



ENGINEERING DEPARTMENT  
(727) 562-4750 FAX: (727) 562-4755

## **2021 Annual Water and Reclaimed Water Repair and Improvements (21-0025-UT)**

### **Recommended Pre-Bid Meeting Agenda**

**Wednesday October 20, 2021, at 10:00 AM**

**Virtual Zoom Meeting:**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/84625988833?pwd=REhFa2VaazFNUmxLYmdMVDhsN3ZjQT09>**

**Meeting ID: 846 2598 8833**

**Passcode: 598624**

City of Clearwater Project Manager: Todd Kuhnel 727-562-4798 [Todd.Kuhnel@myclearwater.com](mailto:Todd.Kuhnel@myclearwater.com)

CHA / Project Manager: Weston Haggen 813-819-0562 [whagen@chacompanies.com](mailto:whagen@chacompanies.com)

City of Clearwater Public Utilities: Michael Vacca 727-562-4900 Ext 7227 [Mike.Vacca@myclearwater.com](mailto:Mike.Vacca@myclearwater.com)

Engineering Contract Specialist: Carrie Szurly 727-562-4782 [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@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 plan room 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 [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@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.
- Group A – Water / Reclaimed Distribution Mains** category with a minimum amount of **Six Million Dollars**
- Group B – Asphaltic Concrete Resurfacing** category with a minimum amount of **One Million Dollars**
- Group C – Concrete Flatwork (Curbs / Walk / Courts / Etc.)** category with a minimum amount of **One Million Dollars**
- 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 Carrie Szurly at (727) 562-4782 or [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@myclearwater.com). Pre-qualification applications are due on **Wednesday, October 27, 2021**, two weeks (ten business days) before the bid opening.
5. **Subcontractors** - the Successful Bidder, and any other Bidder so requested, shall, within seven (7) days after the date of the request, submit to the Engineer an experience statement with pertinent information as to similar projects and other evidence of qualification for each Subcontractor, supplier, person and organization to be used by the Contractor in the completion of the Work. The amount of subcontract work shall not exceed fifty percent (50%) of the Work except as may be specifically approved by the Engineer. If the Engineer, after due investigation, has reasonable objection to any proposed Subcontractor, supplier, other person or organization, he may, before recommending award of the Contract to the City Council, request the Successful Bidder to submit an acceptable substitute without an increase in Contract Price or Contract Time. If the Successful Bidder declines to make any such substitution, the City may award the contract to the next lowest and most responsive Bidder that proposes to use acceptable Subcontractors, Suppliers, and other persons and organizations. Declining to make requested substitutions will not constitute grounds for sacrificing the Bid Security to the City of any Bidder. **Please see Section II subsection 9 and Section II subsection 6.4 for more subcontractor specifications.**
6. **Licenses** – The Contractor shall provide a copy of a current Contractor License/Registration with the State of Florida **AND** Pinellas County.
7. **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.
- Proposal / Bid Bond
  - Affidavit
  - Non-Collusion Affidavit
  - Proposal
  - Addendum Sheet
  - Bidder's Proposal
  - Scrutinized Companies – See Section 9 of the Pre-Bid Agenda
  - E-Verification of Employment Form
  - Vendor Information
8. **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 Carrie Szurly at 727-562-4782 or [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@myclearwater.com) if you have any questions.

