

# **PRE-BID MEETING AGENDA ILM TERMINAL IMPROVEMENTS CONTRACT 2**

Prebid Meeting: Tuesday, December 18, 2018, 3:00 p.m. (local time)  
Wilmington International Airport (ILM) Conference Room  
Wilmington, NC

## **1. ARCHITECT'S AUTHORITY AND RESPONSIBILITY**

- A. Architect's representative and project manager is **Travis Pence** who will be receiving questions, substitution requests and issuing addenda. All correspondence pertaining to the work will be directed to him. All questions shall be submitted in writing via email to **travis@twgarchitects.com**. Questions will **not** be entertained via voice communications. All questions will be addressed via addenda in written response. Only the written word in the Bid Documents, including Addenda will be valid.
- B. All work will be per the Contract Documents, including Construction Drawings and Project Manual dated November 30, 2018.
- C. Contract Documents are available from McGee CADD Reprographics. They will be responsible for receiving requests for contract documents and keeping the Bid Register, available at your request. The cost for the documents is a non-refundable service charge. Checks shall be made out to McGee CADD Reprographics.
- D. Contract Documents are also available from the following plan rooms:
  - Dodge Data & Analytics – [www.construction.com](http://www.construction.com)
  - Carolinas Plan Room – [www.carolinasplanroom.com](http://www.carolinasplanroom.com)
  - iSqFt + bidclerk – [www.iSqFt.com](http://www.iSqFt.com)

## **2. PRE-BID CONFERENCE REQUIREMENTS**

- A. This Pre-bid Conference is non-mandatory.
- B. Review specified requirements for site visits or information that could have been obtained from a site visit.

## **3. SCHEDULE**

- A. Bids will be received on **Tuesday, January 29<sup>th</sup>, 2019, at 11:00 AM (local time)**, in the ILM Conference Room. Bid opening will be public. Overnight Delivery may not arrive until after 11:00 AM and late bids will not be opened. It is the contractor's responsibility to make sure their bid has been delivered no later than 11:00 AM. Bid package should be sealed and the outside of the envelope shall contain bidders name, license number, project name.
- B. A Notice to Proceed (NTP) from the Owner is anticipated on March 15, 2019. Mobilization is anticipated as early as April 1, 2019.
- C. Construction duration is 450 calendar days.
- D. Substantial Completion will be expected on June 6, 2020.

## **4. ADDENDA**

- A. Addenda will be issued to respond to questions received during the bid period, to list all substitutions approved by the A/E or Owner, clarify items in the contract documents prior to the bid date, and/or to change, postpone, or reschedule the bid date.
- B. Number of Addenda issued will depend on the number of questions received.
- C. Addendum 1 was issued on 12/6/18 changing the pre-bid date.
- D. Addendum 2 will be issued on **Friday, December 21, 2018** and will include the Pre-Bid Meeting

Agenda, Pre-Bid Meeting Minutes, Pre-Bid Meeting Sign-In Sheet and any Contract Document modifications.

- E. The final day for questions will be **Friday, January 18, 2019**. Questions must be submitted in writing via e-mail to Travis Pence at [travis@twgarchitects.com](mailto:travis@twgarchitects.com) using the form provided in the Project Manual.
- F. The final day for Substitutions will be **Friday, January 18, 2019**. Substitution requests must be submitted in writing via email to Travis Pence at [travis@twgarchitects.com](mailto:travis@twgarchitects.com) using the form provided in the Project Manual. Only substitution requests submitted through a prime bidder (General Contractor) will be considered.

## 5. ALTERNATES

- A. There are 8 Alternates in this project. Review specification section 001230.
- B. In accordance with North Carolina General Statute GS 133-3. This project will contain preferred bid alternates (Alternates 2-8). The Airport stipulates that these preferred brand alternates are necessary to provide banding and aesthetic consistency, compatibility with existing building functions and maintenance, and reduction of cost of building operations and maintenance processes.
  - 1. Alt 1: Open steel grating catwalks.
  - 2. Alt 2: Door hardware locksets by Best.
  - 3. Alt. 3: Carpet tile by Shaw.
  - 4. Alt. 4: Direct Digital Control (DDC) Energy Management and Building Automation System (BAS) by Honeywell.
  - 5. Alt. 5: Closed-Circuit Television (CCTV) Surveillance System by Johnson Controls (JCI).
  - 6. Alt. 6: Public Address System by MOOD Media.
  - 7. Alt. 7: Access Control System by JCI.
  - 8. Alt. 8: Intelligent Fire Alarm Detection System and Integrated Digital Audio by Notifier.
- C. The selection of Alternates is at the discretion of the Owner for inclusion in this project.

