



**TAKE OFF WITH US**

**Memphis**

---

INTERNATIONAL AIRPORT

**Pre-Proposal Conference**

**Consolidated Baggage Modifications in Terminal A and B -**

**Design-Build Construction - REBID**

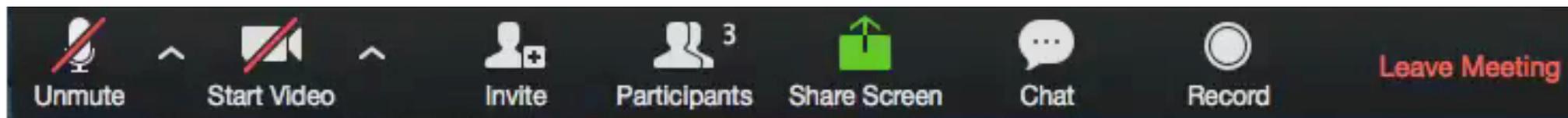
**MSCAA Project No. 19-1423-27-01**

**Thursday, June 16, 2022; 2:00 p.m. - 3:00 p.m.**

# MEETING AGENDA

- Welcome
- Introductions
- Proposal Package Submittal
- Sign-In Sheet
- Site Visit
- Q & A Process
- Anticipated Date Sequence
- Procedures, Protocol, and General Contract Requirements
- Project Scope, Phasing, and Technical Review
- Q&A Session

# USING ZOOM



unmute mic  
only when it's  
your turn to  
speak



turn webcam  
on/off



raise your hand  
or view who else  
is in the meeting



share your  
screen when  
it's your turn to  
present



join the chat  
discussion or  
share links



leave the  
meeting at  
the end of  
class

# INTRODUCTIONS, RESPONSIBILITIES, AND LINES OF COMMUNICATION

## Project Team:

### Owner:

Memphis-Shelby County Airport Authority (MSCAA)

### Designer:

Renaissance Group / Barge Design Solutions

# PROPOSAL PACKAGE SUBMITTALS

Proposal documents are available online at [www.flymemphis.com/rfps-rfqs](http://www.flymemphis.com/rfps-rfqs).

The screenshot shows the Memphis International Airport website. At the top, the logo reads 'Memphis INTERNATIONAL AIRPORT' with the tagline 'TAKE OFF WITH US'. Navigation links include 'FLIGHTS', 'PARKING & TRANSPORTATION', 'PASSENGER GUIDE', 'ABOUT MEM', and 'CONNECT'. The main banner features a photograph of the airport terminal with the text: 'Bid No. 19-1423-27-01 Consolidated Baggage Modifications in Terminal A and B - Design/Build Construction - REBID'. Below the banner is a table with bid details:

Bid / RFP / RFQ Name	Date Issued	Sealed Bids will be received by:
<a href="#">Consolidated Baggage Modifications in Terminal A and B - Design/Build Construction - REBID</a> Bid No. 19-1423-27-01	June 7, 2022	July 7, 2022 at 2pm Local Time

Below the table are sections for 'DOCUMENTS' (with links for Specifications, Drawings, and Proposal Package) and 'LEGAL NOTICE' (with a link to download the notice). A blue button at the bottom reads 'Return to main Bids/RFPs/RFQs page'. On the right side of the page, there is a search bar, a 'TRANSLATE' section with a language dropdown set to 'English', and a 'NAVIGATE' section with a list of links: Home, Flights, Parking & Transportation, Passenger Guide, About MEM, Modernization: A Better MEM, Press Room, and Connect.

Please check for updates, addendums, etc.

# PROPOSAL PACKAGE SUBMITTALS

Proposal Package **Required** Contents:

- Proposal Envelope
- Proposal (Specification 00405)
- Proposal Guarantee (Specification 00410)
- DBE Assurance Statements – one each per DBE partner (Specification 00445)
- DBE Goals Accomplishment Statement (Specification 00445)
- Information on All Firms that Provide Bids or Quotes (Specification 00445)
- Written quote or proposal or other communication from each DBE upon which the scope of work and dollar value contained in your Assurance Statements is based with items included in the Proposal either circled and/or highlighted.
- Signed Addenda (if applicable)
- Summary (on company letterhead) of respondent's proposed team, qualifications, and schedule.

**Refer to Specification 00200 – Instructions to Bidders/Proposers for full instructions**

# PROPOSAL PACKAGE SUBMITTALS

## Submit proposals to:

MSCAA Procurement Department  
4150 Louis Carruthers Drive  
Memphis, TN 38116

## Proposals due:

Thursday, July 7, 2022

2:00 p.m., local time

There **will not** be a public reading of the proposals

Proposals are good for seventy-five (75) days

# PROPOSAL PACKAGE SUBMITTALS



**Procurement Warehouse  
4150 Louis Carruthers Drive**

**Louis Carruthers Drive**

**Shelby Drive**



# SIGN IN SHEET

- Although this is a NOT mandatory pre-proposal meeting; all Prime Contractors who intend to submit a proposal are encouraged to sign-in to register their attendance.
- Before leaving the call, please send an email to [consolidatedbaggagebid@flymemphis.com](mailto:consolidatedbaggagebid@flymemphis.com) stating your name, company name, whether you are a prime or sub contractor, email address, office and cell phone numbers; **a list of call participants will be available upon request.**

# SITE VISIT

The project site will be available for inspection **Thursday, June 23, 2022**, between **8:30 a.m. -1:30 p.m.** by **appointment only** to [consolidatedbaggagebid@flymemphis.com](mailto:consolidatedbaggagebid@flymemphis.com) to schedule an appointment. Each visit will be one-hour increments and limited to two persons per company. Include name, email and contact information. If necessary, additional site visit dates and times will be considered and announced on the website.

- Masks **are not** required at the Memphis International Airport but are encouraged.
- Potential bidders will meet in the **A baggage claim** area at the bottom of the escalators. You can park in the garage and walk over to the building; parking passes will be provided.

# OVERALL SCOPE OF WORK

The project includes replacement of three [3] existing baggage carousel/conveyor systems: 1) "B" East Baggage Makeup Carousel Replacement & Split; 2) "A" Baggage Makeup Carousel Replacement; and 3) Inbound "5B" Flat Plate Replacement. The scope of work consists of removal and replacement of existing conveyor and carousel systems, including necessary associated control components at the Memphis International Airport. The work includes, but is not limited to, electrical modifications, control modifications, conveyor and carousel equipment installation, and other associated efforts as required. **This is a design/build contract.**

# Q&A PROCESS

- Please utilize the Zoom chat option to ask questions during the pre-proposal meeting.
- All questions **must** be submitted to [consolidatedbaggagebid@flymemphis.com](mailto:consolidatedbaggagebid@flymemphis.com) ;questions not submitted in this manner will not be provided with a formal answer.
- Question deadline: 5:00 p.m. local time, **Tuesday, June 28, 2022.**

# ANTICIPATED DATE SEQUENCE

- Questions due by 5:00 p.m. local time, **Tuesday, June 28, 2022.**
- Q & A w/ addendum posted to the website by EOB no later than **Thursday, June 30, 2022.**
- Award/Contract – *Precise timing to be determined.*
- General sequence:
  - Identification of lowest responsive bidder – July 2022
  - Notice of Intent to Award – July 2022
  - Contract Review/Execution – July 2022
  - NTP – July 2022
  - Completion – March 2023

\*Continue to monitor [www.flymemphis.com](http://www.flymemphis.com) website for addenda after **6/30/22**

# Procedures, Protocol, and General Contract Requirements

---



# GENERAL CONTRACT REQUIREMENTS

## DBE Requirements – Section 00445

Joe Claiborne – Senior Manager,  
Business Diversity Development

DBE Goal:

3%

6/7/2022

DIVISION 0 – SECTION 00445

MSCAA 19-1423-27-01

### DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS

MSCAA operates a federal Disadvantaged Business Enterprise (DBE) Program and a non-federal Business Diversity Development Program (BDDP) to ensure full and fair opportunities in MSCAA contracting for businesses owned by socially and economically disadvantaged individuals. Memphis-Shelby County Airport Authority (MSCAA) administers both programs according to the regulations that apply to the federal program, primarily 49 CFR Part 26. Because the BDDP program applies to contracts involving non-federal funds, not every aspect of 49 CFR Part 26 is relevant to the BDDP program. In most areas, 49 CFR Part 26 will guide our operation of the BDDP including, but not necessarily limited to, rules dealing with certification and counting participation. Only firms that are certified consistent with 49 CFR Part 26 and by the MSCAA or Tennessee Department of Transportation Unified Certification Program (TN UCP), as identified below, will be considered to be certified as a Disadvantaged Business Enterprise.

