
ADDENDUM NO. 2

to the Contract Documents
for the Construction of the

SHARED-USE FUEL FACILITY

at

ITHACA TOMPKINS REGIONAL AIRPORT
TOMPKINS COUNTY, NEW YORK

TO ALL HOLDERS OF CONTRACT DOCUMENTS:

Your attention is directed to the following interpretations of changes in and additions to the Contract Documents for the construction of the **SHARED-USE FUEL FACILITY** project at the Ithaca Tompkins Regional Airport, Tompkins County, New York. This Addendum is part of the Contract Documents in accordance with the provisions of Section 20-15, Addenda and Interpretation.

GENERAL:

1. Refer to this document for summary of responses to inquiries received.
2. Attached are minutes of and participant list for the virtual pre-bid meeting held on 18 March 2020.
3. There is no change to the bid opening date and time.

ON THE CONTRACT PLANS:

1. NONE.

ON THE CONTRACT SPECIFICATIONS:

1. NONE.

RFI CLARIFICATIONS:

1. NONE.

END OF ADDENDUM

C&S ENGINEERS, INC.



Thomas J. Horth, P.E.
Principal Engineer

March 18, 2020

PRE-BID MEETING MINUTES
FOR
SHARED-USE FUEL FACILITY
AT
ITHACA TOMPKINS REGIONAL AIRPORT
ITHACA, NEW YORK

I. INTRODUCTION

- A. Attendees introduce themselves and completed the sign-in sheet with name, affiliation, mailing address and phone number. *In consideration of the coronavirus situation, this meeting was conducted virtually; therefore, participants were directed to send their contact information directly to Bill Frye with C&S Engineers at bfrye@cscos.com. Participants included the following:*
1. Kevin Terry, kevin.terry@tetrattech.com
 2. Arel LeMaro, alemaro@tompkins-co.org
 3. Josh Nalley, jnalley@tompkins-co.org
 4. Francesca Neiley, fneiley@cscos.com
 5. Tom Horth, thorth@cscos.com
 6. Bill Frye, bfrye@cscos.com
 7. Joshua P. Mosolf, jmosolf@streeterassociates.com
 8. Shondel Wright, swright@schuler-haas.com

II. PROJECT DESCRIPTION

A. General Description:

Construction of a shared-use fueling facility at a vacant site located adjacent to the airport for aviation and automotuve fuels. Project will include relocation of two 12,000-gallon jet fuel above-ground storage tanks (ASTs) and one 8,000-gallon de-icing fluid AST from the current airport fuel farm, and installation of new 9,900-gallon aviation gasoline, 12,000-gallon diesel fuel, and 6,000-gallon unleaded gasoline ASTs. Additional work includes relocation of select existing de-icing equipment (e.g., pump, valves, etc.), miscellaneous retrofit work, and associated site work to make a complete and functional system; includes decommissioning and restoration of the existing fuel farm.

The proposed project is being conducted under New York State's Aviation Capital Grant (formerly Air '99) program.

Currently, schedule assumes a [May 1, 2020 NTP](#), with a **180 Calendar Day** substantial completion timeframe.

Project is being conducted under a single prime contract (not a PLA).

B. Special Items:

1. Funding: NYSDOT & Tompkins County

0% MBE / 19% WBE Goal. Bidders shall be expected to seek participation from qualified M/WBE entities. Good Faith Efforts toward M/WBE goal attainment is essential to the award process. The key factor is that the prospective bidders document everything they do in their attempts to reach the goals (aka GOOD FAITH EFFORTS). Refer to the MWBE Registry link <https://ny.newnycontracts.com/> to perform searches for NYS - certified firms based on the scope of work and project location.

2. Goals must be met unless otherwise approved through a formal waiver process.
3. Requests for waiver must be approved prior to award. Evidence of GFE must be submitted with request.
4. **M/WBE Reporting & Administration (See Section 70-25 of Spec Vol. 1)**
Goals: 0% MBE/19% WBE
Proposal Page 32: Signify intent to comply with goals or otherwise

Commitment (Pre-award):

Within 7 calendar days upon notice, submit additional documentation as requested.
This requires registration with EBO.

Monitoring & Attainment (Monthly reporting w/ Pay Apps, Final Reporting):

Prime Contractor will need to submit payroll information, M/WBE participation (monthly), and facilitate certification of payment with subcontractors.

