



CITY OF FORT WORTH

HARD HAT ZONE

BUILDING CONTRACTOR CAPACITY

CRANES & BACKHOES

To access the City's Purchasing Web site for advertisement and bid schedules, see: www.fortworthgov.org/purchasing

Toolin' Around

In previous issues we sought to fill your toolbox with key tools to assist you in effectively pursuing and submitting bids for contracts with the City of Fort Worth. We advised that if you want to "Run with the Big Dogs, You Have to Get Up Off the Porch." Our focus was on tools to prepare your Statement of Qualifications (SOQ) – Company Overview, List of Relevant Projects and Financial Statements. In another issue we addressed "Why That Dog Won't Hunt?" and focused on sharpening the tools in your toolbox by "Creating a Dynamic SOQ."

We continued our series by identifying the tools necessary to prepare to bid on contracts, giving you a "License to Hunt" for projects. The tools for this license are Certification, Vendor Registration and Constituency Advocacy.

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Face2Face



WITH RICHARD MILLS, HOT MIX OPERATIONS MANAGER

COMPANY NAME Austin Bridge & Road

YEAR ESTABLISHED 1918

NUMBER OF EMPLOYEES 1,050

CORE COMPETENCY Austin Bridge & Road's services include pre-construction, design-build, construction management, and general construction in the heavy highway industry.

TYPICAL PROJECT SIZE \$1,000,000 to \$200,000,000 (approximate dollars)

CITY OF FORT WORTH PROJECTS COMPLETED OR IN PROGRESS In progress: City of Fort Worth Overlay 2009-17; \$1,465,864 (22% complete) • Completed: City of Fort Worth 2008 HMAC Overlay; \$1,560,000 • Completed: Paving and Drainage Improvements on Arborlawn Drive and Bellaire Drive; \$1,800,000

WHAT MAKES YOUR COMPANY UNIQUE We are 100% employee-owned.

PROUDEST CAREER ACHIEVEMENT I feel the most accomplished when I am able to guide individuals through the successful resolution of adverse business situations.

(top) Asphalt resurfacing project in Tioga, Texas shows a truck feeding the MTV (Material Transfer Vehicle) which feeds the paver to complete laying 1,600 tons of Type D Hotmix.

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So, now that you know “What’s In Your Toolbox” you should be “Toolin’ Around” looking for future projects with the City of Fort Worth.

While you are “Toolin’ Around,” check out the City of Fort Worth’s Integrated Program Management (IPM) six-month look-ahead schedule, a tool to identify future projects. The six-month look-ahead for City of Fort Worth projects is on the [Purchasing Division’s Web site](#), in addition to the location of projects advertised for bid.

A point of interest while “Toolin’ Around” is Parks and Community Services projects scheduled for advertisement in the



coming months – Anderson Campbell and Parkwood Hills Reserve Park Developments. The sites for these new neighborhood parks: Anderson Campbell Park, at 4141 Ohio Garden Road in north central Fort Worth and Parkwood Hills Park, at 7800 Parkwood Hill Boulevard in far north Fort Worth. These two projects will add approximately 19 acres of developed parkland to the City of Fort Worth park system. Anderson Campbell and Parkwood Hills Park projects include site work, 3,500 linear feet of trails, two shelters, two playground areas, bench seating, picnic areas, and a 20-car off-street parking area at Anderson Campbell Park.

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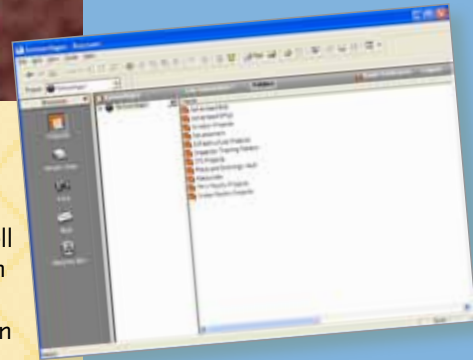
BUZZSAW

City’s resource for plans, specifications & pay requests

Communication and collaboration with the contracting and consulting community is important to the City’s success. Buzzsaw is Web-based software that supports project collaboration, provides the information needed to be successful, a place to post information for the City, and ultimately gets contractors / consultants paid faster and more accurately.

