



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

## **Recommended Pre-Bid Meeting Agenda** **August 5, 2020 2:30pm**

**Staff Only on site**

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

### ***Meeting Location***

## **ZOOM VIRTUAL MEETING**

Join Zoom

Meeting <https://zoom.us/j/94999019824?pwd=L05oaUZlXU29qbVBFYlllVFFlTTlXUT09>

Meeting ID: 949 9901 9824

Passcode: 822824

**See posted meeting notice for further options.**

## **2021 Stormwater Pipe Lining (20-0021-EN)**

<b>City of Clearwater Project Manager:</b>	<b>Ivan Dimitrov</b> <a href="mailto:Ivan.Dimitrov@myclearwater.com">Ivan.Dimitrov@myclearwater.com</a>	727 562-4779
<b>Stormwater Maintenance Manager:</b>	<b>Melvin Maciolek</b> <a href="mailto:Melvin.Maciolek@myclearwater.com">Melvin.Maciolek@myclearwater.com</a>	727 562-4950 X 7272
<b>Engineering Manager:</b>	<b>Roger Johnson</b> <a href="mailto:Roger.Johnson@myclearwater.com">Roger.Johnson@myclearwater.com</a>	727 562-4781
<b>Engineering Contract Specialist:</b>	<b>Carrie Szurly</b> <a href="mailto:Carrie.Szurly@myclearwater.com">Carrie.Szurly@myclearwater.com</a>	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** -**The meeting started at 2:30. Each attendee introduced themselves.**
  - 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/186/2511>. If you would like to be considered a plan holder contact [Carrie.Szurly@myclearwater.com](mailto: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 **Sanitary & Storm Sewers** category with a minimum amount of **\$1,000,000.00 (One Million)**. **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). Pre-qualification applications are due on **Wednesday, August 19, 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.
- Proposal / Bid Bond
  - Affidavit
  - Non-Collusion Affidavit
  - Proposal
  - Addendum Sheet
  - Bidder's Proposal
  - Scrutinized Companies – See Section 9 of the Pre-Bid Agenda
7. **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 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:
- Scrutinized Companies that Boycott Israel List Certification Form. This form must be completed regardless of project cost.
  - Scrutinized Companies and Business Operations with Cuba and Syria Certification Form
    - 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 Ivan Dimitrov [Ivan.Dimitrov@myclearwater.com](mailto:Ivan.Dimitrov@myclearwater.com) by **Wednesday, August 12, 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 **Friday, August 22, 2020**.

11. **Addendums and Notices** - Check the city's website at <https://www.myclearwater.com/Home/Components/RFP/RFP/186/2511> 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, September 2, 2020 at 1:30 pm**  
[https://protect-us.mimecast.com/s/s-l-CwplpWhE56ZTVY4\\_j?domain=myclearwater.webex.com](https://protect-us.mimecast.com/s/s-l-CwplpWhE56ZTVY4_j?domain=myclearwater.webex.com)  
**Meeting number (access code):** 129 148 2293  
**Meeting password:** YXmtymtx553
- Please see Bid Opening notice when posted for further attendance options.**  
**It was explained that this may be changed to Zoom if WebEx is not available.**
13. **Contract Award** is scheduled for **Thursday, November 5, 2020.** (TENTATIVE)
14. **Scope of Work** – The 2021 Stormwater Pipe Lining Project consists of all labor, materials, equipment, and tools necessary for the cleaning, video inspection and point repair or full reconstruction of storm sewer lines by the installation of a resin impregnated cured in place pipe (RICIPP) lining at various locations throughout the City of Clearwater. All quantities are estimates only and the City is not obligated to purchase any minimum or maximum amount during the life of the contract. All of the work is to be administered per Section III, Article 11.3, Unit Price Work, of the Contract Documents.
- The work will be assigned at various locations within the limits of City of Clearwater jurisdiction.
- The contract duration will be for ONE (1) year from the notice to proceed date. City reserves the right to extend the contract on a yearly basis, and up to FOUR (4) one-year renewal terms and will be awarded on Unit Price basis, as referenced in Section IV, 101 of the Contract Documents.
15. **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 FOUR (4) one-year renewal terms, as referenced in Section IV, 101 of the Contract Documents.
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. (paraphrased)  
**There were no questions from the floor.**
- Carrie Szurly stated that if attendees would like to be considered plan holders they need to email [Carrie.Szurly@myclearwater.com](mailto:Carrie.Szurly@myclearwater.com) to state that preference.**
- Ivan Dimitrov explained that the specification for the liner could be found in Section IVa of the Contract and Specifications document.**
- The meeting adjourned at 2:42 pm**

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## 20-0021-EN

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