

## MEETING SUMMARY

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**Santa Ana Watershed Project Authority  
Inland Empire Brine Line  
Request for Proposals (RFP) for  
Brine Line On-Call Pipe Cleaning Services**

**Pre-Proposal Meeting  
(Non-mandatory)**

April 15, 2020

### **Attendees**

Valerie Kiehl, PropPipe Services  
David Johnson, HazMat  
Jeff Moore, Downstream Services  
Steve Power, HSW Corporation

Steve Douros, Houston and Harris  
Larry Houston, Houston and Harris  
Carlos Quintero, SAWPA  
Zyanya Ramirez, SAWPA

### **Introductions**

The pre-proposal meeting for Brine Line On-Call Pipe Cleaning Services commenced at 2:00 p.m. via virtual Zoom meeting conference. Introductions were made.

### **Project Description**

Carlos Quintero, SAWPA's Operations Manager, provided a PowerPoint presentation on the Request for Proposals (RFP) for Brine Line On-Call Pipe Cleaning Services. Quintero provided an overview of the Inland Empire Brine Line (Brine Line). He displayed a map of the Brine Line explaining the system with varying diameters from 16 through 48 inches and different materials.

The awarded contractor shall furnish all labor, materials, equipment, and incidentals necessary for the periodic cleaning of the brine line system, including pipelines, laterals, and siphons. Quintero clarified that the different Emergency Response Times listed in the RFP will be standardized to 2 hours. Eighty hours of *CCTV Services*, in support of line cleaning, will be added to the RFP cost proposal. An addendum will be issued to include these updates.

The awarded contractor is expected to prepare *Traffic Control Plans*, as required by the work location's jurisdiction, for SAWPA to submit along with Permit Applications. Quintero questioned the attendees if the *Traffic Control Plans* line item was within their capabilities, and if not, SAWPA is willing to remove the line item and contract separately. No input was received. (This item will be removed from the Cost Proposal Form as shown in Addendum 1)

For line item *Caltrans Permit*, Quintero stated that the awarded contractor is responsible for submit for a Caltrans Permit and SAWPA would reimburse the application fees. SAWPA does not have an existing maintenance permit with Caltrans.

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## Overview of RFP

Quintero presented the following Proposal Requirements:

- Proposals are due by May 6, 2020 at 2:00 p.m.
- Questions are due by April 29, 2020 at 5:00 pm.
- Proposals can be submitted electronically or mailed to SAWPA. If mailed, you are required to submit one (1) original plus three (3) copies including a CD or flash drive with PDF version. If you are submitting only electronically and the documents are too large to send via email, contact Zyanya Ramirez ([zramirez@sawpa.org](mailto:zramirez@sawpa.org)) to receive a Dropbox link for upload. Documents in the electronic submissions should be organized/titled appropriately for easy reviewing.
- **Due to COVID-19, no hand-delivered proposal will be accepted.**
- Proposals should have A Letter of Offer valid 90 days and a Technical Proposal. The Cost Proposal should be separate from the rest of the proposal.

## Scope of Work

Quintero detailed the Scope of Work listed in Attachment E of the RFP. He displayed dewatering bin staging areas in the cities of Colton, Corona, and Chino.

Based on the questions submitted, SAWPA will issue Addendum No. 1 to the Brine Line On-Call Pipe Cleaning Services RFP and will include:

- Additional line item for 80 hours of CCTV services
- Emergency Response Time to be 2 hours
- Extend question and answer period to April 29, 2020
- List of pipe diameters and lengths

## Questions

*Question:* Who will be responsible for disposal?

*Response:* SAWPA will be responsible for obtaining the dewatering bins and disposal.

*Question:* Are any of the line in environmentally sensitive areas?

*Response:* Yes, specifically in the Prado Basin (6 miles of pipe at Reach 4A Lower and 3 miles of pipe at Reach 4B). SAWPA, in collaboration with Orange County Water District's biological monitors, coordinates Brine Line maintenance services outside of the Least Bell's Vireo nesting season.

*Question:* Slide 19 of the PowerPoint presentation lists a few items that are not listed on the RFP...

*Response:* This will be clarified in the Addendum No. 1.

*Question:* What are the Weight Tickets listed in slide 19 of the PowerPoint presentation for?

*Response:* This item will be removed.

*Question:* What are the Sonar scans listed in slide 19 of the PowerPoint presentation for?

*Response:* This item will be removed.

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*Question:* Will there be any bonds required?

*Response:* No, just the required insurance as indicated in the RFP.

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*Response:* No, just the required insurance as indicated in the RFP.

*Question:* To reiterate, the double permit indicates the SAWPA would be the primary permit holder as it does not have a permit now. In the case on work on Euclid, SAWPA would pull the first permit and then the contractor will go back and pull the second permit

*Response:* Correct - they usually ask for a fee from the contractor, but SAWPA will reimburse.

*Question:* How many of the budgeted hours will require night/weekend work?

*Response:* The majority of the work is routine and can be scheduled. There may be unexpected circumstance where shutting down the system requires immediate maintenance to quickly start it back up, in which case it may require working after hours and/or weekends.

*Question:* So Saturday work would be State Prevailing Wages at time in a half and Sunday would be double time. Are you open to include in the addendum line items for that?

*Response:* SAWPA does not usually include that, but it can be listed as a deviation from the Contract.

The following documents will be available on the SAWPA website

<https://sawpa.org/requests-for-proposals/request-for-proposals-brine-line-on-call-line-cleaning-services-2020/>

1. Pre-Proposal Meeting Summary
2. Updated Pre-Proposal Meeting PowerPoint Presentation
3. Current list of questions and answer provided regarding the RFP for Brine Line On-Call Pipe Cleaning Services
4. Addendum No. 1 to the RFP for Brine Line On-Call Pipe Cleaning Services

Further questions regarding the RFP for Brine Line On-Call Pipe Cleaning Services are to be sent to Carlos Quintero [cquintero@sawpa.org](mailto:cquintero@sawpa.org) by **end of day April 29, 2020**.

The meeting ended at 2:42 p.m.