



CITY OF SAN ANTONIO
TRANSPORTATION & CAPITAL IMPROVEMENTS

TO: Meeting Attendees
FROM: David McBeth
SUBJECT: Low Impact Landscape – Around San Antonio Downtown Freeway Ramps:
Pre Bid Meeting
DATE: August 11, 2015
TIME: 10:30 AM
VENUE: Municipal Plaza Building - 9th Floor Conference Room
114 W. Commerce, San Antonio, TX 78205

MEETING AGENDA

- 1) Introductions
 - a) Project Team – COSA
 - b) Design Team: Bender Wells Clark – Beth Bender Wells
 - c) Construction Management: COSA TCI
 - d) TXDOT
 - e) Contractors

- 2) Contract Requirements/ Expectations
 - a) Duration- 180 Calendar Days (six-day workweek)
 - b) Liquidated Damages - \$610.00 per day
 - c) Estimate – Total Base Bid Estimate: \$999,225.00
 - d) Required Forms
 - i. 002 Proposal
 - ii. 003 Unit Pricing Form
 - iii. Assurance of Compliance
 - iv. Certificate of Non Segregated Facilities
 - v. Statement on President’s Executive Orders
 - vi. Disclosure of Lobbying Activities
 - vii. Child Support Statement
 - viii. Certificate of Non-Collusion
 - ix. Certificate of Interest
 - x. Litigation Disclosure
 - xi. Certificate of Debarment
 - xii. Addenda Acknowledgement Forms
 - xiii. Bid Bond
 - e) Deadline for Questions: Friday August 14, 2015 at 4:00 PM

Low Impact Landscape Pre-Bid Meeting

- f) Bid due on August 25, 2015 @ 2 :00 PM in the Office of the City Clerk and then opened and read aloud in City Council Chambers of the Municipal Plaza Building
 - g) Restrictions on Communications
 - h) Addenda
- 3) Project Summary (TCI / Bender Wells Clark)
- a) Project Background
 - b) Phasing
- 4) Comments from Utilities
- a) CPS
 - b) SAWS
 - c) AT&T
 - d) TWC
 - e) Others –
- 5) Comments from City Staff
- a) Traffic
 - b) Storm Water
 - c) Environmental
 - d) City Arborist
 - e) Inspections
 - f) Compliance
 - g) CIMS Schedules
 - h) Primelink
 - i) Others
- 6) Comments or Questions from Contractors
- a) Written submittal of questions for official response.
- 7) Comments from TxDOT
- 8) Comments from Landscape Architects
- 9) Adjourn

Pre-Bid Meeting Sign-In



CITY OF SAN ANTONIO TRANSPORTATION & CAPITAL IMPROVEMENTS

NAME	ORGANIZATION	PHONE	EMAIL
Ron Ramirez	COSA/TCI CONTRACTS	210-207-8063	Ronald.ramirez@sanantonio.gov
David Chumchel	COSA / TCI	207-41616	David.Chumchel@sanantonio.gov
Jesse Zamora	LandscapeComm LLC	830-750-7015	jesse@landscapecomm.com
Allen Stewart	Gratr Landscapes	210-764-7773	a.stewart@gratelandscape.com
Eric Meyer	COSA TCI SWOPS	210-207-0747	ERIC.MEYER@SANANTONIO.GOV
Beth Wells	BWS Design	210-692-9221	bwellse@bwsdesign.com
IRIS PINK	"	"	iris@bwsdesign.com
LEA JACOBSON	TXDOT	210-645-6100	lea.jacobson@txdot.gov
Ricardo Espinoza	DSD - Trees	207-5427	Ricardo.Espinoza@sanantonio.gov
John Salazar	TCI - Const. Mgmt.	207-0501	john.salazar@SATX.gov
Margaret Toscano	TCI	207-5438	Margaret.Toscano@sanantonio.gov
Juan Contreras	TCI	207-4605	Juan.Contreras@sanantonio.gov
DAVID MCBETH	TCI	207-6342	David.McBeth@sanantonio.gov
John Walter	TCI	207-6084	john.walter@sanantonio.gov
DAVID BROWN	TCI - EMS	207-1442	DAVID.BROWN@SANANTONIO.GOV
Thomas Gonzalez	TCI	207-1328	TCI.schedules@sanantonio.gov

