



CITY OF AUSTIN

MANDATORY PRE-BID MEETING

ATTENDANCE RECORD

Project:	CLMC439 Chilled Water Pipe Construction in Plants & Mechanical Rooms
Meeting Location:	811 Barton Springs Rd., Room 100, Austin, TX
Date:	May 28, 2013
Time:	1:30 PM

Participants (please print):

Name	Company represented *and* EMAIL ADDRESS	Voice/Mobile #	Fax #	Prime	Sub.	Cert.?	Supp.	Other
Kevin Benson	COA - CMD	(512) 974-6203	n/a					✓
James McHale	AE-OSER	(512) 388-6923	11					✓
MARK WARREN	ACR ENGINEERING	512 563-3495	NA					✓
Todd Skau	AE - OSEL	512 322-0267	NA					✓
MARTY MARTINEZ	Thielsch Eng.	512-797-1787	N/A	✓				
DANA HAMMO	Bureau Global Construction	281 667-6561	N/A	✓				
Tim Kraus	Quest	402-430-9311		✓				
Brandi Reed	Laughlin Tjyssen tyler@laughlint.com	713 429 6500	713 675 7022	✓				
DARYL HERMS	HERMS. Co	(512) 281-6219			✓			
KATHERINE GONZALEZ	M.P.S.	563-3753	891-9858	✓				

Edward Bossi R.E.C. Industries, Inc 979-776-8345 779-774-4973 ✓
 Andrew Carpenter M.P.S 691-9259 691-9258 ✓

Check all appropriate boxes.



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JITHU TIGER	Peabody General Contractors	845-0128		<input checked="" type="checkbox"/>				
Alvaro Rosales	Austin Construction S	512 386-8690	512 386-8695	<input checked="" type="checkbox"/>				
Lauren Barr	THE BARR COMPANY	512 474-4222	512 474-2003	<input checked="" type="checkbox"/>				
JESUS JARAMILLO	QUEST CIVIL CONSTRUCTORS TEXAS LLC	512 336 2000	512 336 2012	<input checked="" type="checkbox"/>				
George Vignone	Estech Sales and Service, Inc.	(512) 312- 2003	(512) 312- 2203	<input checked="" type="checkbox"/>				
Carlene Sanchez	All points inspection services photo@apigroupa.com	272- 5056	272- 8278		<input checked="" type="checkbox"/>			
Carlaidy Villagan	CA SUMBR Carlaidy Villagan Architects	512.974.9113						<input checked="" type="checkbox"/>

Check all appropriate boxes.

CITY OF AUSTIN
MANDATORY PRE-BID CONFERENCE
CIP ID# 7190.006 IFB 6100 CLMC439
811 Barton Springs Road, Suite 100
Austin, TX 78704
May 28, 2013 at 1:30 p.m.
Agenda

Introductions

- a. Project Manager: James Matlock, Jr.
James.Matlock@austinenergy.com
(512) 322-6273
- b. Engineering Firm: ACR Engineering, Mark Warren
- c. SMBR Representative: Harold Tolbert
Harold.Tolbert@austintexas.gov
(512) 974-7736
- d. Contract Management: Kitty Tunnell
Kitty.Tunnell@austintexas.gov
(512) 974-7055
- e. Project Description: James Matlock, Jr.

Summary of Work – Section 01010

The Work consists of, but is not limited to: The installation of Chilled Water piping and associated equipment and controls in Austin Energy Customer mechanical rooms and in Austin Energy Plants

Subcontracting Procurement and M/WBE Procurement – Harold Tolbert

The M/WBE Ordinance was created to build a system for bringing greater opportunities to small and historically underutilized businesses to share in the economic benefits of city contracting. Fortunately, the City of Austin has met with some success in achieving our goals. However, African American, Native American, and Asian American contractor participation has been low. Therefore, consistent with the Ordinance, the City of Austin encourages you to go beyond faxing, emailing or making phone calls, and to build working relationships with contractors on our availability list. Attending networking meetings, meeting one on one, or enlisting the assistance of DSMBR staff are all good ways to reach out to the minority and female contracting community to raise the low participation. The City will carefully examine each contractor's Good Faith Effort to ensure the bidding and solicitation requirements are met. We need your assistance in making sure that all of Austin's contract community moves forward together. Thank you in advance for your efforts.

Professional Services Procurement – James Matlock, Jr./Kevin Benson

Section 2254.004 of the Government Codes sets out requirements for procurement of professional services. In procuring architectural, engineering or land surveying services, a governmental entity is required to first select the most highly qualified provider of those services. The provider must be selected on the basis of demonstrated competence and qualifications. After selection, the governmental entity is required to negotiate a contract with that provider at a fair and reasonable price.

If a satisfactory contract with the most highly qualified provider cannot be negotiated, the entity is required to formally end negotiations with that provider before selecting another provider. After ending those negotiations with the first provider, the 2-step process must begin again. First, selection of the provider based on qualifications and demonstrated competence is completed. Then, the price is negotiated.

As a contractor performing a City contract you are required to procure professional services for that contract in the same manner as the City, in compliance with Section 2254.004 of the Government Code. As one example of compliance with these regulations, contractors are required to submit a letter designating the Texas Professional Land Surveyor for layout of the work no later than the Pre-Construction meeting.

Wage Rates and Payroll Reporting Requirements – Kevin Benson, CMD

Instructions to Bidders and Bid Documents – Kevin Benson, CMD

Bids Due – Prior to 9:00 a.m., Thursday, June 27, 2013

Compliance Plans Due – Prior to 1:00 p.m., Thursday, June 27, 2013

Bids will be opened at 1:00 p.m. on Thursday, June 27, 2013

Anticipated Council Date – August 2013

General Contractor Requirements:

- 1) Section 00100, Instructions to Bidders
- 2) Bidding requirements - vendor registration
- 3) Anti-Lobbying and Procurement, Section 00100, Subsection 1.i
- 4) Insurance Requirements, Section 00810
- 5) Permits, Section 00810
- 6) Prevailing Wage Rates, Section 00830
- 7) 100% Performance and Payment Bonds
- 8) Tax Exempt Status
- 9) City of Austin Bid Envelopes (yellow for bid, white for Compliance Plan)

Project Description and Contractor Questions – James Matlock, Jr.

Construction Period – Construction period varies based on projects resulting from IDIQ Solicitation.

Addenda – James Matlock, Jr.

Deadline for questions is June 20, 2013 for the June 27, 2013 Bid Due Date

Closing – James Matlock, Jr.

The bidder is instructed to base his/her bid solely on the written information furnished with the original documents and all addenda issued. The bidder must not rely on verbal information. Please refer to the Project Manual, Section 00100, Instructions to Bidders, 1.h Preparation of Bid, Further Information, which states:

Prospective Bidders desiring further information or interpretation of Project Manual or Drawings must make a request for such information to OWNER addressed to the Authorized Contact Person listed in Section 00020 no later than seven working days before Bid opening. Interpretation of Project Manual or Drawings will be made by Addendum only and a copy of each Addendum will be mailed or delivered to each person to whom a set of Bid Documents has been furnished. Any verbal communications will not be binding on the OWNER.