This section, entitled "Disadvantaged Business Enterprise Requirements" is provided in an effort to assist Respondents. The information contained in this section is not intended to, nor does it, supplement or amend any federal regulation. All Respondents are responsible for compliance with all applicable federal and MSCAA rules and requirements.

It is a requirement that all Respondents providing services for the MSCAA take all reasonable steps to ensure that DBE have a full and fair opportunity to compete for and perform contract work without discrimination on the basis of age, race, sex, color, national origin, creed, religion, sexual orientation or disability. In order to satisfy this requirement, Respondents will be expected to timely submit documentation as identified below and throughout the contract period if selected, and cooperate with MSCAA. Failure to timely submit requested documentation, cooperate with MSCAA or answer inquiries truthfully will be considered a material contract breach and may result in termination.

The following documents must be submitted with your response to this solicitation:

DBE Assurance Statement/Letter of Intent. The Respondent must submit an Assurance Statement for each DBE whose participation the Respondent is counting toward the goal. This may include first, second, third and so on tier subcontractors and the Respondent and all subcontractors between the Respondent and the DBE should sign the Assurance Statement. The Respondent must submit this Assurance Statement on Company Letterhead.

For each Assurance Statement, the Respondent must also provide the written quote or proposal from the DBE or other communication from the DBE upon which the scope of work and dollar value contained in your Assurance Statement is based ("quote/proposal").

For all RFQs using federal monies, the Assurance Statement(s) must still be submitted and list the DBE s to be used and their scope of work, but no dollar amount(s) is entered. Dollar amounts(s) will be submitted by the prevailing Respondent upon completion of the selection process.

All portions of the Assurance Statement must be completed (including the description of work, the estimated contract amount, and the estimated dollar value of DBE participation for counting and goal purposes) before the Assurance Statement is signed by either the DBE or the Respondent. If the DBE's, and if applicable the 2nd/3rd Tier Subcontractor's, signature(s) can be obtained on the completed Assurance Statement before the bid

00445

REQUEST FOR PROPOSALS

Page 1



# GENERAL CONTRACT REQUIREMENTS

## DBE Requirements

6/7/2022 MSCAA 19-1423-27-01  
Project No. \_\_\_\_\_

**DBE ASSURANCE STATEMENT/LETTER OF INTENT**

**RESPONDENT:**  
Name of Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

**DBE:**  
Name of Firm: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

Description of work to be performed by DBE:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Respondent is committed to utilizing the above-named DBE for the work described above. The estimated dollar value of this work is \$ \_\_\_\_\_, which is \_\_\_\_\_% the total base bid proposal.

**AFFIRMATION**

The above-named DBE affirms that it will perform the portion of the contract for the estimated dollar value as stated above.

By: \_\_\_\_\_  
Signature of DBE and Title Date Name

By: \_\_\_\_\_  
Signature of 2<sup>nd</sup>/3<sup>rd</sup> Tier Subcontractor and Title Date Name

If the Respondent does not receive award of the prime contract, any and all representations in this letter of Intent and Affirmation shall be null and void.

By: \_\_\_\_\_  
Signature of Respondent and Title Date Name

**(SUBMIT ON RESPONDENT'S LETTERHEAD FOR EACH DBE SUBCONTRACTOR.)**

00445 REQUEST FOR PROPOSALS Page 8

6/7/2022 MSCAA 19-1423-27-01  
Project No. \_\_\_\_\_

**RESPONDENT DBE GOALS ACCOMPLISHMENT STATEMENT**

The undersigned Respondent has satisfied the requirements of the bid/proposal specification in the following manner (please complete the appropriate spaces):

\_\_\_\_\_ The Respondent is committed to a minimum of **3%** DBE utilization on this contract.

\_\_\_\_\_ The Respondent is unable to meet the DBE goal of **3%** but is committed to a minimum of \_\_\_\_\_% DBE utilization on this contract and submit the attached narrative and documentation demonstrating good faith efforts consistent with Appendix A of 49 CFR 26. The Respondent should attach as many pages as necessary to provide a full and complete narrative and supporting documentation of good faith efforts made. This narrative must be written on company letterhead and signed.

**Please provide an explanation for the percentage quoted above:**  
Provide an explanation of the dollar value of DBE's participation and compensation and how this has been determined to meet the specific goal requirements of this solicitation in whole or part.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If DBE and company will enter into a Joint Venture, please describe the terms of the relationship and attach a copy of the contract between the parties.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is the present intent of the Respondent to utilize the specific DBE firms identified in this proposal in the execution of this contract. If for any reason, one or more of the DBE identified here are unable or unwilling to participate, the Respondent will make good faith efforts to replace the DBE with a similar DBE. The Authority DBE Good Faith Procedures are provided in this package and apply to this proposal.

Respondent's Name: \_\_\_\_\_  
State Registration No.: \_\_\_\_\_  
Federal Tax ID No.: \_\_\_\_\_

By: \_\_\_\_\_  
Signature and Title Date

**(SUBMIT THIS PAGE ON RESPONDENT'S LETTERHEAD)**

00445 REQUEST FOR PROPOSALS Page 9



# GENERAL CONTRACT REQUIREMENTS

## DBE Requirements

6/7/2022 MSCAA 19-1423-27-01

Project No. \_\_\_\_\_

**VOLUNTARY DISCLOSURE OF RESPONDENT DATA**

For Title VI Compliance, we ask for **voluntary disclosure** of the following information:

Gender:    Male  
              Female

Race:       Caucasian  
              Black American  
              Hispanic American  
              Native American  
              Subcont. Asian American  
              Asian-Pacific American  
              Other (please specify) \_\_\_\_\_

**(DO NOT SUBMIT THIS PAGE ON LETTERHEAD)**

00445 REQUEST FOR PROPOSALS Page 10

# GENERAL CONTRACT REQUIREMENTS

## Owner-Controlled Insurance Program (OCIP) – Section 00500 Exhibit C

John Shorten  
Mai-Lei E. Nguyen

Willis Towers Watson

### EXHIBIT C

#### INSURANCE REQUIREMENTS (OCIP)

##### C.1. Owner Controlled Insurance Program

The Owner has elected to implement an Owner Controlled Insurance Program (OCIP) that will provide **Workers' Compensation, Employer's Liability, Commercial General Liability, Excess Liability and Builders' Risk** insurance for Contractors and Subcontractors of every tier who have been properly enrolled and are providing direct labor to the Project. A general summary of coverage provided by the OCIP is included in the MSCAA OCIP Manual, (hereinafter called the Manual), a copy of which is attached hereto and made a part of this Agreement, and should be attached to and incorporated in every subcontract. All terms and conditions of Exhibit C will apply during the term of the contract. The Owner agrees to pay all premiums associated with the OCIP.

