



## Pre-Bid Meeting Agenda

Project Title: Planned Waterline Replacement Phase 13 – Cedar Grove  
Bid No.: 34-23

Meeting Date: June 13, 2023  
Meeting Time: 2:00 p.m.  
Meeting Location: Microsoft TEAMS Online Meeting Link

### I. Introductions [PM: Miguel Venegas]

#### A. Meeting Sign In

- i. Notice to all participants, this pre-bid meeting will be recorded. EPWater Project Manager will now begin the recording.
- ii. Housekeeping Rule – All participants please mute your microphones. We will open up for questions at the end of the pre-bid meeting agenda.
- iii. Online meeting sign in - Attendance will be recorded through the platform's chat room. Please sign-in by including your name, company representing, phone number and email in a chatroom message. We may have to call you for more information.

#### **Owner: El Paso Water (EPWater)**

1154 Hawkins Blvd.  
El Paso, Texas 79925

Gilbert Trejo – Vice President of Operations & Technical Services  
Felipe Lopez, Jr., P.E. – Chief Operations Officer  
Irazema Rojas P.E. – Chief Technical Officer  
Geoffrey Espineli, P.E. – Engineering Division Manager  
Ivan Hernandez, P.E. – Engineering Division Manager  
Rose Guevara – Utilities Purchasing & Contracts Manager  
Mirtha Solis – Senior Purchasing Agent  
Robert Davidson – Contract Construction Administrator  
Claudia Lara – Contracts Development Coordinator  
Veronica Garcia – Senior Project Compliance Specialist  
Yadira Reyes – Project Compliance Specialist  
Nilsa Leon – Project Compliance Specialist  
Miguel C. Venegas – Project Manager

#### **Engineer of Record**

Michael Salinas P.E.  
Garver  
221 N. Kansas St.  
Suite 1208  
El Paso, Texas 79901  
915.808.41.64

## II. General Bid Requirements [PM: Miguel Venegas]

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

### b. Bid Development Dates

- |                           |                                                              |
|---------------------------|--------------------------------------------------------------|
| 1. Pre-bid meeting        | June 13, 2023, 2:00 p.m. (MST)                               |
| 2. Last day for questions | June 16, 2023, 5:00 p.m. (MST)                               |
| 3. Responses posted       | June 22, 2023                                                |
| 4. Bids due               | June 29, 2023, 1:30 p.m. (30 minutes before bid opening MST) |
| 5. Open Bids              | June 29, 2023, 2:00 p.m. (MST)                               |

### c. Construction Schedule

Project estimated duration Projected milestones are summarized below:

Milestone Projected Dates (ALL DATES TENTATIVE)

Notice to Proceed	September 08, 2023
Preconstruction Meeting	September 14, 2023
Substantial Completion	September 27, 2024 (385 days after NTP)
Final Completion	October 27, 2024 (415 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: Bid No. 34-23  
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)

Please include the Bid No. 34-23 in the subject line of the e-mail. Pursuant to the Cone of Silence, any communication between potential bidders and EPWater staff or Engineer relating to this project is prohibited.

The deadline for all questions regarding the meaning or intent of the Contract Documents is June 16, 2023, at (5:00pm MST). 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]

### a. Bid Proposal

Bid Proposal Checklist – (Section 00100)

- Bidder required to submit 1 original proposal and 2 copies along with an electronic version of the bid proposal
  - 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)

**b. 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 and RFS 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.

**c. Bid Delivery**

- i. Location – Hard copies shall be delivered to EP Water Purchasing in a sealed envelope with a notation of:

Attn:  
 Planned Waterline Replacement Phase 13 – Cedar Grove  
 Bid No. 34-23  
 “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 1 original proposal and 2 copies along with an electronic version of the bid proposal (i.e. saved on a USB Flash Drive). If mailing the bid package, ensure the bid information is written on the mailing label.

- ii. Acceptance - Bid will need to be Date and Time stamped by Purchasing or Contracts Administration for acceptance.
- iii. Bids will need to be delivered to the EPWater Purchasing Department (1<sup>st</sup> Floor) no later than 1:30 p.m. on 06/29/23. All bids received at 1:30 p.m. will be read aloud at 2:00 p.m. Any bids delivered after 1:30 p.m. will not be accepted.

#### d. Bid Opening

Bid Openings are still being conducted through GoToMeetings. Instructions below:  
[www.epwater.org/business\\_center/purchasing\\_overview/bids](http://www.epwater.org/business_center/purchasing_overview/bids)

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  
United States: +1 (646) 749-3129  
Access Code: 438-909-565

#### e. 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 Worker’s Comp policy
- Financial Statements
- Qualifications Statement
- Qualifications of Key Personnel
- Updated Minority Certification and Participation Summary

#### f. Wage Rates

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

2016 Paving & Street Construction, Dirt Work, Heavy Construction, Pipeline Work, Highway

### IV. Project Requirements

#### a. Project Description and Scope of Work:

- i. The project calls for the replacement of existing small-diameter asbestos cement and cast-iron water lines located along eleven (11) different streets within the Cedar Grove neighborhood. The project will be comprised of unit price items to include the installation of approximately **138** linear feet of 6-inch diameter polyvinyl chloride (PVC) water main; installation of approximately **12,325** linear feet of 8-inch diameter polyvinyl chloride (PVC) water main; removal and salvage of **10** existing fire hydrant assemblies; installation of **15** new fire hydrant assemblies; **13** water service meter relocations; **354** water service replacement and reconnections; installation of approximately **677** linear feet of 8-inch diameter polyvinyl chloride (PVC) sanitary sewer line including 4-inch diameter polyvinyl chloride (PVC) service laterals; installation of **5** 4-foot diameter polymer concrete manholes; curb and gutter, sidewalk, driveways, garden wall, and asphalt pavement replacement; and all miscellaneous piping, valves, fittings, appurtenances and any other site work necessary for the proper installation of this project as shown in the plans and technical specifications.

