

# 2023 Annual Asphalt Overlay Work Order Construction Contract, Package 3, #CO-00671

Lee Bausinger, P.E.

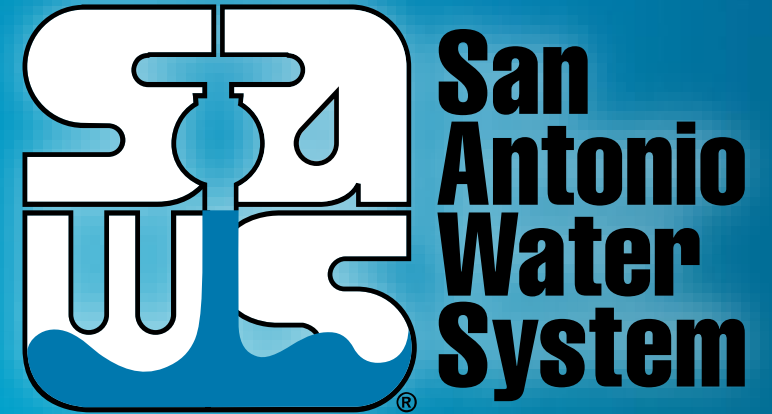
Project Engineering – Operations Support

Susan Rodriguez

Contract Administrator

Marisol V. Robles

SMWB Program Manager



Non-Mandatory Pre-Bid Meeting

June 16, 2023

MAKING SAN ANTONIO  
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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

# 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.

# Communication Restrictions

## REMINDER

Please be advised that Bidders are prohibited from communicating with any other SAWS staff, 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
- SMWB Requirements
- Contract Solicitation Website
- Solicitation Schedule
- Contract Requirements
- Bid Packet Preparation
- Bid Opening Procedures
- Addenda
- Key Reminders
- 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
- Key Project Information:
  - Estimated Budget: \$2,030,000.00
  - Duration: 365 Calendar days

# Aspirational SMWB Goal

Industry	Aspirational SMWB Goal
Construction	15%

The aspirational SMWB goal is 15% 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
- Local Office or Local Equipment Yard
  - Bexar, Comal, Guadalupe, Kendall, Hays, Travis, and Williamson counties



# Good Faith Effort Plan (GFEP) FAQs

- **Q: Is the 15% 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 header features the San Antonio Water System logo on the left, the text "OUR MAIN SITE" in the center, and a "CONTACT SUPPORT" button on the right. The main content area has a blue background with a photograph of industrial water filtration equipment. The title "Subcontractor Payment & Utilization Reporting System" is prominently displayed in white, with a "Log In" button below it. Below the main content, 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."

# 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
    - Engineering Reports

# Solicitation Schedule

<b>MILESTONE</b>	<b>DATE / TIME</b>
<b>Questions Due</b>	June 21, 2023 @ 4:00 PM
<b>Answers Posted</b>	June 26, 2023 @ 4:00 PM
<b>FTP Request Deadline</b>	July 5, 2023 @ 10:00 AM
<b>Bids Due</b>	July 6, 2023 @ 10:00 AM
<b>Lowest Responsible Bidder Notified</b>	July 7, 2023
<b>Board Award</b>	August 1, 2023

# 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
  - General Liability for construction
- 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 \$125.00 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
  - Waiver of retainage from Surety Company (at Bidder's option)



# Contract Requirements

## 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

- 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

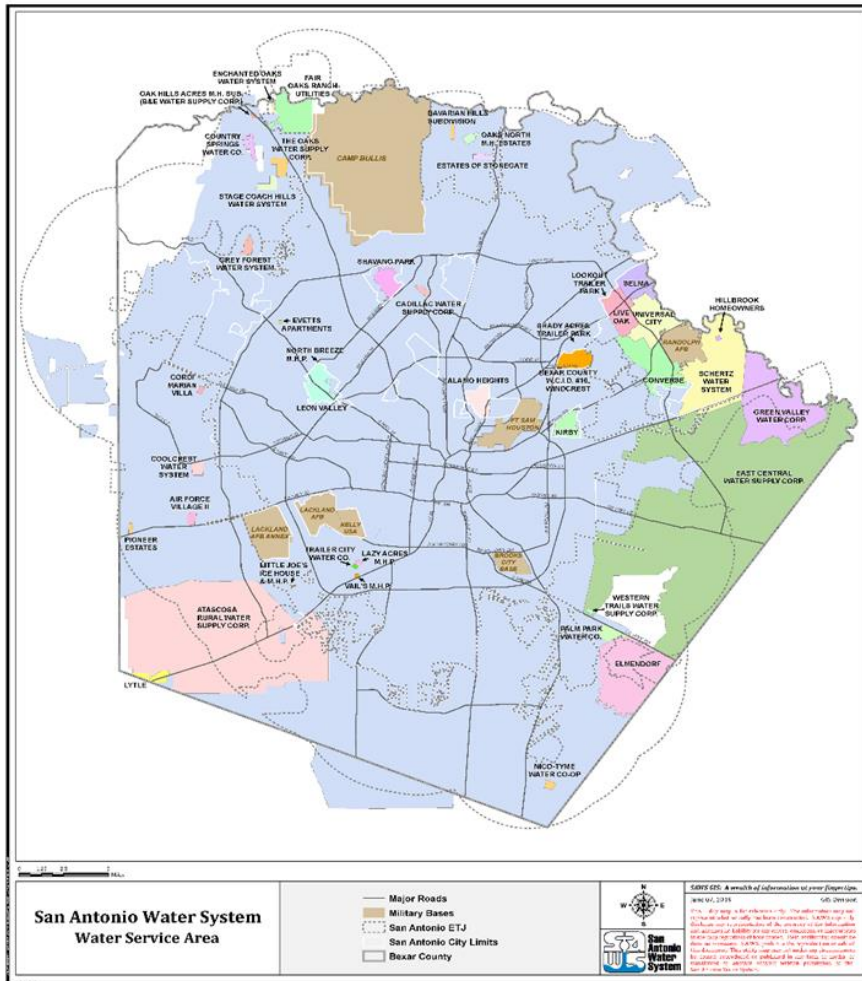
- All questions should be sent in writing to the corresponding Contract Administrator by email Susan.Rodriguez@[saws.org](mailto:susan.rodriquez@saws.org) or fax, 210-233-5176.
- Please identify the project by its associated solicitation number. (CO-00671)