Consultants

Recently an e-mail went out to consultants informing them of a new Buzzsaw user manual. The manual provides direction and examples on how to use Buzzsaw to post design drawings, specifications, project documents, and correspondence. It also shows consultants how to post their invoices for payment and how to use CFW Bidtools to prepare forms that facilitate contractors’ bids. Buzzsaw houses a resource library of document templates for construction contracts as well as design detail drawings.

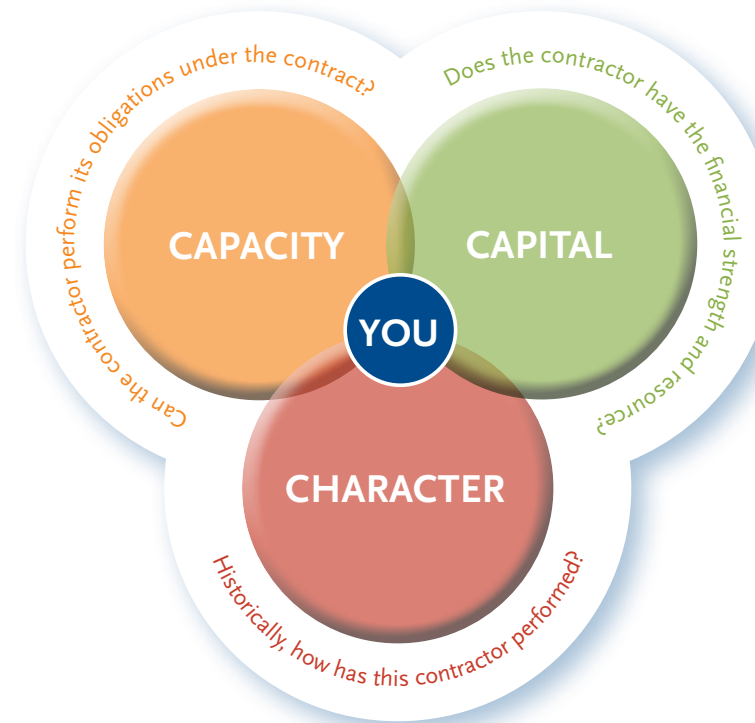


Contractors

As consultants prepare designs under the City’s new design agreements, contractors will see more and more bid documents prepared and posted on Buzzsaw. As bid opportunities are displayed on the City’s Purchasing Web site, notices will show whether the bid information is on Buzzsaw with a link to the documents and any addendums. As an added convenience, Buzzsaw includes a list of reprographic companies that will print bid

documents as requested. In addition, changes in the contractor payment process are planned for the near future that will make invoicing / payment more convenient and efficient for the contractor. Under the new process, the contractor will initiate a pay request (up to two times per month) by completing and uploading a form that mirrors the bid tab and includes the quantities of each bid item installed.

For more information on or for access to Buzzsaw, contact Fred Griffin at fred.griffin@fortworthgov.org or 817.392.8868. ■



How does a surety company look at you?

Understanding how surety companies look at you and what information is essential for the underwriting process to go smoothly, will help you better prepare a submission that would less likely encounter rejection. When underwriters receive a submission for bonding from an agent, they will be looking for three essential contractor traits — “The Three C’s,” CAPACITY, CAPITAL and CHARACTER. Understanding each of these areas is important in preparing the required paperwork.

CAPACITY Here the surety will ask “*Can the contractor perform its obligations under the contract?*” The surety underwrites the following areas of your company: Technical skill • Management • Qualifications of personnel • Employee retention • Exposure and progress on other contracts

CAPITAL Here, the surety will ask “*Does the contractor have the financial strength and resources to fulfill the terms of the contract?*” Surety will underwrite your company’s: Financial condition • Financial statements (audited, reviewed or compiled) • Working capital • Debt structure • Liquidity • Leverage • Credit history • Banking relationship and line of credit availability

CHARACTER Last, but definitely not least in importance is the character of the company and its owners. “*Historically, how has this contractor performed?*” The underwriter will look for: Experience and reputation • Industry niche • Length of time in business • Relationships with subcontractors, laborers, material suppliers, architects, engineers and owners

It is very common in the industry for the underwriter to decide to pay a visit to the contractor at his or her office and underwrite the environment, so be prepared!!! ■

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The projects are scheduled for bid advertisement in early April 2010 with an estimated construction cost in the \$500,000 range for each park development.

