

DIVISION 0 – SECTION 00200**INSTRUCTIONS TO BIDDERS / PROPOSERS**

Instruction for the preparation of proposals and the delivery thereof to the Memphis-Shelby County Airport Authority (MSCAA) are contained in General Provision Section 20 and additionally as follows. Prepare and submit proposals accordingly.

1. RESERVATION OF RIGHTS:

MSCAA reserves the right, in its sole discretion, to reject and disqualify the bid of any bidder that has pending litigation or claims with the MSCAA and to reject the bid when a parent, subsidiary, affiliate, or predecessor in interest of the Bidder has pending litigation or claims with the MSCAA.

MSCAA also reserves the right, in its sole discretion, to reject and disqualify the bid of any bidder if the bid includes any subcontractor(s) or supplier(s) of any tier that have pending litigation or claims with MSCAA, and to reject the bid when a parent, subsidiary, affiliate, or predecessor in interest of the subcontractor or supplier has pending litigation or claims with the MSCAA.

Bidders shall request from MSCAA a list of entities that have pending claims or litigation with MSCAA to avoid including such entities or their parents, subsidiaries, affiliates, or predecessors in interest in their proposal or bid. A list of affected entities may be obtained by a written or telephone request to Development Division at MSCAA, 2491 Winchester Road, Suite 113, Memphis, TN 38116-3856, telephone number (901) 922-8033.

2. PRE-BID CONFERENCE:

A Virtual Pre-Bid Meeting will be held on Monday April 20, 2026 at 10:00 AM local time via phone/video conference (link/phone information available online at <https://flymemphis.com/rfps-rfqs/>). The project site will be available for inspection following the meeting at 1:00 PM local time. Those wishing to attend the site visit must register. Site Visit registration is done by emailing bidquestions@flymemphis.com. Pre-bid and site visit attendance is strongly recommended. All instructions for the Pre-Bid Meeting and Site Visit can be found at <https://flymemphis.com/rfps-rfqs/>.

3. DRAWINGS AND SPECIFICATIONS FURNISHED TO CONTRACTOR:

Electronic set of contract and proposal documents are available at <https://www.flymemphis.com/rfps-rfqs> at no cost. Printed copies are not available.

4. REFUSAL OF ISSUANCE OF PROPOSAL FORM TO BIDDERS IN DEFAULT AND DISQUALIFICATION OF BIDDERS:

See General Provision Section 20 for disqualification of bidders and bidders in default.

5. SUBMIT THE FOLLOWING WITH THE BID IN THE MANNER DESCRIBED BELOW:

- A. (1) Proposal
- (2) Proposal Guarantee (Required Bid Security)
- (3) SBE Assurance Statement/Letter of Intent on Bidder's / Proposer's Letterhead for each SBE subcontractor, subcontractors' signatures not required.

- (4) Written quote or proposal or other communication from each SBE 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.
- (5) SBE Goals Accomplishment Statement
- (6) Information on All Firms that Provide Bids or Quotes
- (7) Signed addenda (if applicable)
- (8) Bid Envelope

B. The following must be submitted within 24 hours of the proposal submittal deadline:

- (1) SBE Assurance Statement/Letter of Intent on Bidder's / Proposer's Letterhead for each SBE subcontractor, subcontractors' signatures required.

See General Provision Section 20, PROPOSAL REQUIREMENTS AND CONDITIONS.

C. By executing the proposal submittal, the Contractor is confirming that (1) neither the Contractor nor any of Contractor's potential subcontractors or suppliers have pending claims or litigation, arbitration, or other dispute resolution proceedings where the Owner and the Contractor or potential subcontractors or suppliers are parties; or (2) the Contractor has disclosed in writing any such pending claims or proceedings to Owner through its own writing and/or the writing of Contractor's potential subcontractors or suppliers and submitted same to Owner with the proposal submittal.

D. Bids should be delivered to the following address:

Memphis-Shelby County Airport Authority
 Procurement Department
 Memphis International Airport
 4150 Louis Carruthers Drive
 Memphis, TN 38118
 Project No. 23-1469-03

The bid must be sealed and the project number must be included in the address.