# 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	SMWVB Program Manager	210-233-3420	<a href="mailto:Marisol.Robles@saws.org">Marisol.Robles@saws.org</a>

# Project Location Map

Work will be located related to SAWS infrastructure throughout the SAWS' Service Area.



# Project Overview

## Statement of Bidder's Experience

- Complete Statement of Bidders Experience Form after recognition of potential winning bid.
- Verify point of contact is accessible and phone number is valid.
- 3 project experiences from work order type contracts.
- Reference projects completed between 2018 and 2023.
- Each reference project has a different work scope requirement.

# 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
  - SAWS obtains all street cut and ROW permits.
  - Contractor responsible to comply with all permit requirements.
  - SAWS will pay only for the 1<sup>st</sup> permit of each WO.
  - Fines, fees, and permit expiration expenses will be reimbursable to SAWS.
  - Project signs shall comply with COSA ordinance (inclusive to project), and Barricades will identify Contractor.

# Project Overview

## Supplemental Conditions (continued)

- Article V (continued)
  - Required Work Site Photographs – min three (3) prior to work and three (3) after completion, submitted into CPMS.
  - Installation Floater – Physical Damage Insurance with limits equal to the total contract cost.
- Article VII – Contract Payments
  - Scratch sheet line items and quantities shall be input into SAWS CPMS with all documentation for invoicing and required photos.
- Article VIII – Liquidated Damages
  - \$125 per work order per day over window for completion.

# Project Overview

## Special Conditions

- SC -2.3 Work Orders
  - All WOs and/or projects to be issued are unspecified at time of bid.
  - Intent to group on average 10 to 15 WO's before issuing work.
  - WOs may also be issued individually.
  - Payment on a WO basis.
  - Constant availability by Contractor for communication with SAWS.
  - Minimum of (3) three photos (prior, during, after project completion), submitted with invoicing for payment.
  - Contractor reimbursed for occasional SAWS-required material testing plus 10% mark-up.

# Project Overview

## Special Conditions (continued)

- **SC – 2.5 Submittals**
  - Safety & Health Program Plan, and Material Submittals.
  - Provide ALL within 2-weeks of NTP.
- **SC – 2.7 Performance Time**
  - WO's less than 900 sq. ft. – seven (7) calendar days.
  - WO's more than 900 sq. ft. – fourteen (14) calendar days.
  - Additional days only for thermoplastic striping.
  - Peak periods: work force capacity for ~ two (2) WO contracts / day.
  - 48-hours Max between mill and overlay.
- **SC – 2.9 Emergency Work Orders**
  - Mobilize & commence work within 24 hours of SAWS verbal notification.

# QUESTIONS?

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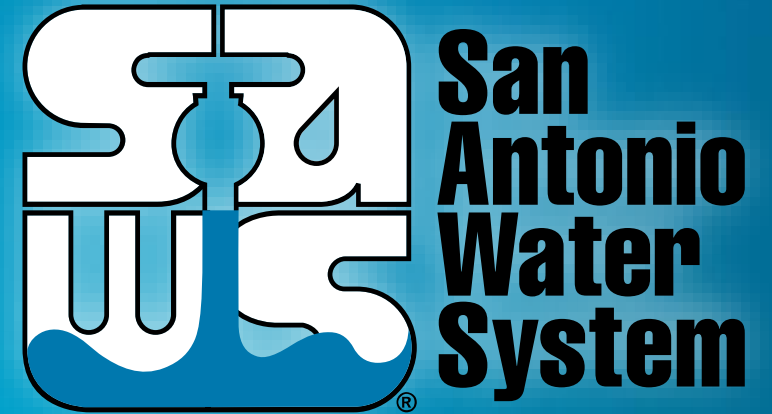
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