

Minutes and sign in sheet

Rehab of LS 54 & LS 65 (18-0058-UT) **Recommended Pre-Bid Meeting Agenda**

Thursday, March 11, 2021 at 9:00 AM

Location: ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/86942769424?pwd=RkVVMXdoYXR3bkNkTHM2b25FcHlUT09>

Meeting ID: 869 4276 9424

Passcode: 778584

One tap mobile

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Dial by your location

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+1 669 900 6833 US (San Jose)

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Meeting ID: 869 4276 9424

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

Site Visits:

Thursday March 11, 2021 - 10:30 to 11:00 AM

City of Clearwater Lift Station 65

1881 Virginia Ave.

Clearwater, FL 33763

Thursday March 11, 2021 - 11:30 to 12:00 noon

City of Clearwater Lift Station 54

2304 McMullen Booth Rd.

Clearwater, FL 33755

List of Contacts:

City of Clearwater Project Manager:	Todd Kuhnel	727-562-4798
	Todd.Kuhnel@myclearwater.com	
Metzger Willard Project Manager:	Joe Martelli	813-977-6005
	JMartelli@MetzgerWillard.com	
City of Clearwater Public Utilities:	Rich Gardner, PE, CP	727-562-4960
	Rich.Gardner@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 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 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 **Sanitary Pump Stations** category with a minimum amount of **\$900,000 (Nine 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 **Thursday, March 18, 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 – **Florida Statute (2020) Article 15.2 and Section 448.095**
 - 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 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 Engineer Joe Martelli JMartelli@metzgerwillard.com and copy the Project Manager Todd Kuhnel Todd.Kuhnel@myclearwater.com by **Thursday, March 18, 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 **Friday, March 26, 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 2, 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/88997518258?pwd=Q1BGUDliZU80QkFLazFJU3IIVlczd09>
Meeting ID: 889 9751 8258
Passcode: 166413
One tap mobile
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+13017158592,,88997518258# 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: 889 9751 8258
Find your local number: <https://us02web.zoom.us/j/88997518258?pwd=Q1BGUDliZU80QkFLazFJU3IIVlczd09>
13. **Contract Award** is scheduled for **Thursday, May 6, 2021**. (TENTATIVE)

14. **Scope of Work** – The rehabilitation of two City of Clearwater lift stations (LS-54 2304 McMullen Booth Rd; LS-65 1881 Virginia Ave.) including demolition, lining of terminal gravity mains, wet well cleaning and coating, replacement of pumps and selected piping and valves, replacement of selected controls, replacement or modification of selected wet well/valve vault covers, installation of generators.

15. **Contract Period: 180 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.

City of Clearwater permits have been obtained for this project.

Pinellas County permits can be obtained as needed.

Carrie Szurly clarified that Scrutinized Companies document for Israel is required but Scrutinized Companies document for Cuba and Syria is not required as this project is less than one million dollars.

Kervin St. Aimie will be at the site visits to answer questions.



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Pre-Bid Meeting Sign In Sheet

REHAB of LS 54 & LS 65

Project Number: 18-0058-UT

Name	Initials	Company	Phone	Email
Todd Kuhnel	x	City of Clearwater Senior Engineering Specialist	727- 562-4798	Todd.Kuhnel@myclearwater.com
Jeremy Brown	x	City of Clearwater Engineering Manager	727 562-4815	Jeremy.Brown@myclearwater.com
Rich Gardner	x	City of Clearwater Public Utilities Assistant Director	727 562-4960 x 7267	Richard.Gardner@myclearwater.com
Michael Gilliam	x	City of Clearwater Public Utilities Infrastructure Maint. Mgr	727 562-4960 x 7201	Michael.Gilliam@myclearwater.com
Kervin St. Aimie	x	City of Clearwater Public Utilities Assistant Manager	727 562-4994 x 3907	Kervin.StAimie@myclearwater.com
Joe Martelli	x	Metzger + Willard, Inc. Senior Project Manager	813 977 6005	JMartelli@metzgerwillard.com
Carrie Szurly	CLS	City of Clearwater - Contract and Procurement Specialist	727 562-4782	Carrie.Szurly@myclearwater.com
Russ DesErmia	x	TLC Diversified Senior Estimator	941-722-0621	rdesermia@tlcdiv.com
Tom Howe	x	United Rentals Fluid Solutions - Pump Specialist	813-267-9011	thowe@ur.com
Jacob Ferda	x			
Owner	x			