

Pre-Bid Conference

Power Washing Services For The Transfer Stations



INVITATION FOR BID
For
Power Washing Services For The Transfer Stations

The purpose of this meeting is to provide an overview of the requirements of the project and to answer any questions bidders may have concerning this procurement.

The CCRTA is seeking bids for Power Washing Services For The Transfer Stations.

- This is a firm-fixed-price three (3) year service contract.
- Bid prices shall be good for one hundred eighty (180) calendar days from the board approval date.
- Bids received after the deadline will not be accepted and will be returned to the Bidder unopened.

Copies of this Invitation for Bid (IFB) and information may be obtained from the CCRTA's website at www.ccrta.org/news-opportunities/business-with-us/. Further information may be obtained from Sherrié Clay, Procurement Administrator, or Christina Perez, Director of Procurement, at (361) 289-2712.

Dates to Remember

Request for Information/Exceptions/Approved Equals (Appendix H) Tuesday, August 23, 2022 by 3:00 p.m.(CST)

- Please submit one form for each Request for Information/Approved Equals to procurement@ccrta.org.

CCRTA's Response to Request for Information Due Tuesday, August 30, 2022

- Responses will be posted as an addendum to the CCRTA's website at www.ccrta.org/news-opportunities/business-with-us/.

Bids Due Tuesday, September 13, 2022 by 3:00 p.m. (CST)

- Bids are due no later than 3:00 p.m. (CST). All Bids must be received at the CCRTA's Staples Street Center located at 602 N. Staples Street, Corpus Christi, Texas 78401 or emailed to procurement@ccrta.org prior to deadline.

Bids Opening Tuesday, September 13, 2022 at 3:30 p.m. (CST)

- The Bid Opening will be held at 3:30 p.m. (CST) in the CCRTA's Boardroom located on the second floor of the Staples Street Center at 602 N. Staples St., Corpus Christi, Texas 78401. To attend the Bid Opening remotely, please submit a login request to procurement@ccrta.org by 1:00 p.m. (CST) on this date.

October 5, 2022 – Contract Awarded (Tentative)

- The CCRTA's Board of Director will meet to award a Contract to the successful Bidding Firm(s).

APPLICABLE DOCUMENTS

The following bid documents are applicable under this procurement:

- Invitation for Bid,
- Instructions to Bidders,
- Scope of Work,
- Standard Service Terms and Conditions,
- Price Schedule (Appendix A),
- Certification Form (Appendix B),
- Certification and Statement of Qualifications (Appendix C),
- Disclosure of Interest Certification (Appendix D),
- Sample Form 1295 (Appendix E),
- Accessibility Policy (Appendix F),
- References (Appendix G),
- Request for Information Form (Appendix H), and
- Bid Submission Checklist (Appendix I).

REQUIRED DOCUMENTS

The following documents must be signed and returned with your bid in order for it to be considered responsive:

For mailed bid submission, please submit as follows:

- Price Schedule (Appendix A) - Submit one signed Price Schedule in a sealed envelope,
- Certification Form (Appendix B),
- Certification and Statement of Qualifications (Appendix C),
- Disclosure of Interests Certification (Appendix D),
- Accessibility Policy (Appendix F), and
- References (Appendix G).

For electronic bid submissions to procurement@ccrta.org, please submit as follows:

- Submit one signed Price Schedule in pdf format.
- Submit Certification Forms (Appendix B, C, D, F, and G) in a separate pdf file.

All electronic files should be clearly titled and submitted together in the same email.

REQUIRED DOCUMENTS

The following documents must be submitted prior to award if not submitted with Bidder's bid:

- Copy of Insurance

The following document is required to be submitted only upon notification of recommendation for award:

- Form 1295 "Certificate of Interested Parties"

Note: Bidder's email submission must be less than 30MB. If your email submission is more than 30MB, submit your bid via a file storage service such as drop box, hightail, etc. If you choose to submit via a file storage service, send a link to procurement@ccrta.org for the files to be accessed.

Bidders are to choose one submission option. If submitting by mail, **DO NOT** submit electronically. If submitting electronically, **DO NOT** submit by mail.

