



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

22-0028-UT East Water Reclamation Screw Pump
Recommended Pre-Bid Meeting Agenda

Friday, April 5, 2024 at 10:00am

Virtual Zoom Meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/84155741994?pwd=MGNDVIJVB09SdWJ0VDRFQ2xBbjBLdz09>

Meeting ID: 841 5574 1994

Passcode: 929049

City of Clearwater Project Manager: Christina Goodrich 727-224-7477
Christina.Goodrich@myclearwater.com

CHA / Project Manager: Sean Menard 813-258-0703 smenard@jonesedmunds.com

City of Clearwater Public Utilities: Kaylynn Price 727-444-8252 Kaylynn.Price@myclearwater.com

Engineering Contract Specialist: Jennifer Burgett 727-444-8207 Jennifer.Burgett@myclearwater.com

1. Introduction of Attendees

2. **Sign-In Sheets** – This is a **Recommended** meeting. Please use the chat option to sign in. Please include your name, title, company, phone number and email address.

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 Jennifer.Burgett@myclearwater.com if you have any questions about project documents. Contact Christina.Goodrich@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 category: **Water Treatment Facilities in the amount of \$2 million 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 Jennifer Burgett at (727) 444-8207 or Jennifer.Burgett@myclearwater.com. Pre-qualification applications are due on **Wednesday, April 24, 2024**, 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 and Section II subsection 6.4 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.
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 and/or Excel Bid Tabulation Sheet
 - g. Scrutinized Companies – See Section 9 of the Pre-Bid Agenda
 - h. Scrutinized Companies That Boycott Israel List Certification 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 Jennifer Burgett at 727-444-8207 or Jennifer.Burgett@myclearwater.com if you have any questions.
9. **Proposal Bond** – must be filled out with the **10%** bid bond amount.
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 City Project Manager Christina Goodrich, Christina.Goodrich@myclearwater.com and CC Engineer's Project Manager Sean Menard, smenard@jonesedmunds.com by **Wednesday, April 24 2024 (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, May 1, 2024**. 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, May 8, 2024 at 2:00 PM**
Join Zoom Meeting
<https://us02web.zoom.us/j/89931163322?pwd=N0pmSEhnbUhXV1YvazAxb3doRnM5QT0>
Meeting ID: 899 3116 3322
Passcode: 713148
14. **Contract Award** is scheduled for **Thursday, June 20, 2024 (TENTATIVE)**
15. **Scope of Work** – Replace three existing open screw pumps, grease pumps, motors, and appurtenances as required by the Contract Documents. Refurbish the existing three slide gates located adjacent to the existing screw pumps as required by the Contract Documents. Modify the existing electrical system including new electrical conduit, wire, starter panels; modify the existing motor control center; reconnect proposed signal wiring to the existing control panel and supervisory control and data acquisition (SCADA) system to match the existing; and other improvements to the screw pumps as required by the Contract Documents. Provide coating systems as indicated in the Contract Documents and expansion joint and crack injection repair on the screw pump concrete structure. Any other items indicated within the Contract Documents.

The Contractor shall provide copies of a current Contractor License/Registration with the state of Florida and Pinellas County in the bid response.

The Contractor shall provide one (1) fixed project sign as described in Section III, Section 23 of the Contract Documents. The final number of project signs will be determined at the beginning of the project based on the Contractor's schedule of work submitted for approval. Additional project signs may be required at no additional cost to the city due to the Contractor's schedule of work.
16. **Contract Period:390 Consecutive Calendar Days from Notice to Proceed**
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.