Within 30 minutes thereafter, the bids will be opened and publicly read via phone/video conference (link/phone information available online at <https://flymemphis.com/rfps-rfqs/>).

6. CONSIDERATION OF BID:

The Owner reserves the right to reject any or all bids in whole or in part and to waive any informalities, technicalities, or omissions therein.

It is intention of the Owner to award a contract based upon the lowest responsive bid on the lump sum base bid. Bidder understands and agrees that, after a review of all the bids, the Owner will select the lump sum base bid that best suits the Owner's needs within the sole discretion of the Owner.

7. NO FINANCIAL INTEREST:

Respondent understands and agrees that no Airport Authority employee or member of the Board of Commissioners shall receive any financial benefit arising out of this proposal or its contract, if awarded, either directly or indirectly. Further, any fees paid to any person or entity by contractor for assistance in obtaining this contract, if awarded, with the Authority must be fully disclosed to the Authority.

8. PROTEST:

- A. Any protest must be filed in writing and received by the Authority within seven (7) calendar days of the date of the occurrence of the event that is the subject of the protest, e.g., the opening of responses, the award, or a determination that a respondent is not responsible or that a response is not responsive. Any protest must be actually delivered to the Authority during the business hours of 7:00 AM – 3:30 PM Local Time in order to be deemed to be received by the Authority as required under this Section. A protest must be submitted in hard copy and addressed as follows:

Memphis-Shelby County Airport Authority
Attention: Director of Procurement
4150 Louis Carruthers Drive
Memphis, Tennessee 38118-6613

Any protest sent by telegraphic or facsimile transmission or by email or other electronic means will not meet the filing requirements set forth herein and will not be deemed to be received by the Authority.

No objections with regard to the application, meaning, or interpretation of the specifications contained herein will be considered after the opening of the subject bid.

END OF SECTION 00200

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DIVISION 0 – SECTION 00405

PROPOSAL

Project Identification: **East Parking Lot Expansion - Phase 5 - Construction**

Contract Number: MSCAA Project No. **23-1469-03**

**For Overnight Courier
or Hand Delivery Submit to:**

Memphis-Shelby County Airport Authority
Memphis International Airport
Procurement Department
4150 Louis Carruthers Drive
Memphis, Tennessee 38118

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with Owner in the form included in the Contract Documents to perform and furnish all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with other terms and conditions of the Contract Documents.
2. Bidder accepts all of the terms and conditions of the Legal Notice to Bidders and Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for seventy-five (75) days after the day of Bid opening. Bidder will sign and submit the Construction Contract with the Bonds and other documents required by the Bidding Requirements, within ten (10) days after the date of Owner's Notice of Award.
3. In submitting this Bid, Bidder represents, as more fully set forth in the Contract that:
 - (a) Bidder has examined copies of all the Bidding Documents and of the following Addenda (receipt of all which is hereby acknowledged):

Date	Number
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- (b) Bidder has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

- (c) Bidder has studied carefully all reports and drawings of subsurface conditions and drawings of physical conditions which are identified in Division 0 and Division 1 Specifications, and accepts the determination set forth in General Provision Section 20 paragraph 20-06 of the extent of the technical data contained in such reports and drawings upon which Bidder is entitled to rely.
- (d) Bidder has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests and studies (in addition to or to supplement those referred to in (c) above) which pertain to the subsurface or physical conditions at the site or otherwise may affect the cost, progress, performance or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with other terms and conditions of the Contract Documents, including specifically the provisions of General Provision Section 20 paragraph 20-06; and no additional examination, investigations, explorations, tests, reports or similar information or data are or will be required by Bidder for such purposes.
- (e) Bidder has reviewed and checked all information and data shown or indicated on the Contract Documents with respect to existing Underground Facilities at or contiguous to the site and assumes responsibility for the accurate location of said Underground Facilities. No additional examinations, investigations, explorations, tests, reports or similar information or data in respect of said Underground Facilities are or will be required by Bidder in order to perform and furnish the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents.
- (f) Bidder has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.
- (g) Bidder has given Owner or Engineer written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by Owner or Engineer is acceptable to Bidder.
- (h) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

