



January 25<sup>th</sup>, 2021

# Welcome!

## Construction and Small Works Meet and Greet

**Tamaka Thornton, DBE Program Manager**

[thornton.t@portseattle.org](mailto:thornton.t@portseattle.org)



## Welcome/Introduction

Tamaka Thornton

## National Association of Minority Contractors

Rose Mednick

## Diversity in Contracting WMBE Program

Lawrence Coleman

## VendorConnect & PortGen Workshops

Janae Fisher & Tina Boyd

## Port Construction Services Controls

Christopher Clemetson

## Small Works & JOC Contracts

Yanet Maldonado

**Rose Mednick, NAMC-WA Director**

**Image360 Tacoma Central, President**



**Lawrence Coleman, WMBE Program Manager**

**Coleman.l@portseattle.org**



The purpose of the 2018 Policy Directive that established the Diversity in Contracting Department was to advance equity and address contracting disparities by increasing the utilization of Women and Minority Business Enterprises and other disadvantaged firms

## Goals - 5 year Benchmarks:

- Triple the number of WMBE firms doing business with the Port
- Increase to 15% the amount of spend on WMBE contracts within five years

Divisions are assigned individual WMBE goals – Are monitored by WMBE Program Manager and Divisions

The Diversity in Contracting (DC) department drives equitable economic development by supporting Women & Minority Business Enterprises (WMBE) and Disadvantaged Business Enterprises (DBE)

- Diversity in Contracting Policy Directive Affirmative Efforts
  - Community Engagement
  - Trainings
    - External & Internal
  - Partnerships
    - Airport Dining and Retail
    - Community Organizations
  - Promotion of Business Opportunities
  - Online Resources
  - VendorConnect
- Women and Minority Business Enterprise (WMBE) Program
- Federal Disadvantage Business Enterprise (DBE) Program

## 2020 Division Goals

The Diversity in Contracting (DC) policy directive required department/division directors to develop WMBE aspirational goals, and to conduct affirmative efforts to achieve the set goals as part of their annual performance evaluation.

WMBE aspirational goals for Construction are not included within the table stated below. However, WMBE aspirational goals are set for construction, on a contract by contract basis with the exception of small works.

The table below illustrates the 2019 Port wide WMBE attainment, and 2020 aspirational goals for individual divisions and departments.

Division	2020 Projected WMBE spend	Projected 2020 Overall Spend	%WMBE	
			2019 Attainment	2020 Goal
Aviation (AV)	\$8,759,147	\$58,394,317	14.8%	15%
Economic Dev. (EDD)	\$531,366	\$4,020,603	13.2%	13%
Maritime (MD)	\$565,006	\$5,564,318	15.1%	15%
Corporate	\$4,497,436	\$43,260,473	10.1%	13%
<b>Total</b>	<b>\$14,352,955</b>	<b>\$97,973,596</b>	<b>12.8%</b>	<b>14.4%</b>

## **Women and Minority Business Enterprise (WMBE) Program**

*The WMBE Program is aimed at providing a level platform to all businesses including women and minority business Enterprise (WMBE) firms to compete and succeed on Port projects.*

**Guiding Document:** Port Commission Resolution 3737

**Contract Goal Type:** Aspirational WMBE

**Prime Requirements:** Inclusion Plans, Affirmative Efforts, Contract Compliance.

**Contract Types:** A/E, Good and Services, Construction

**Dollar Value:** Above 199K or when subcontracting is available

**Certification:** Self Identified or Certified

## **Disadvantaged Business Enterprise Program (DBE)**

*DBE program is intended to remedy past and current discrimination against disadvantaged business enterprises, ensure a "level playing field" and foster equal opportunity in DOT-assisted contracts*

**Guiding Document:** 49 CFR part 26

**Contract Goal Type:** Mandatory DBE

**Prime Requirements:** Inclusion Plans, Good Faith Efforts, Contract Compliance.

**Contract Types:** A/E and Construction

**Dollar Value:** Over \$1 Million Airport/Airfield Focused

**Certification:** Certified DBE at time of bid

## When does the Port put goals WMBE on contracts?

*When subcontracting is available. Final WMBE goal considers size, scope, availability of firms and complexity.*