## 6. UNIT PRICES

- A. There are unit prices in this project as outlined by the project manual. Unit Prices will not be used to determine low bidder. (REVIEW UNIT PRICE FORM)

## 7. MBE REQUIREMENTS

- A. Review of MBE requirements by Ken Weeden

## 8. BID FORM (Review bidding requirements)

- A. Type of bid: Bids will be received and read aloud in public
- B. Items to be included on the bid form: (REVIEW BID FORM WITH BIDDERS)
  - Amount of bid
  - Breakout pricing including Baggage Handling System (BHS) and Contract 1 work not including BHS
  - Bid bond/Bid Guarantee (5% of bid)
  - List Subcontractors
  - Allowances (by reference) – *10% Owner's Contingency forthcoming in Addendum #1*
  - Unit prices
  - Alternate pricing (alternates are add-alternates)
  - Time period for holding bid price [60 days]
  - Acknowledge receipt of Addenda
  - Contractor's License number

## 9. DISCUSSION

- A. No substitutions will be accepted after award of contract. All "or equals" shall be submitted and accepted prior to bid.

- B. Do not “qualify” bid.
- C. Contract time: Section 011000 Summary Part 1.4.A.
- D. LD’s are \$500.00 /day.
- E. Access to site: review plans.
- F. Lay-down area: review plans.
- G. Specific work hours: Section 011000 Summary Part 1.9.E
- H. Coordination with TSA, Airport & Airlines

**10. SCOPE OF WORK**

- A. Building work: Travis Pence (The Wilson Group)
- B. Site work: Eric Stumph (Talbert & Bright Engineers)
- C. Baggage Handling System: Nick Triantafilidis (BNP Associates)
- D. Discuss badging and security requirements of contractors: [Granseur Dick (ILM)]

**11. ONGOING CONTRACT 1 DESCRIPTION**

**12. FUTURE CONTRACT 3 DESCRIPTION**

**13. BIDDER QUESTIONS**

**14. OWNER COMMENTS**

**15. SITE VISIT**

- A. A site visit will be conducted by the architect immediately following this meeting.

**END OF AGENDA**

## **PRE-BID MEETING MINUTES ILM TERMINAL IMPROVEMENTS CONTRACT 2**

Prebid Meeting: Tuesday, December 18, 2018, 2:00 p.m. (local time)  
Wilmington International Airport (ILM) Conference Room  
Wilmington, NC

### ***IMPORTANT NOTICE TO BIDDERS:***

*Each bidder for this project shall be registered as a prequalified bidder with New Hanover County at the time of the bid opening and shall hold a North Carolina General Contractor's License. A list of pre-qualified BHS subcontracting firms is included in the bid documents to assist prime contractors.*

1. Agenda was followed.
2. Participants were introduced. Sign-in Sheet distributed.
3. Architectural phasing was described. (A-13\*) series sheets reviewed.
4. BHS phasing was described (presentation attached).
5. GCs to indicate any concerns about phasing and lengths of proposed phases.
6. Safety and security procedures discussed.
7. GC to have signatory for all badge holders.
8. Application fee is \$90/ badge
9. Badges belong to the Airport and can be taken at any time.
10. Not every person has to be badged. A badge holder can escort up to 5 people, but they have to be within speaking distance of the unbadged person and visually monitored.
11. There are fines for security violations of \$100 per incident from the Airport, which also includes taking badge for 3 days and retraining. Violations indicated by TSA fines can be up to \$13,000.
12. TSA inspectors will be present on a regular basis and will test security measures.
13. Civil safety plans spell out specific terms for the project.
14. Participants were allowed to ask questions. Official responses will be in Addenda.
15. Contract 1 is currently under construction and will be complete approximately mid-March 2019.
16. Contract 2 mobilization is intended for April 2019.
17. Contract 3 is in design and will be advertised for bid in July 2019 with construction starting late 2019.
18. Contract 3 is FAA funded and will add additional Federal provisions including certified payrolls and Davis Bacon wage rates, among other requirements.
19. Airport currently has 5 passenger boarding bridges (PBBs) and will likely have 8 at completion of Contract 3.

