



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

## **Marshall Street WRF Digester Demolition (09-0024-UT)** **Recommended Pre-Bid Meeting Agenda**

**Wednesday, March 24, 2021 at 11:00 AM (EST)**

**Location:**

Join Zoom Meeting

<https://us02web.zoom.us/j/81078252802?pwd=MTRMbK5oK3JCQUJ0SHpGbXVhMjNZZz09>

Meeting ID: 810 7825 2802

Passcode: 198389

One tap mobile

+19292056099,,81078252802# US (New York)

+13017158592,,81078252802# 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: 810 7825 2802

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**Site Visits:**

**Wednesday, March 24, 2021 at 1:00 PM (EST)**

Marshall Street Water Reclamation Facility

1605 Harbor Dr.

Clearwater, FL 33755

City of Clearwater Project Manager:

Duy Nguyen

727-562-4591

Duy.Nguyen@myclearwater.com

Ardurra Group Project Manager:

Tom Traina

813-880-8881

TTraina@Ardurra.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 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. 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 **Wastewater Treatment Facilities** category with a minimum amount of **\$2,000,000 (Two 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 Laura Davis at (727) 562-4509 or [Laura.Davis@myclearwater.com](mailto:Laura.Davis@myclearwater.com). Please note project number and name on any correspondence. Pre-qualification applications are due on **Wednesday, March 31, 2021**.

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.

- 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

7. **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.

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 [TTraina@ardurra.com](mailto:TTraina@ardurra.com) and copy [Duy.Nguyen@myclearwater.com](mailto:Duy.Nguyen@myclearwater.com) any project related questions by **Wednesday, March 31, 2021**. 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, April 7, 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.**

12. **Bid Opening** is scheduled for:

**Friday, April 16, 2021 at 2:00 PM (EST)**

**The Bid Opening will be a Zoom virtual meeting:** The meeting details are as follows:

Join Zoom Meeting

<https://us02web.zoom.us/j/86944430762?pwd=Tm5hTHERSzNlQnZrUkwwQWUyWjZ0Zz09>

Meeting ID: 869 4443 0762

Passcode: 254840

One tap mobile

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+1 253 215 8782 US (Tacoma)

Meeting ID: 869 4443 0762

Find your local number: <https://us02web.zoom.us/u/kdP5vCwaX4>

13. **Contract Award** is scheduled for **Thursday, May 20, 2021**. (TENTATIVE)

14. **Scope of Work** – The scope of work includes demolition and disposal of an existing anaerobic digester, adjacent, attached heat exchanger building, hazardous materials, related mechanical and electrical equipment and associated liquids and solids in the digester.

15. **Contract Period: 150 Consecutive Calendar Days from 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.