



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

## **Recommended Pre-Bid & Pre- Qualification Conference Agenda**

**Date/Time:** Wednesday June 3, 2020 at 10 am

**Meeting Location:** City of Clearwater Public Utilities  
Building A Conference Hall  
1650 North Arcturas Ave.  
Clearwater, FL 33765

### **NE WRF Improvements (19-0029-UT)**

City of Clearwater Project Manager:	Duy Nguyen <a href="mailto:Duy.Nguyen@myclearwater.com">Duy.Nguyen@myclearwater.com</a>	727 309-7376
Consultant Company/Project Manager:	Ardurra/ Thomas Traina <a href="mailto:TTraina@ardurra.com">TTraina@ardurra.com</a>	813 294-2973
	Jones Edmunds/ David Yonge <a href="mailto:yonge@jonesedmunds.com">yonge@jonesedmunds.com</a>	813-258-0703
Engineering Contract Specialist	Carrie Szurly <a href="mailto:Carrie.Szurly@myclearwater.com">Carrie.Szurly@myclearwater.com</a>	727-562-4782

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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 Site** –<https://www.myclearwater.com/business/bid-information>. Project plans, related documents, addenda and notices will be posted at the City of Clearwater bid-information site. 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 [Duy.Nguyen@myclearwater.com](mailto:Duy.Nguyen@myclearwater.com) if you have any project related questions. Please add all email address to your white-list or non-spam list to ensure receipt of any email responses. **It is the responsibility of the prospective bidder to ensure that they have received all addenda and notices.**

4. **Pre-Qualification** – 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 **Wastewater & Water Treatment Facilities** category with a minimum amount of **\$19,000,000.00**. **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 Office Specialist Laura Davis at (727) 562-4509 or [Laura.Davis@myclearwater.com](mailto:Laura.Davis@myclearwater.com). In addition to the City’s standard pre-qualification process described in Contract Paragraph 2.1 of Section II, the City will also evaluate the ability of contractors wishing to bid on the project to meet project-specific pre-qualification criteria. Only those contractors short-listed as part of this pre-qualification process will be invited to submit bids (price proposals) for the project. Supplemental pre-qualification applications are due on **Wednesday July 8, 2020** and requests for information related to the contract documents are due on **Tuesday August 4, 2020**.
5. **Licenses** – **The Contractor shall provide a copy of a current Contractor License/Registration with the State of Florida AND Pinellas County. These documents must be included in the bid proposal package.**
6. **Bid Proposal Forms** - **All quantities and costs must be filled in legibly and completely.** Please re-check your figures for accuracy.
7. **Bid Tabulation Sheet** – An excel version of the bid tabulation sheet has been provided and uploaded to the City of Clearwater website along with the PDF version that is included in the bid proposal of Section V. To ensure accuracy, please use the Excel version. Once complete, print and include in your bid package. Type in your unit prices and Excel will automatically calculate the Amount, Subtotal, Contingency, and Grand Total for you. Look for the areas in light yellow. These areas will be what is to be filled out by you. Please contact Carrie Szurly if you have any questions at 727-562-4782 or [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@myclearwater.com).  
  
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
8. **Proposal Bond** – Must be completely filled out with the **10%** bid bond amount.
9. **Scrutinized Companies** - Please Note, if Project is \$1,000,000 or more please see Section III, Article 25, Scrutinized Companies and Business Operations with Cuba and Syria Certification Form. Otherwise, if final bid amount is less than \$1,000,000, this form may be omitted.
10. **Request for Clarifications** – Submit in writing via email to Project Manager Duy Nguyen ([Duy.Nguyen@myclearwater.com](mailto:Duy.Nguyen@myclearwater.com)) and Engineer of Record Thomas Traina ([TTraina@Ardurra.com](mailto:TTraina@Ardurra.com)) by end of day (5pm EST) on **Tuesday August 4, 2020**. Questions must include company name, contact name, email address and phone number of contact person (in case clarification is needed).
11. **Addendums** - Responses will be issued via an addendum by end of day **Tuesday August 11, 2020**. If you have purchased plans through another plan house, please 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 **Thursday August 20, at 1pm.**
13. **Contract Award** is scheduled for (TENTATIVE) **Thursday October 1, 2020.**

14. **Scope of Work** – A large-scale modification/demolition/construction project at its Northeast Water Reclamation Facility (NE WRF). The project includes retro-fitting existing picket thickeners with new stacked-tray grit removal equipment, demolishing and replacing existing primary clarifiers with new moving belt filters, demolishing an existing decommissioned irrigation tank and installing a new flow equalization tank with pulsed air mixing equipment, upgrading existing sludge blend tanks to include new covers and mixers, installing two new sludge pump stations and canopies, replacing an existing dewatering feed pump station, rehabilitating an existing sludge off-loading station, and installing all associated appurtenances to include piping, electrical, instrumentation, and controls.

**a. Contract Period: 540 Consecutive Calendar Days from Notice to Proceed**

15. **Questions** – open to floor.



## 19-0029-UT NE WRF Improvements Bidding Schedule

Prebid/Prequalification Meeting	June 3, 2020
Supplemental Project-Specific Prequalification RFI's from Contractors Due	June 17, 2020
Supplemental Project-Specific Prequalification Answers from City/Engineer Due (via Addendum)	June 24, 2020
Supplemental Project-Specific Prequalification Submittal Packages from Contractors Due	July 8, 2020
Notification of Project-Specific Prequalification Status & Invitation to Bid from City/Engineer Due	July 17, 2020
Construction Documents RFI's from Contractors Due	August 4, 2020
Construction Documents Answers from City/Engineer Due (via Addendum)	August 11, 2020
Bids due / Bid opening	August 20, 2020
Tentative City Council Contract Award	October 1, 2020