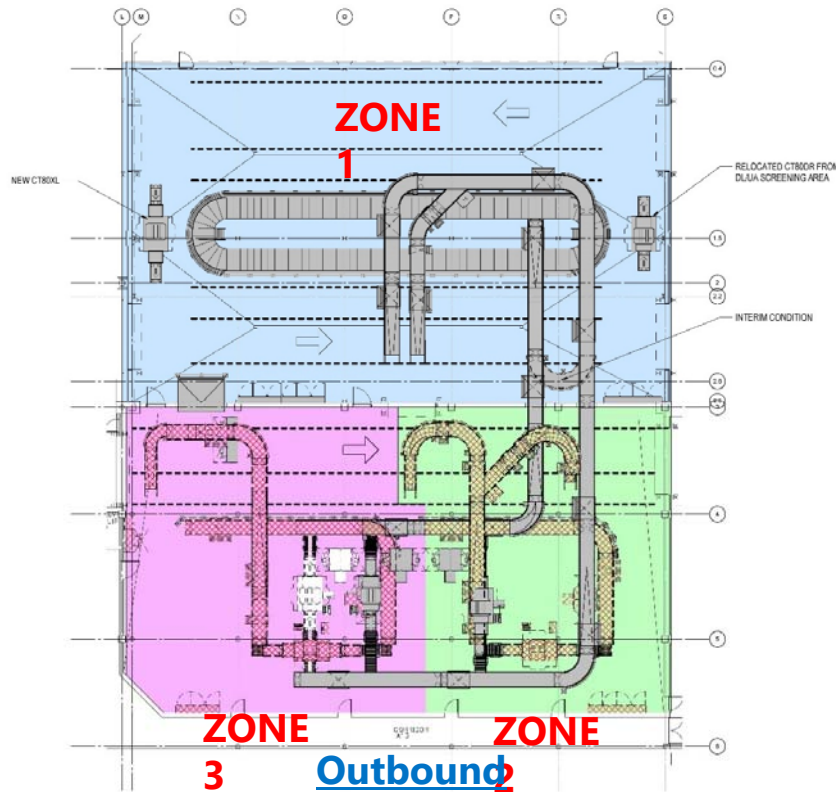
END OF MINUTES

# BHS Scope or Work

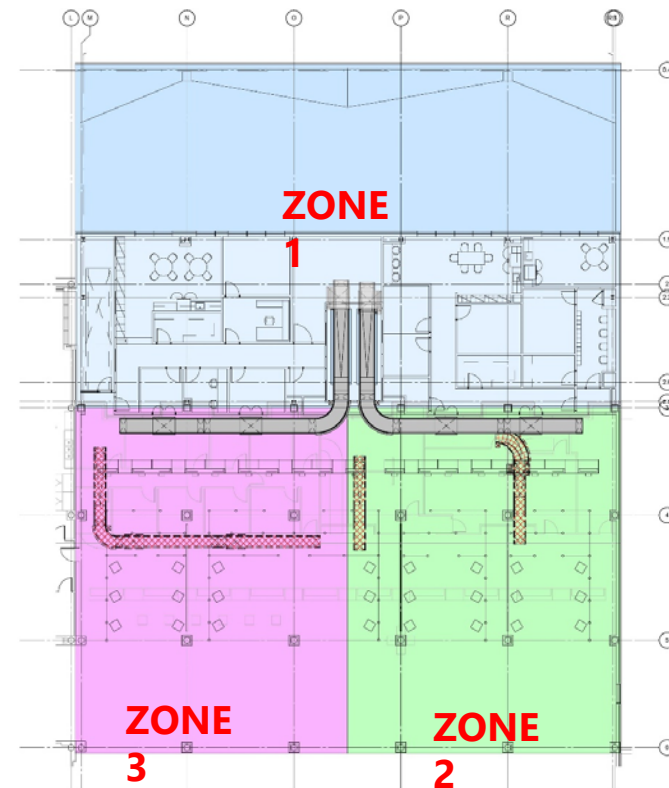


1. Design, Engineering, Fabrication and Installation per the specified Project Schedule and Shop Drawing Submittal Requirements (Ref. Section 347739-1.5)
2. Phased-in implementation of proposed outbound BHS.
  - a) Demolition and Installation of conveyor lines on a Subsystem basis (Ref. B-700 Series Drawings)
  - b) Coordination with local TSA for the Scheduling of the Existing EDS relocations and provisions for a new CT80XL (for temporary conditions)
  - c) Coordination with Airport, Airlines and local TSA Representatives on all planned phases/outages, via
    - Submittal of "Work Activities Bulletins" (Ref. Section 347739-4.1.G)
    - Pre-Installation Meetings
    - Pre-Demolition Meetings
  - d) Baggage Porters to assist Airlines and local TSA in baggage handling operations as needed during the construction (Interim Conditions)
3. Provision of new conveyor segments within the Outbound Bagroom & Ticketing
4. Salvage of Baggage Handling System (BHS) components for Spare Parts considerations
5. Disposal of Equipment designated to be removed/demolished and not salvaged

