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| ClearwaterLogo_300x85 |
| ENGINEERING DEPARTMENT  (727) 562-4750 FAX: (727) 562-4755 |  |
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Bypass Drive Improvements (15-0021-EN)

Recommended Pre-Bid Meeting Agenda

Friday, March 19, 2021 at 10:00 AM

Location:

Join Zoom Meeting   
<https://us02web.zoom.us/j/81146501473?pwd=WFhkQXdQamdhcnRZVytnaTc0ZkRiQT09>

Meeting ID: 811 4650 1473   
Passcode: 269637   
One tap mobile   
+19292056099,,81146501473# US (New York)   
+13017158592,,81146501473# US (Washington DC)

Dial by your location   
        +1 929 205 6099 US (New York)   
        +1 301 715 8592 US (Washington DC)   
        +1 312 626 6799 US (Chicago)   
        +1 669 900 6833 US (San Jose)   
        +1 253 215 8782 US (Tacoma)   
        +1 346 248 7799 US (Houston)   
Meeting ID: 811 4650 1473   
Find your local number: <https://us02web.zoom.us/u/kq849uE7T>

Project Contacts

City of Clearwater Project Manager: Brad Hamilton 727-562-4788

Brad.Hamiltion@myclearwater.com

Engineering Contract Specialist: Carrie Szurly 727-562-4782

Carrie.Szurly@myclearwater.com

1. **Introduction of Attendees**
2. **Sign-In Sheets** – This is a **Recommended** meeting. Please email [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@myclearwater.com) to confirm your attendance. Copies of the Pre-bid Conference sign-in sheet will be scanned and posted on the Clearwater invitation to bid webpage.
3. **City’s Web Page** – <https://www.myclearwater.com/Home/Components/RFP/RFP/276/2511> Project plans, related documents, addenda and notices will be posted at the City of Clearwater project specific 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 [Brad.Hamilton@myclearwater.com](mailto:Brad.Hamilton@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.

### 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 Roadways & Parking Lots and Sanitary & Storm Sewers categories with a minimum amount of $1,500,000.00 (One Million Five Hundred Thousand 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 Laura Davis at (727) 562-4509 or Laura.Davis@myclearwater.com. Pre-qualification applications are due on Friday, March 26, 2021.

1. **Licenses** –The Contractor shall provide a copy of a current Contractor License/Registration with the State of Florida AND Pinellas County.
2. **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
3. **EXCEL Bid Tabulation Sheet** –. 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 Amount, Subtotal, Contingency, and Grand 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.
4. **Proposal Bond** – must be filled out with the **10%** bid bond amount.
5. **Scrutinized Companies** – In Section III - Article 25 and Section V of the specifications, please see:
6. Scrutinized Companies that Boycott Israel List Certification Form. This form must be completed regardless of project cost.
7. 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.

1. **Request for Information** – Submit in writing via email to Project Manager Brad Hamilton [Brad.Hamiltion@myclearwater.com](mailto:Brad.Hamiltion@myclearwater.com) by **Friday, March 26, 2021**. Questions must include company name, contact name, email address and phone number of contact person (in case clarification is needed).
2. **Addendums** **and Notices** - Responses will be issued via an addendum by end of day **Friday, April 2, 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.**
3. **Bid Opening** is scheduled for

**Friday, April 9, 2021 at 2:00 PM (EST)**

**Join Zoom Meeting**[**https://us02web.zoom.us/j/81804132193?pwd=MStOYVgyZDRuazJyTnpFeGtHTyt3QT09**](https://us02web.zoom.us/j/81804132193?pwd=MStOYVgyZDRuazJyTnpFeGtHTyt3QT09)

**Meeting ID: 818 0413 2193   
Passcode: 529729   
One tap mobile   
+19292056099,,81804132193# US (New York)   
+13017158592,,81804132193# US (Washington DC)**

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        +1 346 248 7799 US (Houston)   
Meeting ID: 818 0413 2193   
Find your local number:** [**https://us02web.zoom.us/u/kbReE0aXQ**](https://us02web.zoom.us/u/kbReE0aXQ)

1. **Contract Award** is scheduled for **Thursday, May 6, 2021.** (TENTATIVE)
2. **Scope of Work** 
3. **Contract Period: 270 Consecutive Calendar Days from Notice to Proceed**
4. **Questions** – open to floor.