While the OCIP provides uniform coverages and reasonable limits, the OCIP is not intended to meet all the insurance needs of the Contractor and eligible Subcontractors who have been properly enrolled. In addition to any insurance provided by Owner, the Contractor and all Subcontractors working on the Project will be responsible for providing certain insurance as specified in paragraph C.2. Contractors and eligible Subcontractors should discuss the OCIP with their insurance agent or consultant to assure that other proper coverages are maintained. Contractor and eligible Subcontractors enrolled in the OCIP agree that the insurance company policy limits of liability, coverage terms and conditions shall determine the scope of coverage provided by the OCIP.

##### C.1.1. Applicability of the OCIP

Participation in the OCIP by the Contractor and all eligible Subcontractors is mandatory but not automatic. The Contractor and each eligible Subcontractor (as defined below) must follow the enrollment procedures shown in the Manual. The Contractor shall comply with all requirements of the OCIP as outlined in the OCIP Manual and shall require all eligible Subcontractors to comply with requirements of the OCIP manual. The Manual may be updated and revised during the course of construction to reflect any changes in State Law, Rules and/or Regulations or Procedures that may be necessary or appropriate, and said revisions will replace all previous versions. Copies of any revised Manual will be distributed by the OCIP Administrator.

- If the Contractor or any eligible Subcontractor fails to enroll any of its eligible Subcontractors of any tier, it will be subject to a penalty charge of the full and complete deduct as shown in C.1.2.c or 3% of the subcontract cost, whichever is greater. Note: Collection of the penalty charge of any non-enrolled contractor(s) of any tier does not provide automatic coverage in the program.
- If any Contractor or any eligible Subcontractor enrolls in the OCIP more than 30 days after its start date, it will have to provide a No Known Loss Letter to the Carrier along with the enrollment documentation.

Eligible Subcontractor includes all Subcontractors providing or subcontracting for direct labor on any Designated Project (see definition of ineligible Subcontractors below).

Ineligible Subcontractor includes (but is not limited to) subcontractors performing any type of environmental remediation work (example: asbestos or underground tank removal), consultants, suppliers (that do not perform or subcontract installation), vendors, materials dealers, guard services, janitorial services, truckers (including trucking to any Designated Project where delivery is the only scope of work performed), employee leasing companies, temporary labor services and other temporary project services. However, such Employee leasing and temporary labor service companies can be insured by the OCIP but must be submitted for review to the OCIP administrator prior to acceptance.

A Designated Project is a project designated and approved by the Owner as a Designated Project and, enrolled by the OCIP Administrator with the insurance company. This project is a Designated Project. A Designated Project includes operations necessary or incidental to the Work. The Contractor's/Subcontractor's regularly established workplace, plant, factory, office, shop, warehouse, yard or other property even if such operations are for fabrications of materials to be used at the job site or training of apprentices will be considered off-site and not covered by the OCIP.

Unless otherwise directed by the Owner, the Contractor, eligible Subcontractors and all Subcontractors not enrolled in the OCIP, will be required to maintain at least the insurance coverages set forth in paragraph C.2 and are required to participate in the MSCAA OCIP Safety Program. Contractor will promptly furnish the Owner, or their designated representative, certificates of insurance giving evidence that all required insurance is in force.

# GENERAL CONTRACT REQUIREMENTS

## Owner-Controlled Insurance Program (OCIP)

For **off-site** and **from commencement of warranty period while on-site**, **contractor** will provide

### Workers Compensation

Part One - Workers' Compensation	TN State Limits
Part Two - Employers' Liability	
Bodily Injury by Accident – Each Accident	\$1,000,000
Bodily Injury by Disease – Policy Limit	\$1,000,000
Bodily Injury by Disease – Each Employee	\$1,000,000

### Commercial General Liability

General Aggregate Limit (Other than Products – Completed Operations)	\$2,000,000
Product-completed Operations Aggregate Limit	\$2,000,000
Personal and Advertising Injury Limit (Any One Person or Organization)	\$1,000,000
Each Occurrence Limit	\$1,000,000

### Automobile

Combined Single Limit	\$1,000,000
-----------------------	-------------

### Umbrella and Excess Liability

Prime	\$ 5,000,000
All other contractors	\$ 1,000,000

### Other coverages we may require (please read the contract):

Professional Liability, Contractors Pollution Liability, Contractors Equipment Insurance, Aviation Liability

In specifying minimum Contractor insurance requirements, Owner does not represent that such insurance is adequate to protect Contractor for loss, damage or liability arising from its work. Contractor is solely responsible to inform itself of the types or amounts of insurance it may need beyond these requirements to protect itself. The insurance requirements set forth in minimum amounts shall not be construed to relieve Contractor for liability in excess of such coverage, nor shall it preclude Owner from taking such other actions as is available to it under any other provision of the contract.



# GENERAL CONTRACT REQUIREMENTS

## Owner-Controlled Insurance Program (OCIP)

While **on-site** and **until commencement of warranty period**, **MSCAA** will provide through an OCIP the following coverages:

### Workers Compensation

Part One - Workers' Compensation	TN State Limits
Part Two - Employers' Liability	
Bodily Injury by Accident – Each Accident	\$1,000,000
Bodily Injury by Disease – Policy Limit	\$1,000,000
Bodily Injury by Disease – Each Employee	\$1,000,000

### Commercial General Liability

General Aggregate Limit (Other than Products – Completed Operations)	\$4,000,000
Product-completed Operations Aggregate Limit	\$4,000,000
Personal and Advertising Injury Limit (Any One Person or Organization)	\$2,000,000
Each Occurrence Limit	\$2,000,000
Fire Legal Liability (Any One Fire)	\$ 250,000
Medical Expense Limit (Any One Person)	\$ 10,000

### Umbrella and Excess Liability

Each Occurrence Limit	\$25,000,000
General Aggregate Limit	\$25,000,000

### Pollution Liability

\$1,000,000

### Builder Risk

In specifying minimum Contractor insurance requirements, Owner does not represent that such insurance is adequate to protect Contractor for loss, damage or liability arising from its work. Contractor is solely responsible to inform itself of the types or amounts of insurance it may need beyond these requirements to protect itself. The insurance requirements set forth in minimum amounts shall not be construed to relieve Contractor for liability in excess of such coverage, nor shall it preclude Owner from taking such other actions as is available to it under any other provision of the contract.



# GENERAL CONTRACT REQUIREMENTS

## Owner-Controlled Insurance Program (OCIP)

### **Deductibles On Owner Provided Coverages (Contractor responsibility)**

Workers Compensation	None
Commercial General Liability	\$10,000
Builder Risk	\$25,000

### **Other noteworthy clauses**

1. All contractor insurers must have AM Best Rating of A- VII or better
2. All contractor coverages must provide Waivers of Subrogation in favor of MSCAA
3. Where applicable, MSCAA must be added as an Additional Insured to contractor coverages
4. All contractor coverages are primary and non-contributory to any coverages MSCAA may have
5. All sub-contractors of every tier must provide required coverages
6. Note requirements regarding Project Safety

In specifying minimum Contractor insurance requirements, Owner does not represent that such insurance is adequate to protect Contractor for loss, damage or liability arising from its work. Contractor is solely responsible to inform itself of the types or amounts of insurance it may need beyond these requirements to protect itself. The insurance requirements set forth in minimum amounts shall not be construed to relieve Contractor for liability in excess of such coverage, nor shall it preclude Owner from taking such other actions as is available to it under any other provision of the contract.

