

**PORT OF PORT ARTHUR NAVIGATION DISTRICT OF JEFFERSON COUNTY,  
TEXAS NOTICE TO BIDDERS OF MANDATORY PRE-BID CONFERENCE**

NOTICE IS HEREBY GIVEN THAT A MANDATORY PRE-BID CONFERENCE will be held on Wednesday, October 30, 2024 at 2:00 p.m. at the Administration Building Conference Room of the Port of Port Arthur Navigation District of Jefferson County, Texas (“Port of Port Arthur”), located at 221 Houston Avenue, Port Arthur, Texas 77640, to discuss the Port of Port Arthur Generator Foundation Project (the “Project”), consisting of the furnishing of all materials, equipment, tools, labor, supervision services, and performing all operations in connection with the construction of concrete foundations for a standby generator and transfer switch and minor masonry construction for the building located at 501 Houston Avenue, Port Arthur, Texas, and other related work. Registration for the Mandatory Pre-Bid Conference will begin onsite at 1:30 p.m. on October 30, 2024, and there will be no admission after 2:00 p.m.

Thereafter, sealed bids addressed to the Port of Port Arthur for the Project will be received at the office of the Port Director, Larry Kelley, 221 Houston Avenue, Port Arthur, Texas, 77640 until 2:00 p.m. local time on November 13, 2024, and all bids received will immediately thereafter be opened and publicly read. The bid shall be on original bid form as shown in the project specification and without any modification. Any bid received after closing time will be returned unopened.

A performance bond and payment bond, each in the amount of one hundred percent (100%) of the contract price, will be required in accordance with State Law for any contract more than Twenty-Five Thousand (\$25,000) Dollars. A Bid Bond in the amount of 5% of the total bid must also be submitted with the Bid documents.

Each bidder will be required to hold insurance naming the Port of Port Arthur as an additional insured and certificate holder under the policy(ies), with minimum coverages as set forth in the Insurance Requirements section of the specifications, found at its website, [www.portpa.com](http://www.portpa.com). Additionally, plans, specifications, and/or drawings for the Project may also be found on the Port of Port Arthur’s website.

Attention is called to the fact that this is a contract for construction of public works and that there must be paid on same not less than the prevailing wage rates which have been established by all applicable statutes and the terms of this contract pursuant to State Law and which are set out in detail in the contract documents. The Contractor shall forfeit as a penalty to the Port of Port Arthur Ten (\$10.00) Dollars for each laborer, workman or mechanic employed, for each calendar day, or portion thereof, if such laborer, workman or mechanic is paid less than the said stipulated rates for any work done under this contract, by him, or by any subcontractor under him. A copy of such current wage schedule is included in the contract documents and any Equal Employment Opportunity requirements must be met.

The Port of Port Arthur is an organization which qualifies for exemptions pursuant to the Texas Tax Code, Chapter 151, Limited Sales, Excise and Use Tax Act. No Texas sales tax shall be included on the prices bid for tangible personal property which is to be incorporated into and/or consumed in the performance of this Project. The contractor performing this Project may purchase

materials, supplies, and/or equipment incorporated into and/or consumed in the performance of this Project by providing to its suppliers an exemption certificate issued in accordance with Texas law.

The Port of Port Arthur reserves the right to reject any, and all bids and waive any formalities.

For inspection of the existing facilities or bidding documents, contact Michael Green, Construction Coordinator, at 409-983-2011. Bidding documents are also available by contacting the Associated General Contractors of Southeast Texas or can be downloaded from [www.portpa.com](http://www.portpa.com).