

## Memorandum

**Date:** May 15, 2020

**To:** Planholder's for Ogden-Hinckley Airport  
Ogden, Utah  
AIP Project No. 3-49-0024-50-2020  
Schedules I & II

**From:** Airport Development Group, Inc.  
1776 South Jackson Street, Suite 950  
Denver, Colorado 80210

Enclosed is **Addendum Number One** for improvements to the Ogden-Hinckley Airport and a copy of the current planholders list.

*Charles L Kellerman*

Charles Kellerman, P.E.  
Principal

Enclosures

**Ogden-Hinckley Airport**  
**Ogden, Utah**

AIP Project Number 3-49-0024-50-2020

***Addendum Number One***

Bidders are informed that bid documents, contract documents, plans and/or specifications for this project are modified as follows on May 15, 2020:

General:

1. **The Bid Opening will be on June 3, 2020 at 2:00pm at the Ogden City Corporation's Purchasing Department, located at 2549 Washington Boulevard, Suite 510, Ogden, UT 84401.** Late Bids will not be accepted.
2. Ogden City's Local Vendor Preference is not applicable to this RFB, based on the Federal Procurement Rules that take precedence on this contract.
3. The awarded contractor must submit documentation with the construction contract that they have registered and complied with the requirements of E-Verify per Utah State Law.

Instructions to Bidders

1. The first paragraph should read the same as the first paragraph in the Invitations for Bids:

Sealed bids for the improvements to Ogden - Hinckley Airport, AIP Project No. 3-49-0024-050-2020, Schedules I and II, will be received by the Ogden City Corporation, care of Ogden City Purchasing Department, 2549 Washington Boulevard, Suite 510, Ogden, Utah 84401 no later than 2 PM local time, June 3, 2020. Bids will be opened and read aloud at 2:30 PM local time via a Skype meeting in lieu of the in person public bid opening. If you are interested in submitting a bid, before the deadline, it is recommended that you email an "Intent to Bid" to [Purchasing@ogdencity.com](mailto:Purchasing@ogdencity.com) that would include the project name and your company's complete contact information. This will allow the Purchasing Team to communicate the meeting details in a timely manner.

Plans:

1. Sheets 7 & 8, Phasing Plan: Any depiction of aircraft movement arrows should be outside the phase boundary under construction. No aircraft movements will be in a phased active work zone. The Safety Plan on Sheet 6 calls for barricades completely around the perimeter of each phase.
2. Sheet 27 and any other location: Delete the note that reads "Taxiway G was removed from this project".
3. Sheets 15, 26 & 27: Delete the reference in the title block to "Change Order 1".

Clarifications/Comments:

1. A non-mandatory pre-bid meeting was held via video conference on May 12, 2020. The minutes are made part of this addendum.

*END OF ADDENDUM NO. TWO*

# Pre-Bid Conference Minutes

## Ogden-Hinckley Airport

AIP Project Number 3-49-0024-50-2020

Date: May 12, 2020, 1:00 PM

Meeting conducted by Chuck Kellerman, Airport Development Group (ADG), as a Zoom video conference with an agenda in the following format.

### 1. Introduction

a. Introduction of Introduction of hosts and participants: Bryant Garrett, OGD Airport; Kevin Dimick, OGD Airport; Ruby Kakita, Ogden City Purchasing; Chuck Kellerman, ADG; Derek Johnson, ADG; Clayton Monahan, Granite Construction; Jordache Wardell, Wardell Brothers Construction; Jake Allen, Geneva Rock Products; Ryan Thain, Staker Parsons.

b. Scope of project:

*The project is phased per the plans in order to keep apron available for some aircraft and hangars. Within each Schedule phasing is split for type of construction and for operating close to Taxiway "A".*

Schedule I (Federal)

Rehabilitate (Reconstruct) North Apron Phase I and II

*Includes a turnstile gate and markings on Taxiway "G".*

and Schedule IA (Non-Federal)

*Includes hangar frontage to 50' on apron and new Taxiway G South Apron for 7 aircraft.*

Schedule II (Federal)

Rehabilitate (Reconstruct) North Apron Phase III and IV

and Schedule IIA (Non-Federal)

*Includes hangar frontage to 50' on apron and new concrete wall.*

### 2. Project Schedule

a. **Bid date.....June 3, 2020 (2:00 pm)** at Ogden City Purchasing Department, 2549 Washington Boulevard, Suite 510, Ogden, UT 84401  
*The Invitation for Bids first paragraph are the correct instructions to bidders. The Instructions to Bidders should read the same.*

Anticipated schedule, pending FAA grant:

b. Notice of Award.....June 2020

c. Notice to Proceed.....July 2020

d. Construction Start.....July 2020

e. Contract time allowed.....(see General provision Section 80-08)

*"Working Days" are defined in General Provision Section 10 as days when the contractor is able to complete at least 6 hours of work. Long shifts are still counted as one day.*

Schedule I - 38 Working Days

Schedule IA - 5 Working Day

*With a start in July and a combined 43 working days for Schedule I, it will likely require Schedule II to carry over to 2021. This will depend upon weather and construction speed.*

