



## AGENDA

10:00 am, Thursday, February 1, 2024  
3217 Terminal Drive, Santa Maria, 93455  
(Mandatory)

1. Introductions:
  - A. Martin Pehl, General Manager; Santa Maria Public Airport District
  - B. Ric Tokoph, Operations and Maintenance Manager; Santa Maria Public Airport District
  - C. Tom Widrow; Project Coordinator
  - D. Jessica Carlon, Jim Albrecht; Ravatt Albrecht & Associates
  - E. Noli Gamiao, John Smith; Tartaglia Engineering
  
2. Brief Project Description: This is a Mandatory Job Walk for two separate but related projects:
  - A. US Customs Upgrades: Building & Site Civil**
    - Airfield safety and security including temporary fencing, airport access / badging, access gate management, work site delineation, and foreign object debris (FOD) management.
    - Building Upgrades to include but not be limited to:
      - Exterior preparation and paint.
      - Interior selective demolition, clean and preparation for new finishes.
      - Minor general construction, new ceilings, fixtures, finishes doors, hardware, signage.
      - All new lighting, lighting controls, circuiting where necessary.
      - New un-interruptible power supply, panel and circuiting, data cabling and security systems pathway.
      - New differed submittal design build fire sprinkler and alarm systems.
      - HVAC grille replacement and new communication room dedicated HVAC system.
      - Coordination with roofing, security, CCTV and data systems providers under separate contracts.
    - Site Civil Upgrades to include but not be limited to:
      - Reconstruct concrete path of travel. Concrete and asphalt pavement repair.
      - Install fire sprinkler lateral from city main to building.
      - Crack fill, slurry seal, and pavement markings.
      - Free-standing metal garden-type shed.
  - B. Roof Repair: 3335 Corsair Circle**
    - Airfield safety and security including temporary fencing, airport access / badging, access gate management, work site delineation, and foreign object debris (FOD) management.
    - Roof repair / replacement including removal of existing roofs and insulation and installation of new insulation and roof.
  
3. Phasing:
  - A. No phasing.
  - B. Contractor to take charge of the building and site at the start of the project, returning it to the District when work is complete and accepted.
  
4. Contractor Coordination:
  - A. Both contractors are to participate in joint periodic progress meetings, with a focus on coordination and scheduling of tasks as they relate to and potentially impact progress of the other.

5. Work Window Limitations:
  - A. None.
  
6. Airfield Safety, Security, Access, Closures:
  - A. At present, the building is within the secured airport. At the start of the project, the contractor is to install a temporary chain link fence "inside" the airport. In so doing, the building becomes outside the airport.
    - Workers at the building are not subject to badging, background checks, and escorts.
    - Vehicle signs and lights / flags are not required.
    - Work in the parking lot and building access is all outside the secured area.
    - Pavement markings on the airport will be inside the secured area. Escorts, lights and other airfield safety and security measures apply.
  - B. Delineation of work areas required.
  - C. Contractor forces will remain away from and clear of runways and taxiways.
  - D. Contractor to concern himself with Foreign Object Debris (FOD), with particular focus on the segments of any haul / access roads that pass along or cross active / open airfield pavements. Segments shall be maintained clean and free of FOD at all times.
  - E. Contractor forces to be proceed through security and acquire and wear an airport operations area (AOA) badge.
  - F. At contractor option, non-badged employees can work under the direct control of an escort.
  - G. All badged employees can serve as escorts.
  - H. Airport staff, engineer, or inspector are not available / cannot serve as escorts.
  - I. Vehicles within the secured airport to have orange & white checkered flags (day only) or amber rotating beacons (day or night).
  
7. Contractor Entrance:
  - A. Automatic Vehicle Gate: Located east of the building (and east of Fire Department Access).
  - B. Gate to remain closed and locked when not in use.
  - C. When entering or exiting the airport through the gate wait the ensure that the gate is fully closed before leaving the gate area.
  - D. Contractor is allowed to create a temporary access way through the chain link fence into the area enclosed by the temporary airport fence.
  
8. Contractor Quality Control Plan:
  - A. Not Required.



**US Customs: Building & Site Civil  
Roof Repair: 3335 Corsair Circle  
*Pre-Bid Job Walk***

9. Impacts to Airfield:
  - A. None.
  - B. Contractor forces to remain clear of all runways and taxiways.
  - C. Contactor forces to remain clear of the Commercial Terminal SIDA area.
  - D. With the exception of pavement marking on the apron, and access through the gate to install water improvements, Contractor forces to remain clear of the apron.
  
