

**I. Project Title: HRS SCADA**

**Bid No.: CSP46-23**

**Meeting Date:** July 26, 2023

**Meeting Time:** 10:00 a.m. MST

**Meeting Location:** Microsoft Teams meeting

[Click here to join the meeting](#)

Meeting ID: 285 337 105 933

Passcode: ojTEtm

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+1 915-255-2297,,880815835#](#) United States, El Paso

Phone Conference ID: 880 815 835#

### Meeting Sign In

- i. Notice to all participants, this pre-bid meeting is being recorded. EPWater Project Manager will now begin the recording.
- ii. We will answer questions at the end of the pre-bid meeting agenda. Use the “Raise Your Hand” feature when you are ready to ask a question, you will be acknowledged by the presenter.
- iii. Online meeting sign in – Attendance is recorded through the platform’s chat room. Please sign-in by including your name, company representing, phone number and email in the chatroom message. We may have to call on you for more information.

### Introductions

**Owner: El Paso Water**

Laura Foster, AIA, EPWater Project Manager

Gilbert Trejo, P.E. – Vice President

Irazema Rojas, P.E. – Utility Chief Technical Officer

Ivan Hernandez – Utility Engineer Division Manager

Geoffrey Espineli – Utility Engineer Division Manager

Rosemary Guevara – Utilities Purchasing and Contracts Manager

Mirtha Solis – Senior Purchasing Agent

Robert Davidson – Contracts Construction Administrator

Claudia Lara – Contracts Development Coordinator

Veronica Garcia – Senior Project Compliance Specialist

Yadira Reyes – Project Compliance Specialist

Nilsa Leon Project Compliance Specialist

**User Group:**

Rick Dominguez - Plant Superintendent

Alfredo Solano – Utility CIO

Edgar Campos – Asst Utility CIO

Enrique Fuentes – I& C Superintendent

Severo Borrego – I & C Manager

Thomas Kuehnen – Network Specialist

**Architect of Record: Mijares Mora Architects**

Jorge Mora, AIA, Principal

**Construction Manager: JMT**

Arturo Gonzalez, Architect

**II. General Bid Requirements**

a. Contract document consists of the specification, drawings, and any addenda that may be issued.

**b. Bid Development Dates**

- 1. Pre-bid meeting July 26, 2023
- 2. Last day for questions August 1, 2023
- 3. Responses posted August 8, 2023
- 4. Bids due August 15, 2023 2:00 p.m. (30 minutes before bid opening)
- 5. Open Bids August 15, 2023 2:30 p.m.

**c. Construction Schedule**

Project estimated duration is nine months. Projected milestones are summarized below:

Milestone Projected Dates

Preconstruction Meeting	October 5, 2023
Notice to Proceed	October 6, 2023
Substantial Completion	June 6, 2024 (240 days after NTP)
Final Completion	July 8, 2024 (270 days after NTP)

**d. Bid Questions, Cone of Silence policy, Interpretations and addenda.**

The Cone of Silence is in effect. All questions regarding the meaning or intent of the Contract Documents for this project, other than those asked here today, must be submitted to Owner in writing to:

Attn: CSP46-23  
 Questions or Clarifications  
 Purchasing & Contracts Administration  
 1154 Hawkins Blvd.  
 El Paso, TX 79925

OR emailed to:

[purchasing.info@epwater.org](mailto:purchasing.info@epwater.org)

Pursuant to the Cone of Silence, any communication between potential bidders and EPWater staff or Engineer relating to this project is prohibited.

Deadline for all questions regarding the meaning or intent of the Contract Documents is August 1, 2023 at 5:00pm. Questions received after the deadline will not be answered.

Interpretations or clarifications considered necessary by the Engineer in response to such questions will be issued by Addenda and made available to all via posting on EPWater website (see below).

**III. Instructions to Bidders (EPWater Purchasing & Contracts Dept.)**

**a. Bid Proposal**

**b. Bid Proposal Checklist – (Section 00100)**

- Bidder required to submit **1 original proposal and 2 copies** along with an electronic version of the bid proposal. Interpretations or clarifications considered necessary by the Engineer in response to such questions will be issued by Addenda and made available to all via posting on EPWater website (see below).
- For ease of reference, Bidders must “TAB” the following:
  - Section 00300 Bid Form page showing Total Bid Price and;

- Bid Bond sheet
- Signed Bid Form (complete, with acknowledgement of any issued addenda, including names of all Subcontractors and Suppliers)
  - Check all Bid calculations to ensure that pricing numbers are correct and accurate;
  - Unit bid price will prevail in the event of discrepancies
- Original and Notarized Bid Security or Bond
- Certificate of Insurance Availability;
- Names and categories (SMLB, MBE OR WBE) of all Subcontractors and Suppliers with SMLB, MBE OR WBE certifications
- Evidence of Good Faith Efforts if Minority Participation Goals are not met
  - 25% Small Locally Owned Business
  - 10% Minority Owned Business
  - 7% Women Owned Business
- Texas Ethics Commission requirement, "Certificate of Interested Parties", Form 1295 – Contractor must have registered/completed on-line application
- Safety Record (Qualifying Projects only)
- Statement of Residency
- Statement of Non-Divestment from Israel
- Electronic version of the Bid Proposal (saved on Compact Disk or USB Flash Drive)

