SECTION 01 32 16.1
CONSTRUCTION SCHEDULE – BASELINE EXAMPLE

PART 1 - GENERAL

The following is an example of a Contractor's project schedule that illustrates the data and expectation for schedule content depicting the baseline for the project. This version of the schedule is referred to as a "baseline" schedule. This example is intended to provide guidance for the Contractor when developing and submitting a baseline schedule. See CFW Specification 01 32 16 Construction Schedule for details and requirements regarding the Contractor's project schedule.

TPW - Capital Delivery

Layout: Baseline Template

Project ID: CIP-01B

Report Print Date: 20-Jun-2018

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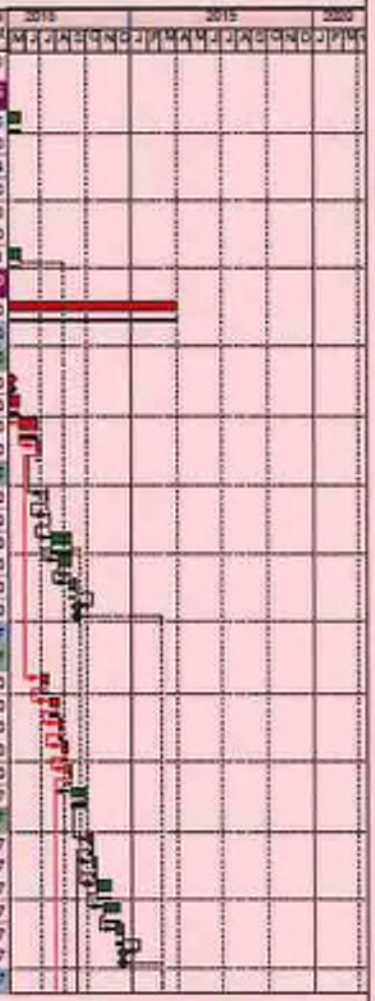
Activity ID	Activity Name	OD	RD	Start	Finish	Predecessors	Successors	Total Float
CIP-01B - Neighborhood Street Construction Baseline Schedule Ex		434	434	02-Apr-2018	17-Dec-2019			0
Pre-Construction		38	38	02-Apr-2018	23-May-2018			396
82	Pre-Construction	38	38	02-Apr-2018	23-May-2018			396
8200	Award Construction Contract	0	0	02-Apr-2018			8210, 8250	0
8210	SW Pollution Prevention Plan (Contractor Prepare and Submit)	10	10	02-Apr-2018	13-Apr-2018	8200		434
8220	Site Walk Through	1	1	02-Apr-2018	02-Apr-2018	8200	8230	0
8230	Notice To Proceed/Pre-Construction Meeting	1	1	17-Apr-2018	17-Apr-2018	8220	8240	0
8240	Pre-Construction - Public Meeting	1	1	25-Apr-2018	25-Apr-2018	8230	3000, 8250	0
8250	Mobilization	20	20	26-Apr-2018	23-May-2018	8240	3310	81
Construction Contract Execution		230	230	03-May-2018	01-Apr-2019			0
83	Construction	230	230	03-May-2018	01-Apr-2019			0
Street 1		90	90	03-May-2018	10-Sep-2018			140
Water & Storm		40	40	03-May-2018	29-Jun-2018			0
3000	Construction Start	0	0	03-May-2018		8240	3010, 8500	0
3010	Temp Water	10	10	03-May-2018	16-May-2018	3000	3020	0
3020	Lay 8" water and services	25	25	17-May-2018	21-Jun-2018	3010	3030	0
3030	Temp Paving Repair	5	5	22-Jun-2018	28-Jun-2018	3020	3040, 3100	0
Paving		45	45	09-Jul-2018	10-Sep-2018			140
3040	Excavation	5	5	09-Jul-2018	13-Jul-2018	3030	3050	110
3050	Stabilization	5	5	16-Jul-2018	20-Jul-2018	3040	3060	110
3060	Paving	30	30	23-Jul-2018	31-Aug-2018	3050	3070, 3180	110
3070	Flat Work	20	20	06-Aug-2018	31-Aug-2018	3060	3080	140
3080	Clean up	10	10	27-Aug-2018	10-Sep-2018	3070	3090	140
3090	Street 1 Complete	0	0		10-Sep-2018	3080	8510	140
Street 2		113	113	29-Jun-2018	10-Dec-2018			77
Water & Storm		63	63	29-Jun-2018	27-Sep-2018			67
3100	Temp Water	10	10	29-Jun-2018	13-Jul-2018	3030	3110	0
3110	Lay 8" water and services	15	15	16-Jul-2018	03-Aug-2018	3100	3120	0
3120	Temp Paving Repair	5	5	06-Aug-2018	10-Aug-2018	3110	3130	0
3130	Lay 8" Sewer and Services	8	8	13-Aug-2018	22-Aug-2018	3120	3140	0
3140	Temp Paving Repair	5	5	23-Aug-2018	29-Aug-2018	3130	3150, 3220	0
3150	Storm Drain & Structures	20	20	30-Aug-2018	27-Sep-2018	3140	3160	67
Paving		45	45	03-Oct-2018	10-Dec-2018			77
3160	Excavation	5	5	05-Oct-2018	11-Oct-2018	3150	3170, 3230	67
3170	Stabilization	5	5	12-Oct-2018	18-Oct-2018	3160	3180	77
3180	Paving	20	20	19-Oct-2018	15-Nov-2018	3170, 3060	3190	77
3190	Flat Work	20	20	02-Nov-2018	03-Dec-2018	3180	3200	77
3200	Clean up	10	10	27-Nov-2018	10-Dec-2018	3190	3210	77
3210	Street 2 Complete	0	0		10-Dec-2018	3200	8510	77
Street 3		60	60	30-Aug-2018	24-Dec-2018			67



Actual Work
Remaining Work
Critical Remaining Work
Milestone
Critical Milestone
Completed Milestone

CIP-01B - Neighborhood Street Construction Baseline Schedule Example

FORT WORTH

TPW - Capital Delivery

Layout: Baseline Template

Project ID: CIP-01B

Report Print Date: 20-Jun-2018

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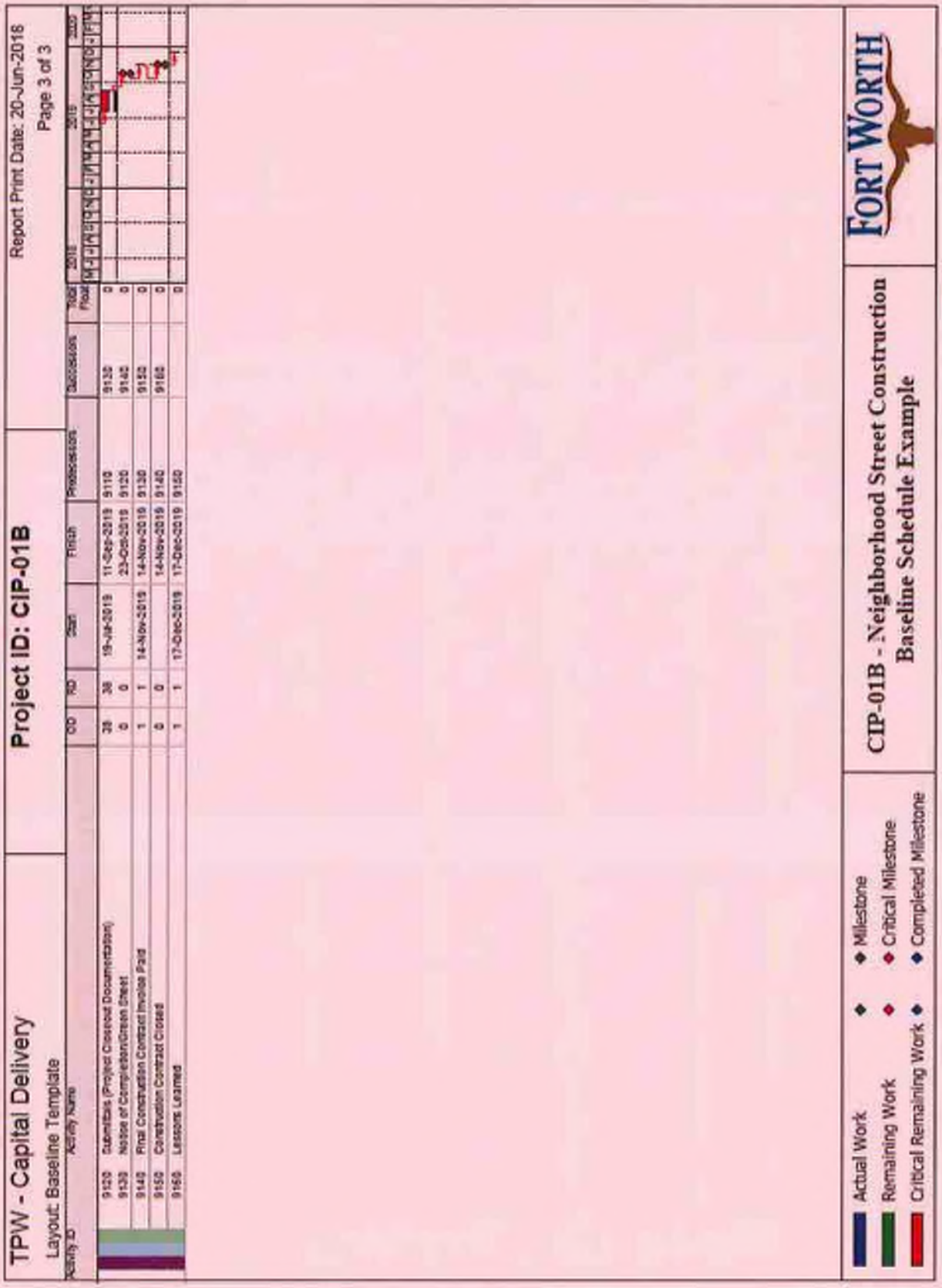
Activity ID	Activity Name	OD	RD	Start	Finish	Predecessors	Successors	Total Float
	Water & Storm	13	13	30-Aug-2018	18-Sep-2018			0
3220	Temp Water	4	4	30-Aug-2018	05-Sep-2018	3140	3230	0
3230	Lay 8" water and services	8	8	06-Sep-2018	17-Sep-2018	3220	3240	0
3240	Temp Paving Repair	1	1	18-Sep-2018	18-Sep-2018	3230	3250, 3310	0
	Paving	50	50	12-Oct-2018	24-Dec-2018			67
3250	Excavation	5	5	12-Oct-2018	18-Oct-2018	3240, 3160	3260	67
3260	Stabilization	5	5	19-Oct-2018	25-Oct-2018	3250	3270	67
3270	Paving	20	20	26-Oct-2018	26-Nov-2018	3260	3280	67
3280	Flat Work	20	20	16-Nov-2018	17-Dec-2018	3270	3290	67
3290	Clean up	10	10	11-Dec-2018	24-Dec-2018	3280	3300	67
3300	Street 3 Complete	0	0		24-Dec-2018	3290	6510	67
Street 4		134	134	19-Sep-2018	01-Apr-2019			0
	Water & Storm	60	60	19-Sep-2018	27-Dec-2018			0
3310	Temp Water	6	6	19-Sep-2018	26-Sep-2018	3240, 8250	3320	0
3320	Lay 8" water and services	20	20	27-Sep-2018	24-Oct-2018	3310	3330	0
3330	Temp Paving Repair	3	3	25-Oct-2018	29-Oct-2018	3320	3340	0
3340	Lay 8" Sewer Lines L-3203 & L-8345 and Services	20	20	30-Oct-2018	28-Nov-2018	3330	3350	0
3350	Lay 8" Sewer Lines L-3212 & L-8355 and Services	15	15	29-Nov-2018	19-Dec-2018	3340	3360	0
3360	Temp Paving Repair	5	5	20-Dec-2018	27-Dec-2018	3350	3370	0
	Paving	60	60	07-Jan-2019	01-Apr-2019			0
3370	Excavation	10	10	07-Jan-2019	18-Jan-2019	3360	3380	0
3380	Stabilization	10	10	22-Jan-2019	04-Feb-2019	3370	3390	0
3390	Paving	20	20	05-Feb-2019	04-Mar-2019	3380	3400	0
3400	Flat Work	20	20	26-Feb-2019	25-Mar-2019	3390	3410	0
3410	Clean up	10	10	19-Mar-2019	01-Apr-2019	3400	3420	0
3420	Street 4 Complete/Substantial Complete	0	0		01-Apr-2019	3410	6510	0
Inspections		276	276	03-May-2018	05-Jun-2019			0
85	Inspection	276	276	03-May-2018	05-Jun-2019			0
6500	Inspection	225	225	03-May-2018	25-Mar-2019	3000	6510	5
6510	Final Inspection	10	10	02-Apr-2019	15-Apr-2019	3420, 3300, 3210	6520	0
6520	Complete Punch List Tasks	30	30	16-Apr-2019	28-May-2019	6510	6530	0
6530	Final Walk Through for Completed Punch List Tasks	1	1	05-Jun-2019	05-Jun-2019	6520	6540	0
6540	Construction Final Completion	0	0		05-Jun-2019	6530	9100, 9110	0
Closeout		135	135	06-Jun-2019	17-Dec-2019			0
90	Closeout	135	135	06-Jun-2019	17-Dec-2019			0
Construction Contract Close-out		135	135	06-Jun-2019	17-Dec-2019			0
	As-Built Survey	5	5	06-Jun-2019	12-Jun-2019			25
9100	As-Built Survey (Submitted by Contractor)	5	5	06-Jun-2019	12-Jun-2019	6540	9110	25
	Contract Closeout	135	135	06-Jun-2019	17-Dec-2019			0
9110	Contract Reconciliation	30	30	06-Jun-2019	18-Jul-2019	9100, 6540	9120	0