## What is an Inclusion Plan and what do you ask for?

*Provides the Port insight to your overall strategy to include and support WMBE firms*

### *Diversity Coordinator*

- *Prime appointed contact responsible for implementing and monitoring efforts to meet WMBE utilization goals on this contract.*

### *Affirmative Efforts/Business Support Strategies Required of Primes*

- *Outreach that's detailed and specific*
- *Prompt Payment Process*
- *Dispute Resolution*



# Tips to Improve Chances of Contracting

- Know what your prime writes in the Inclusion Plan
- WMBE Primes are still required to completely the Inclusion Plan just as Non-WMBE firms.
  - Even if you have never managed WMBE subs, it's fine to discuss in detail plans you have in the future.
- Attend pre-bid/pre-proposal meetings
- Know the agency values and commitments to inclusion
- Understand procurement thresholds
- Know WMBE/DBE certification requirements—Not all public agencies are the same

## Community Organizations

African Chamber of Commerce of the PNW  
Civil Rights Coalition  
Ethnic Chamber Coalition  
Filipino Chamber of Commerce of the PNW  
National Association of Minority Contractors  
NW Mountain Supplier Development Council  
Tabor 100  
Urban League of Metropolitan Seattle  
DC/ADR Technical Advisory Committee

## Ethnic Media Publications

El Siete Dias  
NW Asian Weekly  
NW Vietnamese  
Seattle Medium  
Tu Decides  
Urban Forum Northwest

## Government/State

City of Seattle  
Highline College - StartZone/SBDC  
King County  
Minority Business Development Agency  
Office of Minority & Women's Business Enterprises  
Procurement Technical Assistance Center  
Small Business Administration  
Small Business Development Center  
Sound Transit  
University of Washington  
USDOT - Small Business Development Center  
Washington State Department of Transportation

Mian Rice – Diversity in Contracting Director

[Rice.M@portseattle.org](mailto:Rice.M@portseattle.org)

Lawrence Coleman – WMBE Manager

[Coleman.L@portseattle.org](mailto:Coleman.L@portseattle.org)

Tamaka Thornton – DBE Manager

[Thornton.T@portseattle.org](mailto:Thornton.T@portseattle.org)

Tina Boyd – WMBE and Disadvantaged Business Coordinator

[Boyd.T@portseattle.org](mailto:Boyd.T@portseattle.org)

Michael Roberson – Sr. Administrative Assistant

[Roberson.M@portseattle.org](mailto:Roberson.M@portseattle.org)