**c. Addendum**

All Addenda will be posted on the EPWater website in the individual bid's page:

[https://epwater.org/business\\_center/purchasing\\_overview/bids/construction](https://epwater.org/business_center/purchasing_overview/bids/construction)

It is recommended that all potential Bidders register to the EPWater Construction Bids Notifications section to receive newsletter notifications when items (including addendum) are posted and made available to a bid's page. It is the Bidder's responsibility to visit the EPWater website frequently to become aware of all pertinent information made available to all bidders.

**d. Bid Delivery**

- i. Location – Hard copies shall be delivered in a sealed envelope to the Purchasing & Contracts Dept. (1<sup>st</sup> Floor), at:

Attn:  
**Wastewater Field Office Rehab New Building**  
 CSP46-23  
 "BID ENCLOSED"  
 Purchasing & Contracts Administration  
 1154 Hawkins Blvd.  
 El Paso, TX 79925

The bid package must include the notation "BID ENCLOSED" on the face of the sealed envelope and include an electronic version of the bid (i.e. saved on a Compact Disk or USB Flash Drive)

- ii. Acceptance - Bid will need to be Date and Time stamped by the Purchasing Clerk or Contract Administration for acceptance.

**e. Bid Opening**

Bid Openings are being conducted through GoToMeetings. Instructions below:

<https://meet.goto.com/535797325>

Once found, click on “Bid Opening Meeting link” to join. Additionally, you can join the bid opening meeting by dialing in using your phone and entering the access code when prompted:

United States (Toll Free): 1-877-309-2073 Access Code: 535-797-325

**f. Post-Bid/Pre-Award Checklist**

Reference Section 00100 for Post-Bid/Pre-Award Checklist, key items to consider are:

- Evidence of Worker’s Compensation Insurance coverage; if self-insured agreement with TWC
- Employee leasing company evidence of Texas State License and copy of WC policy
- Financial Statements
- Qualifications Statement
- Qualifications of Key Personnel
- Updated Minority Certification and Participation Summary

**g. Wage Rates**

EPWater Staff and Engineer have determined that the following wage rates are applicable for this project:

- 2020 Building Construction Trades Wage Rates  
Adopted by El Paso Water - Public Service Board, January 12, 2022
- 2016 Paving and Street Construction, Dirt Work, Heavy Construction, Pipeline Work, Highway Wage Rates, Adopted by El Paso City Council February 28, 2017

**IV. Project Scope and Minimum General Requirements**

**\*\*REMINDER TO ALL PARTICIPANTS TO SIGN-IN USING THE MEETING CHAT BOX WITH NAME, COMPANY REPRESENTING AND EMAIL ADDRESS\*\***

**a. Project Scope**

The Haskell Street SCADA Instrumentation & Controls Building is to be located within the Haskell Street Wastewater Treatment Plant. The new 1612 sq.ft. building will be an office occupancy with a server room, kitchenette, and lobby area. The project requires demolition of a 1200 sq.ft. existing building, as well as sitework, drilled pier with grade beam and concrete slab foundation, CMU walls, steel structure, interior finishes, MEP, special systems installation, and landscaping. The work under this contract shall be for furnishing all labor, materials, transportation and services for the construction and installation of the work.

**b. Project Location & Conditions**

Project is located within the EPW Wastewater Treatment Plant at 4100 Delta Drive in El Paso, TX.

i. Special project site consideration

1. Project requires that construction take place on a site with adjacent activity/occupancy. All material and equipment stored at the site must not interfere with the daily operation of the plant.

