



PUBLIC WORKS DEPARTMENT  
(727) 562-4750 FAX: (727) 562-4755

## Reclaimed Water Piping Improvement Project

### Recommended Pre-Bid Meeting Agenda

Wednesday February 22, 2023 at 10:00 AM

Virtual Zoom Meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/81566242439?pwd=WWR4UzZnMEJvaUNZWXRbdkVHTWxMUT09>

Meeting ID: 815 6624 2439

Passcode: 969707

City of Clearwater Project Manager:	Todd Kuhnel	727-562-4798	Todd.Kuhnel@myclearwater.com
CHA / Project Manager:	Weston Haggen	813-819-0562	WHaggen@Chacompanies.com
Engineering Contract Specialist:	Jennifer Burgett	727-562-4782	Jennifer.Burgett@myclearwater.com

#### 1. **Introduction of Attendees**

2. **Sign-In Sheets** – This is a **Recommended** meeting. Please complete the sign-in sheet legibly and completely. Copies of the Pre-bid Conference sign-in sheet will be scanned and posted on the city website.

3. **City's Web Page** – <https://www.myclearwater.com/business/bid-information>. Project plans, related documents, addenda and notices will be posted at the City of Clearwater invitation to bid webpage. Prospective contractors will need to arrange for their own printing needs. Contact [Jennifer.Burgett@myclearwater.com](mailto:Jennifer.Burgett@myclearwater.com) if you have any questions about project documents. Contact [Todd.Kuhnel@myclearwater.com](mailto:Todd.Kuhnel@myclearwater.com) if you have any project related questions. Please add all email addresses to your white-list or non-spam list to ensure receipt of any email responses.

4. **Pre-Qualification** – <https://www.myclearwater.com/government/city-departments/finance-budget/doing-business-with-the-city/bid-information/construction-management> In order to be eligible to bid for this project, the contractor/bidder must be pre-qualified with the Engineering Department's Construction Division in the following category: **Water/Reclaimed Distribution Mains for a minimum of \$4 million.**

**It is the Contractor's/Bidder's responsibility to confirm pre-qualification eligibility prior to submitting a bid.** Contractors may check their pre-qualification status by contacting Construction Contract and Procurement Specialist Jennifer Burgett at (727) 562-4782 or [Jennifer.Burgett@myclearwater.com](mailto:Jennifer.Burgett@myclearwater.com). Pre-qualification applications are due on **Wednesday, March 15, 2023**, two weeks (ten business days) before the bid opening.

5. **Licenses** – The Contractor shall provide a copy of a current Contractor License/Registration with the State of Florida **AND** Pinellas County.
6. **Bid Proposal Forms** – See Section V of the Contract and Specs. **All quantities and costs must be filled in legibly and completely.** Re-check your figures for accuracy.
  - a. Proposal / Bid Bond
  - b. Affidavit
  - c. Non-Collusion Affidavit
  - d. Proposal
  - e. Addendum Sheet
  - f. Bidder’s Proposal and/or Excel Bid Tabulation Sheet
  - g. Scrutinized Companies – See Section 9 of the Pre-Bid Agenda
  - h. Scrutinized Companies That Boycott Israel List Certification Form
  - i. E-Verification of Employment Form
  - j. Vendor Information
7. **EXCEL Bid Tabulation Sheet** – **All or part of the work is to be Unit Price Work, as referenced in Section III, Article 11.3 of the Contract Documents.** An excel version of the bid tabulation sheet has been provided along with the PDF version that is included in the bid proposal of Section V. **To ensure accuracy, please use the Excel version to calculate your proposal total.** The excel cells that are highlighted in light yellow are to be filled out by you. Type in your unit prices and Excel will automatically calculate the Total for you. Once complete, print and include in your bid package. Please contact Contract and Procurement Specialist Jennifer Burgett at 727-562-4782 or [Jennifer.Burgett@myclearwater.com](mailto:Jennifer.Burgett@myclearwater.com) if you have any questions.
8. **Proposal Bond** – must be filled out with the **10%** bid bond amount.
9. **Scrutinized Companies** – In Section III - Article 25 and Section V of the specifications, please see:
  - A. Scrutinized Companies that Boycott Israel List Certification Form. This form must be completed regardless of project cost.
  - B. Scrutinized Companies and Business Operations with Cuba and Syria Certification Form
    - B.1. Please note that if the project is under \$1,000,000 this form may be omitted.
10. **Request for Information** – Submit in writing via email to City Project Manager Todd Kuhnel [Todd.Kuhnel@myclearwater.com](mailto:Todd.Kuhnel@myclearwater.com) and CC Engineer’s Project Manager Weston Hagen [WHageen@chacompanies.com](mailto:WHageen@chacompanies.com) by **Wednesday, March 8, 2023 (EOB)**. Questions must include company name, contact name, email address and phone number of contact person (in case clarification is needed).
11. **Addendums and Notices** - Responses will be issued via an addendum by end of day **Wednesday, March 15, 2023**. Check the City of Clearwater website to ensure the receipt of any addenda information. **It is the responsibility of the prospective bidder to ensure that they have received all addendums.**
12. **Bid Opening** is scheduled for **Wednesday, March 29, 2023, at 2:00 PM**  
Join Zoom Meeting  
<https://us02web.zoom.us/j/87368724845?pwd=dzhjQmtnajZwd09iT29zNUJtcXQxZz09>  
**Meeting ID:** 873 6872 4845  
**Passcode:** 801440
13. **Contract Award** is scheduled for **Thursday, May 4, 2023 (TENTATIVE)**
14. **Scope of Work** – The **Reclaimed Water Piping Improvements Project (21-0029-UT)** shall be performed in accordance with the Contract Documents and generally includes, but is not limited to, the following:  
  
Provision and installation of various sizes of reclaimed water (RCW) main installations including: 4-inch and 8-inch HDPE Reclaimed Water main via HDD; 4-inch, 6-inch, and 8-inch PVC Reclaimed Water main

via open cut; and 8-inch and 16-inch Ductile Iron Reclaimed Water Main via open cut, and 1 & 2-inch polyethylene RCW service lines in casing via HDD (~5,200 LF)

Various size gate valve replacements across the City service area including 4", 6", 8", 12", 16", and 20" gate valves and service line replacements in the North Clearwater Beach area (approximately 983 service lines).

Removal and replacement of 8-inch VCP gravity main adjacent to RCW main installation

Manhole replacement

Lateral replacement and reconnection and associated appurtenances.

15. **Contract Period:** 548 days from the date reflected in the Notice to Proceed.

16. **Per Florida Statute 337.168(1),**

**A document or electronic file revealing the official cost estimate of the department of a project is confidential and exempt from the provisions of s. [119.07\(1\)](#) until the contract for the project has been executed or until the project is no longer under active consideration.**

**This information will be withheld until after the Award of Bid**

17. **Questions** – open to floor.