**Janae Fisher, Port Construction Services**

Fisher.J@portseattle.org

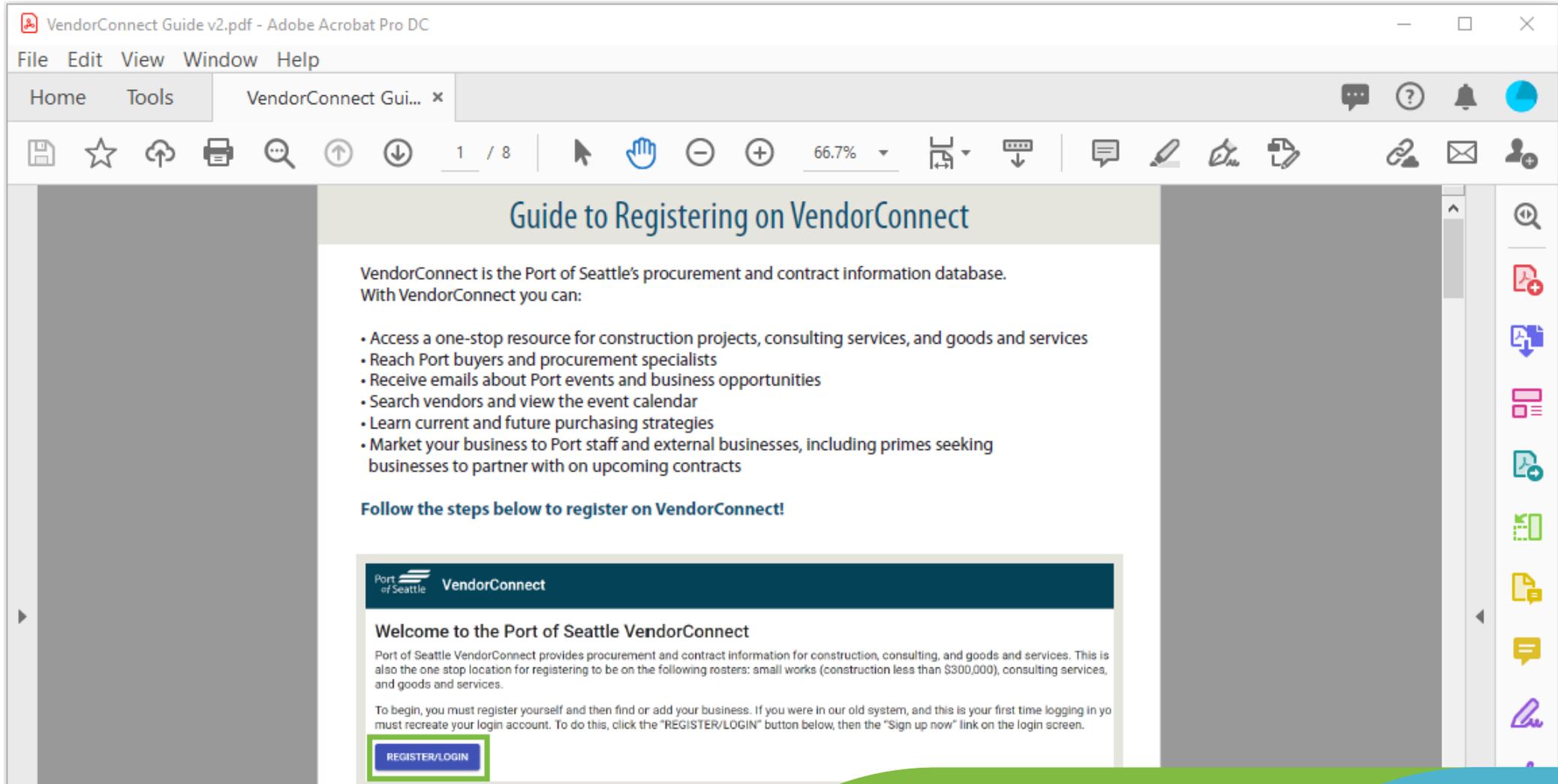
**Tina Boyd, Diversity in Contracting**

Boyd.t@portseattle.org

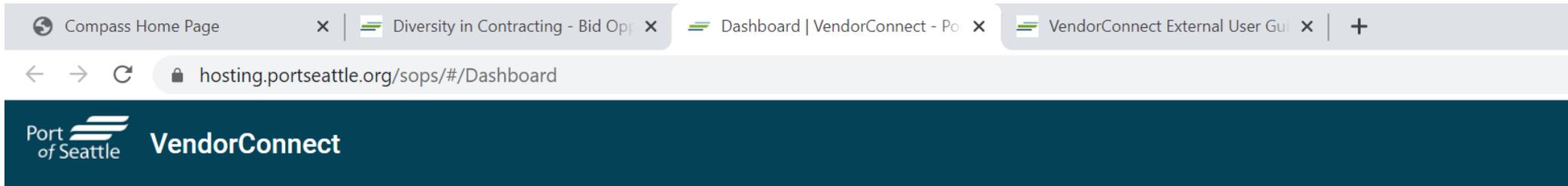


- Internal and External Database
  - Marketing
- View current and future bid/proposal opportunities
- Add your WMBE & Small Business Credentials
- Register your company for opportunity notifications
  - NAICS codes
  - Rosters (Small Works, Goods & Services, Consultants)

[Link to the Guide to Registering on VendorConnect](#)



<https://hosting.portseattle.org/sops/>



## Welcome to the Port of Seattle VendorConnect

**Due to the everchanging COVID-19 situation and the healthcare professional and state guidance provided, all public gatherings, such as pre-bid meetings and bid openings will be held virtually. This information will be provided in more detail as it applies to the particular requirement and interested vendors should monitor VendorConnect closely for changes.**

Port of Seattle VendorConnect provides procurement and contract information for construction, consulting, and goods and services. This is also the one stop location for registering to be on the following rosters: small works (construction less than \$300,000), consulting services, and goods and services.

