

REQUEST FOR PROPOSAL (RFP)
ADDENDUM NUMBER One (1)
DATE: September 12, 2024

PROJECT: Operation and Maintenance Service Agreement of the Baggage Handling System & Passenger Boarding Bridges
Birmingham-Shuttleworth International Airport
Birmingham, Alabama

From: Birmingham Airport Authority (BAA)
5900 Messer Airport Highway
Birmingham, Alabama 35212

To: All Participants

General:

This addendum will form a part of the and modifies the original Request for Qualifications (RFP) document. The following changes take precedence over items in the RFP. Any portion of the RFP not changed by this Addendum remains in effect. Recipients of the Addendum are advised to provide this Addendum to anyone to whom they further distribute without the BAA's knowledge.

Participants in this RFP are required to acknowledge receipt of this Addendum in their proposal. Failure to do so may subject Proposer for disqualification.

ADDITIONAL INFORMATION/CLARIFICATIONS/DESCRIBED BELOW:

- 1. Question:** Is there a DBE/ACDBE requirement, and if so, what is the goal?
Answer: No, we do not have a DBE requirement but, we encourage participation of MBE/WBE businesses.
- 2. Question:** Please provide current spare parts inventory listing.
Answer: [See attached](#)
- 3. Question:** Please provide a list of parts/equipment replaced over the past year.
Answer: [See attached](#)
- 4. Question:** Please provide total cost (minus labor) of parts/material over the past year.
Answer: [See attached](#)
- 5. Question:** Please confirm the cost of an airport security badge for each contractor employee.
Answer: \$60 dollars (\$35 dollars for CHRC/25 dollars for STA)
- 6. Question:** Please provide top ten equipment down time occurrence for the past year.
Answer:

 - BHS Belts (Lacing and or belt damaged due to baggage jam)
 - BHS Conveyor Belt Motors
 - BHS Conveyor Gear Reduction boxes
 - BHS Conveyor Belt
 - BHS Outbound Carousel Tensioner Rollers
 - BHS belt encoders
 - BHS Outbound Carousel Link Assemblies
 - PCA (Pre-Conditioned Air) units
 - GPU Units
 - PBB Wheel Motors/w Brake
 - PBB Roll up door motors
- 7. Question:** Please confirm anticipated hours of operation for the contractor team.
Answer: It is anticipated that the overall (inbound and outbound) baggage handling system will be in operation approximately twenty-one (21) hours per day, beginning at approximately 3:00am, with the daily arrival of the last inbound flight. However, delays and changes in flight schedules are unforeseen and these can vary daily. The operations and maintenance Contractor shall staff the facility up to twenty-four (24) hours per day (as needed) considering flight schedules and peak demand times, shall clear all fault conditions and shall perform all maintenance, both preventative and non-scheduled repair, required for the operation of the BHS and PBB.

8. Question: Are manlift, forklift, and A-frame available at the airport for contractor use?

Answer: Yes, but we would require all maintenance for the PBBs/BHS will be the responsibility of the O&M contractor, including all tools & equipment (lifting devices included) to perform the work.

9. Question: What is the cost for employee parking?

Answer: Contractor employees will be permitted to park their personal vehicles in the employee parking area designated by the Birmingham Airport Authority (BAA) , subject to the same terms and conditions of use as are applicable employees of other tenants at the Airport, Air Transportation companies and other concessionaires using employee parking at the Airport. No parking will be provided to Contractor in the parking garages at the Airport. For duration of this agreement the contractor will not be charged for parking

10. Question: What is the minimum staffing needed or preferred by BAA to fulfill this contract?

Answer: Contractor should tell us what they believe is required to meet the staffing requirements of the RFP.

11. Question: Is there a 24/7 staffing onsite presence required?

Answer: It is anticipated that the overall (inbound and outbound) baggage handling system will be in operation approximately twenty-one (21) hours per day, beginning at approximately 3:00am, with the daily arrival of the last inbound flight. However, delays and changes in flight schedules are unforeseen and these can vary daily. The operations and maintenance Contractor shall staff the facility up to twenty-four (24) hours per day (as needed) considering flight schedules and peak demand times, shall clear all fault conditions and shall perform all maintenance, both preventative and non-scheduled repair, required for the operation of the BHS and PBB.

12. Question: Are there regular meetings that the service contractor manager is expected to attend?

Answer: Yes, monthly station manager meetings and weekly meetings with BAA/Owner.

