



# Pre-Bid Meeting – Bid 03-2024-12

December 5, 2024, at 9:00 am – Cambria Wastewater Treatment Plant

## Project Team

**James Green – Utilities Department Manager**

**Tristan Reaper – Program Manager**

**Eric Johnson – Admin Tech II, Support to the Utilities Department Manager**

**Cody Meeks – Water System Superintendent**

**Clint Conroy – Water System Operator-In-Training**

## 1. Procurement and Contracting Requirements:

### **Advertisement for Bids.**

Qualified bidders may submit bids for project as described in the specifications. Submit bids according to the Instruction to Bidders.

Bid announcements have been forwarded to the following plan rooms:

- Construction Bidboard
- Builders Notebook
- Santa Maria Valley Contractors Association
- Dodge Data & Analytics
- Central Coast Builders Association
- SLO County Builders Exchange
- BidAmerica
- Santa Barbara Builders Network
- Central Coast Builders Association
- California Bid Network
- BidNet Direct

The District does not ensure the availability, accuracy or completeness of plans, specifications and other bid documents obtained from plan rooms.

### **Instructions to Bidders.**

Owner will receive sealed bids until the bid time and date at the location given below.

Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:

1. Bid Date: **December 18, 2024**
2. Bid Time: **1:00 p.m., local time.**
3. Location: **Cambria Community Services District Utilities Office,  
5500 Heath Ln, Cambria, CA 93428, or mailed to PO Box 65  
Cambria, CA 93428.**

Bids will be thereafter publicly opened at 5500 Heath Ln, Cambria CA, 93428.

**Bonding.**

Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond and separate Labor and Material Payment Bond will be required of the successful Bidder.

**Insurance.**

Certificates of Insurance in a form acceptable to Owner will be required of the successful Bidder.

**Bid Security.**

Each proposal must be accompanied by cash, a certified or cashier's check, or bidder's bond on the prescribed form and made payable to the District for an amount equal to at least 10 percent of the amount of the Bid, such guaranty to be forfeited should the apparent successful bidder to whom the contract is awarded fail to furnish the required bonds and insurance certificates, and timely enter into the contract with the District. The security of unsuccessful bidders will be returned by no later than sixty (60) days following the date of the award of the contract for the work.

**Bid Form and Attachments.**

All bids must be submitted on the District-provided Bid Proposal Form.

**Bid Submittal Requirements.**

Sealed bids are to be delivered to the District's Utilities Department Office, 5500 Heath Lane, Cambria, CA 93428, or mailed to PO Box 65 Cambria, CA 93428 until December 18, 2024, at 1:00 pm, at which time and place said bids will be opened. Hard copy bids should be addressed to:

James Green, Utilities Department Manager

**Bid Submittal Checklist.**

- ✓ Bid Proposal Form
- ✓ Bid Security
- ✓ Subcontractor Listing Form
- ✓ Non-Collusion Declaration
- ✓ Certificate of Workers Compensation

**Notice of Award.**

The District intends to award a contract to the responsive and responsible bidder with the lowest total bid price. All bids submitted shall be in accordance with the provisions of the

contract documents. The District specifically reserves the right, in its sole discretion, to reject any or all bids, to re-bid, or to waive inconsequential defects in bidding not involving time, price or quality of the work. District may waive any minor irregularities in the bids. Any bid may be withdrawn prior to bid opening but not afterward.

## 2. Communication during Bidding Period:

### **Obtaining documents.**

Bid documents are available on the District's Project Web Site.

### **Access to Project Web site.**

The project website can be accessed at the following URL:

<https://www.cambriacsd.org/east-ranch-community-park-public-restroom-building-installation-project>

### **Bidder's Requests for Information.**

Inquiries regarding this informal bid should be directed to the Utilities Department Manager via the Request for Information form at the Project Web Site.

### **Bidder's Substitution Request/Prior Approval Request.**

Procurement Substitution Request must be made in writing by prime contract Bidder only in compliance with the project specifications.

## 3. Contracting Requirements:

### **Agreement.**

The Contractor awarded the Project will enter into the District's Short Form Public Works Contract and must submit any required bonds and the Certificate of Workers Compensation.

### **Substitutions following award.**

For Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 5 days prior to time required for preparation and review of related submittals.

For Convenience: Owner will consider requests for substitution if received within 10 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Owner.

## Meeting Minutes

The pre-bid meeting was called to order at 9 am. The CCSD introduced themselves, followed by the eight individuals representing six companies. A table summarizing the individuals present for the meeting and their respective companies follows on the next page.

Weston Arthurs	AAAA Engineering Contracting Inc
William Furr	AAAA Engineering Contracting Inc
Steve Orellana	Grace Environmental Services
Charles Hartzell	Hartzell General Engineering Contractor, Inc.
Dillon Howell	Brough Construction, Inc.
Kyle Feist	Laurel Ag & Water
Franklin Gaudi	Laurel Ag & Water
Jim Meinert	Seamair Construction

Jim Green welcomed everyone and thanked them for attending. He then gave an overview of the project, including the location of the project, the site conditions in Cambria, the nature of the meter boxes' location and condition, and the approximate number of meters that will have their registers replaced. Also mentioned was the expectation that about 10% of the meter boxes might have minor vegetation clearing around the meter box and or dirt removal from the interior of the meter box. During this time, a contractor sign-in sheet was circulated for those in attendance to record their attendance. See attached attendance list.

Tristan gave an overview and highlights of the legal items from paragraphs 1 through 3 above, including the posting of the bids to the bid boards, the location where the bid documents can be found, the Short Form Public Works contract (and any exceptions to that contract), and how the bids will be considered, including the time, date, and manner of bid submission, and the required documents for complete bid submission.

The meeting then moved outside to a water meter box near Fire Station #2.

## Water Meter Register Replacement Demonstration

Clint Conroy from the Water Dept demonstrated the process of changing the register on the meter, drilling through the lid and installing the antenna, connecting the antenna to the register, and recording the data from the meter on the datasheet.

### **Bidder Questions:**

1. Question about how the work will be bid. Will the bid be lump-sum or a per-meter cost? *After a discussion of the pros and cons of each, the decision was made to have the bids be on a per-meter per-unit cost.*
2. Question about how many meters will be upgraded. *A minimum of 3500 meters will be upgraded. Of the 4056 water meters in the CCSD system, the CCSD has already upgraded around 100. The CCSD will upgrade the tougher meters, which will require additional work. The contractor will upgrade approximately 3500 meters.*
3. Question about drilling through concrete lids. *The concrete and metal lids in private driving, public walking, or both will be replaced with Fiberlite lids. This will be done on a case-by-case basis. The CCSD will fix or replace any broken or severely damaged meter boxes.*

4. Question about damage to the meter or water lines during work. What happens if the water lines are damaged or the meter starts to leak due to the work of upgrading the register? *The contractor is requested to be as gentle as possible with the meters. Should damage happen despite the contractor's best efforts, the CCSD will fix the damage, within reason.*
5. A question was asked about the project schedule. *Clarification was provided regarding the expected schedule and the CCSD's desire to have the first 2000 meters upgraded by the end of the first quarter and the remainder finished by the end of the second quarter.*
6. A question was asked about weekend work. *Weekend work is permitted within San Luis Obispo County's noise and work hour requirements for construction projects.*

### Post-Meeting Addendum.

1. The bid will be on a per-piece, unit-cost basis for a minimum of 3500 water meter upgrades.
2. Updated project schedule – 6 months to finish the project from agreed upon start date to completion.