an accelerated construction schedule due to its proximity to the school. After school begins in the Fall, the Contractor will be limited to working on Saturdays only.
    - Mobilization no earlier than June 3, 2023 (Mon-Sat work schedule as allowed on CoSA permit)
      - Substantial Completion by August 4, 2023 (Saturday only work schedule begins August 5<sup>th</sup>.)
        - » All sanitary sewer improvements must be completed, tested by Contractor and accepted by SAWS.
        - » Traffic control devices will need to be set-up and removed at the beginning and end of each worked Saturday.
        - » All material and equipment must be removed at the end of each worked Saturday.
    - Final Completion by September 9, 2023 (site restoration must be completed entirely by this date)
      - All surface restoration must be completed and accepted by SAWS and CoSA.
      - All traffic control devices, material and equipment must be removed from the project site.

# Project Details

## Stakeholders' Coordination

- School Coordination (SC 1.1)
  - The Contractor must coordinate with Adams Elementary School District Operations Manager two (2) weeks prior to start of mobilization and before start of Fall School Session.
  - Special Note on plans is shown below.

**SPECIAL NOTE:**

THE CONTRACTOR MUST CONTACT AND COORDINATE WITH ADAMS ELEMENTARY SCHOOL DISTRICT OPERATIONS MANAGER DR. JUAN HINOJOSA AT 210-989-4712 AT LEAST 2 WEEKS PRIOR TO START OF MOBILIZATION ON JUNE 3, 2023 TO DISCUSS CONTRACTOR'S TRAFFIC CONTROL PLAN AND WORK SCHEDULE AS APPROVED BY COSA ROW. SEE SPECIAL CONDITIONS SC 1.1.

- Bus Pad/VIA coordination (SC 1.3)
  - The Contractor must coordinate with VIA Transit 24 hours prior to beginning construction.
  - The Contractor must protect the existing concrete bus pad on East Southcross Boulevard that is to remain in place. Any damage to the bus pad that may occur due to construction activities shall require immediate repair or replacement of the bus pad at the Contractor's expense to the current VIA Bus Pad Standards Details at no additional cost to SAWS.