10. Impacts to Commercial Service:
  - A. No impacts to commercial service.
  
11. Airfield Electrical Impacts:
  - A. None.
  
12. Night lighting requirements:
  - A. Night construction is not allowed for this project.
  
13. Construction Surveying / Layout:
  - A. Contractor to provide all survey / layout.
  
14. Construction Water:
  - A. At Contractor expense.
  - B. One possible source is the City of Santa Maria. The City owns and serves several hydrants in close proximity to the project.
  
15. Contractor Yard / Material and Equipment Storage:
  - A. The parking lot in front of the building.
  - B. Within the fenced area on both sides of the building.
  - C. Can store equipment / trucks / materials.
  - D. Keep neat and tidy. Don't create an attractive nuisance.
  - E. All material disposal as described.
  - F. No personal vehicles inside the fence.
  
16. Material Disposal:
  - A. Contractor responsible for all material disposal, including compliance with City of Santa Maria recycling and solid waste disposal requirements.
  
17. Contract Time:
  - A. US Customs Upgrades: 150 calendar days
  - B. Roof Repair: 30 calendar days (within the 150).



**US Customs: Building & Site Civil  
Roof Repair: 3335 Corsair Circle  
Pre-Bid Job Walk**

18. Liquidated Damages:

- A. \$500.00 for each and every calendar day for first 30 days beyond date established for completion.
- B. \$1,000.00 for each and every calendar day beyond the 30<sup>th</sup> day.

19. Contract Award:

- A. If awarded, it is anticipated that the award will be within thirty (30) days of the bid opening.

20. Proceed with Construction:

- A. Bids Due: **Before 2:00 pm, Wednesday, February 21, 2024.**
- B. Board Approval at next board meeting (October).
- C. Signed contract documents – mid March.
- D. Construction start date: determined by contractor ability to secure materials.

21. Bid Schedule:

- A. US Customs: Bid Schedule with 3 items.
- B. Roof Repair: Bid Schedule with 3 items.

22. Construction Estimate

- A. US Customs: \$380,000
- B. Roof Repair: \$50,000

23. Disadvantaged Business Enterprise (DBE) Participation:

- A. The Santa Maria Public Airport District encourages participation in all projects by disadvantaged business enterprises.
- B. This project is subject to Title 49 CFR 26.
- C. The DBE Goal for this project is 8.75%.
- D. Forms to be completed in documenting DBE effort:
  - a. 15-G: Construction Contract DBE Commitment
  - b. 15-H: DBE Information – Good Faith Efforts
- E. Documents to be provided no later than 4:00 pm on the 3rd business day after bid opening.
- F. Subcontractor schedule (page 16) to be submitted with the bid.

24. Prevailing Wage Requirements:

- A. Compensation to workers on this project shall be in accordance with the general prevailing wage rates for the Santa Maria locality as determined by the Director of Industrial Relations, State of California, or in accordance with the Davis Bacon wage rates for northern Santa Barbara County, whichever is higher.
- B. Certified payroll statements required to Airport District, engineer, and to state via the web-site upload.



**US Customs: Building & Site Civil  
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Pre-Bid Job Walk**

25. Bidding Procedures:

- A. Upload completed bid package to the website ([www.publicpurchase.com](http://www.publicpurchase.com)) before **2:00 pm, Wednesday, February 21, 2024**
- B. Bid for a specific project (Roof or Customs).
- C. Complete all pages of the Proposal: Pages 11 through 23. Pages can be photo duplicated.
- D. Fill in all blanks in the bid schedule.
- E. Sign proposal. Identify contact person.
- F. Identify bid total in words below the bid table.
- G. Identify subcontractors.
- H. Provide a Proposal Guaranty Bond (Bid Bond).
- I. Acknowledge addenda, if any (Page 13).
- J. No faxed bids.
- K. No bids delivered to the District office.
- L. No public opening of bids received.

26. Contract Documents:

- A. US Customs Upgrades: Building & Site Civil
  - A specification / contract book with combined architecture and civil technical specifications.
  - A single set of drawings: Santa Maria Airport District: US Customs Building Remodel: a 23-sheet set produced by Ravatt Albrecht & Associates, and Tartaglia Engineering.
- B. Roof Repair: 3335 Corsair Circle
  - A specification / contract book with technical specifications.
- C. Documents are available on the [www.publicpurchase.com](http://www.publicpurchase.com) website.
- D. Addenda, if any, will also be available on the website.
  - One addenda has been issued for each project.
  - Building Upgrades: Addenda included the addition of two Airport Safety Manuals.
  - Roof Repair: Addenda included the technical specifications and a Technical Specification appendix.

27. This is a Mandatory Pre-Bid Job Walk. Contractor attendance to be verified through the Sign-In Sheet. Make sure your e-mail is legible. You can check the box to identify what project you are interested in, and you can check both, if that is the case.

28. Thank you for your interest. Confirm you have signed the Sign-In Sheet and that all information including e-mail address is clearly legible.