Actual Work
Remaining Work
Critical Remaining Work
Milestone
Critical Milestone
Completed Milestone

CIP-01B - Neighborhood Street Construction Baseline Schedule Example

FORT WORTH


TPW - Capital Delivery
Layout: Baseline Template
Project ID: CIP-01B
Report Print Date: 20-Jun-2018
Page 3 of 3
Activity ID
Activity Name
OD
RD
Start
Finish
Predecessors
Successors
Total Float
2018
2019
2020
9120 Submittals (Project Closeout Documentation) 38 38 19-Jul-2019 11-Sep-2019 9110 9130 0
9130 Notice of Completion/Green Sheet 0 0 23-Oct-2019 9120 9140 0
9140 Final Construction Contract Invoice Paid 1 1 14-Nov-2019 9130 9150 0
9150 Construction Contract Closed 0 0 14-Nov-2019 9140 9160 0
9160 Lessons Learned 1 1 17-Dec-2019 9150 0
Actual Work
Remaining Work
Critical Remaining Work
Milestone
Critical Milestone
Completed Milestone
CIP-01B - Neighborhood Street Construction
Baseline Schedule Example
FORT WORTH

END OF SECTION

Revision Log		
DATE	**NAME**	**SUMMARY OF CHANGE**
July 20, 2018	M. Jarrell	Initial Issue
May 7, 2021	M Owen	Revised name due to revising the schedule specification

SECTION 01 32 16.2
CONSTRUCTION SCHEDULE – PROGRESS EXAMPLE

PART 1 - GENERAL

The following is an example of a Contractor's project schedule that illustrates the data and expectation for schedule content depicting the progress for the project. This version of the schedule is referred to as a "progress" schedule. This example is intended to provide guidance for the Contractor when developing and submitting a progress schedule. See CFW Specification 01 32 16 Construction Schedule for details and requirements regarding the Contractor's project schedule.

TPW - Capital Delivery

Layout: Progress Template

Project ID: CIP-01P

Report Print Date: 20-Jun-2018

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Activity ID	Activity Name	OD	RD	Physical % Complete	BL Project Start	BL Project Finish	Start	Finish	Total Float	Variance - BL
CIP-01P - Neighborhood Street Construction Progress Schedule E:		432	411		02-Apr-2018	17-Dec-2019	02-Apr-2018 A	13-Dec-2019	0	2
Pre-Construction		38	11		02-Apr-2018	23-May-2018	02-Apr-2018 A	15-May-2018	400	6
82	Pre-Construction	38	11	0%	02-Apr-2018	23-May-2018	02-Apr-2018 A	15-May-2018	85	6
8200	Award Construction Contract	0	0	100%	02-Apr-2018		02-Apr-2018 A			0
8210	SW Pollution Prevention Plan (Contractor Prepare and Submit)	10	0	100%	02-Apr-2018	13-Apr-2018	02-Apr-2018 A	13-Apr-2018		0
8220	Site Walk Through	1	0	100%	02-Apr-2018	02-Apr-2018	02-Apr-2018 A	02-Apr-2018		0
8230	Notice To Proceed/Pre-Construction Meeting	1	0	100%	17-Apr-2018	17-Apr-2018	17-Apr-2018 A	17-Apr-2018		0
8240	Pre-Construction - Public Meeting	1	0	100%	26-Apr-2018	26-Apr-2018	19-Apr-2018 A	19-Apr-2018		4
8250	Mobilization	20	11	50%	26-Apr-2018	23-May-2018	16-Apr-2018 A	15-May-2018	85	6
Construction Contract Execution		230	230		03-May-2018	01-Apr-2019	01-May-2018	28-Mar-2019	0	2
83	Construction	230	230	0%	03-May-2018	01-Apr-2019	01-May-2018	28-Mar-2019	0	2
Street 1		50	50		03-May-2018	10-Sep-2018	01-May-2018	06-Sep-2018	140	2
Water & Storm		40	40		03-May-2018	29-Jun-2018	01-May-2018	25-Jun-2018	0	2
3000	Construction Start	0	0	0%	03-May-2018		01-May-2018		0	2
3010	Temp Water	10	10	0%	03-May-2018	16-May-2018	01-May-2018	14-May-2018	0	2
3020	Lay 8" water and services	25	25	0%	17-May-2018	21-Jun-2018	15-May-2018	19-Jun-2018	0	2
3030	Temp Paving Repair	5	5	0%	22-Jun-2018	26-Jun-2018	20-Jun-2018	26-Jun-2018	0	2
Paving		40	40		09-Jul-2018	10-Sep-2018	05-Jul-2018	06-Sep-2018	140	2
3040	Excavation	5	5	0%	09-Jul-2018	13-Jul-2018	05-Jul-2018	11-Jul-2018	110	2
3050	Stabilization	5	5	0%	16-Jul-2018	20-Jul-2018	12-Jul-2018	18-Jul-2018	110	2
3060	Paving	30	30	0%	23-Jul-2018	31-Aug-2018	19-Jul-2018	29-Aug-2018	110	2
3070	Flat Work	20	20	0%	06-Aug-2018	31-Aug-2018	02-Aug-2018	29-Aug-2018	140	2
3080	Clean up	10	10	0%	27-Aug-2018	10-Sep-2018	23-Aug-2018	06-Sep-2018	140	2
3090	Street 1 Complete	0	0	0%		10-Sep-2018		06-Sep-2018	140	2
Street 2		113	113		29-Jun-2018	10-Dec-2018	27-Jun-2018	06-Dec-2018	77	2
Water & Storm		63	63		29-Jun-2018	27-Sep-2018	27-Jun-2018	25-Sep-2018	67	2
3100	Temp Water	10	10	0%	29-Jun-2018	13-Jul-2018	27-Jun-2018	11-Jul-2018	0	2
3110	Lay 8" water and services	15	15	0%	16-Jul-2018	03-Aug-2018	12-Jul-2018	01-Aug-2018	0	2
3120	Temp Paving Repair	5	5	0%	06-Aug-2018	10-Aug-2018	02-Aug-2018	06-Aug-2018	0	2
3130	Lay 8" Sewer and Services	8	8	0%	13-Aug-2018	22-Aug-2018	09-Aug-2018	20-Aug-2018	0	2
3140	Temp Paving Repair	5	5	0%	23-Aug-2018	29-Aug-2018	21-Aug-2018	27-Aug-2018	0	2
3150	Storm Drain & Structures	20	20	0%	30-Aug-2018	27-Sep-2018	28-Aug-2018	25-Sep-2018	67	2
Paving		40	40		05-Oct-2018	10-Dec-2018	03-Oct-2018	06-Dec-2018	77	2
3160	Excavation	5	5	0%	05-Oct-2018	11-Oct-2018	03-Oct-2018	09-Oct-2018	67	2
3170	Stabilization	5	5	0%	12-Oct-2018	18-Oct-2018	10-Oct-2018	16-Oct-2018	77	2
3180	Paving	20	20	0%	19-Oct-2018	15-Nov-2018	17-Oct-2018	13-Nov-2018	77	2
3190	Flat Work	20	20	0%	02-Nov-2018	03-Dec-2018	31-Oct-2018	29-Nov-2018	77	2
3200	Clean up	10	10	0%	27-Nov-2018	10-Dec-2018	21-Nov-2018	06-Dec-2018	77	2
3210	Street 2 Complete	0	0	0%		10-Dec-2018		06-Dec-2018	77	2
Street 3		80	80		30-Aug-2018	24-Dec-2018	28-Aug-2018	20-Dec-2018	67	2
Water & Storm		13	13		30-Aug-2018	18-Sep-2018	28-Aug-2018	14-Sep-2018	0	2
3220	Temp Water	4	4	0%	30-Aug-2018	05-Sep-2018	28-Aug-2018	31-Aug-2018	0	2
3230	Lay 8" water and services	8	8	0%	06-Sep-2018	17-Sep-2018	04-Sep-2018	13-Sep-2018	0	2

Actual Work
Remaining Work
Critical Remaining Work
Milestone
Critical Milestone
Completed Milestone

CIP-01P - Neighborhood Street Construction Progress Schedule Example

FORT WORTH

FORT WORTH

Pre-Bid Conference for C.C. Moss and M. L. Phillips SRTS Improvements

City Project No. 102411

Department of Transportation and Public Works – Capital Delivery Division

Project Manager: Chad Allen, P.E., C.F.M.

