

# Pre-Bid Meeting Agenda

August 29, 2017

## West Hylebos Log Dock Repairs Contract No. 070636 | Project No. 201016.01

### 1. Introductions

- a. Pedro Reyes, Port of Tacoma, Senior Project Manager
- b. Sherry Arciniega (on behalf of Steve Johnson), Port of Tacoma, Sr. Contracts Administrator

### 2. Division 00 Procurement and Contracting Requirements

- a. Section 00 11 13 Advertisement for Bids
  - Bid Opening: **September 8, 2017 at 2:00 p.m.** at the Port Administration Office.
  - Estimated Cost: **\$375,000 to \$430,000, plus WSST**
  - Site Visit: Following Pre-Bid
  - Bidder questions submitted to [procurement@portoftacoma.com](mailto:procurement@portoftacoma.com) by **September 1, 2017.**
- b. Section 00 21 00 Instructions to Bidders
  1. Bidder Responsibility (Paragraph 3.05)
- c. Section 00 41 43 Bid Form
  1. Bid Items
  2. Bid form signed by Authorized person
  3. Fill in all blanks
  4. Acknowledge all addenda
  5. Contract Time: **70 Calendar Days; Final Completion of the work w/in 30 calendar days of the date on which Substantial Completion is achieved.**
  6. Liquidated Damages: **\$1000/Day (\$500 per calendar for failure to achieve Final Completion)**
- d. Section 01 31 23 Web Based Construction Management

### **3. Division 01 General Requirements**

#### **a. Section 01 10 00 Summary**

##### **A.01 SCOPE**

A. The accompanying Plans and Specifications show and describe the location and type of Work to be performed under this project. Work is more specifically defined on the drawings listed in Section 00 01 15.

1. The Work under this contract is to provide, furnish and install all labor, materials and equipment required to complete the work, installed, tested, and ready for use, and as described in these documents.
2. The West Hylebos Wharf Repairs consists of the following elements, but this summary neither necessarily nor completely describes all work elements or potential construction features. The Contractor shall review all the contract and project requirements.
  - a. Install timber bearing piles.
  - b. Restore and secure misaligned bearing piling.
  - c. Restore breasting dolphins including removal and replacement of timber piling, timber blocking, and associated components.

#### **Pre-Ordered Materials**

Port furnished piles, Contractor to coordinate pickup with Engineer.

Contractor responsible for inspection and acceptance.

#### **Site Access**

- a) The Contractor shall have access to the construction site by Taylor Way. Space is available for Contractor's employee cars and other private vehicles; this space is subject to change throughout the project and shall be coordinated with the Port. The Contractor may be instructed by the Engineer to temporarily relocate entry and related work areas, as required by the Port.
- b) The Contractor shall observe that the access route from the site entrance to the project site falls within an active terminal where truck and log handling equipment traffic is significant at times. At all times the Contractor is to give right-of-way to the terminal traffic.
- c) Vessel calls at the site are typically between the 15th and 25th of any given month. The berth and upland areas are unavailable for storage, staging, and construction during the vessel call window.
- d) The Contractor shall coordinate with the Port an acceptable off-site location to temporarily relocate work barges to during vessel calls.

#### Coordination

- a) Contractor will need to coordinate with the Project Manager or project inspector a minimum of 48 hours prior to commencing any construction activities on each of the dolphins.

#### Permits

- a) Environmental Permits
- b) Other Permits

#### Section 01 14 00

- a) Notice to Proceed will not be issued until the piles are received on site. Port reserves the right to adjust contract time based on actual delivery date.

#### Section 01 31 23

- a) The Port and Contractor shall use the Port Contract Management application eBuilder for electronic information exchange.

#### **4. Questions**

#### **5. Site Visit**