**c. Key Personnel**

- i. Project Manager
- ii. Superintendent
- iii. Foreman

**d. Minimum General Project Requirements**

- i. The Key Personnel required for this Project are the Project Manager, a full-time Superintendent, Safety Representative, and Owner's or Principals of the Bidder to be assigned to this project for the duration by the Contractor to assure a completely functional and timely completion of the project. The Project Manager and full-time Superintendent shall have successfully performed a minimum of two (2) projects with similar project scope and 70% of bid value within the last five (5) years. Owner reserves the right to review, approve or reject the persons listed as Key Personnel. Resumes of Key Personnel must be submitted with the bid and accepted by the Owner in order for the Bidder to receive Award.
- ii. Bidders on Qualifying Projects must provide a Safety Record consisting of: (1) copies of the bidder's OSHA Forms 300, 300A, and 301 for the last three calendar years (January – December); (2) the Establishment Search Results from the Occupational Safety and Health Administration's website (<https://www.osha.gov/pls/imis/establishment.html>); and (3) a completed and signed Contractor Pre-Qualification Form. A Qualifying Project is a project with a value greater than \$100,000 or one that the Chief Technical Officer and Vice President of Operations and Technical Services determine poses a significant hazard.
- iii. EPWU will deem a bidder not responsible if the bidder
  1. fails to provide a complete Safety Record;
  2. received within the last three calendar years (January – December) six or more serious violations, one or more willful violations, or a single repeat of a serious violation; or (3) has experienced a workplace
  3. fatality in the last three calendar years (January – December), unless the bidder can demonstrate that the factors that caused the fatality were outside the bidder's control. A bidder, however, may fail the above criteria but still be deemed responsible if (1) no other appropriate bidder can be found; (2) the bidder is approved by the Chief Technical Officer and the Vice President of Operations and Technical Services; and
- iv. the bidder agrees to implement the special safety procedures (which might include a requirement to work only with trained EPWU personnel present) that the Vice President of Operations and Technical Services establishes for the project.

**e. Minimum project specific requirements (Section 00100)**

- i. Bidder shall have a minimum of five (5) years of experience with concrete masonry and in the installation of metal framing, sheathing, thermal insulation, and roof/wall panels.
- ii. Project is within the Haskell Street Plant where vehicle and pedestrian traffic is expected near and around the Project area. The bidder shall demonstrate past successful projects employing similar traffic control plans. Bidders should take into consideration that constant construction activities coordination will need to be done with the plant personnel.
- iii. Project involves the rapid mobilization and coordination of site access construction crews in a short time window with severe consequences to the Owner if the construction timing is not maintained. It is necessary that the bidder present examples of similar projects successfully executed by the Key Personnel proposed for this project.

**G. Key Submittals Post-Award to EPWater (submit within 10 days of Award)**

- Preliminary Schedule of Values
- Preliminary Construction Schedule
- Schedule of Shop Drawings

- Health and Safety Plan
- Schedule of Values per Measurement and Payment criteria (Section 01 22 13)

#### **H. Liquidated Damages**

- Substantial Completion - \$699.35 per calendar day
- Final Completion - \$834.52 per calendar day

#### **V. Technical Specifications (Architect of Record)**

**\*\*REMINDER TO ALL PARTICIPANTS TO SIGN-IN USING THE MEETING CHAT BOX WITH NAME, COMPANY REPRESENTING AND EMAIL ADDRESS\*\***

##### **A. Work Sequence or Phasing**

1. Coordinate with EPWater Project Manager and plant staff
2. No manholes nor utilities shall be taken out of service without previous coordination with Engineer and approval by EPWater

##### **B. Surveying**

1. Coordinate with Engineer and Plant staff for elevations

##### **C. Testing Services**

1. EPWater will be responsible for all testing services and costs
2. Testing will be coordinated with on-site inspector

##### **D. Water for Construction**

1. Water to be used for construction shall be furnished to the Contractor by the Owner under set conditions and charges. The Contractor shall contact the El Paso Water Utilities at 915-594-5526 for these conditions and an estimation of the fees. The Contractor shall pay for water use at cost, with no mark up. The Contractor may, with approval of the Engineer, make other arrangements and secure water for construction purposes from a source of his own choosing.
2. The Contractor must complete a Fire Hydrant Meter Application for a fire hydrant meter with the Engineering Developer Services Section of the El Paso Water Utilities, located on the third floor of the El Paso Water Utilities Building, 1154 Hawkins Blvd. For information, please contact 594-5545 or 594-5635. Deposit and Set-up/Removal Fee are due at application
3. Contractor can coordinate with Plant superintendent to confirm if reclaimed water standpipe is available.

##### **E. Extents of Construction**

1. Contractor shall confine construction activities to the limits designated on the drawings.

##### **F. Working hours**

1. Work hours: 7 a.m. to 5 p.m., Monday thru Friday.
2. Night Time, Weekend & Holiday work shall be requested in writing at least one week prior. Due to the nature of this project, additional inspection charges for work outside regular working hours shall be paid for by the Owner.

##### **G. Video-taping/Record Drawings, (Section 01000, Page 4)**

##### **H. Special Controls**

1. Excavation

## 2. Traffic control

### **VI. Coordination Requirements During Construction**

#### A. With Owner, Engineer and Agencies

1. All questions related to the project will go through the Construction Manager, Arturo Gonzalez.
2. EPW - All coordination will go through Laura Foster, the EPWater project manager.
3. Laydown Area – Contractor to coordinate with EPW Plant Superintendent. All material and equipment stored at the site must not interfere with the daily operation of the plant.

### **VII. Questions**

**\*\*REMINDER TO ALL PARTICIPANTS TO SIGN-IN USING THE MEETING CHAT BOX WITH NAME, COMPANY REPRESENTING AND EMAIL ADDRESS\*\*** Please use the “Raise Your Hand” feature to be acknowledged by the presenter.

Thank you and Adjourn