Design Consultant: Kimley-Horn – Scott Arnold, P.E.

September 14, 2021

FORT WORTH

Agenda

1. Project Intent
2. Affected Streets
3. Project Layout Maps
4. Project Scope
5. Project Schedule
6. Pre-Qualifications
7. Business Equity Goal (DBE Goal)
8. Project-Specific Coordination Requirements
9. Remaining TROE Documents
10. Remaining Utility Issues
11. Plan Review
12. Questions

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Project Intent

To construct safe routes to school improvements including sidewalk, driveway, crosswalk, striping and signage improvements around C. C. Moss and M. L. Phillips Elementary Schools.

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Affected Streets

- **C. C. Moss Elementary**
- Dowdell Street
- Grayson Street
- Rufus Street
- Freddie Street
- Castleman Street
- Comanche Street
- Reed Street
- San Rose Drive
- Miller Avenue
- Baylor Street

- **M. L. Phillips Elementary**
- Locke Avenue
- Olive Place
- Mary's Lane
- Bigham Boulevard
- Edgehill Road
- Curzon Avenue

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Project Layout Maps

- Refer to AFA Maps

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Project Scope

Major Work Items:

- 880 SY – Removing Conc. (Sidewalks)
- 3,101 SY – Removing Conc. (Driveways)
- 1,605 LF – Removing Conc. (Curb or Curb & Gutter)
- 202 SY – Removing Conc. (Wheelchair Ramp)
- 352 LF – Concrete Curb & Gutter (TY II)
- 3,177 SY – Driveways (Conc.)
- 5,562 SY – Conc. Sidewalks (4")
- 55 EA – Curb Ramps (TY 7)
- 2,822 SF – Conc. Sidewalks (Special) (Retaining Wall)
- 18 EA – Tree Removal (4" - 12" Dia)
- 62 EA – Tree Protection

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Project Schedule

- **Addenda** – Last day to issue Addenda is Monday **September 27th, 2021**.
- **Bids are due at 1:30 PM – Thursday September 30th, 2021. Bid opening is at 2 PM.**
- **Business Equity Documents due – Monday October 4th, 2021.** The documents need to be **emailed** to the City PM no later than 2:00 PM. A faxed copy will not be accepted.
- Council Meeting for Bid Award – Aiming for **December 7th**
- Pre-Construction Meeting – **January 2022**
- Community Meeting Prior to Construction – **January 2022**
- Construction to be started in **February 2022**. Construction Duration is **192 Working Days**.

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Pre-Qualifications

- There are no required pre-qualifications for this project.

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Business Equity Goal

The Disadvantaged Business Enterprises goal for this project is **8.0%.**

Refer to Section 00 45 40 and in the Appendix for further information.

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Project-Specific Coordination Requirements

C. C. Moss Elementary
4108 Eastland Street
Fort Worth, TX 76119
817-815-3600

M. L. Phillips Elementary
3020 Bigham Boulevard
Fort Worth, TX 76116
817-815-1600

- Community Meeting Prior to Construction
- Implementation of Traffic Control
- Start of Construction
- Project Phasing Changes
- Lane Shifts, Lane Closures, Traffic Control Changes

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Remaining TROE Documents

Parcel #	Owner	Description	Status	Est. Clear Date	Effect on Construction
9	Allison Rix	TROE for driveway construction at 3144 Edgehill Drive.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
1	Benigno Villa	TROE for driveway construction at 3601 Rufus Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
3	Vicente G. Mendoza	TROE for driveway construction at 3609 Rufus Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
13	Jeff Bullock	TROE for driveway construction at 3613 San Rose Drive.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.

FORT WORTH

Remaining TROE Documents

19	George Peckepsie	TROE for driveway construction at 3633 Rufus Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
9	Yesenia Trevino	TROE for driveway construction at 3782 Donalee Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
8	Martha Espinoza	TROE for driveway construction at 3782 Rufus Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.

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Remaining TROE Documents

7	Rosa Elia S. Belmontes	TROE for driveway construction at 3813 Sydney Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
14	Guadalupe P. Lopez	TROE for driveway construction at 3871 Freddie Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.
18	Imelda Garcia Sierra	TROE for driveway construction at 4108 Dowdell Street.	In-progress	01-15-2022	No effect. TROE will be executed prior to construction.

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Remaining Utility Issues

Owner	Description	Status	Est. Compl. Date	Effect on Construction
ATT/Oncor	Existing telephone riser/pedestal to be moved out of proposed curb ramp area at SW corner of Locke Ave. and Marys Ln.	Utility owner is aware of conflict and is currently scheduling the work.	01-15-2022	No effect on construction. Utility conflict will be resolved prior to start of construction.

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Plan Review

- Special General Notes: Tree Damage Assessment (7)
- Special Details 1 and 2 of 2 (13 and 14)
- Removal Layout (15)
- Paving Layout (24)
- Signing and Striping Layout (33)
- TxDOT Pedestrian Facilities Curb Ramps (75-78)
- TxDOT Concrete Driveway Details (112)
- TxDOT Concrete Sidewalk Details (113)

QUESTIONS?

Contact Information
Chad Allen, P.E., C.F.M.
Senior Professional Engineer
(817) 392 - 8021
Chad.Allen@fortworthtexas.gov

PRE-BID MEETING SIGN-IN SHEET
CITY OF FORT WORTH, TX

Fort Worth

DEPARTMENT: Transportation and Public Works
PROJECT: CC Moss and ML Phillips SRTS Improvements
CITY PROJECT NO.: 102411

CITY PM: Chad Allen, P.E., C.F.M.
DESIGN ENGINEER/CONTACT: Scott Arnold, P.E.

ADVERTISEMENT DATES: September 2, 2021 and September 9, 2021
PRE-BID CONFERENCE: September 14, 2021 at 9:00 am
BID OPENING: September 30, 2021

ENGIN'S ESTIMATE: In a n 11.8 Million
ADDENDUM:

PLAN HOLDER	CONTACT NAME	STREET ADDRESS	CITY	STATE	ZIP	PHONE	FAX	EMAIL	COMMENTS	PRIME CONTRACTOR	SUB CONTRACTOR	BOTH	REPRESENTING SERVICE	INFORMATION SERVICE	SUPPLIER
[illegible]	[illegible]	[illegible]	Fort Worth	TX	[illegible]	[illegible]	[illegible]	[illegible]		●	○	○	○	○	○
[illegible]	[illegible]	[illegible]	[illegible]	TX	[illegible]	[illegible]		[illegible]		●	○	○	○	○	○
[illegible]	[illegible]					[illegible]		[illegible]		●	○	○	○	○	○
City of Fort Worth	Chad Allen Josh Morris Karimbe Figueroa Aguirre Barbara Pryor							[illegible]		○	○	○	○	○	○
[illegible]	Scott Arnold Amber Christensen	[illegible]	Fort Worth	TX	[illegible]	[illegible]		[illegible]		○	○	○	○	○	○
										○	○	○	○	○	○
										○	○	○	○	○	○
										○	○	○	○	○	○
										○	○	○	○	○	○
										○	○	○	○	○	○

Date printed: 9/14/2021

SECTION 00 00 00

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Division 00 - General Conditions		Last Revised
00 05 10	Mayor and Council Communication	07/01/2011
00 05 15	Addenda	07/01/2011
00 11 13	Invitation to Bidders	07/19/2021
00 21 13	Instructions to Bidders	08/13/2021
00 35 13	Conflict of Interest Statement	02/24/2020
00 41 00	**Bid Form***	**03/09/2020**
00 42 43	**Proposal Form Unit Price***	**01/20/2012**
00 43 13	**Bid Bond***	**09/11/2017**
~~00 43 37~~	~~Vendor Compliance to State Law Nonresident Bidder~~	~~06/27/2011~~
~~00 45 11~~	~~Bidders Prequalifications~~	~~08/13/2011~~
00 45 12	Prequalification Statement	07/01/2011
~~00 45 13~~	~~Prequalification Application~~	~~08/13/2021~~
00 45 26	Contractor Compliance with Workers' Compensation Law	07/01/2011
00 45 40	Business Equity Goal	07/19/2021
00 52 43	Agreement	09/01/2021
00 61 13	Performance Bond	07/01/2011
00 61 14	Payment Bond	07/01/2011
~~00 61 19~~	~~Maintenance Bond~~	~~07/01/2011~~
00 61 25	Certificate of Insurance	07/01/2011
00 72 00	General Conditions	08/23/2020
00 73 00	Supplementary Conditions	03/09/2020

Division 01 - General Requirements		Last Revised
01 11 00	Summary of Work	12/20/2012
01 25 00	Substitution Procedures	07/01/2011
01 31 19	Preconstruction Meeting	08/17/2012
01 31 20	Project Meetings	07/01/2011
01 32 16	Construction Schedule	08/13/2011
01 32 33	Preconstruction Video	07/01/2011
01 33 00	Submittals	12/20/2012
01 35 13	Special Project Procedures	12/20/2012
01 45 23	Testing and Inspection Services	03/09/2020
01 50 00	Temporary Facilities and Controls	07/01/2011
01 55 26	Street Use Permit and Modifications to Traffic Control	03/22/2021
01 57 13	Storm Water Pollution Prevention Plan	07/01/2011
01 58 13	Temporary Project Signage	07/01/2011
01 60 00	Product Requirements	03/09/2020
01 66 00	Product Storage and Handling Requirements	07/01/2011
01 70 00	Mobilization and Remobilization	11/22/2016
01 71 23	Construction Staking and Survey	02/14/2018
01 74 23	Cleaning	07/01/2011
01 77 19	Closeout Requirements	03/22/2021
01 78 23	Operation and Maintenance Data	12/20/2012
01 78 39	Project Record Documents	07/01/2011

Technical Specifications which have been modified by the Engineer specifically for this Project; hard copies are included in the Project's Contract Documents

NONE

Technical Specifications listed below are included for this Project by reference and can be viewed/downloaded from the City's website at:

NONE

TxDOT Requirements

1. Disadvantaged Business Enterprises (DBE) Requirements
2. Buy America
3. Child Support Statement (Family Code §231.006)
4. **State of Texas Child Support Business Ownership Form***
5. OSHA Implementation
6. **Disclosure of Lobbying Activities***
7. **Non-Collusion Affidavit and Debarment Certification***
8. Certificate of Insurance
9. Certification of Interest
10. Contractor's Assurance
11. Seals Page
12. Prevailing Minimum Wage – Davis Bacon
13. Prison Produced Materials
14. Differing Site Conditions
15. General Notes
16. TxDOT Specifications, Special Provisions, and Special Specifications List
17. Federal Requirements for Federal-Aid Construction Contracts (FHWA-1273)
18. "Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges – Adopted by the Texas Department of Transportation November 1, 2014" – Included by Reference.

