



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

## **Island Estates Cast Iron Pipe Replacement** **(23-0056-UT)**

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

**Wednesday, March 6, 2024**

Join Zoom Meeting:

<https://us02web.zoom.us/j/89337222983?pwd=MVV4MldUeJJSRTB2VnJOTEZqLzR0Zz09>

**Meeting ID: 893 3722 2983**

**Passcode: 220246**

City of Clearwater Project Manager:  
Adrija Selak 727-543-0228 [Andrija.Selak@myclearwater.com](mailto:Andrija.Selak@myclearwater.com)

CHA Consulting Project Manager:  
Weston Haggen 813-819-0562 [WHaggen@chasolutions.com](mailto:WHaggen@chasolutions.com)

City of Clearwater Engineering Contract Specialist:  
Jennifer Burgett 727-447-8207 [Jennifer.Burgett@myclearwater.com](mailto:Jennifer.Burgett@myclearwater.com)

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

2. **Sign-In Sheets** – This is a **Recommended** meeting. Please enter your name, title, company, phone number and email address in the comments box. Copies of the Pre-bid Conference sign-in sheet will be scanned and posted on the 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 [Andrija.Selak@myclearwater.com](mailto:Andrija.Selak@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:  
**Reclaimed/Water Distribution in the amount of \$6 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) 444-8207 or [Jennifer.Burgett@myclearwater.com](mailto:Jennifer.Burgett@myclearwater.com). Pre-qualification applications are due on **Wednesday, March 27, 2024**, 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.
  - a. Proposal / Bid Bond
  - b. Affidavit
  - c. Non-Collusion Affidavit
  - d. Proposal
  - e. Addendum Sheet
  - f. Bidder's Proposal
  - g. Scrutinized Companies – See Section 9 of the Pre-Bid Agenda
  - h. E-Verification of Employment Form
  - i. 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 Jennifer Burgett at 727-444-8207 or [Jennifer.Burgett@myclearwater.com](mailto:Jennifer.Burgett@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 Manager Andrija Selak [Andrija.Selak@myclearwater.com](mailto:Andrija.Selak@myclearwater.com) by **Wednesday, March 27, 2024 (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 **Wednesday April 03, 2024**. 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, April 10, 2024, at 2:00 PM**

Join Zoom Meeting:

<https://us02web.zoom.us/j/81375493853pwd=cIV5MGIvb24yRHhuWXg1TVJjbkNXQT09>

**Meeting ID:** 813 7549 3853

**Passcode:** 659095

14. **Contract Award** is scheduled for **Thursday, May 16, 2024(TENTATIVE)**

15. **Scope of Work** includes:

The work for this project shall include the provision and installation of various sizes of water main at the locations summarized below. This work is further detailed in the Contract Drawings and Supplemental Technical Specifications and shall include but not to be limited to furnishing and installing water mains, fittings, valves, connections, tapping sleeves, water services, fire hydrants, air release valves, temporary services, removal of existing water main, grout filling and abandoning existing water mains, and restoration as detailed.

Island Way:

- 108-LF 4-inch DI Water Main via Open Cut or HDPE Water Main via Pipe Bursting
- 549-LF 6-inch DI Water Main via Open Cut or HDPE Water Main via Pipe Bursting
- 245-LF 8-inch DI Water Main via Open Cut or HDPE Water Main via Pipe Bursting
- 4,210-LF 8-inch PVC Water Main via Open Cut or HDPE Water Main via Pipe Bursting
- 4,906-LF 12-inch DI Water Main via Open Cut or HDPE Water Main via Pipe Bursting
- 60-LF 12-inch Ductile Iron Aerial Water Main

16. **Contract Period: 365 Calendar Days from Notice to Proceed**

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.