



## **SPOKANE INTERNATIONAL AIRPORT**

BUSINESS PARK AND FELTS FIELD

9000 W AIRPORT DRIVE, SUITE 204  
SPOKANE, WA 99224

# **ELEVATOR AND ESCALATOR MAINTENANCE PROJECT #18-44-9999-024**

## **Addendum No. 2, amended**

**DATE OF ADDENDUM: August 10, 2018**

The following changes, additions, and/or deletions are considered as Addendum No. 2, and are hereby made a part of the contract documents. All bidders are required to base their bid upon the information furnished in this addendum; and as required in the contract documents. The Contractor is required to acknowledge Addendum No. 2 in their company proposal. Failure to acknowledge addendum on the bid form will result in bid being declared non-responsive.

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The bid submission due date scheduled for **Thursday, August 16, 2018 at 2:00 PM** at the Spokane International Airport has not changed.

Attached are the following documents to be acknowledged with each contractor bid package as part of Addendum No. 2.

Attachments to this addendum are as follows:

1. Mandatory Pre-Bid Conference Minutes
2. Mandatory Pre-Bid Conference Attendance Sign-In Sheet

### **Questions received by Wednesday, August 08, 2018 at 2:30 PM**

**Q:** Does the 5% bid bond amount have to cover only line item 1 (base bid) on the bid form or does it need to cover the "total bid amount" on the bid form?

**A:** Bid bond is based on the total bid amount.

**Q:** Looking for clarification regarding the 30-minute response time for entrapments and emergency situation. Are there any considerations for inclement weather?

**A:** There will be no consideration given for inclement weather.

**Q:** What the process for our Mechanics to get to equipment that is located behind security?

**A:** Mechanics will be required to have issued security badges.

**Q:** Can all maintenance on the Otis Freight Car be done during 8-5 hours

**A:** Yes.

**Q:** Can we get a copy of the existing maintenance schedule that is currently in place?

**A:** The maintenance scheduled is all disclosed in the bid documents.

- Q:** What percent of the current maintenance is being done during normal business hours?  
**A:** Approximately 80%.
- Q:** Can we get an extension on the bid submittal date due to the short amount of time after questions being answered?  
**A:** An extension will not be granted at this time.
- Q:** What is the Model of the (3) 2018 KONE MRLS in Parking Garage?  
**A:** KONE ECOSpace Elevator with KCM831 controller. Model #6398932.
- Q:** Annual Shutdowns Attachment-A Page 10 of 12. Is all this work performed during 8-5? How much is estimated as after hours?  
**A:** As discussed during the pre-bid meeting, all annual shut downs will be discussed and pre-approved by the Facilities Superintendent before start of any work.
- Q:** Who is responsible for obsolete parts?  
**A:** To our knowledge there are no obsolete parts. The awarded contractor will be responsible for locating and procuring all parts.

**CHANGES, ADDITIONS, DELETIONS AND/OR CLARIFICATIONS TO THE CONTRACT DOCUMENTS:**

**CLARIFICATIONS:**

Bids are due on Thursday, August 16, 2018 at 2:00 PM. See pre-bid notes for further clarification.

**End of Addendum No. 2**

**ELEVATOR AND ESCALATOR MAINTENANCE, PROJECT #18-44-9999-024**  
**MANDATORY PRE-BID MEETING**  
**Thursday, August 02, 2018 @ Executive Conference Center**

**Minutes:**

Meeting started at approximately 10:05 AM. All except one attendee went to the administration offices and were redirected to the Executive Conference Center. See attached Sign-in Sheet for Attendance.