***Required to be submitted with bid to be deemed a responsive bid. If these items are not submitted with the bid package, the bids will not be read publicly.**

Appendix
GC-6.06.D Minority and Women Owned Business Enterprise Compliance

END OF SECTION

SECTION 00 21 13

INSTRUCTIONS TO BIDDERS

1. Defined Terms

1.1. Capitalized terms used in these INSTRUCTIONS TO BIDDERS are defined in Section 00 72 00 - GENERAL CONDITIONS.

1.2. Certain additional terms used in these INSTRUCTIONS TO BIDDERS have the meanings indicated below which are applicable to both the singular and plural thereof.

1.2.1. Bidder: Any person, firm, partnership, company, association, or corporation acting directly through a duly authorized representative, submitting a bid for performing the work contemplated under the Contract Documents.

~~1.2.2. Nonresident Bidder: Any person, firm, partnership, company, association, or corporation acting directly through a duly authorized representative, submitting a bid for performing the work contemplated under the Contract Documents whose principal place of business is not in the State of Texas.~~

1.2.3. Successful Bidder: The lowest responsible and responsive Bidder to whom City (on the basis of City's evaluation as hereinafter provided) makes an award.

2. Copies of Bidding Documents

2.1. Neither City nor Engineer shall assume any responsibility for errors or misinterpretations resulting from the Bidders use of incomplete sets of Bidding Documents.

2.2. City and Engineer in making copies of Bidding Documents available do so only for the purpose of obtaining Bids for the Work and do not authorize or confer a license or grant for any other use.

~~3. Prequalification of Bidders (Prime Contractors and Subcontractors)~~

~~3.1. Bidders or their designated subcontractors are required to be prequalified for the work types requiring prequalification as per Sections 00 45 11 BIDDERS PREQUALIFICATIONS and 00 45 12 PREQUALIFICATION STATEMENT. Firms seeking pre-qualification, must submit the documentation identified in Section 00 45 11 on Section 00 45 13 PREQUALIFICATION APPLICATION **at least seven (7) calendar days prior to Bid opening** for review and, if qualified, acceptance. The subcontractors listed by a Bidder on 00 45 12 must be prequalified for the appropriate work types. Subcontractors must follow the same timelines as Bidders for obtaining prequalification review. Bidders or Subcontractors who are not prequalified at the time bids are opened and reviewed may cause the bid to be rejected.~~

~~Prequalification requirement work types and documentation are available by accessing all required files through the City's website at:~~
~~https://apps.fortworthtexas.gov/ProjectResources/~~

~~3.1.1. Paving – Requirements document located at:~~

~~https://apps.fortworthtexas.gov/ProjectResources/ResourcesP/02%20-%20Construction%20Documents/Contractor%20Prequalification/TPW%20Paving%20Contractor%20Prequalification%20Program/PREQUALIFICATION%20REQUIREMENTS%20FOR%20PAVING%20CONTRACTORS.pdf~~

~~3.1.2. Roadway and Pedestrian Lighting – Requirements document located at:~~

~~https://apps.fortworthtexas.gov/ProjectResources/ResourcesP/02%20-%20Construction%20Documents/Contractor%20Prequalification/TPW%20Roadway%20and%20Pedestrian%20Lighting%20Prequalification%20Program/STREET%20LIGHT%20PREQUAL%20REQMNTS.pdf~~

~~3.1.3. Water and Sanitary Sewer – Requirements document located at:~~

~~https://apps.fortworthtexas.gov/ProjectResources/ResourcesP/02%20-%20Construction%20Documents/Contractor%20Prequalification/Water%20and%20Sanitary%20Sewer%20Contractor%20Prequalification%20Program/WSS%20prequal%20requirements.pdf~~

~~3.2. Each Bidder, unless currently prequalified, must submit to City~~ **~~at least seven (7) calendar days prior to Bid opening~~**~~, the documentation identified in Section 00 45 11, BIDDERS PREQUALIFICATIONS.~~

~~3.2.1. Submission of and/or questions related to prequalification should be addressed to the City contact as provided in Paragraph 6.1.~~

~~3.3. The City reserves the right to require any pre-qualified contractor who is the apparent low bidder for a project to submit such additional information as the City, in its sole discretion may require, including but not limited to manpower and equipment records, information about key personnel to be assigned to the project, and construction schedule to assist the City in evaluating and assessing the ability of the apparent low bidder to deliver a quality product and successfully complete projects for the amount bid within the stipulated time frame. Based upon the City's assessment of the submitted information, a recommendation regarding the award of a contract will be made to the City Council. Failure to submit the additional information, if requested, may be grounds for rejecting the apparent low bidder as non-responsive. Affected contractors will be notified in writing of a recommendation to the City Council.~~

~~3.4. In addition to prequalification, additional requirements for qualification may be required within various sections of the Contract Documents.~~

4. Examination of Bidding and Contract Documents, Other Related Data, and Site

4.1. Before submitting a Bid, each Bidder:

4.1.1. Shall examine and carefully study the Contract Documents and other related data identified in the Bidding Documents (including "technical data" referred to in Paragraph 4.2. below). No information given by City or any representative of the City other than that contained in the Contract Documents and officially promulgated addenda thereto, shall be binding upon the City.

4.1.2. Should visit the site to become familiar with and satisfy Bidder as to the general, local and site conditions that may affect cost, progress, performance or furnishing of the Work.

4.1.3. Shall consider federal, state and local Laws and Regulations that may affect cost, progress, performance or furnishing of the Work.

4.1.4. Is advised that, City, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration of award.

4.1.5. Shall study all: (i) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities) that have been identified in the Contract Documents as containing reliable "technical data" and (ii) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in the Contract Documents as containing reliable "technical data."

4.1.6. Is advised that the Contract Documents on file with the City shall constitute all of the information which the City will furnish. All additional information and data which the City will supply after promulgation of the formal Contract Documents shall be issued in the form of written addenda and shall become part of the Contract Documents just as though such addenda were actually written into the original Contract Documents. No information given by the City other than that contained in the Contract Documents and officially promulgated addenda thereto, shall be binding upon the City.

4.1.7. Should perform independent research, investigations, tests, borings, and such other means as may be necessary to gain a complete knowledge of the conditions which will be encountered during the construction of the project. For projects with restricted access, upon request, City may provide each Bidder access to the site to conduct such examinations, investigations, explorations, tests and studies as each Bidder deems necessary for submission of a Bid. Bidder must fill all holes and clean up and restore the site to its former conditions upon completion of such explorations, investigations, tests and studies.

4.1.8. Shall determine the difficulties of the Work and all attending circumstances affecting the cost of doing the Work, time required for its completion, and obtain all information required to make a proposal. Bidders shall rely exclusively and solely upon their own estimates, investigation, research, tests, explorations, and other data which are necessary for full and complete information upon which the proposal is to be based. It is understood that the submission of a proposal or bid is prima-facie evidence that the Bidder has made the investigations, examinations and tests herein required.

4.1.9. Shall promptly notify City of all conflicts, errors, ambiguities or discrepancies in or between the Contract Documents and such other related documents. The Contractor shall not take advantage of any gross error or omission in the Contract Documents, and the City shall be permitted to make such corrections or interpretations as may be deemed necessary for fulfillment of the intent of the Contract Documents.

4.2. Reference is made to Section 00 73 00 – Supplementary Conditions for identification of:

4.2.1. those reports of explorations and tests of subsurface conditions at or contiguous to the site which have been utilized by City in preparation of the Contract Documents. The logs of Soil Borings, if any, on the plans are for general information only. Neither the City nor the Engineer guarantee that the data shown is representative of conditions which actually exist.

4.2.2. those drawings of physical conditions in or relating to existing surface and subsurface structures (except Underground Facilities) which are at or contiguous to the site that have been utilized by City in preparation of the Contract Documents.

4.2.3. copies of such reports and drawings will be made available by City to any Bidder on request. Those reports and drawings may not be part of the Contract Documents, but the "technical data" contained therein upon which Bidder is entitled to rely as provided in Paragraph 4.02. of the General Conditions has been identified and established in Paragraph SC 4.02 of the Supplementary Conditions. Bidder is responsible for any interpretation or conclusion drawn from any "technical data" or any other data, interpretations, opinions or information.

4.2.4. Standard insurance requirements, coverages, and limits.

4.3. The submission of a Bid will constitute an incontrovertible representation by Bidder: (i) that Bidder has complied with every requirement of this Paragraph 4, (ii) that without exception the Bid is premised upon performing and furnishing the Work required by the Contract Documents and applying the specific means, methods, techniques, sequences or procedures of construction (if any) that may be shown or indicated or expressly required by the Contract Documents, (iii) that Bidder has given City written notice of all conflicts, errors, ambiguities and discrepancies in the Contract Documents and the written resolutions thereof by City are acceptable to Bidder, and when said conflicts, etc., have not been resolved through the interpretations by City as described in Paragraph 6., and (iv) that the Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performing and furnishing the Work.

4.4. The provisions of this Paragraph 4, inclusive, do not apply to Asbestos, Polychlorinated biphenyls (PCBs), Petroleum, Hazardous Waste or Radioactive Material covered by Paragraph 4.06. of the General Conditions, unless specifically identified in the Contract Documents.

5. Availability of Lands for Work, Etc.

5.1. The lands upon which the Work is to be performed, rights-of-way and easements for access thereto and other lands designated for use by Contractor in performing the Work are identified in the Contract Documents. All additional lands and access thereto required for temporary construction facilities, construction equipment or storage of materials and equipment to be incorporated in the Work are to be obtained and paid for by Contractor. Easements for permanent structures or permanent changes in existing facilities are to be obtained and paid for by City unless otherwise provided in the Contract Documents.

5.2. Outstanding right-of-way, easements, and/or permits to be acquired by the City are listed in Paragraph SC 4.01 of the Supplementary Conditions. In the event the necessary right-of-way, easements, and/or permits are not obtained, the City reserves the right to cancel the award of contract at any time before the Bidder begins any construction work on the project.

5.3. The Bidder shall be prepared to commence construction without all executed right-of-way, easements, and/or permits, and shall submit a schedule to the City of how construction will proceed in the other areas of the project that do not require permits and/or easements.

6. Interpretations and Addenda

6.1. All questions about the meaning or intent of the Bidding Documents are to be directed to City in writing on or before 2 p.m., the Monday prior to the Bid opening. Questions received after this day may not be responded to. Interpretations or clarifications considered necessary by City in response to such questions will be issued by Addenda delivered to all parties recorded by City as having received the Bidding Documents. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

Address questions to:

City of Fort Worth
200 Texas Street
Fort Worth, TX 76102
Attn: Chad Allen, P.E., Transportation and Public Works Department

Email: chad.allen@fortworthtexas.gov
Phone: 817-392-8021

6.2. Addenda may also be issued to modify the Bidding Documents as deemed advisable by City.

6.3. Addenda or clarifications may be posted via the City's electronic document management and collaboration system at: https://docs.b360.autodesk.com/shares/bc60a70d-4b98-4ca7-aaf9-203d3456e867.

