



RECOMMENDED PRE-BID MEETING AGENDA

ENGINEERING DEPARTMENT
(727) 562-4750

Meeting Location:

Staff Only on site

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

Pre-Bid Conference: Virtual Zoom Meeting

March 16th, 2022, at 10:00 a.m. Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82484251006?pwd=VDFPRHpjSThHK2hoeWduRnk4R3p2QT09>

Meeting ID: 824 8425 1006

Passcode: 753789

SITE VISIT PLANNED TO FOLLOW THE PRE-BID MEETING

MS WRF

1605 HARBOR DRIVE

CLEARWATER, FL

MS WRF PROCESS CONTROL GATES

City of Clearwater Project Manager:	Duy Nguyen Duy.Nguyen@MyClearwater.com	727-562-4591
Engineer of Record Project:	Phillip Walker Brown & Caldwell pwalker@brwncald.com	813-371-9307
Engineering Contract Procurement Specialist:	Shawna Blauvelt Shawna.Blauvelt@MyClearwater.com	727-562-4760

1. Introduction of Attendees

Attended via Zoom:

Please email Shawna.Blauvelt@myclearwater.com with your name and company name to insure no one in attendance is missed.

Tom Howe – United Rentals Fluid Solutions
Amanda Denton – Florida Design Contractors
Andrea Moore – KAT Construction & Materials INC
Julie Herrera – Kiewit Infrastructure South Co.

Deborah Holloway – Poole & Kent Company of Florida
Todd Shaw – Trippensee Shaw
Michael Gilliam – City of Clearwater, PU Infrastructure Maint Mgr
Mike Flanigan – City of Clearwater, PU Assistant Director
Travis Teuber – City of Clearwater, PU Assistant WET Manager
Phil Walker – Project Manager, Brown & Caldwell
Todd Bosso – Area Manager, Brown & Caldwell
Abby Brown – Project Engineer/Construction Inspector, Caldwell & Brown

2. **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 Shawna.Blauvelt@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.**
3. **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 **\$2,500,000.00 (Two and a half 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 Kathy Sowers at (727) 562-4509 or Kathy.Sowers@myclearwater.com. Pre-qualification applications are due on **Monday, April 4th, 2022**, three and a half weeks (eighteen business days) before the bid opening.
4. **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.*
5. **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
6. **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 completed, print and include the Bid Tab with your bid package. Please contact Contract and Procurement Specialist **Shawna Blauvelt** at 727-562-4760 or Shawna.Blauvelt@MyClearwater.com if you have any questions.
7. **Proposal Bond** – must be filled out with the **10%** bid bond amount.
8. **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.
9. **Request for Information** – Submit in writing via email to **Duy Nguyen** and **Phillip Walker** by **Monday, April 4th, 2022, at 5 p.m.** 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 Monday, April 18th, 2022.**
10. **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.**
11. **Bid Opening: Virtual Zoom Meeting**
April 27th, 2022, at 2:00 p.m. Eastern Time (US and Canada)
Join Zoom Meeting
<https://us02web.zoom.us/j/89510081037?pwd=cThseWkyc2JuODRpeXVkaElWa040UT09>
Meeting ID: 895 1008 1037
Passcode: 514460
12. **Contract Award** is scheduled for **Thursday, June 2nd, 2022.** (TENTATIVE)
13. **Scope of Work** –
- Improvements include the replacement of the existing slide gates within the aeration basins 4-13. While the basins are isolated and drained for gate replacement, the Contractor will remove all accumulated grit in the aeration basins, replace damaged or missing elements of the diffused air system, and make structural repairs as noted on the plans.
- Contract Period: 330 Calendar days.**
- Discuss various project dynamics/items on addenda.**
14. **Site Visit:** A site visit will occur following the zoom meeting. Please contact Duy Nguyen at Duy.Nguyen@myclearwater.com
- MS WRF**
1605 Harbor Drive
Clearwater, FL 33755
15. **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.
16. **Questions** – open to floor.
*The questions/responses will be recorded.