

CONTRACTS 1782G
O&M BUILDING 4th FLOOR WINDOWS and ROOF PAPAPET REPAIRS
PRE-BID MEETING AGENDA

WEDNESDAY 2-22-2023, @ 10:00 AM
O&M BUILDING AUDITORIUM

RAY STASNY – ALCOSAN PROJECT MANAGER
RAY STASNY – CONSTRUCTION MANAGER
EDWARD ROETHLEIN- ARCHITECT

1. INTRODUCTION

- a. Opening comments from Construction Manager
- b. All attendees shall sign the pre-bid meeting attendance roster
- c. Introductions
- d. Encourage a target goal of WBE/MBE participation. (10% to 25% of contract value)
- e. Contractor and employees shall adhere to the COVID-19 pandemic regulations issued by the r, CDC, governing agencies, Alcosan`s Executive Director.
- f. Scope of Work & Construction Sequencing by ALCOSAN (Engineer)
- g. QUESTIONS

BID DOCUMENTS

2. Legal Notice

- a. Bid security 10% of bid price by certified check or bid bond. (2.19)
- b. All bids to be submitted to ALCOSAN Engineering Department clerks (2nd floor of the O&M Building) on or before bid opening date and time. If the bid package is sent to ALCOSAN by land courier (UPS, FedEx, etc.), allow enough time for delivery to the clerks.
- c. Bid opening on **WEDNESDAY MARCH 15, 2023** at **10:00 AM** sharp!
- d. Anticipation of a recommendation for the **MARCH 23rd 2023** ALCOSAN Board meeting.
- e. All questions about contract documents shall be submitted to Ray Stasny by email to raymond.stasny@alcosan.org.
- f. Any questions by phone or in-person are considered informal and without legal or binding effect on the contract or to the Owner.
- g. The last day for questions is **TUESDAY FEBRUARY 28 2023 AT 5:00PM****
- h. Responses will be distributed as addenda, as soon as possible, as deemed applicable.
- i. Pre-bid meeting is not mandatory for bidders.
- j. QUESTIONS

3. Bidding Documents [Article One]

- a. Bid Form - fill in
 - i. Addenda acknowledgement (2.16)
 - ii. BASE BID SUMMARY 1782G = Lump Sum (Item #1) (pp. 1-2G)

- iii. All bids submitted with all bid forms complete and signed by authorized representative of the Company.
- iv. Only the bid forms need to be submitted (Article 1 → pages 1-1G through 1-23G).
- v. Include in each Bid the Solicitation and Commitment Statement MBE and WBE pages 1 of 4 through 4 of 4). Include Certificate of M/WBE Participation. (2.26)
- vi. Contractor Qualification Statement Items 5 & 6. Follow directions carefully. (2.25)
- b. Provide a contact for your company in the space designated for receipt of any communications necessary for the bid evaluation.
- c. No Alternates with Bids
- d. Bid Bond - Certified check or Bid Bond.
- e. Non-collusion Affidavit
- f. Certificate of Compliance with Steel Products Procurement Act (3.79)
- g. Certificate of Safety Procedures Compliance
- h. Don't need to submit the entire Volume I with Bid
- i. QUESTIONS

4. Information for Bidders [Article Two]

- a. Carefully review Bid Documents and location and conditions of Job site. (2.02, 2.13)
- b. Submission of Bids (2.04); Sealed Bid to be submitted to ALCOSAN Engineering Department (2nd floor of the O&M Building) on or before bid opening date and late bids (anything received after **MARCH 15RD 2023 AT 10:00AM**) and will be treated as “non-responsive” and returned to the Bidder unopened
- c. Contract execution typically requires 4 weeks to process paperwork (including bonds and certificates of insurance). Anticipate a Notice to Proceed to be issued in mid-November 2020.
- d. Reference Information concerning the existing facilities and the Job Site will, upon request, be made available to prospective Bidders (2.12); No guarantee on their accuracy.
- e. Bidders to Investigate (2.13); Bidders may coordinate additional site visits through the Project Manager at 412-734-6263 or Raymond.stasny@alcosan.org
- f. Alterations of Bids and Documents (2.11 & 2.23)
- g. Tax Exemptions (2.18) (3.21)
- h. Project Labor Agreement and Letter of Assent. Sign and include in Bid. (2.34) Subs later.
- i. QUESTIONS