# BHS Phasing Plan – Project Construction Zone

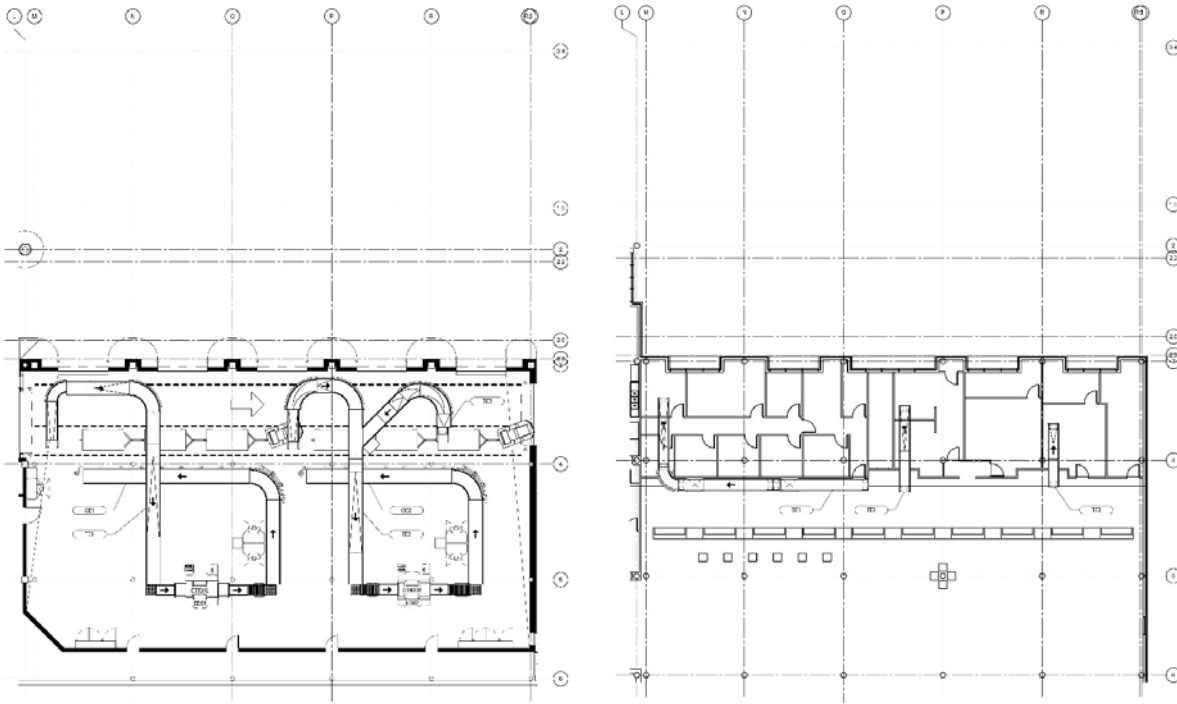


Outbound Bagroom



Ticketing

# BHS Phasing Plan – Existing Conditions & Prep ILM



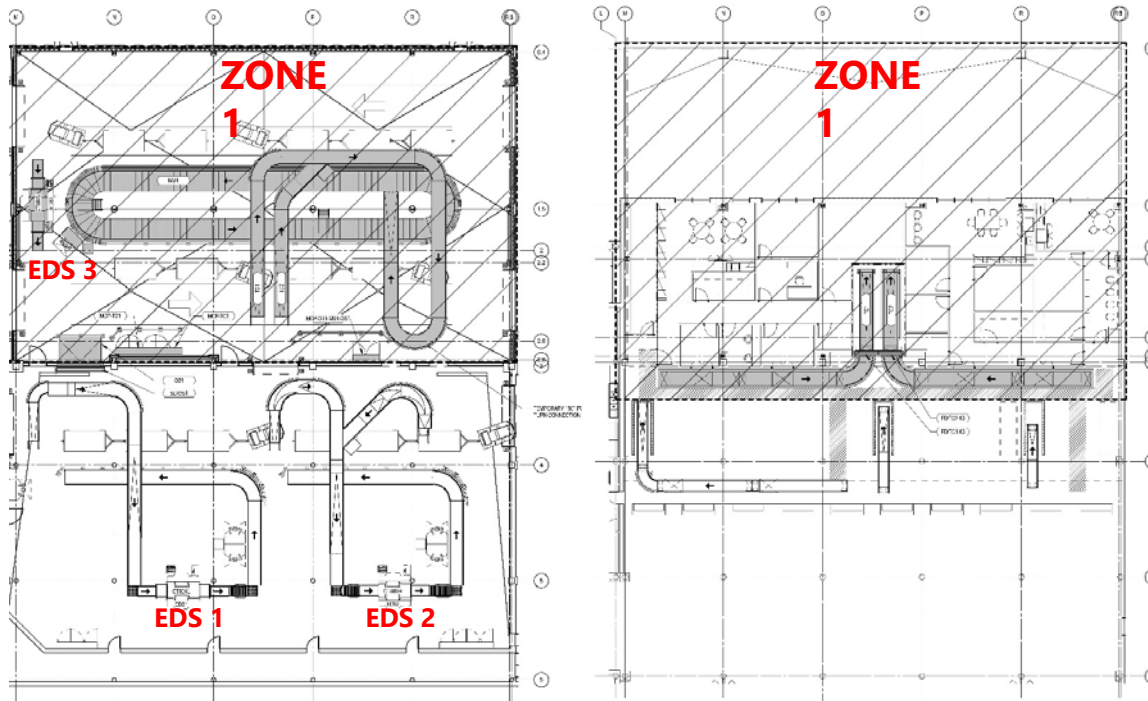
## Contractor Preparations Prior To BHS Work & EDS Machine Relocations:

1. Initial Enabling Works (Phases 1 – 3):
  - Construction of the Terminal Expansion
  - Construct building alterations to existing facility spaces (e.g., wall openings, utility relocations, etc.).
2. Coordinate w/TSA availability of all required EDS equipment.
3. Complete all necessary Power Supply and Data Drops, to BHS Motor Control Panels (MCPs) and EDS machines.
4. Complete all field preparatory work (e.g., conduit runs, wiring, etc.) prior to scheduled outages to minimize the operational downtimes.
5. Ensure delivery and on-site availability of all BHS equipment, especially for overnight tie-ins.
6. Submittal of Work Activity Bulletins on a per phase basis and scheduling of Pre-demolition/installation meetings.
7. Coordinate w/TSA availability for extra TSO's and ETD equipment for fallback considerations, in case there are any downtimes of existing EDS Machines.

# BHS Phasing Plan – Phase 4 Install



Estimated BHS Duration = 26 working days



## Description:

1. Installation of all new BHS equipment within Zone 1 (Terminal Expansion Area).
2. TSA's Contractor installs new CT80XL EDS machine (EDS #3) for temporary conditions.