For more information regarding the Anderson Campbell and Parkwood Hills Reserve Park-projects contact Eric Seebeck, Project Manager, Parks and Community Services Department, 817.392.5742 or eric.seebeck@fortworthgov.org.

Cobb Park Improvements is another point of interest while “Toolin’ Around,” a project scheduled for development by the Parks and Community Services Department. Cobb Park is located at 1600 Cobb Drive in southeast Fort Worth. The planned renovations of this existing community park include site work, roads and parking, a vehicular bridge, athletic fields, shelters, and playground renovations and equipment. The project is scheduled for bid advertisement in early May 2010, with an estimated construction cost in the \$2.8 million range.

For more information on Cobb Park Improvements contact Scott Penn, Project Manager, Parks and Community Services Department, 817.392.5750 or scott.penn@fortworthgov.org.

The City of Fort Worth Parks and Community Services Department currently operates 11,258 acres of parks and open space. For more information regarding other Parks and Community Services projects contact Mike Ficke, 817.392.5746 or mike.ficke@fortworthgov.org. Also, visit the Fort Worth [Purchasing Division Web site](#) for information on current and future bid opportunities. ■



LinkingYouIn

AMERICAN INDIAN CHAMBER OF COMMERCE
www.aicct.com

CITY OF FORT WORTH MINORITY/WOMEN
BUSINESS ENTERPRISES
www.fortworthgov.org/mwbe

FORT WORTH BUSINESS ASSISTANCE CENTER
www.fwbac.com

FORT WORTH HISPANIC CHAMBER OF COMMERCE
www.fwhcc.org

FORT WORTH INDEPENDENT SCHOOL DISTRICT
www.fwisd.org

FORT WORTH METROPOLITAN
BLACK CHAMBER OF COMMERCE
www.fwmbcc.org

NORTH TEXAS TOLLWAY AUTHORITY
www.ntta.org/WorkingWithUs/

TARRANT COUNTY
www.tarrantcounty.com
(click on Bid Opportunities)

TARRANT COUNTY ASIAN AMERICAN
CHAMBER OF COMMERCE
www.tcaacc.org

TRINITY RIVER VISION AUTHORITY
www.trinityrivervision.org
(click on Contracting)



Hard Hat Zone is produced in support of the City's effort to build contractor capacity. For more information about the Contractor Capacity Program, please contact Elvenn Richardson at The Burrell Group via elvenn@theburrellgroup.net or 817.350.4449.

City of Fort Worth – Where business **DIVERSITY** and inclusion are welcomed

The City of Fort Worth strives to obtain the best firms, at the best prices to deliver the best quality services for its citizens. Because this is only half the equation, the City is not satisfied with stopping there. For balance, the City is equally determined to ensure that all firms, including minority and women-owned businesses (M/WBEs) have a level playing field to compete for and provide those services in a competitive, efficient and cost-effective manner. Said another way, the City wants its goods and services providers to reflect the diversity of the City's business and citizen community. That is why the City adopted a Minority and Women Business Enterprise Ordinance.

Essentially, an ordinance is a law passed by a municipal government. The City's M/WBE Ordinance reflects the strength of its commitment to business diversity, inclusion and fairness. Different versions of this Ordinance have been in effect for many years. In partnership with its diverse business community, the City has worked tirelessly during those years to ensure both M/WBE and non-M/WBE companies are treated fairly and that both understand the Ordinance and how to comply with it. To assist in this process, the City, through its Housing and Economic Development Department, operates its M/WBE Office. The M/WBE Office and City Departments, strongly collaborating together, provide the hands-on technical assistance required to help prime and subcontractors and consultants participate in contracting opportunities the City offers.

The result has been an informed business community that has consistently demonstrated it is serious about providing quality goods and services at competitive prices, as well as business diversity and inclusion.

The City of Fort Worth's goal is to be the best place for contractors to do business and to have the best infrastructure in the country. If you are not already a member of the City of Fort Worth's contractor pool, become one now. Register at the [City's M/WBE Web site](#). **Happy contracting!** ■



An Austin asphalt crew follows behind as paver places Hotmix on subgrade, preparing the asphalt for the rollers on SH 121.

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BEST CAREER ADVICE "Do the right thing, regardless of the outcome." It's about integrity—the principle I live my life by.

MENTOR It would be unfair to point out just one mentor. I have had many but am particularly fond of individuals who lead by example. Actions always speak louder than words.

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WEBSITE www.austin-ind.com