

**CORAL SPRINGS  
IMPROVEMENT DISTRICT  
ITB 2026-01 PRE-BID MEETING**

A pre-bid meeting of the Coral Springs Improvement District was held Thursday, March 5, 2026 at 10:09 a.m. at the District Offices, 10300 NW 11<sup>th</sup> Manor, Coral Springs, Florida.

Present:

David McIntosh	District Manager/Executive Director
Joe Stephens	Director of Utilities (Via Teams)
Danielle Cancel	Procurement Manager
Christian McShea	Water Department Manager
Mike Hosein	Wastewater Department Manager
Julie Beyer	IT Manager (Via Teams)
Sandra Demarco	District Clerk
Will Thompkins	Hawkins
Chris Burns	Shrieve Chemical Company
Kieffer Harris	Florida Chemical Supply
Beatriz Colacioppo	Americal Water Chemicals (Via Teams)
Hunter Coia	American Water Chemicals (Via Teams)
Melissa Fernandes	American Water Chemicals (Via Teams)

*The following is a summary of the meeting.*

- Mrs. Cancel opened the meeting and all attendees introduced themselves.
- It was noted that a link was added to DemandStar to attend the meeting virtually at the last minute due to Mr. Stephens being sick.
- There are no changes to the schedule of dates located on page five of the ITB. All written questions are due by 3:00 p.m. on March 12, 2026. The addenda answering those questions will be issued by March 19, 2026. The deadline to submit bids is March 26, 2026, at 10:00 a.m. Notice of intent to award will be issued on or before April 2, 2026, and the recommendation for award will be April 20, 2026.
- One electronic copy and one hard copy of the bid are to be submitted at the same location as the meeting.
- The contract will begin June 16, 2026.

- The price form that was provided as an attachment to the ITB must be filled out.
- The current pricing was provided to attendees due to several inquiries.
- An electrical drum pump with a small diameter hose is required for delivery of all chemicals except for sulfuric acid. Because the tanks are small, no tanker trucks with pressurized air. For the wastewater department, 100-pound buckets of HTH and SODA ASH, which come in bags on a pallet.
- One attendee did not catch what the chemical, other than SODA ASH, was for the Wastewater Department and asked for clarification. It is HTH.
- One attendee asked if it is fixed pricing for the three years of the contract. Mrs. Cancel responded yes, with the option to renew. There is a paragraph in the ITB, under section 4.3, addressing any type of price adjustments.
- There was an inquiry prior to the meeting about water quality data. Mr. Stephens thinks it is to provide an option equivalent to the chemicals listed in the ITB. He clarified the District is not looking for equivalent chemicals, only what is specified in the ITB.
- There was a question about delivery locations. All deliveries will be on site but to different buildings. SODA ASH and HTH will be delivered to the Wastewater Department building and all other chemicals will be delivered to the Water Department facility.
- A non-mandatory tour of the water plant was provided.
- Questions asked during the site tour:
  - Where is the Citric Acid stored?
    - West side of the Water Treatment Plant
  - Is the Citric Acid pumped with a drum pump?
    - No, please review Schedule C; Scope of Services; 3.11 Citric Acid found in the Invitation to Bid # 2026-01 Water Treatment Plant for Bulk Chemicals.

- Is the HTH in drums?
  - No, please review Addendum No 1; Addition 5 Schedule C; Scope of Services; 3.3 Calcium Hypochlorite (HTH)
- What size container for HTH?
  - 100 lbs., please review Schedule C; Scope of Services; 3.3 Calcium Hypochlorite (HTH) found in the Invitation to Bid # 2026-01 Water Treatment Plant for Bulk Chemicals.