13. Question: What payment terms will BAA apply to this contract?

Answer: Net 30

14. Question: Is there a union presence and CBA with employees at BHM?

Answer: No

15. Question: Are manlift, forklift, and A-frame available at the airport for contractor use?

Answer: Yes, but we would require all maintenance for the PBBs/BHS will be the responsibility of the O&M contractor, including all tools & equipment (lifting devices included) to perform the work

16. Question: Is there office space available at the airport for the contractor's use?

Answer: Yes, 320sq feet.

17. Question: Will internet access be provided to the contractor at no cost at the airport?

Answer: Yes

18. Question: Is a contractor's license required for this contract?

Answer: Yes, Alabama GC license is required for this contract

19. Question: Please confirm that this contract has no bonding requirements.

Answer: That's affirm. No bonding requirements.

20. Question: Are there any airport fees associated with this contract?

Answer: Just Badging requirements

21. Question: Please confirm that custom seals are not required for this contract.

Answer: Not required

22. Question: What are the hours of operation for the manual encode station?

Answer: 3:00am-until last outbound has departed and inbound has landed. .
However, delays and changes in flight schedules are unforeseen and these can vary daily

23. Question: Please confirm that this contract does not have a DBE requirement.

Answer: No

24. Question: If resumes are included with the submission, will they be excluded from the page count limitation?

Answer: No

25. Question: What is the back flow certification responsibility for this contract?

Answer: Airport will keep up backflow certification. Routine O&M will be the responsibility of the contractor.

26. Question: Is there a pressure washing requirement for the bridges? If so, what is the frequency?

Answer: Yes, the frequency will be up to contractor.

27. Question: Who is responsible for the Upper-Level Controls?

Answer: The O&M contractor will be responsible for Upper-level controls. BAA has a service agreement with Brock

28. Question: Who will be responsible for the Lower-Level Controls?

Answer: The O&M contractor will be responsible for Lower-level controls

29. Question: If the vendor has controls responsibility, will we be required to enter a contract with Brock?

Answer: No

30. Question: Will BAA provide any tools or equipment for this contract?

Answer: No

31. Question: Should additional questions arise from the responses contained in the Q&A, will BAA allow vendors a small window of time to seek further clarification?

Answer: Yes

32. Question: What is the anticipated start date for this contract?

Answer: Anticipated start date is beginning of the 2025.

33. Question: Will there be any credit given in the proposal scoring for including minority (M/WBE or SBE) participation?

Answer: No

34. Question: Who is the current controls vendor?

Answer: Brock and SICK

35. Question: What type of baggage cameras are installed?

Answer: SICK Array

36. Question: Is there an equipment list for both BHS and PBB?

Answer: [See Attached](#)

37. Question: What are the KPI's we will be held too?

Answer: KPI for Maintenance Backlog, Equipment downtime, stock out, inventory accuracy, and turnover ratio.

38. Question: Is there a DBE percentage requirement?

Answer: No

39. Question: What is the cost of employee badging? Is there a renewal cost?

Answer: \$60 dollars for badging. \$60 dollars for renewal cost.

40. Question: What is the cost of employee parking?

Answer: Contractor employees will be permitted to park their personal vehicles in the employee parking area designated by the Birmingham Airport Authority (BAA), subject to the same terms and conditions of use as are applicable employees of other tenants at the Airport, Air Transportation companies and other concessionaires using employee parking at the Airport. No parking will be provided to Contractor in the parking garages at the Airport. For duration of this agreement the contractor will not be charged for parking

41. Question: Are there any minimum staffing requirements associated with this contract?

Answer: It is anticipated that the overall (inbound and outbound) baggage handling system will be in operation approximately twenty-one (21) hours per day, beginning at approximately 3:00am, with the daily arrival of the last inbound flight. However, delays and changes in flight schedules are unforeseen and these can vary daily. The operations and maintenance Contractor shall staff the facility up to twenty-four (24) hours per day (as needed) considering flight schedules and peak demand times, shall clear all fault conditions and shall perform all maintenance, both preventative and non-scheduled repair, required for the operation of the BHS and PBB.

42. Questions: Is any of the BHS system or PBB equipment currently under warranty?

Answer: Right Now, just the main control panel consoles in PBB. We currently have an outbound carousel replacement and GPU replacement project scheduled.

43. Question: Please provide a complete equipment asset listing for the baggage system, passenger bridges, and ground support equipment.

Answer: See attached

44. Question: Please confirm that the contractor is expected to provide a CMMS for tracking and reporting purposes.

Answers: Yes

45. Questions: What CMMS software is used currently?

Answers: HxGN

46. Questions: Please confirm that historical CMMS data will be available to the contractor.

Answer: Yes

47. Please confirm the number of BAA personnel requiring access to the CMMS.

Answer: 3

48. Please confirm contractor liability insurance coverage requirements.

Answer: [See attached.](#)