

Meeting Agenda

SMCSD Treatment and Wet Weather Flow Upgrades Project

Subject: Pre-Bid Conference and Site Walk
(Mandatory for all bidding Generals)

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Date/Time: December 13, 2016; 10:00 A.M.

Location: 1 East Road, Sausalito, CA 94965



Attendance:

- ◆ Sign In Sheet - Note that attendance at this meeting is mandatory for all bidding Prime General Contractors. Only pre-qualified General Contractors may bid the project. In addition, lead Electric Subcontractors must be bonded as outlined in bid documents.

Project Design Team:

- ◆ Woodard & Curran (Previously RMC Water & Environment)
- ◆ DTN Engineers (Electrical Design)
- ◆ Engineering Estimate for project construction is \$22,000,000

Construction Management Team:

- ◆ Kennedy Jenks Consultants/Harris & Associates

Hours of Work:

- ◆ Work hours are limited to 6:30 AM to 3:00 PM Monday thru Friday. Work required outside these hours may result in reimbursement for operator time.
- ◆ Certain work may be performed after hours or on Saturdays with prior approval. No premium time may be charged unless such scheduling is requested by the District. See Section 1014, paragraph 2.04A.

Contract Schedule:

- ◆ Construction must be completed within 730 days from issuance of the notice to proceed.
- ◆ Liquidated damages are \$1000 per calendar day.
- ◆ Comprehensive computer-generated schedules are to be provided using Critical Path Method (CPM) and Primavera P6. See Section 1310, paragraph 1.03.
- ◆ For any significant changes to the schedule, or a change to the critical path, an updated schedule shall be provided in advance of work.
- ◆ Whenever the Contractor foresees a delay in the prosecution of the Work, the Contractor shall notify the Owner in writing of the delay and request a time extension if applicable. This notification shall be submitted as a Change Order request and include a revised Contract Schedule.
- ◆ Progress Schedule and Narrative Progress Reports are to be submitted with each monthly application for payment. See Section 1310, paragraph 1.01.D/E.

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Existing Conditions:

- ◆ Contractor and Construction Manager shall make thorough examination of preexisting conditions. Contractor shall take 2 sets of photographs and videotape preexisting conditions prior to the start of the work and perform periodic examinations with the Construction Manager. See Section 01040, paragraph 1.05.A.
- ◆ Contractor shall ensure existing trees are not harmed during construction. All exposed roots are to be covered with a minimum of 2" of mulch where work is to be performed.
- ◆ Omit all references to "tree removal" in contract documents. This work has been completed in advance in order to avoid nesting season. Contractor shall remove all stumps as necessary during earth work.

Staging:

- ◆ While small/limited staging areas are available within the plant site, staging plans must be pre-approved so that they do not impact normal plant operations. See Section 1500, paragraph 3.05.
- ◆ The National Park Service (NPS) has local staging available on a pre-approval basis. This staging includes laydown, parking and delivery considerations. Note that access must be maintained at all times for bike and foot traffic on East Road. NPS will require a Traffic Control Plan with staging requests as applicable.
- ◆ The City of Sausalito has a large staging and laydown area within a locked chain link fence. Pre-approval from the City is required but this location is typically available. This site is located about 2 miles from the plant site.
- ◆ During construction the Contractor may have one vehicle staged within the treatment plant. Other vehicles may be parked on East Road. (The District parking lot on East Road will be utilized by District staff. There are plenty of parking spaces and pullouts along East road for Contractor parking.) During certain phases of work additional vehicles and/or equipment will be necessary. In these instances, especially when the plant access road must be blocked for a period of time, a plan must be submitted in advance for approval. Deliveries and transportation of equipment into and out of the treatment plant area must also be coordinated with the District in advance so that impacts to normal operations are minimized.
- ◆ Contractor shall provide their own power and lighting as needed. Coordinate placement of temporary facilities with the District in advance.