1. Important dates
  - a. Bidders Check list
    - i. Submission of Questions - Wednesday, August 08, 2018 2:30 PM All questions from this point forward must be in writing or email.
    - ii. Responses to Questions - Monday, August 13, 2018 4:30 PM via an addendum
    - iii. Bid/Quote due date and time -. Bids must be submitted to the Airport Administration office at 9000 West Airport Drive, Suite 204, as instructed in the bid documents, no later than Thursday, August 16, 2018 2:00 PM. The opening will take place in the GTC Conference room.
  - b. Board approval date - Thursday, September 20, 2018
2. Important Items
  - a. Bidders are responsible to read, understand and be accountable to the contents of the bid documents.
  - b. A 5% Bid Bond is required
  - c. A completed Bidder's Checklist is required to be completed and turned in with your bid.
  - d. This is an On-Call Public Works Contract for one year with 4 one year options to renew; prevailing wage is required.
  - e. Retainage – Five percent (5%) retainage will be withheld until final project closeout. Please see the Supplement to General Conditions § 2.04 for additional information.
  - f. Certificate of insurance requirement is \$5M (originally briefed for \$1M)
  - g. Payment and Performance Bonds are required.
3. Addendums will be issued via email to those on the sign in sheet. Additionally, they will be posted on our web page for the project and the SIA Planroom hosted by Abadan.

PM – Ken Landrus

1. You have been provided a hard copy of our third party survey of all our elevators and escalators completed by Elevator Consulting Services. It has all our devices listed. Findings were sent to our current service provider who completed correction. Conditions of the equipment is also listed. For this reason, we will not be visiting the locations. *(A hard copy of the survey was distributed to attendees at this meeting.)*
2. Elevators #5, #6 and #7 are under warranty until April 19 therefore will not require inclusion in this service contract until then. They will become part of the contract after April 19, 2018.

3. Staffing is left open to our discretion based on the possibility of future needs. Currently we require a minimum of three people within 30 minutes of the airport in order to comply with emergency responses. Yes, we do ask for addresses.
4. Preventative Maintenance (PM) scheduling section of the Attachment A – Scope of Work, will be corrected through addendum. We cannot set defined hours due to changing conditions of Airport traffic. Our goal is to get the work done during the daytime hours. After hours' times are set by Labor and Industries(L&I) requirement. (*Addendum #1 dated 8/7/18 covered this*).
5. We are inspected by the City, not L&I.
6. Communication is extremely important.

### **Q&A**

Q. Annual testing included in the PM amount.

A. Yes.

Q. Escalators take some time as opposed to the elevators, would that be something that would be planned.

A. It is usually something that gets done during the day. A clean down will have to be done at night.

Q. How long do the clean downs usually take to schedule?

A. As long as it takes to look at the flight schedule. Airlines are constantly changing schedules so we have to be sensitive and flexible to these changes.

Q. Is it reasonable if we call on a Friday to schedule service for the next week?

A. Not really. We should know way in advance when they are due. For routine service we are flexible.

Q. Penalties for units down for more than two hours per day.

A. This applies to unscheduled outage. Communication is important on this.

Q. Bid documents indicate that the PM's are performed during off hours, are these included in the base bid?

A. Yes. It may be scheduled for anytime depending on needs. Do not bill separately.

Q. Bid form 1.07 regarding staffing plan, requires minimum of 3 journeymen.

A. Yes, this is a must and why it is included on the bid form.

Q. Is this strictly low bid?

A. Yes.

Q. How will you distribute the answers to our questions?

A. Through addendum and that will be emailed, placed on our web site and the SIA Planroom no later than August 13, 2018 at 4:30 PM.

Q. The late hour's stuff, it doesn't seem that this is something you can schedule out long term. Is that something that can be scheduled on the front end or is that something that will change?

A. It will possibly change. Units that can be scheduled out are the ones with redundancy, (pairs) that can take the place of the unit being worked on. The escalators are more challenging.

Q. What is the turnaround time on back ground checks?

A. 7 – 14 days. The challenge will be getting an appointment. Please be aware that police are fully sworn officers who will make arrests on outstanding warrants.



# SPOKANE INTERNATIONAL AIRPORT



## #18-44-9999-024 ELEVATOR AND EXCALATOR MAINTENANCE

Thursday, August 02, 2018 @ 10:00 AM

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