## Outages:

- None

## Baggage Screening & Make-up Cart Staging:

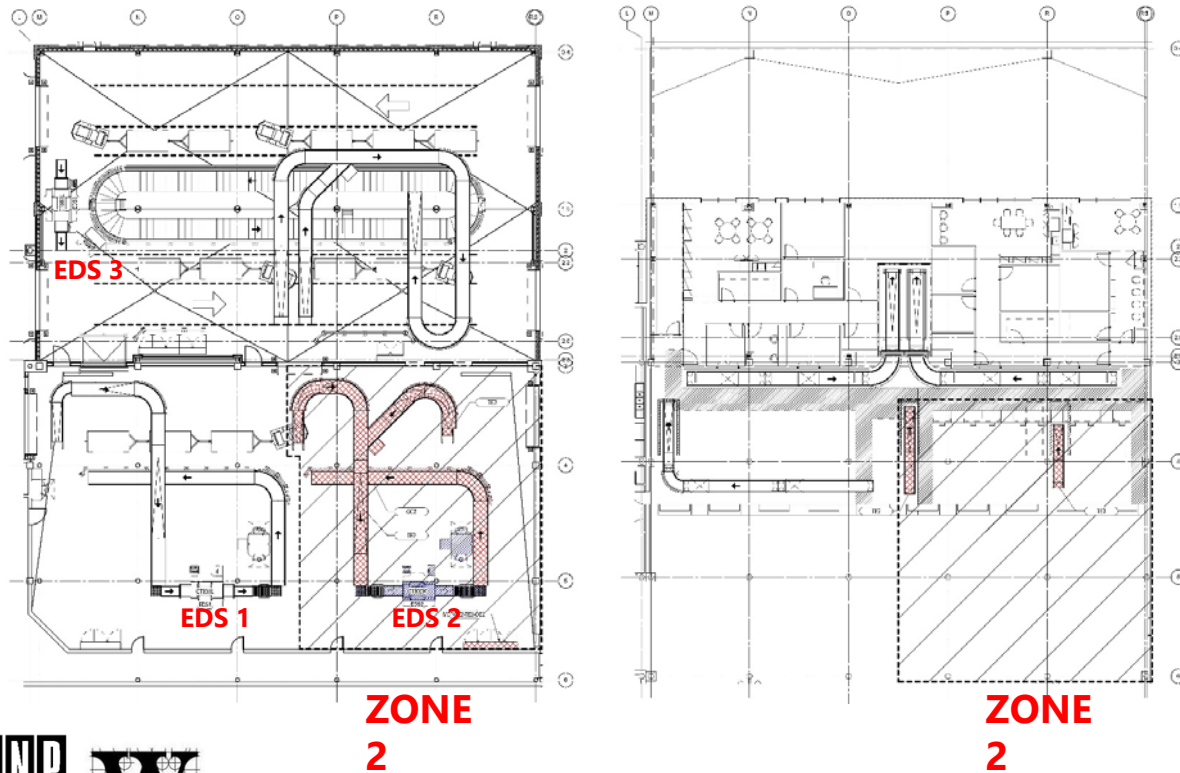
- At the start of Phase 4, baggage make-up remains as per existing conditions (i.e., Contract 1 Layout).
- At the completion of Phase 4 – AA remains at existing baggage make-up area and DL/UA move to new baggage make-up area.
- DL/UA continues to process Pax's via their existing TCs.
  - Bags will be portered to the available new inputs and conveyed to new make-up device.
  - Baggage Screening will be performed via the temporary EDS Machine (EDS #3).
- AA Baggage Screening will continue to be processed via EDS #1.



# BHS Phasing Plan – Phase 5 Demo



Estimated BHS Duration = 15 working days



## Description:

1. Removal of existing (Contract 1) BHS within Zone 2.
2. TSA's Contractor commences with relocation of existing CT80DR EDS equipment (EDS #2).