4. Bidder will complete Base Bid Work for the following price(s).

UNIT PRICE SCHEDULE – BASE BID

SPECIFICATIONS						
ITEM NO.	ITEM CODE	ITEM	UNIT	EST. QTY	UNIT PRICE	TOTAL EST. PRICE
1	C-102-5.1	CATCH BASIN PROTECTION TYPE D (TDOT EC-STR-19)	EA	9	\$	\$
2	C-105-5.1	MOBILIZATION (10%)	LS	1	\$	\$
3	P-101-5.1	DEMOLITION AND REMOVAL OF CURB & GUTTER (ALL SIZES)	LF	203	\$	\$
4	P-101-5.2	DEMOLITION AND REMOVAL EXTRUDED CURB	LF	905	\$	\$
5	P-101-5.3	REMOVAL OF EXISTING PAVEMENT MARKINGS	LF	7,000	\$	\$
6	P-101-5.4	REMOVAL OF EXISTING PAVEMENT MARKING SYMBOLS	EA	27	\$	\$
7	P-101-5.5	CHAIN LINK FENCE DEMOLITION - 10' TALL AOA FENCE	LF	220	\$	\$
8	P-101-5.6	CHAIN LINK FENCE DEMOLITION - 6' CHAIN LINK FENCE	LF	955	\$	\$
9	P-101-5.7	BITUMINOUS CONCRETE PAVEMENT DEMOLITION - 8" OR LESS	SY	124	\$	\$
10	P-101-5.8	PORTLAND CEMENT CONCRETE PAVEMENT DEMOLITION - 8" THICK FULL DEPTH	SY	350	\$	\$
11	P-101-5.9	DEMOLITION AND REMOVAL OF EXISTING CONCRETE WHEEL STOPS	EA	65	\$	\$
12	P-101-5.10	REMOVE TEMPORARY CROSSWALK AND RESTORE MEDIANS	EA	1	\$	\$
13	P-101-5.11	DEMOLITION AND REMOVAL OF EXISTING SIDEWALK	SY	80	\$	\$
14	P-101-5.12	DEMOLITION AND REMOVAL OF EXISTING OVERHEAD CANOPY (ENTRANCE PLAZA)	EA	1	\$	\$
15	P-610-6.1	INSTALLATION OF EXTRUDED CURB	LF	2,250	\$	\$
16	P-610-6.2	INSTALLATION OF 6-18 CONCRETE CURB AND GUTTER	LF	343	\$	\$
17	P-610-6.3	INSTALLATION OF 4" SIDEWALK	SF	925	\$	\$
18	P-610-6.4	CONCRETE PEDESTRIAN RAMP AND LANDINGS	EA	1	\$	\$
19	P-610-6.5	8" CONCRETE DRIVEWAY PAVEMENT	SY	135	\$	\$
20	P-610-6.6	6" CONCRETE ISLAND FOR GATE EQUIPMENT	SY	80	\$	\$
21	F-162-5.1	BOLLARDS, 8" DIA.	EA	57	\$	\$
22	F-162-5.2	ADA COMPLIANT HANDRAILS	LF	188	\$	\$
23	F-162-5.3	CHAIN LINK FENCE (PERMANENT AOA FENCE) (10' TALL W/DBL ARM, 6 STRAND BARB WIRE & RAZOR RIBBON	LF	355	\$	\$
24	F-162-5.4	CHAIN LINK FENCE (TEMPORARY AOA FENCE) (6' TALL W/3-STRAND BARB WIRE) (MOUNTED ON CONCRETE BARRICADES)	LF	400	\$	\$