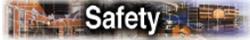
# GENERAL CONTRACT REQUIREMENTS

## Airport Construction Safety Requirements – Section 00801 & 00500-Exhibit D

Aaron Hascher, CM & ACE  
MSCAA - Safety Program Manager

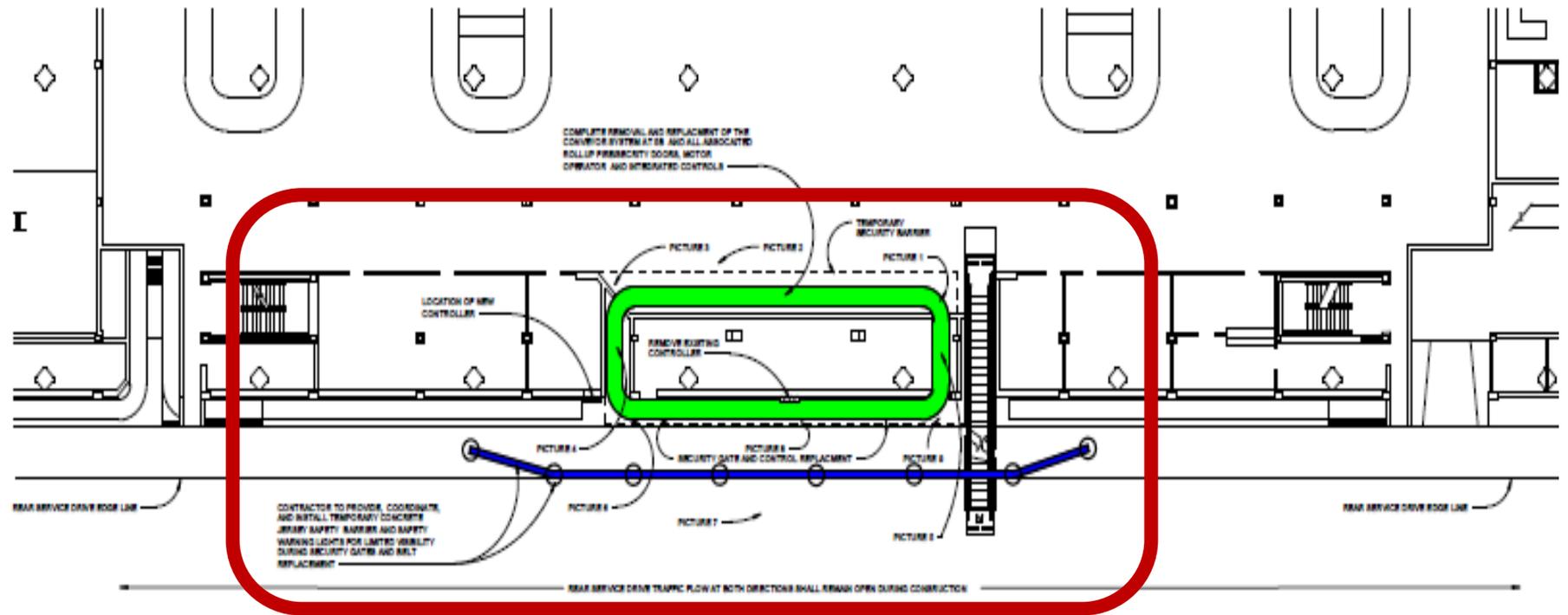
Wes Shelby  
Willis Towers Watson

6/7/2022	MSCAA 19-1423-27-01
DIVISION 0 – SECTION 00801	
AIRPORT CONSTRUCTION SAFETY REQUIREMENTS	
PART 1	GENERAL
1.01	SUMMARY
A.	This section contains the minimum level of safety requirements for construction projects at Memphis International Airport, General DeWitt Spain Airport, and/or Charles W. Baker Airport.
B.	Related work:
1.	Other contract documents affecting construction safety include, but are not limited to, the DIVISION 0 AND DIVISION 1 specifications.
PART 2	PRODUCTS
	Not used.
PART 3	EXECUTION
3.01	CONTRACTOR PERSONNEL SAFETY ORIENTATION
A.	The Contractor shall be responsible for briefing all construction personnel on the requirements contained in this section prior to their working in the construction area and at periodic intervals throughout the course of the contract. These briefings will be documented in writing.
3.02	SCHEDULING WORK
A.	See Specification section 01100, SEQUENCE OF CONSTRUCTION & LIQUIDATED DAMAGES.
B.	See General Provision Section 80, Paragraph 80-04, Limitation of Operations.
3.03	CONSTRUCTION SECURITY
A.	See Specification section 00802, AIRPORT SECURITY REQUIREMENTS.
3.04	LIMITATION ON CONSTRUCTION
A.	The limits of construction, material storage areas, equipment parking and other areas defined as available for the contractor's exclusive use during construction shall be identified and defined by the contractor prior to starting work on the project. Temporary barricades, flagging and flashing caution lights may be required at access points, taxiway crossings and pavement tie-ins. The type markings, barricades and flashing caution lights are designated on the construction plans and must be inspected and approved by the Airport Authority.
B.	The Contractor shall store all materials and park construction equipment, when not in use only in the areas designated on the plans or during the pre-construction conference.
C.	Stockpiling of dirt and construction materials shall be constrained in a manner preventing movement resulting from jet blast or wind in excess of 10 knots.
D.	Construction debris, waste, wrappings or loose material capable of causing damage to aircraft
00801	REQUEST FOR PROPOSALS Page 1

EXHIBIT D TO LUMP SUM CONSTRUCTION CONTRACT FOR CONSOLIDATED BAGGAGE MODIFICATIONS IN TERMINAL A AND B – DESIGN/BUILD CONSTRUCTION - REBID								
BY AND BETWEEN THE MEMPHIS-SHELBY COUNTY AIRPORT AUTHORITY AND (CONTRACTOR NAME)								
Construction Safety and Health Guidelines								
								
								
<table border="1"><thead><tr><th>Revision</th><th>Date</th></tr></thead><tbody><tr><td>1</td><td>11/30/2012</td></tr><tr><td>2</td><td>05/02/2016</td></tr><tr><td>3</td><td>02/06/2017</td></tr></tbody></table>	Revision	Date	1	11/30/2012	2	05/02/2016	3	02/06/2017
Revision	Date							
1	11/30/2012							
2	05/02/2016							
3	02/06/2017							
Page 66								
Contract: Contractor Name Consolidated Baggage Modifications in Terminal A and B – Design/Build Construction - REBID MSCAA Project No. 19-1423-27-01								

# EXAMPLE OF CONTRACTOR SAFETY PLANS/PROGRAMS

- Site Traffic Control Plan
- Fall Protection Plan
- Fire Protection Plan
- Respiratory Protection Plan
- Hazard Communication Program
- Confined Space Entry
- Scaffold Safety Program
- Hearing Conservation Program
- Ladder Safety Training
- Dust Control Plan
- Debris Control Plan
- Silica Exposure Control Plan
- General Housekeeping
- General Duty Clause
- Compressed Gas Storage/U
- Electrical Safety/Flash ARC
- Lockout/Tagout (LOTO)



1 OUTBOUND CONVEYOR 5B - APRON LEVEL  
3/32" = 1'-0"

Proposed staging plans – will vary based on location of work

# GENERAL CONTRACT REQUIREMENTS

## Safety

- Contractor shall develop their own written site-specific safety and health plans for the Memphis-Shelby County Airport Authority
- Your Safety and Health Plan shall, at a minimum, meet the requirements of 29 CFR1926 – Federal OSHA Construction regulations
- Each Contractor is responsible for protecting the health and safety of its employees and the employees of each subcontractor and sub-subcontractor while ensuring they have a safe and healthful place to work
- The site-specific safety and health program shall be submitted for approval within fifteen (15) days after the Notice to Proceed for approval to the Project Safety Manager
- Impact of claims will affect the contractor's own experience mod
- Have an active return to work program
- Communications/ Memphis Airport Police are to be contacted in case of emergency: 901 922 8298