## Outages:

- None

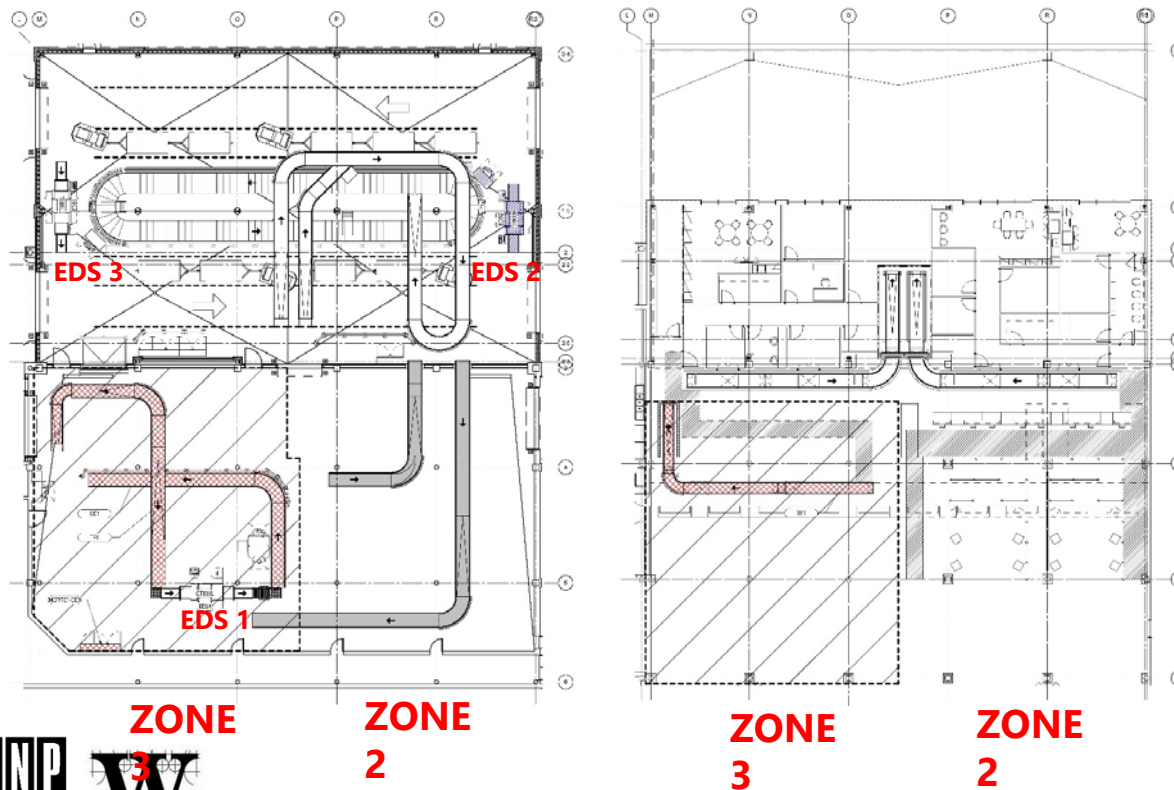
## Baggage Screening & Make-up Cart Staging:

- DL/UA continue to process Pax's via their existing TCs.
  - Bags will be portered to the available new inputs and conveyed to new make-up device.
  - Baggage Screening will continue to be performed via the temporary EDS Machine (EDS #3).
- AA Baggage Screening will continue to be processed via EDS #1.
  - And Baggage make-up remains as per existing conditions.

# BHS Phasing Plan – Phase 6 Demo & Install



Estimated BHS Duration = 14 working days



## Description:

1. Removal of remaining existing (Contract 1) BHS within Zone 3.
2. TSA's Contractor completes relocation of existing CT80DR EDS equipment (EDS #2) relocation.
3. Installation of new conveyors within available right-of-ways.

## Outages:

- None

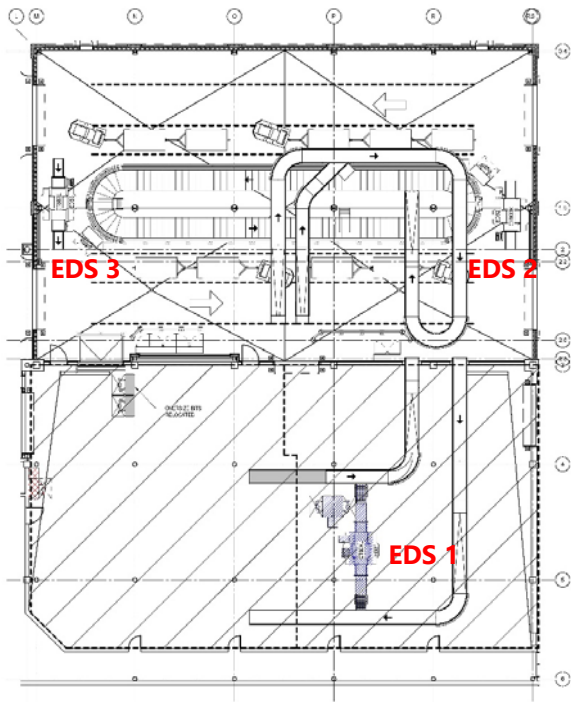
## Baggage Screening & Make-up Cart Staging:

- AA continues to process Pax's via their existing TCs.
  - Bags will be portered to the available new inputs and conveyed to new make-up device.
- DL/UA will process Pax's via their new TCs within Zone 2 (TC2).
- AA/DL/UA bags will be conveyed to the new make-up device for screening (via EDS #2 and EDS #3) and baggage make-up.
- Upon completion of work within Zone 3 at the Ticketing Level, AA will process Pax's via their new TCs .