25	F-162-5.5	CHAIN LINK FENCE (NON-AOA FENCE) (6' TALL W/3-STRAND BARB WIRE) (MOUNTED ON GRADE)	LF	72	\$	\$
26	F-162-5.6	ORNAMENTAL FENCE	LF	694	\$	\$
27	F-162-5.7	CHAIN LINK FENCE MANUAL DOUBLE SWING GATE (AOA) (10' TALL, 24' TOTAL WIDTH)	EA	2	\$	\$
28	F-162-5.8	CHAIN LINK FENCE AUTOMATED SINGLE SLIDING GATE (AOA) (10' TALL, 24' TOTAL WIDTH)	EA	1	\$	\$
29	T-904-5.1	SODDING	SY	1,550	\$	\$
30	T-905-5.1	TOPSOIL	SY	1,550	\$	\$
31	A-101-3.1	CRUSHED AGGREGATE BASE COURSE - 8" THICK	SY	135	\$	\$
32	A-101-3.2	INSTALLATION OF CONCRETE WHEEL STOPS	EA	74	\$	\$
33	A-101-3.3	PAVEMENT MARKINGS (YELLOW)	SF	855	\$	\$
34	A-101-3.4	PAVEMENT MARKINGS (WHITE)	SF	7,208	\$	\$
36	A-101-3.5	PAVEMENT MARKINGS (BLUE)	SF	3,800	\$	\$
37	A-101-3.6	INSTALL NEW STOP SIGN (R1-1)	EA	3	\$	\$
38	A-101-3.7	INSTALL "CROSS TRAFFIC DOES NOT STOP" SIGN (W4-4P)	EA	1	\$	\$
39	A-101-3.8	INSTALL ADA PARKING SIGNAGE (R7-8)	EA	41	\$	\$
40	A-102-3.1	CONSTRUCTION ACCESS, PROJECT SECURITY, AND STAGING AREA (5%)	LS	1	\$	\$
41	A-102-3.2	MAINTENANCE OF TRAFFIC (5%)	LS	1	\$	\$
42	A-103-5.1a	INSTALL NEW CANOPY STRUCTURE INCLUDING FOUNDATIONS (50' x 25') (PANEL BUILT INC. OR APPROVED EQUAL)	LS	1	\$	\$
43	A-103-5.1b	INSTALL NEW CANOPY STRUCTURE INCLUDING FOUNDATIONS (30' x 25') (PANEL BUILT INC. OR APPROVED EQUAL)	LS	1	\$	\$
44	A-103-5.2a	INSTALL NEW PARKING GATE CONTROL ARMS	EA	6	\$	\$
45	A-103-5.2b	RELOCATE EXISTING PARKING GATE CONTROL ARMS	EA	2	\$	\$
46	A-103-5.3a	INSTALL NEW TICKETING EQUIPMENT	EA	6	\$	\$
47	A-103-5.3b	RELOCATE EXISTING TICKETING EQUIPMENT	EA	2	\$	\$
48	A-103-5.4	INSTALL NEW PLATE BARRIER SYSTEM	EA	3	\$	\$
49	A-103-5.5	INSTALL NEW TIGER TEETH SYSTEM	EA	5	\$	\$
50	A-103-5.6	INSTALL NEW SURFACE MOUNTED BUS SHELTER (5' x 15')	EA	5	\$	\$
51	A-103-5.7	INSTALL ELECTRICAL CONDUIT AND CABLE IN EXISTING PAVEMENT OR TURF (ALL SIZES)	LF	2,615	\$	\$
52	A-103-5.8a	INSTALL HIGH MAST LIGHTING (INCL. FOUNDATIONS, POLES, FIXTURES, & CONNECTIONS)	EA	14	\$	\$
53	A-103-5.8b	INSTALL SURFACE MOUNTED LIGHTING (INCL. WIRING, MOUNTING, FIXTURES, & CONNECTIONS)	EA	22	\$	\$
54	01210	POWER AND CONTROL FOR AUTOMATED GATE	ALLOW	1	\$ 30,000.00	\$ 30,000.00

CONTRACT BASE BID TOTAL (TOTAL OF LINES 1-54)												\$			

CONTRACT BASE BID TOTAL (TOTAL OF LINE ITEMS 1-54):

(use words)

(\$ _____)

- 5. The Owner reserves the right to reject any or all bids in whole or in part and to waive any informalities, technicalities, or omissions therein.

