

# RAIL TAMPING PROJECT PORTWIDE

Project No. 091512 | Contract No. 070127

## Pre-Bid Conference and Site Visit – Attendees List

Wednesday October 7, 2015 – 2:00 PM

Name:	Company:	Phone Number:
Kevin Zinski	Port	
TOM SCHAEDER	RAILWORKS	360 262 9444
Jeremy Johnson	P.O.T	360-790-7758
Aaron L. Isom	P.O.T.	360-388-7344
Jon Hemmert	Port of Tacoma	253 606 0234
Jan Shawyer	POT	253-428-8638



**Port of Tacoma – Rail Tamping Project Portwide**  
**Master ID 091512 | Contract 070127**  
**Pre-Bid Meeting Agenda**  
**October 7, 2015**

**1. Introductions**

- |                 |                                        |
|-----------------|----------------------------------------|
| a. Jan Shawyer  | Port of Tacoma, Project Manager        |
| b. Mike Kisak   | Port of Tacoma, Inspector              |
| c. Jana Prince  | Port of Tacoma, Contract Administrator |
| d. Kevin Zinski | Port of Tacoma, Maintenance            |

**2. Division 00 Procurement and Contracting Requirements**

- a. Section 00 11 13 Advertisement for Bids
  - i. Bid Opening: **October 15, 2015 at 2:00 p.m.** at the Port Administration Office. (Portland Ave to Lincoln Ave to Milwaukee Way for quickest access to the Port Admin)
  - ii. Estimated Cost: **\$190,000 to \$250,000** plus Washington State Sales Tax (WSST).
  - iii. Site Visit: Following Pre-Bid
  - iv. Bidder questions submitted to [procurement@portoftacoma.com](mailto:procurement@portoftacoma.com) **due at least seven (7) days prior to bid date**
  - v. Bidding Documents: Register with Port of Tacoma to receive updates. Use web address <http://portoftacoma.com/contracts/procurement> to receive project information and addenda.
- b. Section 00 21 00 Instructions to Bidders
  - i. Bidder Responsibility (Paragraph 1.06 Post Bid Information)
- c. Section 00 41 00 Bid Form - Contracts
  - i. Fill in all blanks
  - ii. Acknowledge all addenda
  - iii. Bid Security
  - iv. Bid form signed by a company -Authorized individual
- d. Section 00 52 0000 Agreement Form - PM
  - i. Contract Time: **Substantial Completion – 60 calendar days from contract execution. Final Completion within 30 calendar days of Substantial Completion**
  - ii. Liquidated Damages: **\$250/Day for failure to achieve Substantial Completion and additional \$25/Day for failure to attain Final Completion.**

**3. Division 01 General Requirements**

- a. Section 01 10 00 Summary
- b. Section 01 14 00 Work Restrictions
- c. Sections 01 20 00 Price & Payment thru 01 77 00 Closeout Procedures

**4. Division 34 Transportation**

- a. Section 34 11 26.13 Track Rail Ballast

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5. Overview of work

6. Questions

Ballast size at walkways should be smaller than ~~#4~~  
Ballast size - change to #5, average lift of 1 inch for  
entire 38,000 TF

7. Site Visit