# BHS Phasing Plan – Phase 7 Install



Estimated BHS Duration = 2 working days



## Description:

1. Installation of remaining new conveyors within available right-of-ways.
2. TSA's Contractor completes relocation of existing CT80XL EDS equipment (EDS #1) and establishes Oversize Baggage Screening at proposed new location.
3. Once the CT80XL EDS machine (EDS #1) is relocated, the related non-powered roller conveyors will be installed by the BHS Contractor.

## Outages:

- None

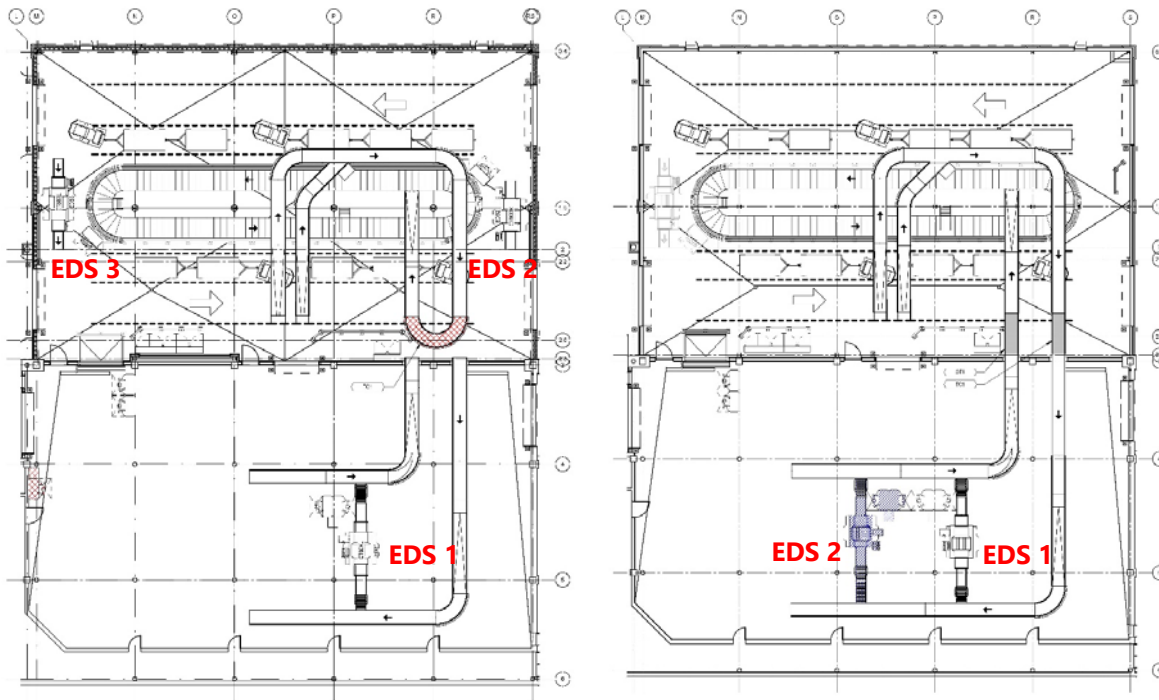
## Baggage Screening & Make-up Cart Staging:

- AA/DL/UA bags will be conveyed to the new make-up device for screening (via EDS #2 and EDS #3) and baggage make-up.

# BHS Phasing Plan – Phase 8 Demo & Install



Estimated BHS Duration = 1 (Overnight)



## Description:

1. Temporary 180° power turn gets removed for an overnight cut-over.
2. Concurrently, TSA's Contractor relocates existing CT80DR EDS equipment (EDS #2) to permanent location.
3. Once the CT80DR EDS machine (EDS #2) is relocated, the related non-powered roller conveyors will be installed by the BHS Contractor.
4. The Temporary CT80XL EDS machine (EDS #3), installed in Phase 4, will be removed by the TSA's Contractor.

## Outages:

- None

## Baggage Screening & Make-up Cart Staging:

- AA/DL/UA bags will be conveyed to the new make-up device for screening (via EDS #1 and EDS #2)
- TSA Cleared Baggage will be loaded onto the clear bag line for baggage make-up.

# BHS Phasing Plan – Final Conditions



## Description:

1. New outbound BHS (TC1, TC2, OT1, and MU1) is fully operational.

## Outages:

- None

## Baggage Screening & Make-up Cart Staging:

- New baggage screening area fully operational.
- New baggage make-up area fully operational.
- Additional footprint reserved for possible 3<sup>rd</sup> EDS machine.