Schedule II - 42 Working Days

Schedule IIA - 3 Working Days

- f. Airport Security Requirements.....plan ahead  
*Kevin Dimick explained the requirement for badging of contractor personnel. It needs to be done in advance of construction by making appointments for completing the application, paying \$42 fee for arranging background check, receiving the 1-hour training and completing an exam.*

### **3. Taxiway Closures**

- a. Allowable closure for Taxiway “A” = 12 Working Days total.  
*This time is cumulative for all closures including Schedule I & II.*

### **4. Federal Requirements**

- a. Foreign trade restrictions: No contracts with a company owned or controlled by an individual from a restricted country
  - 1. List established by U.S. Trade Representative
  - 2. Applies to contractors, subcontractors and material suppliers
- b. Equal employment opportunity
  - 1. Language specified must be in all subcontracts over \$10,000
- c. Non-Segregated facilities
  - 1. Certification of Nonsegregated facilities to be submitted before award
- d. DBE requirements
  - 1. DBE firms must be given a full opportunity to bid
  - 2. DBE goal for this project is 2.84 (p.II-8) – be sure to include certification from each DBE of their DBE status and with what agency. If goal not met in bid, a detailed good-faith effort must be documented.
- e. Davis-Bacon wages (as published at bid date) – *see wage rates in bid documents.*
- f. Buy American steel/products - Exception are listed online.  
*Sign Certification in proposal documents – list your proposed exceptions, if any.*

### **5. Proposal – Only Return the Proposal Documents for Bid**

#### **Only Submit:**

#### **III. Proposal**

*Note that C-100. Contractor QC Program is relatively new to FAA projects. Read C-100 specification carefully. It is similar to previous QC plans but much more detailed.*

*Note that C-105 Mobilization has a limit of 10% for the schedule.*

#### **IV. Statement of Qualifications for Bid**

*State DOT qualifications will be adequate.*

#### **V. Anticipated Subcontractors**

*List all anticipate subs... can be changed later.*

*For DBE, fill out utilization calculation, include DBE letters of intent for each DBE, include DBE certifications for each, and fill out bidder’s list for all bidders (DBE and non-DBE).*

## **VI. Proposal Guaranty**

*Can use bond form provided, another executable bond form with same coverage, or a certified check.*

### **6. Contract Bonds (to be submitted after award of contract)**

- a. Performance Bond – 100% of Contract Amount
- b. Payment Bond – 100% of Contract Amount

### **7. Control of Work**

- a. Project Engineer – (Sponsors Representative) – Chuck Kellerman, P.E., Airport Development Group, Inc. (Phones 303-782-0882 at off. or 303-884-7556 cell)
- b. Resident Project Representative, RPR – (Sponsors Representative) – Ken Lawson, Airport Development Group, Inc.
- b. Survey - (All surveys to be provided by contractor, including acceptance surveys) – See General Provisions Section 50-07
- c. Materials testing – QC testing and QA for all materials except asphalt to be completed by contractor’s lab, QA asphalt testing by engineer’s lab
- d. Maintenance of work - Contractor responsible for site and work until final acceptance
- e. Airport operations/communications – Cooperation with Airport Personnel and Engineer. Communications required with Air Traffic Control Tower via VHF Radio.
- f. An Engineer’s field office is not required on this project.

### **8. Control of Materials**

- a. Construction materials – by contractor per Specifications
- b. Contractor ultimately responsible for quality and quantity of materials  
Pay attention to new bid item C-100, Contractor QC Program. A Contractor Quality Control Program (CQCP) document is required as per this specification.
- c. Water – Contact city water department: water from on-airport metered hydrant; payment for water will be made to the city water department.

### **9. Utilities**

- a. Contractor responsible for locating **ALL** utilities prior to construction, plan locations are approximate locations only.
- b. Contractor is responsible for any damage to any utilities.

### **10. Haul Routes, Stockpile Area and Staging Area**

- a. Contractor to maintain and restore after construction is completed.  
It is important to keep pavements clean of debris.

### **11. Warranty Period** - one year after the final acceptance. (from Special Provisions)

### **12. Insurance** - Public Liability \$2,000,000/Property Damage \$2,000,000 (from Special Provisions p. XIII-12)

**13. Technical Specifications**

- a. Specifications included for all payment items on the project

**14. Questions and Comments**

- a. Addendum Number One will be issued later this week.

*Bryant Garrett, Airport Manager, made closing remarks to emphasize safety and security. Safety in operating on an active airport is critical to everyone. Security is essential because OGD is a commercial certificate airport and TSA has continual oversight. TSA will issue heavy fines for breaches for security and that includes fines to contractors.*

*Mr. Garrett also made himself available for escorted tours of the construction site by appointment. Please call the airport office at 801/629-8262.*

*No other discussions.*

# Ogden-Hinckley Airport

## Planholder's List

AIP Project No 3-49-0024-050-2020

as of - May 13, 2020

### **Owner**

#### **Ogden-Hinckley Airport**

##### **Bryant Garrett**

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##### **Kevin Dimick**

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##### **Purchasing Coordinator**

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#### **Airport Development Group**

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#### **Construction Journal**

##### **Veronica Williford**

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