Failure to provide this information may deem your bid to be non-responsive.

INSTRUCTION TO BIDDERS

4. ALTERNATE BIDS.

All alternate forms of bids or proposed equals must be submitted through the RFI submission process in writing using the Request for Information/Exceptions/Approved Equals Form (Appendix H) enclosed in the IFB).

6. SUBMISSION OF BIDS.

6.1. Sealed Bids should be submitted in an envelope marked on the outside containing the bidder's name and address and bid description addressed to:

Corpus Christi Regional Transportation Authority

Staples Street Center

Attn: Procurement Department

602 N. Staples Street

Corpus Christi, TX 78401

Bid For: IFB No. 2022-S-14 Power Washing Services For The Transfer Stations

Bid Due Date: Tuesday, September 13, 2022 by 3:00 p.m. (CST)

For electronic submission of your bid, please email your bid to procurement@ccrta.org before the bid submission deadline.

INSTRUCTIONS TO BIDDERS

7. MODIFICATION OR WITHDRAWAL OF BIDS

9. REFERENCES

Submit all references using the References (Appendix G) form.

11. RESERVATION OF RIGHTS.

The CCRTA expressly reserves the right to:

11.1. Reject or cancel any or all bids;

11.2. Waive any defect, irregularity or informality in any bid or bidding procedure;

11.3. Waive as an informality, minor deviations from specifications at a lower price than other bids meeting all aspects of the specifications if it is determined that total cost is lower and the overall function is improved or not impaired;

11.4. Extend the bid opening time and date;

11.5. Reissue a bid invitation;

11.6. Consider and accept an alternate bid as provided herein when most advantageous to the CCRTA; and

11.7. Procure any item or services by other means.

STANDARD SERVICE AGREEMENT TERMS AND CONDITIONS

Contractor shall provide a certificate of coverage to the CCRTA prior to being awarded the contract.

5. LIABILITY INSURANCE COVERAGE.

Contractor shall maintain at all times during the term of this Contract at its sole cost and expense each of the following insurance coverage's listed below having policy limits not less than the dollar amounts set forth:

Commercial general liability insurance with minimum policy limits of \$1,000,000 (In the event motor vehicles will be used by Contractor to perform the services specified). Automobile liability insurance with a combined single limit of \$1,000,000.

Contractual liability insurance covering Contractors' indemnification obligations contained in this Contract.

Each of such insurance policies shall be issued by insurance companies licensed to do business in the State of Texas and rated A- or better by the A. M. Best insurance rating guide. Each such policy shall name the CCRTA as an additional insured, and a certificate of insurance evidencing such coverage's shall be furnished to the CCRTA prior to the commencement of work and maintained throughout the term of the Contract. Such insurance policies shall not be cancelled, materially changed, or not renewed, without thirty (30) days' prior written notice to the CCRTA, and the certificate of such insurance coverage shall reflect the foregoing cancellation provision. Copies of the insurance policies shall be promptly furnished to the CCRTA upon its written request after award of contract.

6. WORKERS' COMPENSATION.

Contractor shall maintain at all times during the term of this Contract at its sole cost and expense workers' compensation as required by statute and employer's liability insurance with policy limits of \$300,000 containing a waiver of subrogation endorsement waiving any right of recovery under subrogation or otherwise against the CCRTA.

CERTIFICATION FORMS

Do NOT Alter Any Forms.

Doing so will deem your bid as non-responsive.

Please fill out and sign the following forms and return with your signed bid.

Reminders:

Acknowledge any addendums issued on the bottom of (Appendix C) Certification and Statement of Qualifications form.

Common Vendor Errors in Bid Submissions:

- Forgetting to sign the Price Schedule (Appendix A)
- Not signing the Certification Forms
- Taking exceptions to the solicitation
- Failure to acknowledge receipt of addendums
- Including promotion/extraneous information which services to alter the solicitation requirements
- Failure to return all required forms
- Late delivery of bid

Project Overview

Presented by:

Ms. Sharon Montez, Managing Director of Capital Programs and Customer Services

[1. Scope of Work](#)

[2. Price Schedule](#)



Thank You
For Your
Attendance!