Sequence of Work:

- ◆ As this is an operating wastewater treatment plant, multiple process interruptions cannot take place concurrently. Each major facility will require commissioning, including a performance period to ensure reliability, prior to beginning work on the next.
- ◆ O&M manuals and training will be required at the completion of each major facility. Several new facilities will come on-line during a two year construction window and system operators will require training prior to taking ownership.
- ◆ Certain work must be completed in a specific order to ensure plant discharge compliance. For example; the rotating disc filters must be constructed and put in operation prior to changing the FFR media. See Section 1040; Coordination, Work Sequence and Constraints.

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Temporary Facilities:

- ◆ All sewer bypasses must be submitted for approval in advance. Bypasses shall include redundancy to ensure reliability and to protect the District and the Contractor from spills into the Bay. Spills caused by the Contractor which result in fines shall be paid by the Contractor. The District will accept custody of new facilities only after commissioning.
- ◆ Electrical redundancy is required at all times to ensure plant discharge compliance is maintained and to protect the District and the Contractor from spills into the Bay.
- ◆ Bypasses on the hillside should be configured to minimize impacts to vegetation.
- ◆ Operator access must be maintained to all facilities at all times unless a variance is approved in advance.
- ◆ See Section 1030; Special Project Constraints.
- ◆ The Contractor will be required to transfer solids waste from the treatment plant to the shop level throughout construction. See Section 1040; Coordination, Work Sequence and Constraints, Paragraph 1.08, for this and other Contractor requirements.

Housekeeping:

- ◆ Note that all work is to be performed within Fort Baker National Park which is inhabited by a variety of animals such as fox, coyote, deer, skunk, squirrel, bobcat, etc. Do not leave food or any toxic substances unattended. All garbage must be removed from site or locked during off hours.
- ◆ The Contractor shall ensure that all debris related to demolition &/or construction does not enter the bay or National Park land.
- ◆ Construction dust and debris must be mitigated to maintain a safe working environment. Electrical equipment and control panels must be protected from dust and moisture at all times.
- ◆ Daily cleanup is required to ensure no debris blows into the bay, and to maintain an organized worksite. When framing, cleanup of all forming nails is required on a daily basis using a magnetic sweeper.
- ◆ At least twice weekly the plant access road and other paved areas shall be brush swept as applicable for work. See Section 1500, paragraph 3.08.

Permits:

- ◆ Bay Conservation and Development Corporation (BCDC)
- ◆ National Park Service (NPS) - NPS approval of SWPPP required prior to receiving District's notice to proceed.
- ◆ See Section 1014; Protection of the Environment.
- ◆ See Section 1060; Safety and Regulatory Requirements.

Safety:

- ◆ The Contractor shall, at it's own cost, do all Work necessary to ensure a safe working environment and be solely responsible for the conditions of the jobsite, including safety of all persons (including employees) and property during the contract period. This requirement shall apply continuously and not be limited to normal working hours. See Section 1060.
- ◆ Contractor will be required to provide their own lighting, ventilation, confined entry equipment, etc.

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- ♦ All open excavations &/or vaults shall be covered and/or attended at all times to ensure the safety of all, including wildlife.
- ♦ District equipment including but not limited to the District's forklift, front loader, existing power outlets, etc. are not available for Contractor use.

Security:

- ♦ The Contractor is responsible for site security and storage of their equipment. The District has very limited lockable storage areas.
- ♦ Tools and/or materials left unattended during off hours may be subject to theft.
- ♦ See Section 1060, paragraph 2.07.

Site Walk & Bidder Questions:

- ♦ Flat shoes or boots are required to access the plant area.
- ♦ Please use caution as some surfaces may be slippery.
- ♦ Stay with the group.
- ♦ All questions must be provided no later than January 13, 2017 so that time is allowed to respond at least a week prior to bid via addendum. Addenda will be issued to all Generals attending the pre-bid conference and posted on the District's website: SMCSD.net