5. Contract Provisions [Article Three]

- a. Rights and Duties of the Contractor (3.5 – 3.7; 3.27)
- b. Subcontractors (3.19)
- c. Owner shall issue to Contractor exemption certificate(s). (3.22)
- d. Rights and Duties of the Owner (3.23 to 3.29)
- e. RFI's, Change Orders, FI's, Pay Apps, Submittals, etc. to be submitted thru eBuilder (3.31 to 3.37).

- f. Retainage: 10% to start. Reduced to 5% at 50% completion and possibly less in the latter stages of a job. (3.35, Act 317)
- g. Bonds: Performance Bond and Labor and Material Payment Bond to be provided with the executed Contract Agreement in the amount (100%) of the Contract Sum. Also, Maintenance Bond (100% of Contract sum) required upon final acceptance of the completed work. (3.55)
- h. Compliance with Health, Safety, and Environmental Laws requires a project-specific written safety program, tailored specifically for the work on this Contract to be submitted to the Construction Manager and reviewed by ALCOSAN Safety Department prior to performing any work on-site. (3.72).
- i. Working hours/Holidays: Normally for an 8-hour period between 7:00 AM to 5:00 PM, Monday through Friday. Work performed after hours, during ALCOSAN holidays and weekends shall be overseen by the Construction Manager, at the sole expense of the Contractor. (3.77)
- j. Pennsylvania Prevailing Wage Rates (3.78); Minimum wage rates as set forth by the PA Prevailing Wage Act. **(Article Seven)**
- k. Compliance to the Buy American (3.79)
- l. EXHIBIT A, B, C
- m. QUESTIONS

6. Contract Agreement [Article Four]

- a. Contract Milestones: Substantial completion 750 Calendar Days from NTP;
Final Completion 780 Calendar Days from NTP.
- b. Liquidated Damages (\$500/day for Substantial completion and \$100/day for Final Completion)
- c. QUESTIONS

7. Bonds, Certificates and Statements [Article Five]

- a. Contractor's Certificate of Satisfaction (At completion of contract)
- b. QUESTIONS

8. Project Specifications [Article Six]

- a. Summary of Work (01 11 00)
 - i. Scope of Work (1.2)
 - ii. Project Personnel & Responsibilities (1.14)
- b. Job Conditions (01 11 20)
 - i. Coordination and Project Conditions (1.3)
 - ii. Working Hours (3.1)
- c. Measurement and Payment (01 22 00)
 - i. Application for Payment (1.5)
 - ii. Partial Payment for Materials & Equipment (1.08)
 - iii. Progress Payment to Contractor by ALCOSAN within 60 days of Board Approval
- d. Construction Progress Schedule (01 32 16)

- i. Project Schedule Requirements during project
- ii. P6/Project Scheduler Qualifications (1.4/1.11)
- iii. Contractors (Input); CM (Prep & Updating)
- e. Submittals (01 33 00 and 01 33 04)
 - i. Engineer's Review Action (1.7)
 - ii. Close out submittals (1.11)
 - iii. O&M Manuals & Data (01 78 39)
- f. Project MIS – (eBuilder) (01 33 16)
 - i. Overview (ALCOSAN); Training (Contractor) (1.7B)
- g. Construction Facilities, Temporary Controls & Utilities (01 50 00)
- h. Maintenance of Plant Operations (MOPO) (01 52 00)
 - i. Constraints, Sequencing, Responsibilities
- i. Commissioning & Close Out (01 71 16, 01 78 36, 01 78 39 3.37-3.40)

9. Prevailing Minimum Wage Pre-Determination [Article Seven]

- a. Prevailing Wage Project Rates' Tables/Certified Payrolls
- b. QUESTIONS

10. Contract Drawings

- a. 8 Sheets and reference photos

11. Open Discussion / Questions / Virtual Site Tour

- a. QUESTIONS

◆ ◆ ◆ ◆ END OF AGENDA ◆ ◆ ◆ ◆