From NYSDOT Website:

***Question:** Will prime contractors be held responsible when subcontractors do not sign into EBO and enter their information?*

***Answer:** Yes, because primes are responsible for the performance of their subcontractors.*

EEO Goals & Reporting

Goals are required as part of this contract and are expressed as a percentage of total hours of employment. EEO goals are based on the county the work is actually performed in. For this contract, the following EEO goals have been established: **Minority Goal: 1.2%, Female Goal 6.9%. EEO Participation will need to be documented through the EBO program.**

5. **Disincentive/Liquidated Damages (LD) Clauses**
 - a. Daily cost for LDs: \$2,500.00 disincentive.
 - b. Date of LD work is 180 Calendar Days beyond NTP.
 - c. No limit on duration of disincentive payment.
 - d. No incentive payment.
6. Plan holders must be registered with Tompkins County Contract Management website www.bidnetdirect.com/new-york in order to receive Addenda.
7. Completed Proposal section (only) required to be submitted with your bid.

IV. PROJECT OVERVIEW

- A. An overview of work was presented. *This was done via Zoom, with views of the agenda, Google Earth, and the project drawings.*

V. SAFETY AND OPERATIONAL REQUIREMENTS

- A. Safety during construction is the No. 1 priority for the protection of the Airport users, employees and the contractor's employees. Contractor is responsible for safety during Construction.
1. The Contractor is responsible for his employees and for compliance with OSHA standards, rules and regulations.
 2. Barricades must be placed prior to start of construction.
 3. No deviations of men and equipment from designated work areas and access routes will be allowed.
 4. Under no circumstances will the contractor be allowed to travel on or across active airport operating surfaces.
- B. Prevention of Foreign Object Damage (FOD) is extremely important as ingestion of material into jet engines and prop-wash will cause extensive damage.
1. Work areas must be kept clean and pavements must be continually swept to prevent the accumulation of dirt and debris.
 2. Dust control measures must be implemented by the Contractor.
 3. Trash and debris must be placed in appropriate containers.
- C. Security
1. Access shall be through security monitored gates. Access gate must be kept locked at all times.
 2. If a gate is left open, the contractor must post a guard to ensure no unauthorized entry.
 3. Open, unattended gates are subject to fines by the FAA of up to \$10,000.00. Fines incurred by the Owner will be passed on to and become the responsibility of the contractor.
 4. Project area lies within the AOA boundary. All employees must be badged or under escort by a designated badged individual. Note: 1 badged employee may escort up to 5 non-badged individuals. Badge fee is \$10 per person. *Badging may take 1 – 2 weeks to process.*

VI. LABOR REQUIREMENTS

- A. Contractor must pay prevailing wage rates as a minimum in accordance with the current NYSDOL Wage Rate Schedules.

VII. ADDENDA

- A. Any changes or modifications identified at this meeting will be made by addendum to all prospective bidders. Addendum 1 will include a copy of the pre bid meeting minutes and responses to all inquiries received to date. Tentative date for issuing Addendum No.1 is **March 20, 2020**.
- B. Prospective bidders must submit all questions or requests for information in writing to C&S Engineers, Inc., attention Bill Frye at bfrye@cscos.com to be considered for inclusion in an addendum.

Last day for questions is **3:00 pm ET on March 26, 2020**.

Bids are due **up until 1:30 pm ET on Tuesday, March 31, 2020**.

VIII. QUESTIONS & GENERAL DISCUSSION

A. Open for general discussion and questions.

Questions/answers:

1. *Q: Will a detailed construction phasing plan be issued?*
A: construction sequencing has been described in sheets CD-001, M-701, and Section 024000.
2. *Q: How stringent are the Buy American provisions?*
A: The intent of the Buy American provisions are to procure and install domestically-fabricated components whenever possible. It is recommended that documentation of all fabricated components be made available upon request.
3. *Q: Sheet A1/C-503 skid “by vendor”?*
A: The detail provided detail A1/C-503 was provided by Garsite as a courtesy, it is not intended to be a proprietary or exclusive purchase. Intent is to furnish this, or an “or equal” system.
4. *Q: Who will the building permit(s) be through?*
A: Tompkins County is the AHJ.
5. *Q: What is the labor classification for this project, “Heavy Highway” or “Building”?*
A: Heavy Highway.
6. *Q: Note 10 on CD-001, is bidder to submit a unit cost? If so, what unit?*
A: \$\$/ton. The bid pages will be revised to reflect this.
7. *Q: Has NYSEG been notified of this project?*
A: Not to date. C&S will initiate communications.
8. *Q: Per feedback from tank manufacturers and other suppliers, the schedule as shown presents concerns when considering lead time, etc.*
A: Construction schedule will be addressed upon award.

IX. SITE VISIT

- A. A site visit will not be available for the Pre-Bid meeting. Bidders may drive by the two subject locations to observe the sites from outside of the Airport.

END