# GENERAL CONTRACT REQUIREMENTS

## Airport Security Requirements – Section 00802

- 100% Airport Badging Required
- Construction will be in secured and non-secured areas.
- Project Specific Security Requirements

6/7/2022

MSCAA 19-1423-27-01

### DIVISION 0 – SECTION 00802

#### AIRPORT SECURITY REQUIREMENTS

##### PART 1 GENERAL

##### 1.01 CONTRACTORS SECURITY AND VEHICLE PROCEDURES OVERVIEW

- A. This overview outlines procedures concerning Airport security requirements, vehicle operation, and maintenance requirements for contractors at Memphis International Airport or any airport owned and operated by the Memphis-Shelby County Airport Authority. The sponsor Memphis-Shelby County Airport Authority (Airport Authority), airline, tenant, or concessionaire at the Airport who has hired the contractor is responsible for ensuring the contractor understands and complies with all the rules and regulations. This is a consolidated synopsis of the contractor requirements from the Airport Security Program and the Airport Rules and Regulations.

##### 1.02 DEFINITIONS

- A. Aircraft - shall mean any contrivance known or hereinafter invented, used or designed for navigation of or flight in the air.
- B. Air Operations Area (AOA) - that part of the Airport used or intended to be used for landing, taking off, surface maneuvering, loading, unloading, or servicing the aircraft.
- C. Airport - shall mean the Memphis International Airport and/or the General DeWitt Spain Airport and/or the Charles W. Baker Airport – where applicable.
- D. Airport Restricted Area - area of Memphis International Airport that is not intended for public uses or access. These are areas designated by the Airport Authority as restricted areas and clearly identified with signs designating those areas as "RESTRICTED AREA." The restricted area also includes the AOA.
- E. AOA Driver's Permit - permit issued by the Airport Authority for operating unescorted motor vehicles on the AOA.
- F. Construction Restricted Area - any area, inside or outside of the Airport Restricted Area, which is fenced, or in some like manner defined by the Contractor. The Contractor is responsible for the security of the Construction Restricted Area.
- G. Director - shall mean the Director of Operations and Public Safety or his duly authorized representatives.
- H. Job Site - a predetermined geographic area with specific boundaries established by the Airport Authority.
- I. Movement Area - runways, taxiways, and other areas of the Airport used for taxiing, takeoff, and landing of aircraft, except loading ramps and parking areas.
- J. Personal Escort - remaining within sight of the individual under escort at all times while in the Airport restricted areas at a distance not to exceed 20 feet.
- K. Public Area - any area within Airport facilities open to the general public.
- L. SIDA - Security Identification Display Area.

00802

REQUEST FOR PROPOSALS

Page 1



# GENERAL CONTRACT REQUIREMENTS

## Contractor's Project Schedule – Section 01320

At pre-construction meeting, contractor shall provide a copy of project schedule; it is to be updated weekly as the job progresses.

6/7/2022

MSCAA 19-1423-27-01

### DIVISION 1- SECTION 01320

#### SCHEDULES AND REPORTS

#### PART 1 GENERAL

##### 1.01 SUMMARY

- A. The work under this Contract shall be planned, scheduled and reported using computerized precedence diagram format of the Critical Path Method in calendar days, unless otherwise specifically provided in the Contract Documents. The Detailed Construction Schedule shall be developed by using the latest revision of Microsoft Project, or approved equal computer software.
- B. Related Work:
1. Documents affecting work of this Section include, but are not necessarily limited to, other Sections of these Specifications.
  2. Other provisions concerning Schedules and Reports are stated to Specification Sections:  
01100 - Summary of Work, Sequence of Construction & Liquidated Damages  
General Provision Section 60 - Control of Materials  
General Provision Section 90 - Measurement and Payment

#### PART 2 PRODUCTS

Not Used.

#### PART 3 EXECUTION

##### 3.01 GENERAL REQUIREMENTS

- A. The Detailed Construction Schedule shall be developed by using the latest revision of Microsoft Project, or approved equal computer software that is compatible with Owner's scheduling software.
- B. The primary objectives of the requirements of this section are:
1. to insure adequate planning and execution of the Work by Contractor;
  2. to assist Owner and Engineer in evaluating the progress of the Work;
  3. to provide a mechanism or tool for use by the Owner, Engineer and Contractor in determining and monitoring any actions of the Contractor which may be required in order to comply with the requirements of the Contract relating to the timely completion of the various portions of the Work
- C. The Detailed Construction Schedule, defined in Paragraph 3.04, shall represent the Contractor's commitment and intended plan for completion of the Work in compliance with the Contract. The Contractor will not:
1. Misrepresent to the Owner its planning, scheduling, and coordination of the work;
  2. Utilize schedules different from those provided to the Owner and Engineer for the direction, execution and coordination of the work;
  3. Utilize schedules which are not feasible or realistic; or

