

Pre-Bid Meeting Agenda

April 28, 2016

Terminal 3 & 4 Paving Improvements Project 091593 | Contract 070326

1. Introductions

- a. Stanley Ryter Port of Tacoma, Project Manager
- b. Jana Prince Port of Tacoma, Sr. Contracts Administrator
- c. Mike Kisak Port of Tacoma, Lead Construction Inspector
- d. Trevor Thornsley Port of Tacoma, Sr. Project Manager

2. Division 00 Procurement and Contracting Requirements

- a. Section 00 01 10 Table of Contents
- b. Section 00 11 13 Advertisement for Bids
 - i. Bid Opening: **May 9, 2016 at 2:00 p.m.** at the Port Administration Office.
 - ii. Estimated Cost: **\$480,000 to \$520,000**
 - iii. Bidder questions submitted to procurement@portoftacoma.com by **May 2nd, 2016, 1:00 PM**
 - iv. Bidding Documents: www.portoftacoma.com
 - v. Sign up for the Plan Holder's List
- c. Section 00 21 00 Instructions to Bidders
 - i. Apparent Low Bidder and Responsibility Criteria
- d. Section 00 41 00 Bid Form
 - i. Bid Items
 - ii. Bid form signed by Authorized person
 - iii. Fill in all blanks
 - iv. Acknowledge all addenda
- e. Section 00 52 00 Agreement Form
 - i. Contract Time: **Substantial Completion 61 Calendar days**
 - ii. Liquidated Damages: **Substantial Completion - \$500/Day**
Final Completion - \$150/Day
- f. Section 00 73 63 Security Requirements

3. Division 01 General Requirements

- a. Section 01 10 00 Summary
 - i. Scope of Work
 - ii. Project Phasing (Area 1 -Area 3, Pier 3 Backlands)
 - 1. Sequence of Work
 - 2. Milestones
 - iii. Work by Others on this Project
 - 1. Striping by Port Maintenance

- b. 01 14 00 Work Restrictions
 - i. Contractor Access
 - ii. Electrical Constraints
 - iii. Schedule Constraints
 - 1. No work when K-Line Vessel at Dock
 - iv. Permits (Port acquired)
 - 1. Department of the Army Permit
 - 2. Hydraulic Project Approval
 - 3. City of Tacoma Shoreline Substantial Development Permit Exemption
 - v. Permits (Contractor acquired)
- c. Section 01 20 00 Price and Payment Procedures
- d. Section 01 50 00 Temporary Facilities and Controls
 - i. Temporary Fencing
 - ii. Field Offices
- e. Section 01 57 13 TESC and Construction Stormwater Pollution Prevention
 - i. SWPPP Short Form
- f. Section 01 71 23 Field Engineering
- g. Section 01 74 19 Waste Management

4. Division 02 – 35 Technical Specifications

- a. Section 03 60 00 Grouting
- b. Section 32 12 16 Asphalt Paving

5. Questions

6. Site Visit