6.4. A prebid conference may be held at the time and place indicated in the Advertisement or INVITATION TO BIDDERS. Representatives of City will be present to discuss the Project. Bidders are encouraged to attend and participate in the conference. City will transmit to all prospective Bidders of record such Addenda as City considers necessary in response to questions arising at the conference. Oral statements may not be relied upon and will not be binding or legally effective.

7. Bid Security

7.1. Each Bid must be accompanied by a Bid Bond made payable to City in an amount of five (5) percent of Bidder's maximum Bid price, on the form attached or equivalent, issued by a surety meeting the requirements of Paragraph 5.01 of the General Conditions.

7.2. The Bid Bonds provided by a Bidder will be retained until the conditions of the Notice of Award have been satisfied. If the Successful Bidder fails to execute and return the Contract Documents within 14 days after the Notice of Award conveying same, City may consider Bidder to be in default, rescind the Notice of Award and act on the Bid Bond. Such action shall be City's exclusive remedy in the event Bidder is deemed to have defaulted.

8. Contract Times

The number of days within which, or the dates by which, Milestones are to be achieved in accordance with the General Requirements and the Work is to be completed and ready for Final Acceptance is set forth in the Agreement or incorporated therein by reference to the attached Bid Form.

9. Liquidated Damages

Provisions for liquidated damages are set forth in the Agreement.

10. Substitute and "Or-Equal" Items

The Contract, if awarded, will be on the basis of materials and equipment described in the Bidding Documents without consideration of possible substitute or "or-equal" items. Whenever it is indicated or specified in the Bidding Documents that a "substitute" or "or-equal" item of material or equipment may be furnished or used by Contractor if acceptable to City, application for such acceptance will not be considered by City until after the Effective Date of the Agreement. The procedure for submission of any such application by Contractor and consideration by City is set forth in Paragraphs 6.05A., 6.05B. and 6.05C. of the General Conditions and is supplemented in Section 01 25 00 of the General Requirements.

11. Subcontractors, Suppliers and Others

11.1. In accordance with the City's Business Equity Ordinance No. 24534-11-2020 the City has goals for the participation of minority business and/or women business enterprises in City contracts $100,000 or greater. See Section 00 45 40 for the M/WBE Project Goals and additional requirements. Failure to comply shall render the Bidder as non-responsive.

Business Equity Ordinance No. 24534-11-2020, as amended, codified at: https://codelibrary.amlegal.com/codes/ftworth/latest/ftworth_tx/0-0-0-22593

11.2. No Contractor shall be required to employ any Subcontractor, Supplier, other person or organization against whom Contractor has reasonable objection.

12. Bid Form

12.1. The Bid Form is included with the Bidding Documents; additional copies may be obtained from the City.

12.2. All blanks on the Bid Form must be completed and the Bid Form signed in ink. Erasures or alterations shall be initialed in ink by the person signing the Bid Form. A Bid price shall be indicated for each Bid item, alternative, and unit price item listed therein. In the case of optional alternatives, the words "No Bid," "No Change," or "Not Applicable" may be entered. Bidder shall state the prices for which the Bidder proposes to do the work contemplated or furnish materials required. All entries shall be legible.

12.3. Bids by corporations shall be executed in the corporate name by the president or a vice-president or other corporate officer accompanied by evidence of authority to sign. The corporate seal shall be affixed. The corporate address and state of incorporation shall be shown below the signature.

12.4. Bids by partnerships shall be executed in the partnership name and signed by a partner, whose title must appear under the signature accompanied by evidence of authority to sign. The official address of the partnership shall be shown below the signature.

12.5. Bids by limited liability companies shall be executed in the name of the firm by a member and accompanied by evidence of authority to sign. The state of formation of the firm and the official address of the firm shall be shown.

12.6. Bids by individuals shall show the Bidder's name and official address.

12.7. Bids by joint ventures shall be executed by each joint venture in the manner indicated on the Bid Form. The official address of the joint venture shall be shown.

12.8. All names shall be typed or printed in ink below the signature.

12.9. The Bid shall contain an acknowledgement of receipt of all Addenda, the numbers of which shall be filled in on the Bid Form.

12.10. Postal and e-mail addresses and telephone number for communications regarding the Bid shall be shown.

~~12.11. Evidence of authority to conduct business as a Nonresident Bidder in the state of Texas shall be provided in accordance with Section 00 43 37 – Vendor Compliance to State Law Non-Resident Bidder.~~

13. Submission of Bids

Bids shall be submitted on the prescribed Bid Form, provided with the Bidding Documents, at the time and place indicated in the Advertisement or INVITATION TO BIDDERS, addressed to Purchasing Manager of the City, and shall be enclosed in an opaque sealed envelope, marked with the City Project Number, Project title, the name and address of Bidder, and accompanied by the Bid security and other required documents. If the Bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face of it.

14. Withdrawal of Bids

14.1. Bids addressed to the Purchasing Manager and filed with the Purchasing Office may be withdrawn prior to the time set for bid opening. A request for withdrawal must be made in writing and delivered to the Purchasing Office to receive a time stamp prior to the opening of Bids. A timely withdrawn bid will be returned to the Bidder or, if the request is within one hour of bid opening, will not be read aloud and will thereafter be returned unopened.

14.2. In the event any Bid for which a withdrawal request has been timely filed has been inadvertently opened, said Bid and any record thereof will subsequently be marked "Withdrawn" and will be given no further consideration for the award of contract.

15. Opening of Bids

Bids will be opened and read aloud publicly. An abstract of the amounts of the base Bids and major alternates (if any) will be made available to Bidders after the opening of Bids.

16. Bids to Remain Subject to Acceptance

All Bids will remain subject to acceptance for a minimum of 90 days or the time period specified for Notice of Award and execution and delivery of a complete Agreement by Successful Bidder. City may, at City's sole discretion, release any Bid and nullify the Bid security prior to that date.

17. Evaluation of Bids and Award of Contract

17.1. City reserves the right to reject any or all Bids, including without limitation the rights to reject any or all nonconforming, nonresponsive, unbalanced or conditional Bids and to reject the Bid of any Bidder if City believes that it would not be in the best interest of the Project to make an award to that Bidder. City reserves the right to waive informalities not involving price, contract time or changes in the Work and award a contract to such Bidder. Discrepancies between the multiplication of units of Work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. Discrepancies between words and figures will be resolved in favor of the words.

17.1.1. Any or all bids will be rejected if City has reason to believe that collusion exists among the Bidders, Bidder is an interested party to any litigation against City, City or Bidder may have a claim against the other or be engaged in litigation, Bidder is in arrears on any existing contract or has defaulted on a previous contract, Bidder has performed a prior contract in an unsatisfactory manner, or Bidder has uncompleted work which in the judgment of the City will prevent or hinder the prompt completion of additional work if awarded.

17.2. In addition to Bidder's relevant prequalification requirements, City may consider the qualifications and experience of Subcontractors, Suppliers, and other persons and organizations proposed for those portions of the Work where the identity of such Subcontractors, Suppliers, and other persons and organizations must be submitted as provided in the Contract Documents or upon the request of the City. City also may consider the operating costs, maintenance requirements, performance data and guarantees of major items of materials and equipment proposed for incorporation in the Work when such data is required to be submitted prior to the Notice of Award.

17.3. City may conduct such investigations as City deems necessary to assist in the evaluation of any Bid and to establish the responsibility, qualifications, and financial ability of Bidders, proposed Subcontractors, Suppliers and other persons and organizations to perform and furnish the Work in accordance with the Contract Documents to City's satisfaction within the prescribed time.

17.4. Contractor shall perform with his own organization, work of a value not less than 35% of the value embraced on the Contract, unless otherwise approved by the City.

17.5. If the Contract is to be awarded, it will be awarded to lowest responsible and responsive Bidder whose evaluation by City indicates that the award will be in the best interests of the City.

~~17.6. Pursuant to Texas Government Code Chapter 2252.001, the City will not award contract to a Nonresident Bidder unless the Nonresident Bidder's bid is lower than the lowest bid submitted by a responsible Texas Bidder by the same amount that a Texas resident bidder would be required to underbid a Nonresident Bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.~~

17.7. A contract is not awarded until formal City Council authorization. If the Contract is to be awarded, City will award the Contract within 90 days after the day of the Bid opening unless extended in writing. No other act of City or others will constitute acceptance of a Bid. Upon the contract award, a Notice of Award will be issued by the City.

17.7.1. **The contractor is required to fill out and sign the Certificate of Interested Parties Form 1295 and the form must be submitted to the Project Manager before the contract will be presented to the City Council. The form can be obtained at https://www.ethics.state.tx.us/data/forms/1295/1295.pdf**

17.8. Failure or refusal to comply with the requirements may result in rejection of Bid.

18. Signing of Agreement

18.1. When City issues a Notice of Award to the Successful Bidder, it will be accompanied by the required number of unsigned counterparts of the Project Manual. Within 14 days thereafter, Contractor shall sign and deliver the required number of counterparts of the Project Manual to City with the required Bonds, Certificates of Insurance, and all other required documentation.

18.2. City shall thereafter deliver one fully signed counterpart to Contractor.

END OF SECTION

SECTION 00 41 00
BID FORM

TO: The Purchasing Manager
c/o: The Purchasing Division
200 Texas Street
City of Fort Worth, Texas 76102

FOR: CC Moss and ML Phillips SRTS Improvements

City Project No.: 102411

Units/Sections:

1. Enter Into Agreement

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with City in the form included in the Bidding Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Bid Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Contract Documents.

2. BIDDER Acknowledgements and Certification

2.1. In submitting this Bid, Bidder accepts all of the terms and conditions of the INVITATION TO BIDDERS and INSTRUCTIONS TO BIDDERS, including without limitation those dealing with the disposition of Bid Bond.

2.2. Bidder is aware of all costs to provide the required insurance, will do so pending contract award, and will provide a valid insurance certificate meeting all requirements within 14 days of notification of award.

2.3. Bidder certifies that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.

2.4. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.

2.5. Bidder has not solicited or induced any individual or entity to refrain from bidding.

2.6. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph:

a. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process.

b. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of City (b) to establish Bid prices at artificial non-competitive levels, or (c) to deprive City of the benefits of free and open competition.

c. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of City, a purpose of which is to establish Bid prices at artificial, non-competitive levels.

d. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

3. Prequalification

The Bidder acknowledges that the following work types must be performed only by prequalified contractors and subcontractors:

a. N/A

4. Time of Completion

4.1. The Work will be complete for Final Acceptance within 270 calendar days after the date when the the Contract Time commences to run as provided in Paragraph 2.03 of the General Conditions.

4.2. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work {and/or achievement of Milestones} within the times specified in the Agreement.

