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1.0 DECLINATION TO BID

- 1.1 Immediately advise of intent to decline bidding, and please specify reasons for declination, and return all Bid Documents to PORT KC.

2.0 GENERAL INFORMATION

- 2.1 Request For Proposal: Trackwork Package – Woodswether Terminal
- 2.2 The Bid proposal solicited herein is for a contract to be awarded by PORT KC for Construction Services as described in the attached bid documents. A sample PORT KC Contract Agreement has been provided for reference for the Bidder.
- 2.3 Project General Description:
- Procure and deliver all track materials to the Woodswether Terminal site.
 - Assembly of a No. 11 TO adjacent to the mainline for installation by UPRR forces.
 - Construct all trackwork and special trackwork components from the UPRR installed mainline turnout to the end of storage tracks on Port KC property on subgrade prepared by others under a separate contract.
- 2.4 These Instructions to Bidders shall govern the submission of Bid proposals. It is the Bidder's responsibility to read this entire document; review the Request for Proposal (RFP) and all enclosures, attachments, and Bid Documents; and to comply with all requirements specified herein. Proposals that do not conform to these instructions may be considered as non-compliant or non-responsive.
- 2.5 In the event of a conflict between this Instructions to Bidders and the Request for Proposal (RFP), the more stringent shall apply.

3.0 BID PRICING

- 3.1 Bidder's PRICE shall include all costs associated with providing and maintaining insurance in accordance with PORT KC's Insurance Requirements as indicated by the Contract Agreement attached.
- 3.2 Bidder shall include in its pricing all bonding requirements stipulated in the RFP.
- 3.3 Bidder shall NOT include sales and/or use taxes in its PRICE.
- 3.4 Bidder's PRICE shall include costs for setting up its equipment including all incidentals required to safely operate and maintain equipment as required to accomplish the intended task, and that may be required for stability of such equipment.
- 3.5 Bidder shall submit its proposal pricing utilizing PORT KC's Bid Form and Bid Price Breakdown form.
- 3.6 Bid Pricing must be valid for sixty (60) days after the Bid Due Date.

4.0 BID DATES

- 4.1 RFP Issue: **Thursday, July 14, 2016**
- 4.2 Pre-bid meeting at the Port KC office: **Friday, July 15, 2016 at 9 a.m. CST**. This is a mandatory meeting for all bidders.
- 4.3 Last date for questions or Requests For Information submitted to PORT KC regarding this solicitation is: **Wednesday, August 3, 2016 by 5:00 p.m. CST**
- 4.4 Bids Due: **Tuesday, August 9, 2016 by 1:00 p.m. CST**

4.4.1 Only bid submissions received on or before the bid due date and time will be considered. Please advise immediately if unable to meet this requirement.

4.5 Bid Opening: **Tuesday, August 9, 2016 at 1:30 p.m. CST**

5.0 BID SUBMISSION

5.1 PORT KC is not responsible for any costs or expenses in preparing and/or submitting this Bid proposal.

5.2 Bid submission must include, at a minimum, the following fully executed documents (see also the Bid Documents section):

5.2.1 PORT KC's Receipt of Bid Documents Form.

5.2.2 PORT KC's Bid Form.

5.2.3 PORT KC's Addenda Receipt Confirmation Form.

5.3 All Bidders must have previously submitted Qualification data acceptable to PORT KC for their Bids to be accepted.

5.4 Should Bidder have any value-added proposals of ways to save costs, shorten schedule, or otherwise make the project more successful, these should be included as additional line items in their proposals, but the provided Bid Forms must be completed for the WORK as specified.

6.0 CONTACTS

6.1 Should Bidder find discrepancies in, or omissions from, the Bid Documents or should their intent be unclear or ambiguous, Bidder must notify PORT KC. PORT KC will not be bound by, and Bidder must not rely on, any oral interpretations or clarifications of the Bid Documents.

6.2 Any and all bid questions shall be submitted to info@portkc.com.

7.0 SUPPLEMENTAL INFORMATION FOR BIDDERS

7.1 Terms utilized in this Instructions to Bidders and Bid Documents shall be as commonly defined or the meaning specifically assigned in any Bid Document.

7.2 All Bid Documents received as part of this bid solicitation are the sole property of PORT KC and are intended solely for the WORK proposed herein.

7.3 No license or grant for any other use of the Bid Documents is extended.

8.0 MILESTONE SCHEDULE

8.1 Anticipated Notice To Proceed: **August 12, 2016**

8.2 Track material staging area will be available after October 7, 2016

8.3 Mainline turnout assembled and ready for UPRR installation by Monday, October 17, 2016

8.4 Begin on-site track construction on Monday, October 31, 2016

8.5 Bridging slab construction will start on Monday, September 19, 2016, and will be complete by Friday, November 11, 2016. The trackwork contractor will be responsible for coordinating with the Bridging slab contractor.

8.6 Complete track construction by Friday, December 16, 2016.

9.0 REJECTION OF BIDS

- 9.1 PORT KC reserves the right to reject any or all Bids, waive any formality in bidding or award only selected portions of the WORK.
- 9.2 By submitting a Bid proposal, Bidder acknowledges and agrees that PORT KC can reject work for the reasons noted, or any reason, and that Bidder shall not seek any recourse of any kind against PORT KC due to rejections.

10.0 EXCEPTIONS TO BID

- 10.1 The base Bid shall conform in all respects with the Request for Proposal (RFP).
- 10.2 Notices of discrepancies, omissions or clarifications must be in writing.
- 10.3 Alternate proposal(s) may be offered for PORT KC's consideration, provided the requested base WORK Bid proposal is submitted and all deviations or exceptions are separately listed for the Alternate Bid Proposal.
- 10.4 Price(s) may be offered for PORT KC's consideration, based upon lower-tier subcontracting any or all portions of the WORK, provided that the bid proposal gives the names and locations of each lower-tier subcontractor and a complete description of WORK to be sub-contracted.

end