Welcome!
Construction and Small Works
Meet and Greet
Welcome/Introduction

Tamaka Thornton, DBE Program Manager

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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
Diversity in Contracting WMBE Program

Lawrence Coleman, WMBE Program Manager
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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.

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

**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
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Janae Fisher, Port Construction Services
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Tina Boyd, Diversity in Contracting
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VendorConnect Database

- 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)
VendorConnect Registration Guide

Link to the Guide to Registering on VendorConnect
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 "REGISTERLOGIN" button below, then the "Sign up now" link on the login screen.

You may search our solicitations, vendors, and view the event calendar as a guest.
## 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](https://www.portseattle.org/page/portgen-workshops)

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

**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

Pipe Abatement – Expressway Emergency Water Main Repair
What is a PCS Project?

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
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
Typical Work

- 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
Invoicing and Payment

- Contractor Daily Reports required
- Invoiced rates must match unit prices in contract
- Progress payments allowed
Small Works & JOC Contracts

Yanet Maldonado, Contract Administrator - Construction
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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 Chart]

**Contract Types by Trade:***

- HVAC: 5
- Electrical: 6
- Telecom: 2
- Landscaping: 2
- Glass & Glazing: 3
- Asphalt: 1
- Roof: 1
- RMM: 3
- Sawcutting: 1
- DOC: 2
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.
| 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
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JOC Contractor - Centennial Contractor Enterprises
Andrea Reetz - Project Coordinator
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THANK YOU

QUESTIONS?