To begin, you must register yourself and then find or add your business. If you were in our old system, and this is your first time logging in you must recreate your login account. To do this, click the "REGISTER/LOGIN" button below, then the "Sign up now" link on the login screen.

[REGISTER/LOGIN](#)

You may search our solicitations, vendors, and view the event calendar as a guest.

[CURRENT AND PAST SOLICITATIONS](#)

[FUTURE SOLICITATIONS](#)

[SEARCH PUBLICLY VIEWABLE VENDORS](#)

[VIEW EVENT CALENDAR](#)

# 2021 Upcoming PortGens/Trainings

Please *note dates are confirmed as of today, but can be subject to change. Trainings will be held virtually unless otherwise stated.*

<https://www.portseattle.org/page/portgen-workshops>

Date	Training Course
January 25	PortGen PCS and SW “Meet and Greet”
January 26	Pandemic Relief for Small Businesses (w/ Highline)
February 24	PortGen DBE Compliance Training
TBD – February	Let’s Get Certified (w/ OMWBE)
TBD – February	PortGen ADR (Airport)
TBD – February	PortGen A&E – Mentoring (C1 Building)
TBD – March	WSDOT/Sound Transit/Port

**Christopher Clemetson, Manager PCS Controls/Support Services**

**Clemetson.C@portseattle.org**

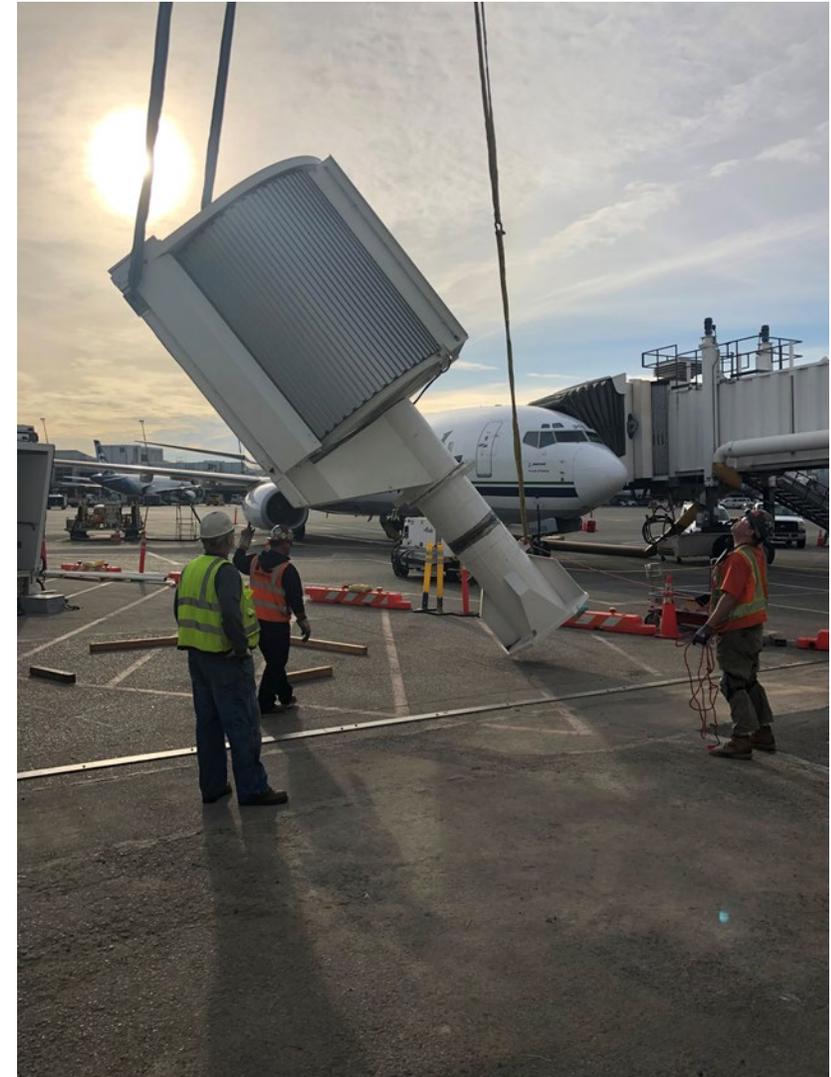


# What is Port Construction Services?

PCS supports the Port by being positioned to start work immediately and accomplishing small projects quickly and cost effectively.

PCS relies on the skills and aptitudes of its outside consultants, contractors and/or field crews to assist us in the completion of our projects, within Small Works limits.

On Call Contracts are in place with PCS to provide contractors that can respond to project needs as soon as possible.



Contractor expertise is essential to our projects  
Register on VendorConnect for future solicitations



PIPE ABATEMENT – EXPRESSWAY EMERGENCY WATER MAIN REPAIR

## Typical Contracts Used

ASBESTOS ABATEMENT  
ELECTRICAL  
TELECOMMUNICATIONS  
MECHANICAL  
(HVAC/PLUMBING/CONTROLS)  
FIRE PROTECTION  
ASPHALT PAVING & ROAD STRIPING  
CRANE SERVICES  
DOCK & PILING  
FLOOR COVERINGS  
FENCE ERECTION  
GENERAL CONTRACTOR

