



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

2023 Sewer Point Repair and Improvements (22-0006-UT)

Recommended Pre-Bid Meeting Agenda

Wednesday June 15, 2022, at 10:00 AM

Virtual Zoom Meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/86764365218?pwd=S0hVdTJlPQ3QvSXRyRXV3WnROcFhsUT09>

Meeting ID: 867 6436 5218

Passcode: 890143

City of Clearwater Project Manager: Todd Kuhnel 727-562-4798 Todd.Kuhnel@myclearwater.com

Hazen Project Manager: John Pacifici 813-682-1217 jpacifici@hazenandsawyer.com

City of Clearwater Public Utilities: Richard Gardner 727-562-4960 Ext 7267
Richard.Gardner@myclearwater.com

Engineering Contract Specialist: Kathy Sowers 727-562-4509 Kathy.Sowers@myclearwater.com
Shawna Blauvelt 727-562-4782 Shawna.Blauvelt@MyClearwater.com

1. Introduction of Attendees – Attended via Zoom:

Kathy Sowers, City of Clearwater, Engineering Contract and Procurement Specialist
Shawna Blauvelt, City of Clearwater, Engineering Contract and Procurement Specialist
Todd Kuhnel, City of Clearwater, Project Manager
John Pacifici, Hazen and Sawyer, Hazen Project Manager
Alphonso Gwyn, Public Utilities Assistant Manager
Michael Flanigan, City of Clearwater, Public Utilities Assistant Director
Rich Gardner, City of Clearwater, Public Utilities Director
Paul DuFaux, Rowland, Inc.
Eric McRoberts, USSI Services
Weston Haggen, CHA Consulting, Inc.
Dan Banken
Christopher McGee, Granite
Jacob Smith, Granite

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. *Zoom meeting, please email Shawna Blauvelt (Shawna.Blauvelt@MyClearwater.com) to confirm your attendance.
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 Kathy.Sowers@myclearwater.com or Shawna.Blauvelt@MyClearwater.com if you have any questions about project documents. Contact 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. **All groups must be pre-qualified in Sanitary and Storm Sewer in the amount of 1 million dollars. Group C must also be prequalified in Water/Force Mains in the amount of 2 Million Dollars.**

Group A – Sanitary Sewer Trenchless Reconstruction category with a maximum amount of **Ten Million Dollars**

Group B - Sewer Cleaning and Televising Inspection category with a maximum amount of **Three Million Dollars**

Group C – Wastewater Point Repair category with a maximum amount of **Fifteen Million Dollars**

Group D – Sanitary Cleanouts and Laterals category with a maximum amount of **One Million Dollars**

Group E – Manhole Surfacing-Polyurethane category with a maximum amount of **Two Million Dollars**

Group F – Smoke and Dye Testing category with a maximum amount of **One Million Dollars**

Each Category maximum amount is on a per year basis, up to 4 years.

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 Kathy Sowers at (727) 562-4509 or Kathy.Sowers@myclearwater.com. Pre-qualification applications are due on **Wednesday June 22, 2022**, 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 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’s Construction Licensing Board (PCCLB). **If a contractor is currently prequalified with Florida’s Department of Transportation, they are exempt from the PCCLB requirement.*
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 **Kathy Sowers** at 727-562-4509 or Kathy.Sowers@myclearwater.com or **Shawna Blauvelt** at 727-562-4782 Shawna.Blauvelt@MyClearwater.com if you have any questions.
9. **Proposal Bond** – Not required for maintenance projects.
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 John Pacifici 813-682-1217 jpacifici@hazenandsawyer by **Wednesday, June 22, 2022 (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 June 29, 2022**. 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, July 6, 2022, 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, August 4, 2022** (TENTATIVE)

15. **Scope of Work** –

The intent of this bid is to obtain competitive prices to establish an annual contract for (Group A) on-call (as-needed) services for trenchless sanitary sewer lining and other repairs and improvements; (Group B); on-call (as-needed) services for sanitary sewer cleaning and television inspection; (Group C) on-call (as-needed) services for wastewater collection infrastructure repairs and improvements on a non-emergency (scheduled) and emergency basis; (Group D) on-call (as-needed) services for repairs and improvements to sanitary cleanouts and service laterals; (Group E) on-call (as-needed) services for manhole resurfacing; and (Group F) on-call (as-needed) services for sanitary sewer smoke and dye testing. The City of Clearwater owns, operates, and maintains 420 miles of gravity sewers and sanitary force mains and 71 wastewater lift stations. 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 each group (Groups A, B, C, D, E, and F) will be required to enter into a contract with the City of Clearwater and provide all labor, equipment, and materials for the scope of services described above for its respective group. Each work order may include more than one 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 Project Manager (PM).

For Group C, in addition to the above, 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 wastewater service 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.

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.