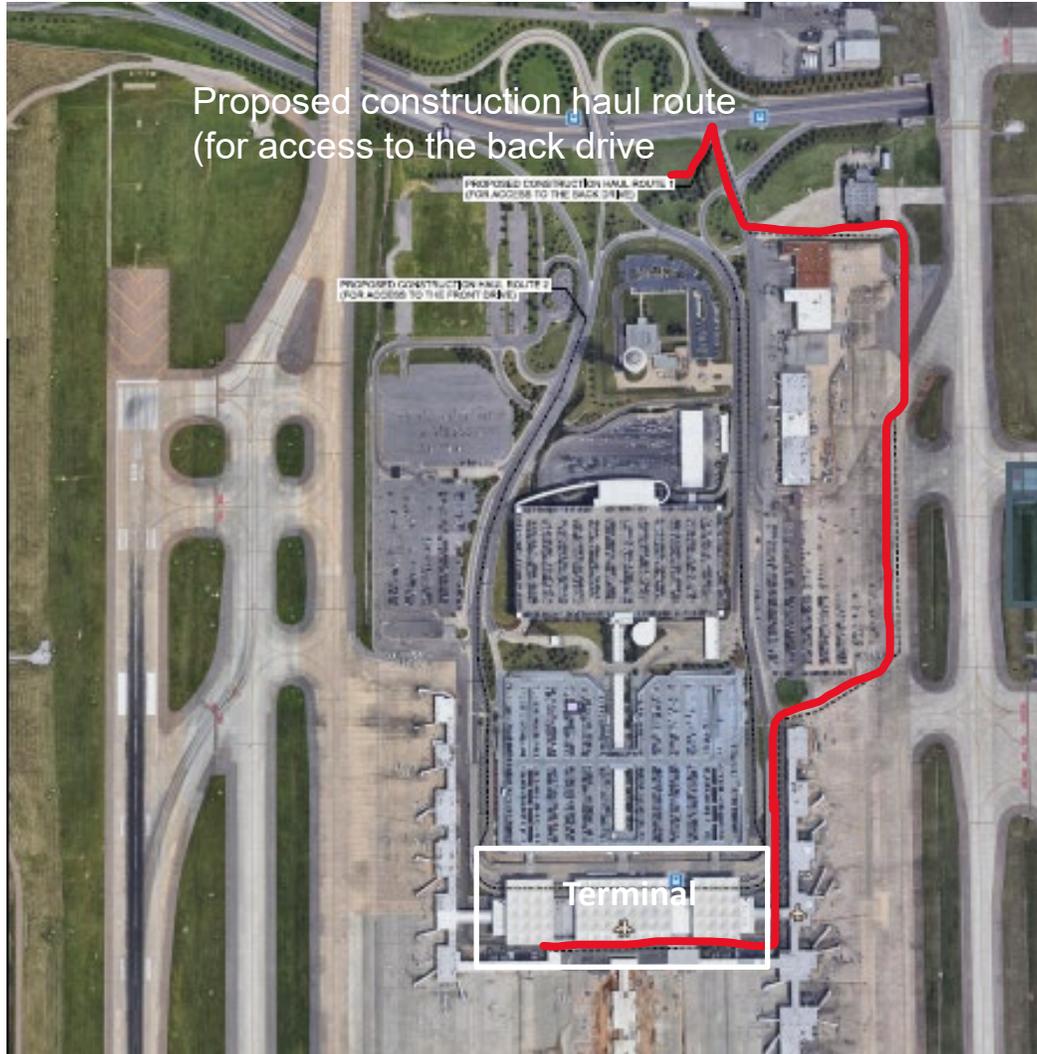
01320

REQUEST FOR PROPOSALS

Page 1



# CONTRACTOR ACCESS AND STAGING AREA



Contractor parking, material delivery and setup to be discussed in detail at the discussed at the preconstruction meeting.

For purposes of this meeting, please note proposed construction haul route shown in red through the East Gate

# Project Scope, Phasing, and Technical Review

---



# EAST BAGGAGE MAKEUP CAROUSEL REPLACEMENT



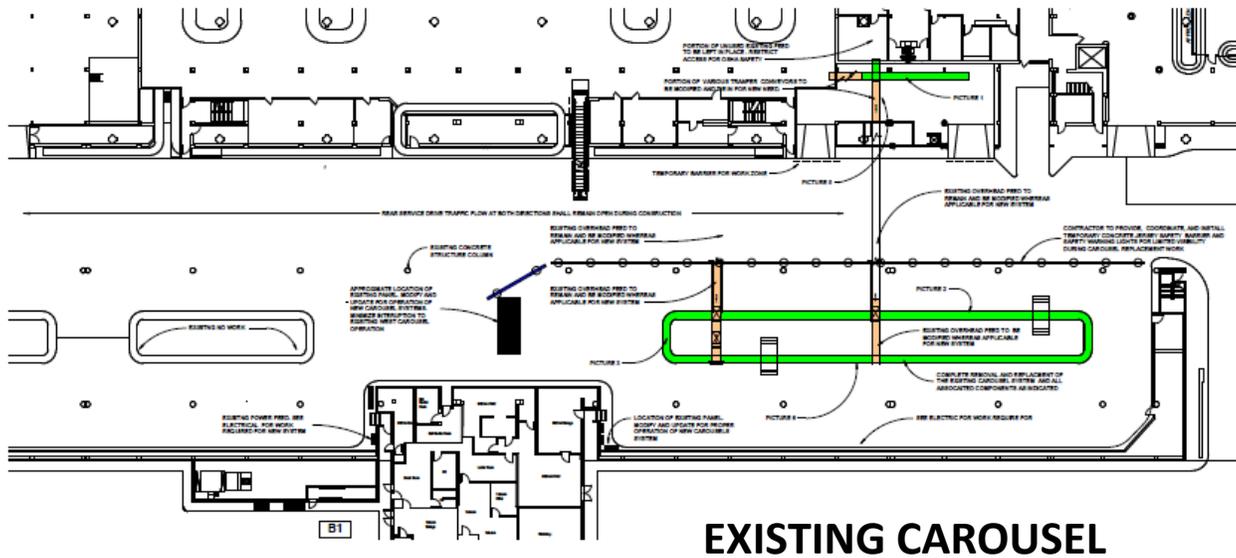
## SCOPE OF WORK

- The conveyor that feeds the carousel requires alterations to serve two new carousels; **all modifications required to achieve the conversion into two operational baggage carousels should be included in this Design/Build proposal.** This includes, but is not limited to, modifications of the conveyor system, electrical, walls, ceiling, finishes, signage, bollards, rails, walk area and other similar work related to this scope.
- The Design/Build Contractor shall develop a written work plan with diagrams of proposed scope of work; identify any allowances that may be required and any contingency for unforeseen conditions or changes.
- The Design/Build proposal shall identify cost for each phase of the project with additional detailed breakdown of costs that may be appropriate; proposal shall include a schedule for each phase of work.
- The Design/Build Contractor shall meet or exceed the DBE Goals and requirements of MSCAA for this project.

# EAST BAGGAGE MAKEUP CAROUSEL REPLACEMENT

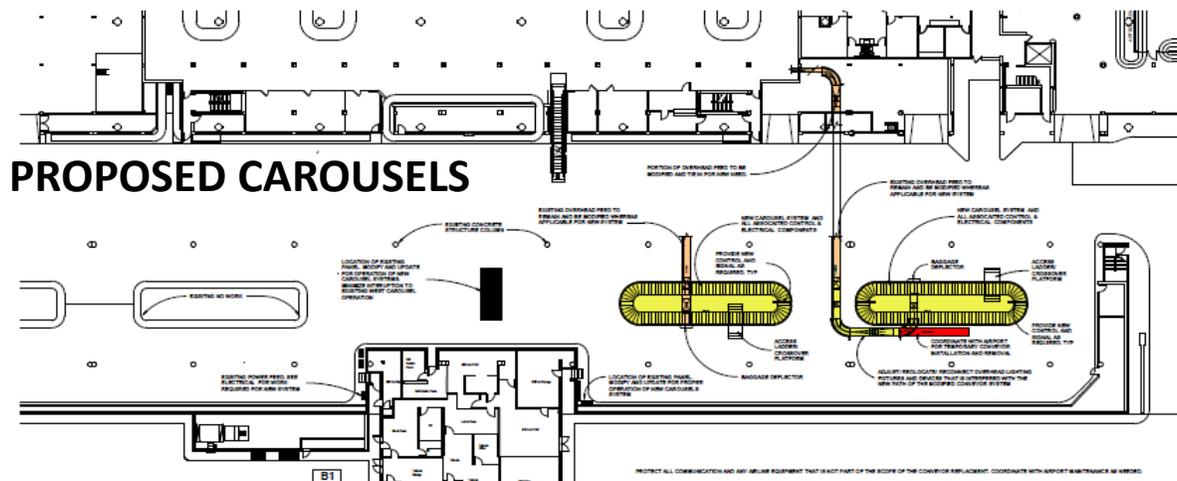
## PROJECT SCOPE OF WORK:

The existing baggage makeup carousel will be modified into two carousels. This includes, but is not limited to, modifications of the conveyor system, electrical, walls, ceiling, finishes, signage, bollards, rails, walk area and other similar work related to this scope