5. Attached to this Bid

The following documents are attached to and made a part of this Bid:

a. This Bid Form, Section 00 41 00

b. Required Bid Bond, Section 00 43 13 issued by a surety meeting the requirements of Paragraph 5.01 of the General Conditions.

c. Proposal Form, Section 00 42 43

d. ~~Vendor Compliance to State Law Non Resident Bidder, Section 00 43 37~~

e. MWBE Forms (optional at time of bid)

f. Prequalification Statement, Section 00 45 12

g. Conflict of Interest Statement, Section 00 35 13
*If necessary, CIQ or CIS forms are to be provided directly to City Secretary

h. Any additional documents that may be required by Section 12 of the Instructions to Bidders

6. Total Bid Amount

6.1. Bidder will complete the Work in accordance with the Contract Documents for the following bid amount. In the space provided below, please enter the total bid amount for this project. Only this figure will be read publicly by the City at the bid opening.

6.2. It is understood and agreed by the Bidder in signing this proposal that the total bid amount entered below is subject to verification and/or modification by multiplying the unit bid prices for each pay item by the respective estimated quantities shown in this proposal and then totaling all of the extended amounts.

Total Bid $0.00

7. Bid Submittal

This Bid is submitted on _____ by the entity named below.

Respectfully submitted,

By:_____
(Signature)

_____
(Printed Name)

Receipt is acknowledged of the following Addenda:	Initial
Addendum No. 1:	
Addendum No. 2:	
Addendum No. 3:	
Addendum No. 4:	

Title:

Company:

Corporate Seal:

Address:

State of Incorporation:

Email:

Phone:

END OF SECTION

SECTION 00 45 40

Business Equity Specifications

APPLICATION OF POLICY

If the total dollar value of the contract is greater than $100,000, then a Business Equity goal is applicable. **A Business Equity Firms refers to certified Minority-, and/or Women-, owned Business Enterprises (M/WBE).**

POLICY STATEMENT

It is the policy of the City of Fort Worth to ensure the full and equitable participation of Business Equity Firms when applicable, in the procurement of all goods and services. All requirements and regulations stated in the City's current Business Equity Ordinance No.24534-11-2020 (as codified: https://codelibrary.amlegal.com/codes/ftworth/latest/ftworth_tx/0-0-0-22593) apply to this bid.

DBE PROJECT GOALS

The City's DBE goal on this project is **8.0%** of the total bid value of the contract *(Base bid applies to Parks and Community Services)*.

COMPLIANCE TO BID SPECIFICATIONS

On City contracts $100,000 or more where a Business Equity Goal is applied, offerors are required to comply with the intent of the City's Business Equity Ordinance by meeting or exceeding the above stated goal through one of the following methods: **1. Business Equity subcontracting participation, 2. Commercial useful function services performed by the Business Equity Prime to count towards the goal,** 3. **Combination of Business Equity Prime services and Business Equity subcontracting participation,** 4. **Business Equity Joint Venture participation,** 5. **Good Faith Effort documentation,** or, or **6. Prime Waiver documentation.**

SUBMITTAL OF REQUIRED DOCUMENTATION

The Utilization Plan shall be due at the time specified in the solicitation. The applicable documents must be received by the Purchasing Division, within the time allocated, in order for the entire bid to be considered responsive to the specifications. The offeror shall **EMAIL** the Business Equity documentation to the assigned City of Fort Worth Project Manager or Department Designee. **Documents are to be received no later than 2:00 p.m., on the second City business day after the bid opening date, exclusive of the bid opening date.**

The Offeror must submit one of the following documentation:

1. **Utilization Form**, if the goal is met or exceeded,
2. **Good Faith Effort Form and Utilization Form**, including supporting documentation, if participation is less than stated goal, or no Business Equity participation is accomplished,
3. **Prime Contractor Waiver Form,** including supporting documentation, if the Offeror will perform all subcontracting/supplier opportunities,
4. **Joint Venture Form,** if goal is met or exceeded with a Joint Venture.

These forms can be found on-line at:

Business Equity Utilization Form

Business Equity Prime Contractor Waiver Form

Business Equity Good Faith Effort Form

Business Equity Joint Venture Form

FAILURE TO COMPLY WITH THE CITY'S BUSINESS EQUITY ORDINANCE WILL RESULT IN THE BID BEING CONSIDERED NON-RESONSIVE TO SPECIFICATIONS.

FAILURE TO SUBMIT THE REQUIRED BUSINESS EQUTIY DOCUMENTATION WILL RESULT IN THE BID BEING CONSIDERED NON-RESPONSIVE. A SECOND FAILURE WILL RESULT IN THE OFFEROR BEING DISQUALIFIED FOR A PERIOD OF ONE YEAR. THREE FAILURES IN A FIVE YEAR PERIOD WILL RESULT IN A DISQUALIFICAITON PERIOD OF THREE YEARS.

Any Questions, Please Contact The Business Equity Division of the Department of Diversity and Inclusion at (817) 392-2674.

END OF SECTION

SECTION 00 52 43

AGREEMENT

THIS AGREEMENT, authorized on _____, is made by and between the City of Fort Worth, a Texas home rule municipality, acting by and through its duly authorized City Manager, ("City"), and _____, authorized to do business in Texas, acting by and through its duly authorized representative, ("Contractor"). City and Contractor may jointly be referred to as Parties.

City and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK

Contractor shall complete all Work as specified or indicated in the Contract Documents for the Project identified herein.

Article 2. PROJECT

The project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

CC Moss and ML Phillips SRTS Improvements

CPN 102411

Article 3. CONTRACT PRICE

City agrees to pay Contractor for performance of the Work in accordance with the Contract Documents an amount, in current funds, of _____Dollars ($_____). Contract price may be adjusted by change orders duly authorized by the Parties.

Article 4. CONTRACT TIME

4.1 Final Acceptance.

The Work shall be complete for Final Acceptance within **270 calendar days** after the date when the Contract Time commences to run, as provided in Paragraph 2.02 of the General Conditions, plus any extension thereof allowed in accordance with Article 12 of the General Conditions.

4.2 Liquidated Damages

Contractor recognizes that *time is of the essence* for completion of Milestones, if any, and to achieve Final Acceptance of the Work and City and the public will suffer from loss of use if the Work is not completed within the time(s) specified in Paragraph 4.1 above. The Contractor also recognizes the delays, expense and difficulties involved in proving in a legal proceeding, the actual loss suffered by the City if the Work is not completed on time. Accordingly, instead of requiring any such proof, Contractor agrees that as liquidated damages for delay (but not as a penalty), Contractor shall pay City One-Thousand and 00/100 Dollars ($1,000.00) for each day that expires after the time specified in Paragraph 4.1 for Final Acceptance until the City issues the Final Letter of Acceptance.

Article 5. CONTRACT DOCUMENTS

5.1 CONTENTS:

A. The Contract Documents which comprise the entire agreement between City and Contractor concerning the Work consist of the following:

1. This Agreement.
2. Attachments to this Agreement:
   a. Bid Form
      1) Proposal Form
      ~~2) Vendor Compliance to State Law Non-Resident Bidder~~
      3) Prequalification Statement
      4) State and Federal documents
   b. Current Prevailing Wage Rate Table
   c. Insurance ACORD Form(s)
   d. Payment Bond
   e. Performance Bond
   ~~f. Maintenance Bond~~
   g. Power of Attorney for the Bonds
   h. Worker's Compensation Affidavit
   i. MBE and/or SBE Utilization Form
3. General Conditions.
4. Supplementary Conditions.
5. Specifications specifically made a part of the Contract Documents by attachment or, if not attached, as incorporated by reference and described in the Table of Contents of the Project's Contract Documents.
6. Drawings.
7. Addenda.
8. Documentation submitted by Contractor prior to Notice of Award.
9. The following which may be delivered or issued after the Effective Date of the Agreement and, if issued, become an incorporated part of the Contract Documents:
   a. Notice to Proceed.
   b. Field Orders.
   c. Change Orders.
   d. Letter of Final Acceptance.

Article 6. INDEMNIFICATION

6.1 Contractor covenants and agrees to indemnify, hold harmless and defend, at its own expense, the city, its officers, servants and employees, from and against any and all claims arising out of, or alleged to arise out of, the work and services to be performed by the contractor, its officers, agents, employees, subcontractors, licenses or invitees under this contract. <u>This indemnification provision is specifically intended to operate and be effective even if it is alleged or proven that all or some of the damages being sought were caused, in whole or in part, by any act, omission or negligence of the city</u>. This indemnity provision is intended to include, without limitation, indemnity for costs, expenses and legal fees incurred by the city in defending against such claims and causes of actions.

6.2 Contractor covenants and agrees to indemnify and hold harmless, at its own expense, the city, its officers, servants and employees, from and against any and all loss, damage or destruction of property of the city, arising out of, or alleged to arise out of, the work and services to be performed by the contractor, its officers, agents, employees, subcontractors, licensees or invitees under this contract. This indemnification provision is specifically intended to operate and be effective even if it is alleged or proven that all or some of the damages being sought were caused, in whole or in part, by any act, omission or negligence of the city.

Article 7. MISCELLANEOUS

7.1 Terms.

Terms used in this Agreement which are defined in Article 1 of the General Conditions will have the meanings indicated in the General Conditions.

7.2 Assignment of Contract.

This Agreement, including all of the Contract Documents may not be assigned by the Contractor without the advanced express written consent of the City.

7.3 Successors and Assigns.

City and Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, in respect to all covenants, agreements and obligations contained in the Contract Documents.

7.4 Severability/Non-Waiver of Claims.

Any provision or part of the Contract Documents held to be unconstitutional, void or unenforceable by a court of competent jurisdiction shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon City and Contractor.

The failure of City or Contractor to insist upon the performance of any term or provision of this Agreement or to exercise any right granted herein shall not constitute a waiver of City's or Contractor's respective right to insist upon appropriate performance or to assert any such right on any future occasion.

7.5 Governing Law and Venue.

This Agreement, including all of the Contract Documents is performable in the State of Texas. Venue shall be Tarrant County, Texas, or the United States District Court for the Northern District of Texas, Fort Worth Division.

7.6 Authority to Sign.

Contractor shall attach evidence of authority to sign Agreement if signed by someone other than the duly authorized signatory of the Contractor.

7.7 Non-appropriation of Funds.

In the event no funds or insufficient funds are appropriated by City in any fiscal period for any payments due hereunder, City will notify Vendor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to City of any kind whatsoever, except as to the portions of the payments herein agreed upon for which funds have been appropriated.