9. **Proposal Bond** – must be filled out with the **10%** bid bond amount.
10. **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.
11. **Request for Information** – Submit in writing via email to Project Engineer Weston Haggen 813-819-0562 [whaggen@chacompanies.com](mailto:whaggen@chacompanies.com) by **Wednesday, October 27, 2021 (EOB)**. Questions must include company name, contact name, email address and phone number of contact person (in case clarification is needed).
12. **Addendums and Notices** - Responses will be issued via an addendum by end of day **Friday, November 5, 2021**. 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.**
13. **Bid Opening** is scheduled for **Wednesday, November 10, 2021, at 2:00 PM**  
Join Zoom Meeting  
<https://us02web.zoom.us/j/82605673862?pwd=YktsSGZyMDhCOW5jNzYxeGNiRGU1dz09>  
**Meeting ID:** 826 0567 3862  
**Passcode:** 490028
14. **Contract Award** is scheduled for **Thursday, December 16, 2021 (TENTATIVE)**
15. **Scope of Work** –  
The intent of this bid is to obtain competitive prices to establish an annual contract for on-call (Group A); (as-needed) services for water and reclaimed water infrastructure repairs and improvements on a non-emergency (scheduled) or emergency basis. (Group B); on-call (as-needed) services for utility related asphalt repair and resurfacing and on-call (as-needed) services and (Group C) on-call (as-needed) services for utility related concrete aprons, sidewalks, and curbs, plans will not be provided upon initial bid. The City of Clearwater owns, operates, and maintains 586 miles of potable water main and 140 miles of reclaimed water mains. The work that may be included as part of this Contract Group A may include but is not limited to point repairs, pipe installation/replacement (with various different installation methods), valve installation/replacement, service line installation, hydrant installation, etc. The work that may be included as part of Group B may include but not be limited to asphalt milling, asphalt replacement, patch repairs, base removal and repair, etc. The work that may be included as part of Group C may include but not be limited to concrete sidewalk, apron, and curb repair. Specific work for this contract (all groups) will be at the request of the City by a work order request. All quantities are estimates only and the city of Clearwater (City) is not obligated to purchase any minimum or maximum amount during the life of the contract. All the work is to be administered per Section III, Section 11.3, Unit Price Work, of the Contract Documents.  
The city reserves the right to increase funds during the contract term if work exceeds original estimates, subject to required authorizations. Beyond the initial one-year term, the city reserves the right to renew the contract for up to three (3) years, for a total contract length of four (4) years.  
The successful contractor for Group A will be required to enter into a contract with the City of Clearwater and provide all labor, equipment, and materials for water and reclaimed water infrastructure improvements and repairs. The City has an expectation as part of this contract that the successful contractor(s) will mobilize in an expedited manner during emergencies in order to minimize water and reclaimed water outages for City residents. The City shall define what constitutes as an emergency. For emergency repairs, estimates shall be provided by the contractor within 3 hours and mobilization shall occur within 6 hours. Mobilization, whether nonemergency or emergency, shall be per work order request as defined by the City.

Each work order may include more than one individual project. Estimates are required to be provided by the Contractor for all work unless otherwise authorized by the City Project Manager (PM).

The successful contractor for Group B will be required to enter into a contract with the City of Clearwater and provide all labor, equipment, and materials for asphalt milling and resurfacing repairs. The successful contractor for Group C will be required to enter into a contract with the City of Clearwater and provide all labor, equipment, and materials for concrete apron, sidewalk, and curb repair. Each work order for Group B and C may include more than one individual project as defined by the City. Mobilization shall be per work order request as defined by the City. Estimates are required to be provided by the Contractor for all work unless otherwise authorized by the City PM.

The various items shall be performed in accordance with City of Clearwater specifications and in conformity with the existing condition of the pipe, its grade, and dimensions. All work shall be completed in accordance with the City of Clearwater Construction Standard Details, Index No. 101 through 120 and 400 through 608 unless otherwise directed. Products, materials, dimensions specified in this section (IV) and preferred products list shall supersede those products, materials, and dimension called out in the City of Clearwater Construction Standard Details, Index 101 through 120 and 400 through 608.

The Contract will be based on materials and equipment specified or described in the bidding documents. The materials and equipment described herein establish a standard of required type, function, and quality. No item of material or equipment will be considered by the Engineer and/or City as an "or-equal" item unless written request for approval has been submitted by the Bidder and has been received by the City at least 15 days prior to the date for receipt of Bids. Each request shall conform to the requirements of the General Conditions. The City's decision of approval or disapproval of a proposed item will be final.

Warranty for all work conducted under this contract shall be one (1) year for labor. Materials shall comply with the individual products installed.

The Contractor shall provide copies of a current Contractor License/Registration with the state of Florida and Pinellas County in the bid response.

The Contractor shall provide portable project signs as described in Section III, Section 23 of the Contract Documents. The final number of project signs will be determined at the beginning of the project based on the Contractor's schedule of work submitted for approval. Additional project signs may be required at no additional cost to the city due to the Contractor's schedule of work.

16. **Contract Period: 365 Consecutive Calendar Days from Notice to Proceed** The City reserves the right to extend the contract on a yearly basis, and up to Three (3) one-year renewal terms, as referenced in Section IV, 101 of the Contract Documents.

17. **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**

18. **Questions** – open to floor.