# Project Details

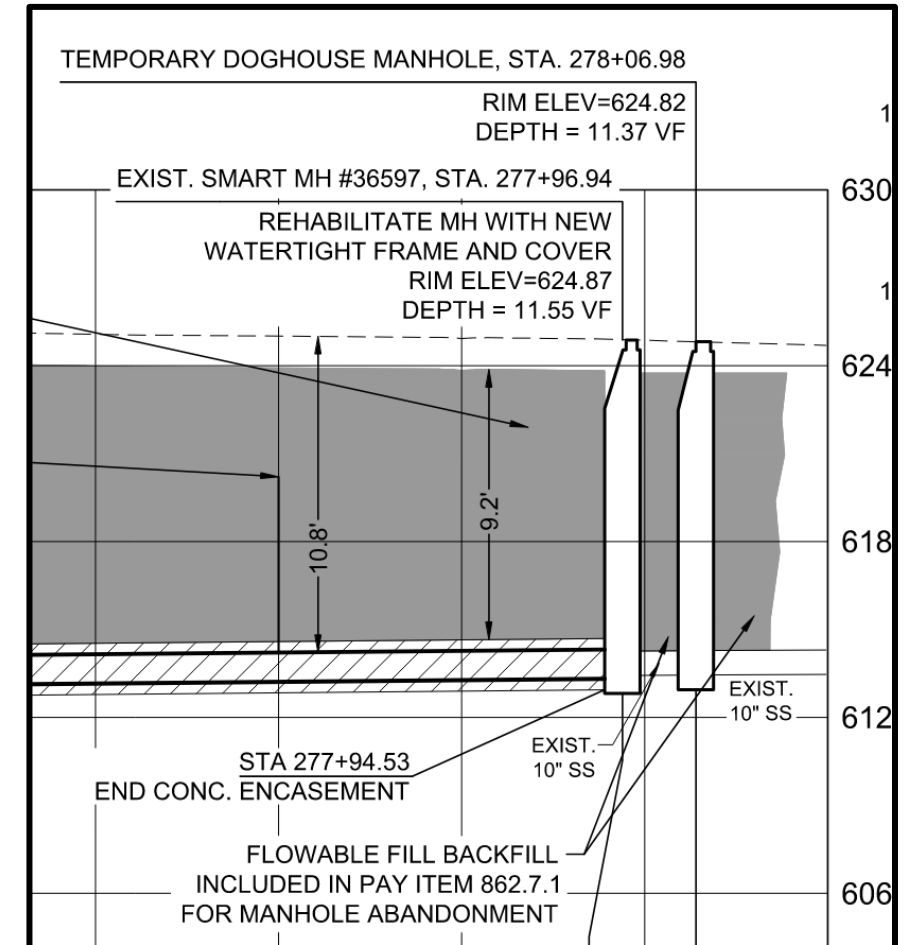
## Additional Special Conditions

- Excavated material/spoils (SC 1.2)
  - The on-site storage of soils excavated from this project will be prohibited.
  - The contractor will be required to load, transport and dispose of excavated soils at an approved disposal site at no additional cost to SAWS.
- Laterals (SC 1.5)
  - Laterals shall be installed to the edge of pavement at curb and connect with SAWS approved sewer adapter coupling.
  - Where indicated, sanitary sewer laterals shall be installed from the main up to the curb line at the edge of pavement without damaging curb, sidewalk or driveways.
  - Any damage caused to these items will require replacement and will not be considered for payment by SAWS.

# Project Details

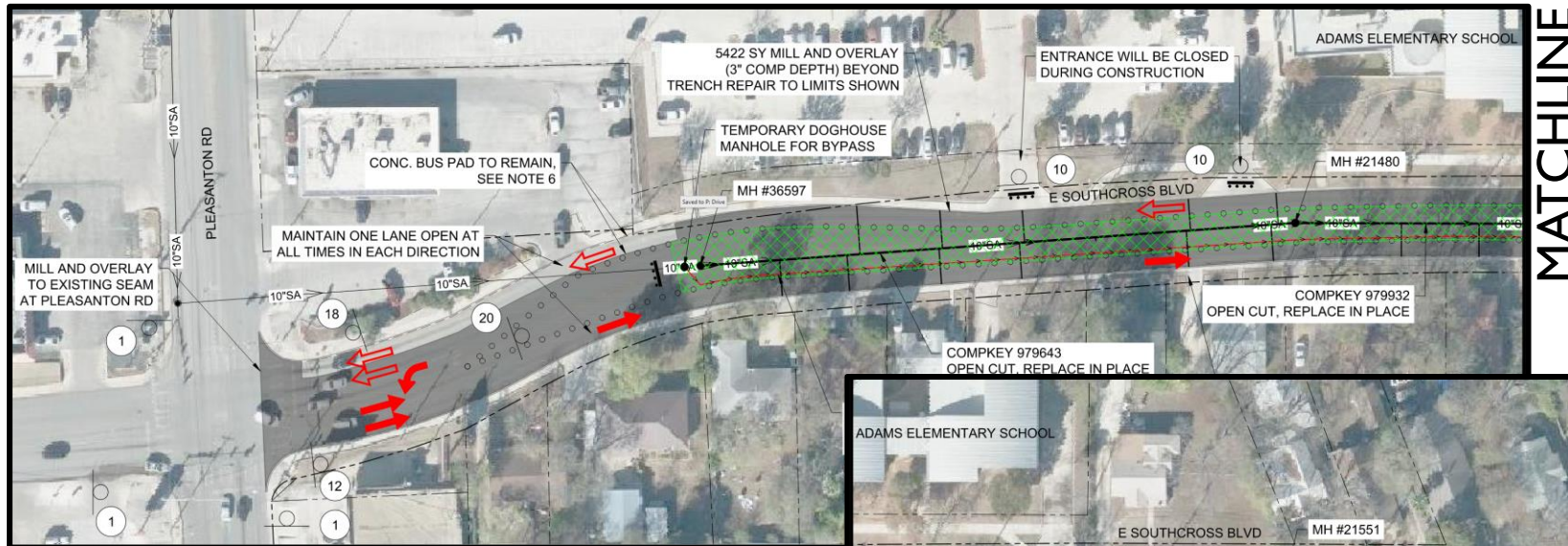
## Special Provisions

- Temporary doghouse manhole (SP 862)
  - Profile of temporary doghouse manhole shown to here.
  - A temporary doghouse manhole must be installed for use as the suction manhole for the sanitary sewer bypass.
  - The Contractor shall provide temporary doghouse manhole abandonment procedures with all necessary materials as a submittal for SAWVS and Engineer approval.
  - The Contractor must remove the cone sections and all risers of the temporary doghouse manhole and pour flowable fill into the excavation to within 13 inches of finished grade.



# Project Details

## Special Considerations



MATCHLINE

- Mill and overlay limits shown in dark gray fill on Conceptual Traffic Control Plan sheet 10.
- Concrete bus pad to remain.
- School driveways to be closed during construction. Access to be coordinated from Pleasanton Rd. and Robert E. Lee



MATCHLINE

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# QUESTIONS?

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