EXISTING CAROUSEL

1 CONVEYOR AND CAROUSEL DEMOLITION PLAN  
1/8" = 1'-0"

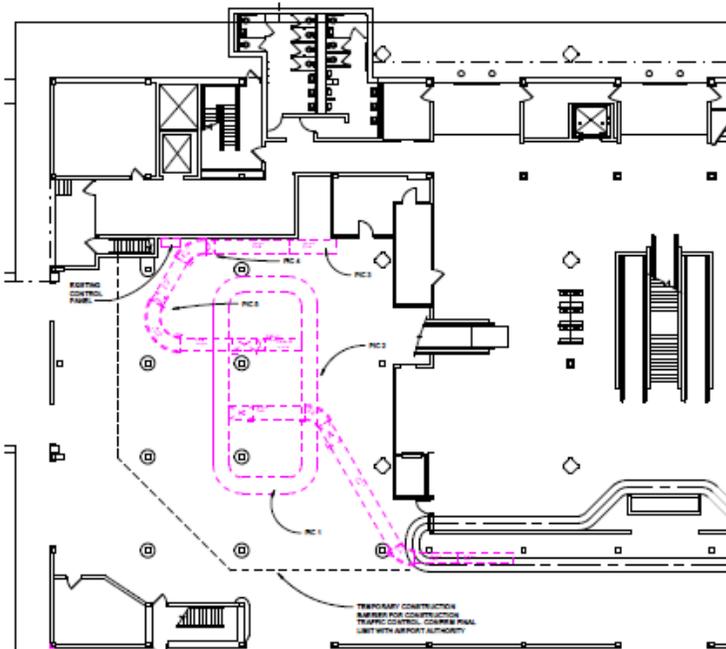


1 NEW SLOPE PLATE CAROUSEL SYSTEM  
1/8" = 1'-0"

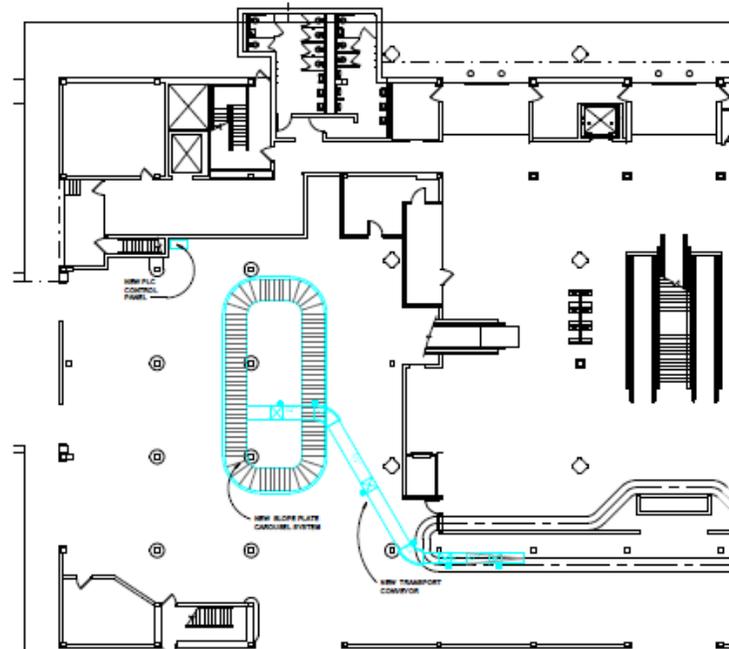
# TERMINAL A BAGGAGE CAROUSEL REPLACEMENT

## PROJECT SCOPE OF WORK:

Work in this contract includes but is not limited to replacing existing A outbound baggage flat plate carousel with a new sloped plate carousel as well as conveyor system replacement on the apron level, including necessary associated control components. The work includes, but is not limited to, electrical modifications, conveyor and carousel equipment installation and other efforts as required.

