



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

Meeting Location:

Staff Only on site

Municipal Services Building RM 221
100 S. Myrtle Ave.
Clearwater, FL 33756

Join Zoom Meeting:

<https://zoom.us/j/91964641348?pwd=WDRlWkxqZ0Y2T1RyM29pU3BobUdDdz09>

Meeting ID: 919 6464 1348

Passcode: 603142

See posted meeting notice for further options

Recommended Pre-Bid Meeting **Agenda**

Date and Time:

Friday, September 4, 2020 at 10 am

MS WRF Blend Tank Mixer (18-0057-UT)

City of Clearwater Project Manager:	David Ojeda David.Ojeda@myclearwater.com	727 562-4743
Public Utilities Assistant Director:	Rich Gardner Richard.Gardner@myclearwater.com	727 562-4960 X 7267
Engineering Manager:	Jeremy Brown Jeremy.Brown@myclearwater.com	727 562-4815
Engineering Contract Specialist:	Carrie Szurly Carrie.Szurly@myclearwater.com	727-562-4782

Add all e-mail addresses to your white list or non-spam list to ensure receipt.

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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** – The Invitation to Bid can be found at <https://www.myclearwater.com/Home/Components/RFP/RFP/201/2511> . If you would like to be considered a plan holder contact Carrie.Szurly@myclearwater.com. **It is the responsibility of the prospective bidders to ensure that they have received all addenda and notices that have been posted in the invitation to bid**

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 and water Treatment Facilities** category with a minimum amount of **2,500,000.00 (Two Million Five Hundred Thousand)**. **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 **Wednesday, September 23, 2020**, two weeks (ten business days) before the bid opening.
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.
 - 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
7. **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 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 Project Manager David Ojeda David.Ojeda@myclearwater.com by **Wednesday, September 16, 2020**. Questions must include company name, contact name, email address and phone number of contact person (in case clarification is needed). Responses will be issued via addendum by end of day **Wednesday, September 30, 2020**.
11. **Addendums and Notices** - Check the city's website at <https://www.myclearwater.com/Home/Components/RFP/RFP/201/2511> for all addenda and notices. These may be posted at any time during the bidding process. **It is the responsibility of the prospective bidder to ensure that they have received all addendums.**

12. **Bid Opening** is scheduled for **Wednesday, October 7, 2020 at 2:30 pm.**

Join Zoom Meeting

<https://zoom.us/j/91488242860?pwd=NnhtTVpyVXNzd0IzeXZJV2JqSmYvdz09>

Meeting ID: 914 8824 2860

Passcode: 052081

Please see Bid Opening notice when posted for further attendance options.

13. **Contract Award** is scheduled for **Thursday, November 5, 2020.** (TENTATIVE)

14. **Scope of Work** – The MS WRF Blend Tank Mixer project shall be performed in accordance with the Contract Documents and generally includes, but is not limited to, the following:

- a. Demolish the following within the extents of the Existing Sludge Holding Tank: FRP Cover, Stairs, Supports, Structural Walkway, Aeration Piping, Existing Piping (as shown in the Contract Drawings).
- b. Remove Grit, Sludge, and Rags remaining in existing Sludge Holding Tank and dispose off-site in accordance with FDEP regulations.
- c. Temporarily remove, store, and protect FRP Odor Control Duct for reconnection to new Sludge Holding Tank Cover.
- d. Install new Sludge Holding Tank Stairs and Walkway.
- e. Drain, clean, and coat the interior (walls and floor) and exterior (walls) of the existing Sludge Holding Tank.
- f. Demolish the existing Pump Station Pad and replace with structure elevated beyond the 100-year flood plain.
- g. Install one LED Light Pole systems and modify the existing Light Pole to be LED as specified on the Drawings near the Sludge Holding Tank.
- h. Install a New Mixer in the Sludge Holding Tank.
- i. Install a New Aluminum Cover with Access Ladders and Harness Tie-Off Points from Walkway on the Sludge Holding Tank.
- j. Install New Truck Off-Loading and Recirculation Pump Station (as shown in the contract Drawings) southeast of the Sludge Holding Tank.
- k. Remove and replace Dewatering Feed Pump Station Pumps and Piping located at the Sludge Holding Tank.
- l. Remove concrete sidewalk and pad (as shown in the Contract Drawings), leaving appropriate base and support for stair landing and stair columns supports.
- m. Remove and replace process and drain piping to Sludge Holding Tank (as shown in the Contract Drawings).
- n. Incorporate Electrical, Arc Flash Requirements, Instrumentation & Controls (I&C) and SCADA Integration for proposed improvements.

15. **Contract Period: 300 Consecutive Calendar Days from Notice to Proceed**

16. **Site Visit:** There will be a site visit on September 9, 2020 at 9:30 am

Marshall Street Water Reclamation Facility
1650 Harbor Dr.
Clearwater FL, 33755
727-462-6660

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.