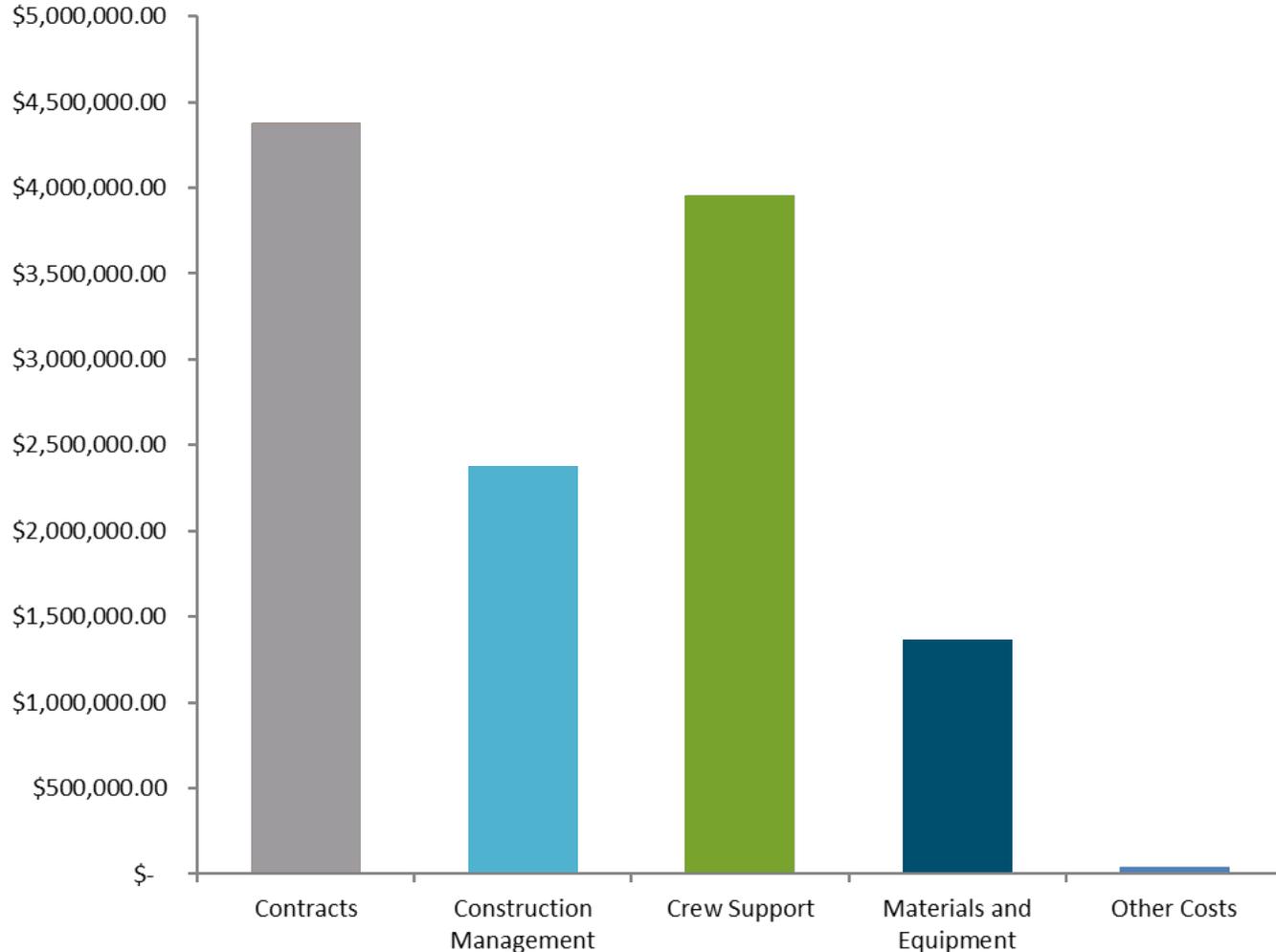


T-18 STORMWATER OUTFALL, PH 1

## PCS Project Approval

- Crew analysis required by RCW on work self performed above \$40,000
- PCS work supported by contracting community

# Many Tools to Meet Our Sponsors Needs



## TEAMWORK FOR THE PORT

- Contracting Community
- Professional Services
- Material Purchases and Vendor Contracts
- Port Crews
- Construction Management
- PCS has limited trades in our crew, contracts support collaboration to accomplish a variety of project types

# Contracts

*Solicitations are advertised on Vendor Connect*

## **PCS Procures Public Works Contracts to meet the needs of the Port**

- Small Works On Call Contracts
- Project Specific On Call Contracts
- Lump Sum Contracts
- Job Order Contract (JOC)
- Major Construction On Call Contracts

## Contract Unit Prices Include

- Labor Rate
- Project Management
- Estimating/Job Walk
- Administration
- Safety Plan
- State Paperwork

## Advantages

- Badging Issued for life of Contract
- Visibility to other contractors
- Invoicing for the work completed

- One year Contract with option to extend an additional year
- \$300,000 maximum contract value
- Work Authorizations typically under \$50,000
- Schedules vary
- Shifts vary
- Crews are not working on projects continuously

# Work Authorizations

## Specific scope of work issued by Work Authorization

- Job walk with PCS Project Manager
- Drawing and Specification included if available
- Contractor provides proposal for estimated scope matching unit prices in Contract
- Unforeseen conditions and additional scope added by Revision to WA

# PAYMENT

## Invoicing and Payment

- Contractor Daily Reports required
- Invoiced rates must match unit prices in contract
- Progress payments allowed