THIS FORM WILL BE POSTED TO THE CITY WEBSITE. SIGNING THIS FORM GIVES CITY PERMISSION TO RELEASE YOUR INFORMATION

Low Impact Landscaping Project

Scaled Bids for Construction Services for the Low Impact Landscaping Project - #23-01405, will be received at the Office of the City Clerk, City Hall, 100 Military Plaza, 2nd floor San Antonio, Texas 78205, until 2:00 P.M. CST, on Tuesday, August 25, 2015, in accordance with all bid documents, plans and specifications on file and available at Bender Wells Clark Design. Plans and Specifications can be obtained at Thomas Printworks at 1223 Arion Parkway, #108, San Antonio, Texas 78216. Phone # (210)829-7000. Plans and Specifications may be purchased at a cost of \$ 25.00 per set (+ tax). No refund will be made for plan sets that are returned. The City requires that not less than the prevailing wage rate for work of a similar character in this locality shall be paid to all laborers, workmen, and mechanic employed in the construction of this project. The stated Disadvantaged Business Enterprise (DBE) Program goal for this project has been set at 2%. The City DBE Program is subject to approval by the Federal Highway Administration (FHWA). Bids will be received in the Office of the City Clerk and then publicly opened and read aloud. Any envelopes received after the specified times will be returned unopened. A Non Mandatory Pre-bid Meeting will be held on Tuesday, August 11, 2015 at 10:30 A.M. in the 9th floor conference room of the Municipal Plaza Building, 114 W. Commerce, San Antonio, Texas 78205. For questions regarding general contracting processes please visit: <http://www.sanantonio.gov/purchasing/biddingcontract/opportunities.aspx>

Document	Type	Size
001 IFB	Adobe PDF	34.35 KB
002 Proposal	MS Word	29.50 KB
003 Unit Pricing Form		14.95 KB
004 Assurance of Compliance	Adobe PDF	30.03 KB
005 Certificate Non Segregated Facilities	Adobe PDF	11.68 KB
006 Statement on President's Executive Orders	Adobe PDF	10.45 KB
007 Disclosure of Lobbying Activities	Adobe PDF	18.84 KB
008 Child Support Statement	Adobe PDF	40.60 KB
009 Certificate of Non-Collusion	Adobe PDF	14.65 KB
010 Certificate of Interest	Adobe PDF	16.13 KB
011 Litigation Disclosure	Adobe PDF	35.25 KB
012 Certification of Debarment	Adobe PDF	13.15 KB
060 Supplemental Conditions	Adobe PDF	25.24 KB
075 Performance Bond	Adobe PDF	156.61 KB
076 Payment Bond	Adobe PDF	71.96 KB
Project Wage Decision	Adobe PDF	170.69 KB
Sample Contract	Adobe PDF	104.37 KB

The following documents (fully completed and with original signatures) constitute the required information to be submitted as a part of the bid proposal:

002 Proposal
003 Unit Pricing Form
004 Assurance of Compliance
005 Certificate Non Segregated Facilities
006 Statement on President's Executive Orders
007 Disclosure of Lobbying Activities
008 Child Support Statement
009 Certificate of Non-Collusion
010 Certificate of Interest
011 Litigation Disclosure
012 Certification of Debarment
Addenda Acknowledgement Forms
Bid Bond

COMPLIANCE - TOP 10



- 1 Post the appropriate Wage Determination for the project in a conspicuous location.
- 2 Pay time-and-a-half to workers who work on any of the 7 listed City Holidays.
- 3 Pay time-and-a-half to workers who work in excess of 40 hours in a given week.
- 4 Workers must be classified for the work performed, in accordance to the Wage Determination.
- 5 Prime Contractor is accountable and responsible for ensuring that all workers are paid the prevailing wage rates, including subcontractors.
- 6 Certified payrolls must be submitted through the LCP Tracker System, weekly.
- 7 Apprentices must be registered in an Apprenticeship Training Program which is approved by the US Department of Labor.
- 8 All workers must be paid on an hourly rate basis. No piece work or day labor rates.
- 9 Site Visits may be conducted to ensure proper work classification and wage rates.
- 10 If workers are underpaid, restitution to the worker is required and the City will impose penalties in accordance to the contract.