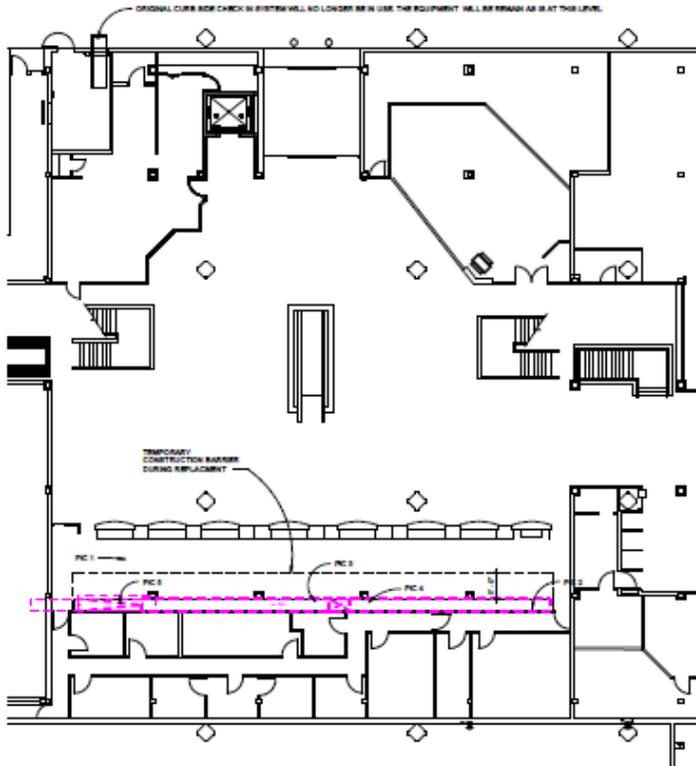


1  
TERMINAL A - OUTBOUND CONVEYOR - APRON LEVEL  
- DEMOLITION  
332' x 112'

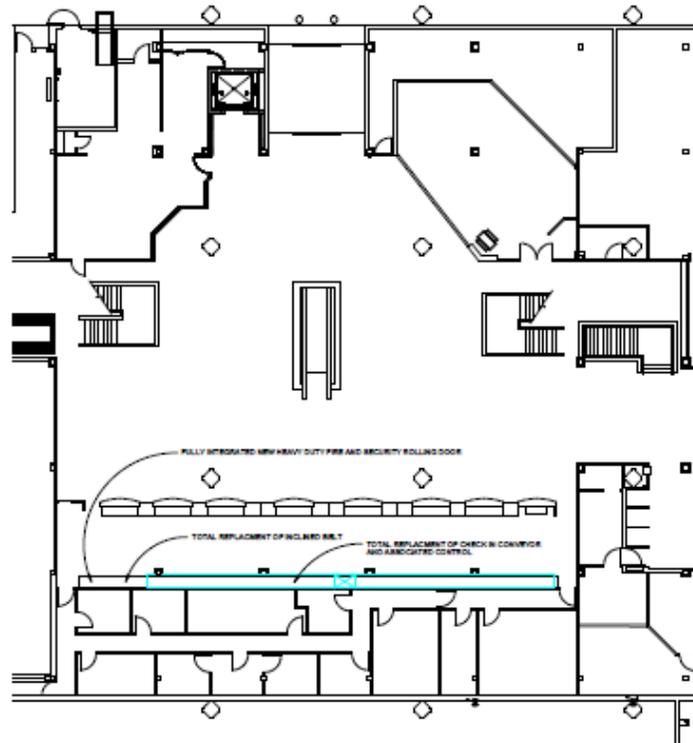


2  
TERMINAL A - OUTBOUND CONVEYOR - APRON LEVEL -  
NEW  
332' x 112'

# TERMINAL A BAGGAGE CAROUSEL REPLACEMENT



1  
TERMINAL A - CHECK IN CONVEYOR - CONCOURSE  
LEVEL - DEMOLITION  
3/27 • 1/0"

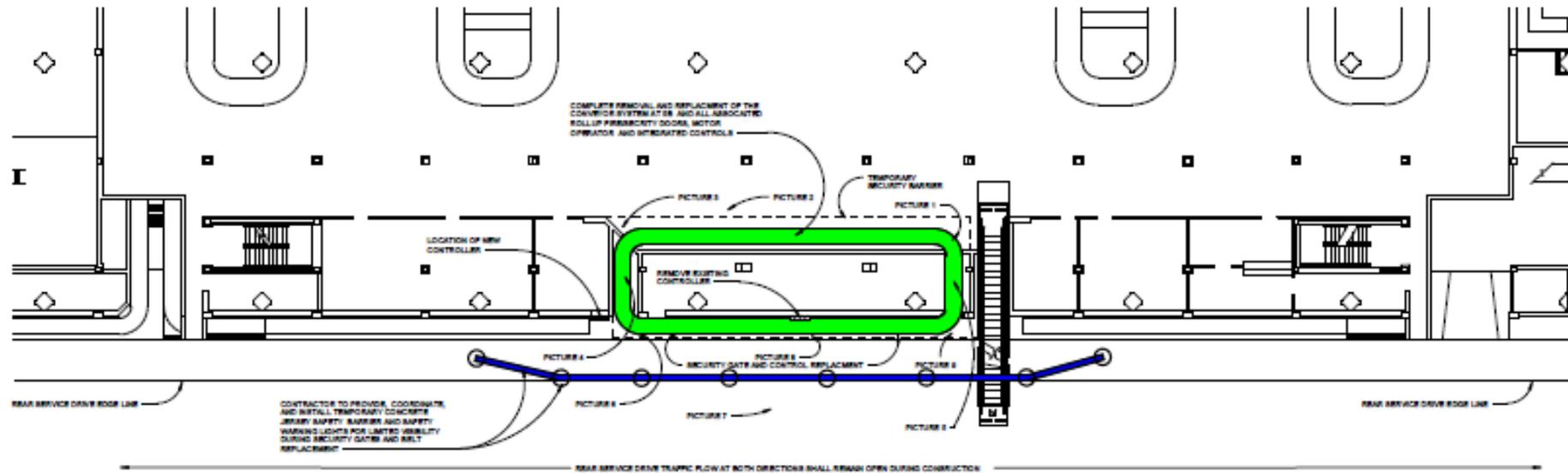


2  
TERMINAL A - CHECK IN CONVEYOR - CONCOURSE  
LEVEL - NEW  
3/27 • 1/0"

## PROJECT SCOPE OF WORK:

This portion of the work includes removal and replacement of the entire flat belt located on the A concourse level. The work also includes repainting of entire wall behind new replacement, electrical connections of new & existing circuits and controls. The design build contractor shall replace the security rollup gate with one that's heavy duty and integrated with the belt system; provide and install OSHA compliant guard/ barrier for fall protection.

# INBOUND FLAT BELT 5B REPLACEMENT



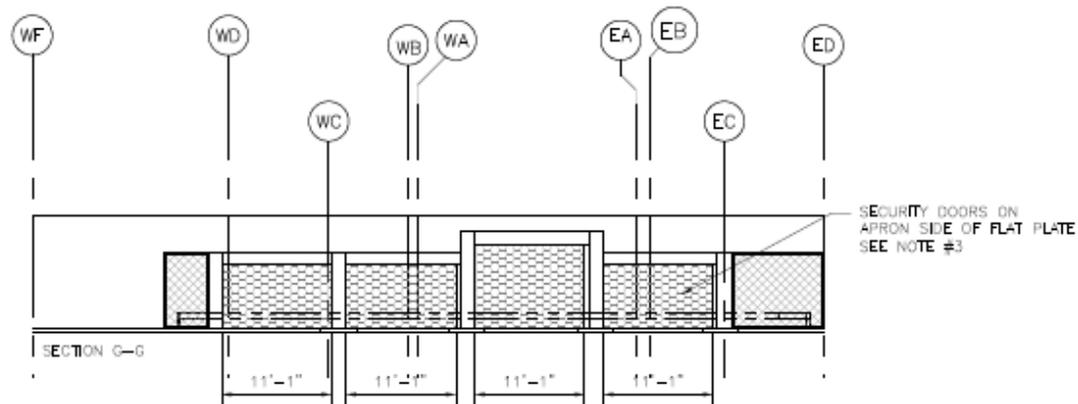
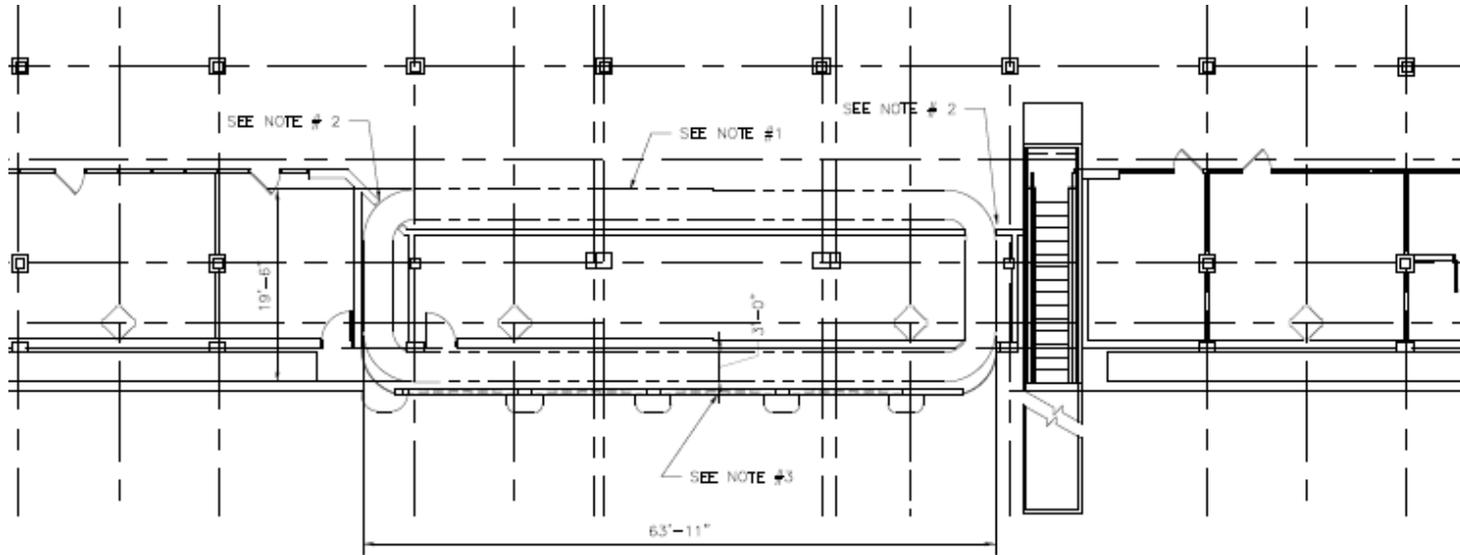
1 OUTBOUND CONVEYOR 5B - APRON LEVEL  
3/32" = 1'-0"

## PROJECT SCOPE OF WORK:

The portion of this work includes but not be limited to, removal & replacement of existing flat belt carousel system including associated control components. The scope also consists of electrical modifications, carousel/flat plate equipment installation and other efforts as required; work will be on the public and secured sides.

Contractor is to follow OSHA safety measures, including installation of construction safety barrier on the back drive.

# INBOUND FLAT BELT 5B REPLACEMENT



## PROJECT SCOPE OF WORK:

Turnkey completion and field adjustment  
Control Module and Integration  
Incidental repair and protection of finishes – protection of terrazzo floor, masonry, etc.

# Q&A Session

---



# Q&A SESSION

Remember to submit questions via e-mail to [consolidatedbaggagebid@flymemphis.com](mailto:consolidatedbaggagebid@flymemphis.com) to receive a **formal** answer. MSCAA will not warranty any other kind of answer.

Question deadline: 5:00 p.m. local time, **Tuesday, June 28, 2022.**



**TAKE OFF WITH US**



**Memphis**  
INTERNATIONAL AIRPORT