It is intention of the Owner to award a contract based upon the lowest responsive bid on the lump sum base bid. Bidder understands and agrees that, after a review of all the bids, the Owner will select the lump sum base bid that best suits the Owner's needs within the sole discretion of the Owner.

- 6. Bidder agrees that the Work: will be completed and ready for final payment within the calendar days (as described in Section 01100) after the date when the Contract Time commences to run. Bidder accepts the provisions of the Contract as to liquidated damages in the event of failure to complete the Work on time.

- 7. See Section 00200, INSTRUCTIONS TO BIDDERS, for a complete list of documents that are made a condition of this Bid.

- 8. Communications concerning this Bid shall be addressed to: _____
(Printed Name)

The address of Bidder indicated above, or

the following address: _____

email address: _____

- 9. The terms used in this Bid which are defined in General Provision Section 10 of the Specifications included as part of the Contract Documents have the meanings assigned to them in the Division 0 and Division 1 Specifications.

Submitted on _____, 20____.

- 10. The undersigned Bidder confirms that (1) neither Bidder nor any of Bidder’s potential subcontractors or suppliers have pending claims or litigation, arbitration, or other dispute resolution proceedings where the Owner and Bidder or Bidder’s potential subcontractors or suppliers are parties; or (2) such claims or proceedings are pending and Bidder is disclosing same through its own writing and/or the writing of Bidder’s potential subcontractors or suppliers and submitting same to Owner with this proposal submittal.

If Bidder is:

An Individual

(Individual's Printed Name)

(Individual's Signature)

doing business as: _____

Business address: _____

Phone No.: _____ FAX No. _____ E-Mail _____

A Partnership

(Firm Name)

By: _____
(Signature of General Partner and Printed Name)

Business address: _____

Phone No.: _____ FAX No. _____ E-Mail _____

A Corporation

(Corporation Name)

By: _____ Title: _____
(Signature of person authorized to sign)

(Printed Name)

(Corporate Seal)

Attest: _____
(Signature of Secretary) (Printed Name)

(State of Incorporation)

Business address: _____

Phone No.: _____ FAX No. _____ E-Mail _____

A Joint Venture

(Joint Venture)

By: _____
(Signature of Joint Venturer) (Printed Name)

(Address)

Phone No.: _____ FAX No. _____ E-Mail _____

By: _____
(Signature of Joint Venturer) (Printed Name)

(Address)

Phone No.: _____ FAX No. _____ E-Mail _____

(Each joint venturer must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above).

END OF SECTION 00405

DIVISION 1 – SECTION 01210**ALLOWANCES****PART 1 GENERAL****1.01 SUMMARY**

- A. To provide adequate budget and bonding to cover items not precisely determined by the Owner prior to bidding, allow within the proposed Contract Sum the amounts described in this Section.
- B. Unless stated otherwise herein, all allowances are to be paid as Time and Materials Work per GP-150.
- C. Related Work:
 - 1. Documents affecting Work of this Section include, but are not necessarily limited to, Division 0, Division 1 and other Sections of these Specifications.
 - 2. Other provisions concerning Allowances may be stated in other Sections of these Specifications.

1.02 SPECIFIC ALLOWANCES – The following cash allowances are included within this Contract:

- A. **Power and Control for Automated Gate** – This allowance will be used to provide power and controls to the new automated gate. This item includes all power and control necessary to operate the automated gate and MSCAA access control system. This includes, but is not limited to, the cable, conduit, duct bank, and connections necessary for a functioning system. The power and control connection points will be field located by the contractor with support from MSCAA. Since this connection location is to be field located, the length of the conduit, cable, and duct bank will be dependent on the approved connection location. This fee shall be used at the sole direction of the Owner or Program Manager.

END OF 01210

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