**b. Project Location & Conditions:**

- i. The project is located within the Cedar Grove residential neighborhood located in the central east area of El Paso, TX. Areas of waterline replacement include from the intersection of Mimosa Avenue and Barker Road to Mimosa Avenue and Teakwood Road. This shall also include the replacement of waterlines within seven (7) side streets running perpendicular to Balsam Drive and Mimosa Avenue as well as a waterline located in Tulip Court. The project site also includes the replacement of a waterline within Baywood Road from the intersection points of Wisteria Avenue and Joshua Court as well as the installation of a new waterline on Barker Road from the intersection points Tulip Court to Plum Avenue. Refer to Attachment A for an Overall Project Map.

**c. Key Personnel**

- i. Project Manager
- ii. Project Scheduler
- iii. Superintendent
- iv. Foreman
- v. Construction Engineer

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

- i. Key Personnel required to be assigned to this project include: **Project Manager, Scheduler, Project Superintendent, Foreman, Construction Engineer**. Owner reserves the right to review, approve or reject the persons listed as Key Personnel. Key Personnel are to provide evidence of their ability to maintain good public relations with customers and respond quickly to customers' complaints.
- ii. The Project involves replacing municipal water distribution lines with 8-inch diameter water mains, including furnishing and installing water services, within existing residential subdivisions where continued operation is critical while removing or repairing other elements of the water system; and maintenance of existing streets and complete accessibility to the local residents and pedestrian is required. Bidder must demonstrate successful completion of at least three projects with this size main or larger requiring this expertise within the past ten years.
- iii. The Project involves the removal of existing Asbestos Cement Water Pipe and/or Asbestos Containing Materials only at the tie-in connections, as needed to install the new water main, following all applicable local, State, and Federal regulations and guidelines. Bidder must demonstrate successful completion of at least two projects similar in nature and scope of work as described, herewith, within the past ten years.
- iv. The Project involves installing 8-inch diameter gravity sewer mains including furnishing and installing 4-foot diameter manholes while maintaining active service on the existing sewer line. Bidder must demonstrate at least two successful projects within the past five years similar in nature and scope of work as described, herewith.
- v. The Project involves compacting earthwork for roadbed subgrade preparation, installing compacted base material, and installing Hot Mix Asphaltic Concrete (HMAC) pavement along the pipeline route. Bidder must demonstrate three successful projects within the past ten years with similar scope of work required under direction of Key Personnel. At least one of the projects must show pavement replacement using milling, HMAC inlay, seal coat, and overlay of no less than

10,000 square yards within similar complexity (existing development). Qualifications of a Subcontractor/Subconsultant will be acceptable. Provide subcontractor's qualifications including successful completion of at least three similar projects in the past ten years with similar complexity.

**e. Project Duration and Liquidated Damages (LD')**

- i. Substantial Completion: 385 Calendar Days
- ii. Substantial Completion LD's: \$1,230.00 per Calendar Day
- iii. Final Completion: 415 Calendar Days
- iv. Final Completion LD's: \$860.00 per Calendar Day

**f. Project Coordination/ Construction Issues**

- i. EPW
  - 1. Water tie ins and disinfection
  - 2. Sewer bypass pumping
  - 3. Maintain water service
  - 4. Licensed plumber for relocated water meters
  - 5. ROE granted for water meters on private properties(total of 13)
  - 6. Where no ROE is granted for the water meters, connect inside public ROW
  - 7. Contact EPWater for field locate tie ins prior to making connections
  - 8. Connections are based on available data for the existing water mains, the connections maybe shifted
- ii. City of EPW Street Department
  - 1. Pavement replacement and resurfacing
  - 2. Traffic Control
- iii. Texas Gas- Contractor is required to field locate gas mains before commencement of excavation
- iv. Property owners
  - 1. ROE: Contractor shall notify impacted property owners a minimum of 2 weeks prior to entering property
  - 2. Temporary impact to vehicular parking
  - 3. Temporary shutdowns for connections
- v. Ysleta ISD
  - 1. Construction activities coordination
  - 2. Main driveway closure at Mimosa and Barker Rd shall remain open at all times
- vi. Sun Metro
  - 1. Bus Stops
- vii. SWPPP
  - 1. Contractor responsible for developing and submitting Plan
  - 2. Notice of Intent
- viii. El Paso Lower Valley Association Representative
- ix. All dry franchise utilities
  - 1. One Call
  - 2. AT&T
  - 3. El Paso Electric
  - 4. Any other telecommunication entity
- x. Local daycare
  - 1. Coordinate transportation along Tulip
- xi. Site Restoration
  - 1. Stamped concrete to replaced if impacted

2. Brick pavers shall be replaced where impacted by meter connections
3. Rockwall and iron wrought fences to be replaced at water meter relocation on private property

**g. Work Sequence or Phasing**

- i. Limited street closures based on approved traffic control plan
- ii. Minimum 2 pipeline crews required unless approved otherwise
- iii. Street restoration shall be continuous behind the pipeline crew at all times

**h. Working hours**

- i. Working Hours: 7:00 A.M. to 5:00 P.M. Monday through Friday
- ii. Working Hours near the vicinity of Riverside Elementary School: 9:00 A.M. to 3:00 P.M.
- iii. Nighttime, Weekend, and Holiday work shall be requested in writing in advance.

**V. Questions [Miguel Venegas]**