7.8 Prohibition On Contracts With Companies Boycotting Israel.

Contractor, unless a sole proprietor, acknowledges that in accordance with Chapter 2271 of the Texas Government Code, if Contractor has 10 or more full time-employees and the contract value is $100,000 or more, the City is prohibited from entering into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. The terms "boycott Israel" and "company" shall have the meanings ascribed to those terms in Section 808.001 of the Texas Government Code. **By signing this contract, Contractor certifies that Contractor's signature provides written verification to the City that if Chapter 2271, Texas Government Code applies, Contractor: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.**

7.9 Prohibition on Boycotting Energy Companies.

Contractor acknowledges that in accordance with Chapter 2274 of the Texas Government Code-(as added by Acts 2021, 87th Leg., R.S., S.B. 13, § 2), the City is prohibited from entering into a contract for goods or services that has a value of $100,000 or more, which will be paid wholly or partly from public funds of the City, with a company (with 10 or more full-time employees) unless the contract contains a written verification from the company that it: (1) does not boycott energy companies; and (2) will not boycott energy companies during the term of the contract. The terms "boycott energy company" and "company" have the meaning ascribed to those terms by Chapter 2274 of the Texas Government Code (as added by Acts 2021, 87th Leg., R.S., S.B. 13, § 2). **To the extent that Chapter 2274 of the Government Code is applicable to this Agreement, by signing this Agreement, Contractor certifies that Contractor's signature provides written verification to the City that Contractor: (1) does not boycott energy companies; and (2) will not boycott energy companies during the term of this Agreement.**

7.10 Prohibition on Discrimination Against Firearm and Ammunition Industries.

Contractor acknowledges that except as otherwise provided by Chapter 2274 of the Texas Government Code (as added by Acts 2021, 87th Leg., R.S., S.B. 19, § 1), the City is prohibited from entering into a contract for goods or services that has a value of $100,000 or more which will be paid wholly or partly from public funds of the City, with a company (with 10 or more full-time employees) unless the contract contains a written verification from the company that it: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (2) will not discriminate during the term of the contract against a firearm entity or firearm trade association. The terms "discriminate," "firearm entity" and "firearm trade association" have the meaning ascribed to those terms by Chapter 2274 of the Texas Government Code (as added by Acts 2021, 87th Leg., R.S., S.B. 19, § 1). **To the extent that Chapter 2274 of the Government Code is applicable to this Agreement, by signing this Agreement, Contractor certifies that Contractor's signature provides written verification to the City that Contractor: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (2) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.**

7.11 Immigration Nationality Act.

Contractor shall verify the identity and employment eligibility of its employees who perform work under this Agreement, including completing the Employment Eligibility Verification Form (I-9). Upon request by City, Contractor shall provide City with copies of all I-9 forms and supporting eligibility documentation for each employee who performs work under this Agreement. Contractor shall adhere to all Federal and State laws as well as establish appropriate procedures and controls so that no services will be performed by any Contractor employee who is not legally eligible to perform such services. **CONTRACTOR SHALL INDEMNIFY CITY AND HOLD CITY HARMLESS FROM ANY PENALTIES, LIABILITIES, OR LOSSES DUE TO VIOLATIONS OF THIS PARAGRAPH BY CONTRACTOR, CONTRACTOR'S EMPLOYEES, SUBCONTRACTORS, AGENTS, OR LICENSEES.** City, upon written notice to Contractor, shall have the right to immediately terminate this Agreement for violations of this provision by Contractor.

7.12 No Third-Party Beneficiaries.

This Agreement gives no rights or benefits to anyone other than the City and the Contractor and there are no third-party beneficiaries.

7.13 No Cause of Action Against Engineer.

Contractor, its subcontractors and equipment and materials suppliers on the PROJECT or their sureties, shall maintain no direct action against the Engineer, its officers, employees, and subcontractors, for any claim arising out of, in connection with, or resulting from the engineering services performed. Only the City will be the beneficiary of any undertaking by the Engineer. The presence or duties of the Engineer's personnel at a construction site, whether as on-site representatives or otherwise, do not make the Engineer or its personnel in any way responsible for those duties that belong to the City and/or the City's construction contractors or other entities, and do not relieve the construction contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of the construction work in accordance with the Contract Documents and any health or safety precautions required by such construction work. The Engineer and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions.

IN WITNESS WHEREOF, City and Contractor have each executed this Agreement to be effective as of the date subscribed by the City's designated Assistant City Manager ("Effective Date").

Contractor:

By:

Signature

(Printed Name)

Title

Address

City/State/Zip

Date

City of Fort Worth

By:

Dana Burghdoff
Assistant City Manager

Date

Attest:

Ronald P. Gonzales, Acting City Secretary

(Seal)

M&C: _____
Date: _____
Form 1295 No.: _____

Contract Compliance Manager:
By signing, I acknowledge that I am the person responsible for the monitoring and administration of this contract, including ensuring all performance and reporting requirements.

Chad Allen, P.E.
Senior Professional Engineer

Approved as to Form and Legality:

Douglas W. Black
Sr. Assistant City Attorney

APPROVAL RECOMMENDED:

William Johnson, Director
Transportation & Public Works Department

SECTION 01 32 16
CONSTRUCTION SCHEDULE

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. General requirements for the preparation, submittal, updating, status reporting and management of the Construction Progress Schedule
   2. Specific requirements are presented in the City of Fort Worth Schedule Guidance Document

B. Deviations from this City of Fort Worth Standard Specification
   1. None.

C. Related Specification Sections include, but are not necessarily limited to:
   1. Division 0 – Bidding Requirements, Contract Forms and Conditions of the Contract
   2. Division 1 – General Requirements

D. Purpose

The City of Fort Worth (City) is committed to delivering quality, cost-effective infrastructure to its citizens in a timely manner. A key tool to achieve this purpose is a properly structured schedule with accurate updates. This supports effective monitoring of progress and is input to critical decision making by the project manager throughout the life of the project. Data from the updated project schedule is utilized in status reporting to various levels of the City organization and the citizenry.

This Document complements the City's Standard Agreement to guide the construction contractor (Contractor) in preparing and submitting acceptable schedules for use by the City in project delivery. The expectation is the performance of the work follows the accepted schedule and adhere to the contractual timeline.

The Contractor will designate a qualified representative (Project Scheduler) responsible for developing and updating the schedule and preparing status reporting as required by the City.

1.2 PRICE AND PAYMENT PROCEDURES

A. Measurement and Payment
   1. Work associated with this Item is considered subsidiary to the various items bid. No separate payment will be allowed for this Item.
   2. Non-compliance with this specification is grounds for City to withhold payment of the Contractor's invoices until Contractor achieves said compliance.

1.3 REFERENCES

A. Project Schedules

Each project is represented by City's master project schedule that encompasses the entire scope of activities envisioned by the City to properly deliver the work. When the City contracts with a Contractor to perform construction of the Work, the Contractor will develop and maintain a schedule for their scope of work in alignment with the City's standard schedule requirements as defined herein. The data and information of each such schedule will be leveraged and become integral in the master project schedule as deemed appropriate by the City's Project Control Specialist and approved by the City's Project Manager.

1. Master Project Schedule
   The master project schedule is a holistic representation of the scheduled activities and milestones for the total project and be Critical Path Method (CPM) based. The City's Project Manager is accountable for oversight of the development and maintaining a master project schedule for each project. When the City contracts for the design and/or construction of the project, the master project schedule will incorporate elements of the Design and Construction schedules as deemed appropriate by the City's Project Control Specialist. The assigned City Project Control Specialist creates and maintains the master project schedule in P6 (City's scheduling software).

2. Construction Schedule
   The Contractor is responsible for developing and maintaining a schedule for the scope of the Contractor's contractual requirements. The Contractor will issue an initial schedule for review and acceptance by the City's Project Control Specialist and the City's Project Manager as a baseline schedule for Contractor's scope of work. Contractor will issue current, accurate updates of their schedule (Progress Schedule) to the City at the end of each month throughout the life of their work.

B. Schedule Tiers
The City has a portfolio of projects that vary widely in size, complexity and content requiring different scheduling to effectively deliver each project. The City uses a "tiered" approach to align the proper schedule with the criteria for each project. The City's Project Manager determines the appropriate schedule tier for each project, and includes that designation and the associated requirements in the Contractor's scope of work. The following is a summary of the "tiers".

1. Tier 1: Small Size and Short Duration Project (design not required)
   The City develops and maintains a Master Project Schedule for the project. No schedule submittal is required from Contractor. City's Project Control Specialist acquires any necessary schedule status data or information through discussions with the respective party on an as-needed basis.

2. Tier 2: Small Size and Short to Medium Duration Project
   The City develops and maintains a Master Project Schedule for the project. The Contractor identifies "start" and "finish" milestone dates on key elements of their work as agreed with the City's Project Manager at the kickoff of their work effort. The Contractor issues to the City, updates to the "start" and "finish" dates for such milestones at the end of each month throughout the life of their work on the project.

3. Tier 3: Medium and Large Size and/or Complex Projects Regardless of Duration

The City develops and maintains a Master Project Schedule for the project. The Contractor develops a Baseline Schedule and maintains the schedule of their respective scope of work on the project at a level of detail (generally Level 3) and in alignment with the WBS structure in Section 1.4.H as agreed by the Project Manager. The Contractor issues to the City, updates of their respective schedule (Progress Schedule) at the end of each month throughout the life of their work on the project.

C. Schedule Types

Project delivery for the City utilizes two types of schedules as noted below. The City develops and maintains a Master Project Schedule as a "baseline" schedule and issue monthly updates to the City Project Manager (end of each month) as a "progress" schedule. The Contractor prepares and submits each schedule type to fulfill their contractual requirements.

1. Baseline Schedule

The Contractor develops and submits to the City, an initial schedule for their scope of work in alignment with this specification. Once reviewed and accepted by the City, it becomes the "Baseline" schedule and is the basis against which all progress is measured. The baseline schedule will be updated when there is a change or addition to the scope of work impacting the duration of the work, and only after receipt of a duly authorized change order issued by the City. In the event progress is significantly behind schedule, the City's Project Manager may authorize an update to the baseline schedule to facilitate a more practical evaluation of progress. An example of a Baseline Schedule is provided in Specification 01 32 16.1 Construction Project Schedule Baseline Example.

2. Progress Schedule

The Contractor updates their schedule at the end of each month to represent the progress achieved in the work which includes any impact from authorized changes in the work. The updated schedule must accurately reflect the current status of the work at that point in time and is referred to as the "Progress Schedule". The City's Project Manager and Project Control Specialist reviews and accepts each progress schedule. In the event a progress schedule is deemed not acceptable, the unacceptable issues are identified by the City within 5 working days and the Contractor must provide an acceptable progress schedule within 5 working days after receipt of non-acceptance notification. An example of a Progress Schedule is provided in Specification 01 32 16.2 Construction Project Schedule Progress Example.

D. City Standard Schedule requirements

The following is an overview of the methodology for developing and maintaining a schedule for delivery of a project.

1. Schedule Framework - The schedule will be based on the defined scope of work and follow the (Critical Path Methodology) CPM method. The Contractor's schedule will align with the requirements of this specification and will be ***cost loaded*** to reflect their plan for execution. **Compliance with cost loading can be provided with traditional cost loading of line items OR a projected cost per month for the project when the initial schedule is submitted, updated on a quarterly basis is significant change is anticipated.** Overall schedule duration will align with the contractual requirements for the respective scope of work and be reflected in City's Master Project Schedule. The Project Number and Name of the Project is required on each schedule and must match the City's project data.