**Yanet Maldonado, Contract Administrator - Construction**

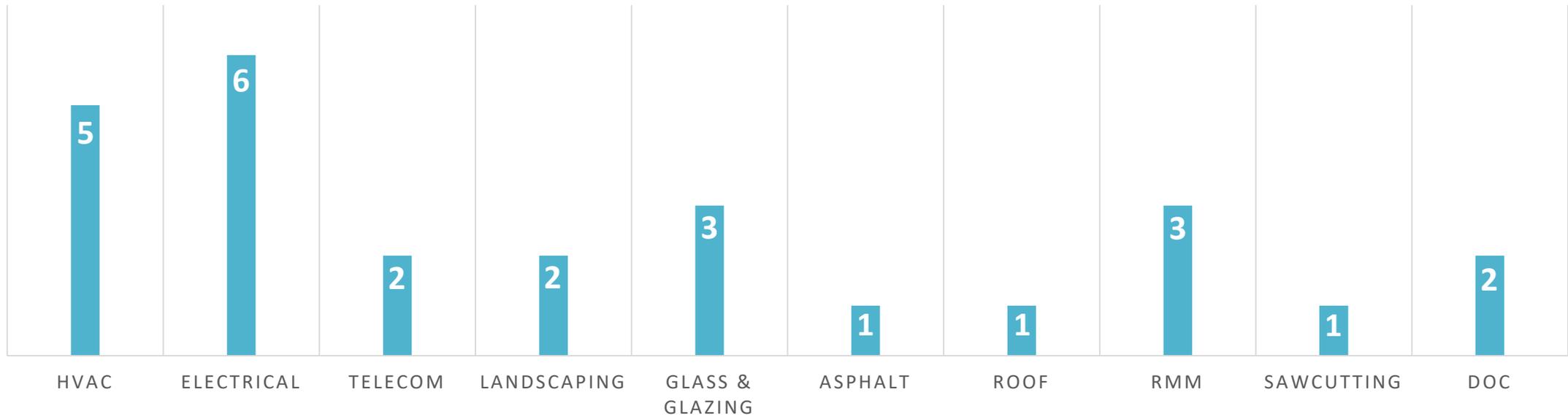
**Maldonado.Y@portseattle.org**



# Small Works Construction

- Total Contracts in Active & Closing Status: 26 Contracts = \$7.5 Million
- Contracts awarded in 2020 : 18 Contracts = \$ 5.5 Million
- Average work requests per Contract: 10 – 20

CONTRACT TYPES BY TRADE



# JOB ORDER CONTRACTS (JOC)

For Residential Noise Remediation  
and Other Small Construction  
Projects

- MC-0319178:
  - 20% DBE
  - FAA funding
  - 35 Work Orders
- MC-0319924:
  - 16% WMBE
  - No FAA funding
  - 6 Work Orders
- MC-0320386 (Future):
  - 5% DBE
  - FAA Requirement
  - Q1 2021

# JOC Overview

Work Orders are based upon costs established in the RS Means Unit Price Book.

90% of the work shall be subcontracted

State Prevailing Wage and/or Davis Bacon Wage

Weekly certified payrolls from Prime and Subs

# Residential Noise Remediation

Program includes decreasing aircraft noise in approximately 40 single-family homes

Typical projects include new windows and doors

Minor modifications required to meet current building code requirements, including mechanical, carpentry, electrical, & regulated material abatement.

# Airport Dining & Retail Infrastructure Upgrades

Redevelopment of dining and retail spaces, by reconfiguring infrastructure associated with changes to tenant spaces.

Work includes demolition and waste removal, modification and installation to existing structural, mechanical, electrical and communication systems.

Demo/Install grease waste lines from tenant spaces to main lines and ducting

Demo/Install sanitary sewer and water lines from tenant spaces to main lines.

Demo/Install HVAC points of connection.

Demo/Install tenant demising walls.

Demo/Install electrical panels from tenant spaces to source.

Demo/Install communications demarcation package from tenant spaces to source.

Demo/Install/Relocate fire sprinkler heads.

Fabricate and install casework.

Roof patching at removed exhaust ducting and exhaust fans.

Granite and Terrazzo repair and patching.

**Angela Peterson** - Contract Administration Manager

[Peterson.A@portseattle.org](mailto:Peterson.A@portseattle.org)

**Yanet Maldonado** - Contract Administrator

[Maldonado.Y@portseattle.org](mailto:Maldonado.Y@portseattle.org)

**JOC Contractor - Centennial Contractor Enterprises**

Andrea Reetz - Project Coordinator

[Areetz@CCE-Inc.com](mailto:Areetz@CCE-Inc.com)



**THANK YOU**

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**QUESTIONS?**