E. Schedule File Name

All schedules submitted to the City for a project will have a file name that begins with the City's ***project number*** followed by the ***name of the project*** followed by ***baseline*** (if a baseline schedule) or the ***year and month*** (if a progress schedule), as shown below.

- Baseline Schedule File Name
  Format: City Project Number_Project Name_Baseline
  Example: 101376_North Montgomery Street HMAC_Baseline

- Progress Schedule File Name
  Format: City Project Number_Project Name_YYYY-MM
  Example: 101376_North Montgomery Street HMAC_2018_01

- Project Schedule Progress Narrative File Name
  Format: City Project Number_Project Name_PN_YYYY-MM
  Example: 101376_North Montgomery Street HMAC_PN_2018_01

F. Schedule Templates

The Contractor will utilize the relevant sections from the City's templates provided in the City's document management system as the basis for creating their respective project schedule. Specifically, the Contractor's schedule will align with the layout of the Construction section. The templates are identified by type of project as noted below.

- Arterials
- Aviation
- Neighborhood Streets
- Sidewalks (later)
- Quiet Zones (later)
- Street Lights (later)
- Intersection Improvements (later)
- Parks
- Storm water
- Street Maintenance
- Traffic
- Water

G. Schedule Calendar

The City's standard calendar for schedule development purposes is based on a 5-day workweek and accounts for the City's eight standard holidays (New Years, Martin Luther King, Memorial, Independence, Labor, Thanksgiving, day after Thanksgiving, Christmas). The Contractor will establish a schedule calendar as part of the schedule development process and provide to the Project Control Specialist as part of the basis for their schedule. Variations between the City's calendar and the Contractor's calendar must be resolved prior to the City's acceptance of their Baseline project schedule.

H. WBS & Milestone Standards for Schedule Development

The scope of work to be accomplished by the Contractor is represented in the schedule in the form of a Work Breakdown Structure (WBS). The WBS is the basis for the development of the schedule activities and shall be imbedded and depicted in the schedule.

The following is a summary of the standards to be followed in preparing and maintaining a schedule for project delivery.

1. Contractor is required to utilize the City's WBS structure and respective project type template for "Construction" as shown in Section 1.4.H below. Additional activities may be added to Levels 1 - 4 to accommodate the needs of the organization executing the work. Specifically the Contractor will add activities under WBS XXXXXX.80.83 "Construction Execution" that delineates the activities associated with the various components of the work.

2. Contractor is required to adhere to the City's Standard Milestones as shown in Section 1.4.I below. Contractor will include additional milestones representing intermediate deliverables as required to accurately reflect their scope of work.

I. Schedule Activities

Activities are the discrete elements of work that make up the schedule. They will be organized under the umbrella of the WBS. Activity descriptions should adequately describe the activity, and in some cases the extent of the activity. All activities are logically tied with a predecessor and a successor. The only exception to this rule is for "project start" and "project finish" milestones.

The activity duration is based on the physical amount of work to be performed for the stated activity, with a maximum duration of 20 working days **OR a continuous activity in one location.** If the work for any one activity exceeds 20 days, break that activity down incrementally to achieve this duration constraint. Any exception to this requires review and acceptance by the City's Project Control Specialist.

J. Change Orders

When a Change Order is issued by the City, the impact is incorporated into the previously accepted baseline schedule as an update, to clearly show impact to the project timeline. The Contractor submits this updated baseline schedule to the City for

review and acceptance as described in Section 1.5 below. Updated baseline schedules adhere to the following:

1. Time extensions associated with approved contract modifications are limited to the actual amount of time the project activities are anticipated to be delayed, unless otherwise approved by the Program Manager.

2. The re-baselined schedule is submitted by the Contractor ***within ten workdays*** after the date of receipt of the approved Change Order.

3. The changes in logic or durations approved by the City are used to analyze the impact of the change and is included in the Change Order. The coding for a new activity(s) added to the schedule for the Change Order includes the Change Order number in the Activity ID. Use as many activities as needed to accurately show the work of the Change Order. Revisions to the baseline schedule are not effective until accepted by the City.

K. City's Work Breakdown Structure

WBS Code	WBS Name
XXXXXX	**Project Name**
XXXXXX.30	**Design**
XXXXXX.30.10	Design Contractor Agreement
XXXXXX.30.20	Conceptual Design (30%)
XXXXXX.30.30	Preliminary Design (60%)
XXXXXX.30.40	Final Design
XXXXXX.30.50	Environmental
XXXXXX.30.60	Permits
XXXXXX.30.60.10	Permits - Identification
XXXXXX.30.60.20	Permits - Review/Approve
XXXXXX.40	**ROW & Easements**
XXXXXX.40.10	ROW Negotiations
XXXXXX.40.20	Condemnation
XXXXXX.70	**Utility Relocation**
XXXXXX.70.10	Utility Relocation Co-ordination
XXXXXX.80	**Construction**
XXXXXX.80.81	Bid and Award
XXXXXX.80.83	Construction Execution
XXXXXX.80.85	Inspection
XXXXXX.80.86	Landscaping
XXXXXX.90	**Closeout**
XXXXXX.90.10	Construction Contract Close-out
XXXXXX.90.40	Design Contract Closure

L. City's Standard Milestones

The following milestone activities (i.e., important events on a project that mark critical points in time) are of particular interest to the City and must be reflected in the project schedule for all phases of work.

Activity ID	Activity Name
Design	
3020	Award Design Agreement
3040	Issue Notice to Proceed - Design Engineer
3100	Design Kick-off Meeting
3120	Submit Conceptual Plans to Utilities, ROW, Traffic, Parks, Storm Water, Water & Sewer
3150	Peer Review Meeting/Design Review meeting (technical)
3160	Conduct Design Public Meeting #1 (required)
3170	Conceptual Design Complete
3220	Submit Preliminary Plans and Specifications to Utilities, ROW, Traffic, Parks, Storm Water, Water & Sewer
3250	Conduct Design Public Meeting #2 (required)
3260	Preliminary Design Complete
3310	Submit Final Design to Utilities, ROW, Traffic, Parks, Storm Water, Water & Sewer
3330	Conduct Design Public Meeting #3 (if required)
3360	Final Design Complete
ROW & Easements	
4000	Right of Way Start
4230	Right of Way Complete
Utility Relocation	
7000	Utilities Start
7120	Utilities Cleared/Complete
Construction	
Bid and Award	
8110	Start Advertisement
8150	Conduct Bid Opening
8240	Award Construction Contract
Construction Execution	
8330	Conduct Construction Public Meeting #4 Pre-Construction
8350	Construction Start
8370	Substantial Completion
8540	Construction Completion
9130	Notice of Completion/Green Sheet
9150	Construction Contract Closed
9420	Design Contract Closed

1.4 SUBMITTALS

A. Schedule Submittal & Review

The City's Project Manager is responsible for reviews and acceptance of the Contractor's schedule. The City's Project Control Specialist is responsible for ensuring alignment of the Contractor's baseline and progress schedules with the Master Project Schedule as support to the City's Project Manager. The City reviews and accepts or rejects the schedule ***within ten workdays*** of Contractor's submittal.

1. Schedule Format
The Contractor will submit each schedule in two electronic forms, one in native file format (***.xer, .xml, .mpx***) and the second in a ***pdf*** format, in the City's document management system in the location dedicated for this purpose and identified by the Project Manager. In the event the Contractor does not use Primavera P6 or MS Project for scheduling purposes, the schedule information must be submitted in ***.xls*** or ***.xlsx*** format in compliance with the sample layout (See Specification 01 32 16.1 Construction Project Schedule Baseline Example), including activity predecessors, successors and total float.

2. Initial & Baseline Schedule
The Contractor will develop their schedule for their scope of work and submit their initial schedule in electronic form (in the file formats noted above), in the City's document management system in the location dedicated for this purpose ***at least 5 working days prior to Pre Construction Meeting***.

The City's Project Manager and Project Control Specialist review this initial schedule to determine alignment with the City's Master Project Schedule, including format & WBS structure. Following the City's review, feedback is provided to the Contractor for their use in finalizing their initial schedule and issuing (***within five workdays***) their Baseline Schedule for final review and acceptance by the City.

3. Progress Schedule
The Contractor will update and issue their project schedule (Progress Schedule) ***by the last day of each month*** throughout the life of their work on the project. The Progress Schedule is submitted in electronic form as noted above, in the City's document management system in the location dedicated for this purpose.

The City's Project Control team reviews each Progress Schedule for data and information that support the assessment of the update to the schedule. In the event data or information is missing or incomplete, the Project Controls Specialist communicates directly with the Contractor's scheduler for providing same. The Contractor re-submits the corrected Progress Schedule ***within 5 workdays***, following the submittal process noted above. The City's Project Manager and Project Control Specialist review the Contractor's progress schedule for acceptance and to monitor performance and progress.

The following list of items are required to ensure proper status information is contained in the Progress Schedule.

- Baseline Start date
- Baseline Finish Date
- % Complete
- Float
- Activity Logic (dependencies)
- Critical Path
- Activities added or deleted
- Expected Baseline Finish date
- Variance to the Baseline Finish Date

B. Monthly Construction Status Report
The Contractor submits a written status report (referred to as a progress narrative) at the monthly progress meeting (if monthly meetings are held) or at the end of each month to accompany the Progress Schedule submittal, using the standard format provided in Specification 01 32 16.3 Construction Project Schedule Progress Narrative. The content of the Construction Project Schedule Progress Narrative should be concise and complete to include only changes, delays, and anticipated problems.

C. Submittal Process

- Schedules and Monthly Construction Status Reports are submitted in in the City's document management system in the location dedicated for this purpose.
- Once the project has been completed and Final Acceptance has been issued by the City, no further progress schedules or construction status reports are required from the Contractor.

1.

1.5 ACTION SUBMITTALS/INFORMATIONAL SUBMITTALS [NOT USED]

1.6 CLOSEOUT SUBMITTALS [NOT USED]

1.7 MAINTENANCE MATERIAL SUBMITTALS [NOT USED]

1.8 QUALITY ASSURANCE

A. The person preparing and revising the construction Progress Schedule shall be experienced in the preparation of schedules of similar complexity.

B. Schedule and supporting documents addressed in this Specification shall be prepared, updated and revised to accurately reflect the performance of the construction.

C. Contractor is responsible for the quality of all submittals in this section meeting the standard of care for the construction industry for similar projects.

1.9 DELIVERY, STORAGE, AND HANDLING [NOT USED]

1.10 FIELD [SITE] CONDITIONS [NOT USED]

1.11 WARRANTY [NOT USED]

1.12 ATTACHMENTS

Spec 01 32 16.1 Construction Project Schedule Baseline Example
Spec 01 32 16.2 Construction Project Schedule Progress Example
Spec 01 32 16.3 Construction Project Schedule Progress Narrative

PART 2 - PRODUCTS [NOT USED]

PART 3 - EXECUTION [NOT USED]

END OF SECTION

Revision Log		
DATE	NAME	SUMMARY OF CHANGE
8/13/2021	Michael Owen	Revised to update specification requirements and eliminate duplicate schedule specifications.