VOLKERT
& ASSOCIATES, INC.

1925-2005 80 VOLKERT

www.volkert.com

3809 Moffett Road (36618)
P.O. Box 7434
Mobile, Alabama 36670-0434
251.342.1070
Fax 251.342.7962
volkert@volkert.com

August 17, 2009

ALDOT No. 09-R-2208544
Contract No. 766006.10
Construct Fuel Dispenser
System at St. Elmo Airport
St. Elmo, Alabama

RESUME OF MEETING
PRE-BID CONFERENCE

A mandatory pre-bid meeting was held at 2:00 p.m. on August 13, 2009, at the St. Elmo Airport Hangar Office. The purpose of this meeting was to provide an overview of the project and to provide prospective bidders the opportunity to ask questions concerning the project.

See the attached list for attendees.

The proposed project layout was reviewed using the attached agenda and various sheets from the bid package. A summary of the discussion follows:

1. Review of Scope

   ✈ Fuel Dispenser System

   - The project shall include the acquisition and installation of one Fuel Dispenser System.
   - The Fuel Dispenser System shall be in accordance with the specifications.
   - The Fuel Dispenser System shall be located on the south side of the existing apron between the apron and access road as shown on the project layout.
   - The fuel system shall contain one (1) -12,000 gallon above ground, horizontal, 360 degree flamesheild double wall, storage tank with support cradles, raingaurd and platform.
   - The tank foundation shall be sized for two (2) fuel systems. The layout shown on the plans includes a 30ft x 30ft. concrete foundation. The contractor may adjust the size as needed based on manufacture requirements.
   - The contractor shall install electrical service to fuel dispenser system from power panel in existing hangar as shown on the plans. The electrical service shall include a 100 AMP panel on a required galvanized rack located at the proposed fueling location. See plans for breaker and circuit requirements.
   - The Contractor shall install one (1) – 2 inch conduit with three (3) - 1/0 THHN conductors to supply required electrical panel.
   - The contractor shall install telephone service to fuel dispenser system from existing hangar. The contractor shall in stall one (1) - 1inch conduit with one (1) - 8-pair telephone cable.
   - Under the existing access roads, the contractor shall install two (2) - 4 inch PVC conduits via directional drilling as shown on the plans.

- The contractor shall install one (1) area light at the required fueling system. The light shall be 250 watt metal halide cobra head on a two (2) foot mast arm and shall have an integral photocell. The light shall be installed on a 35ft-5 penta treated pole as described on the plans.

✈ Fuel Tanker Access Road

- Fuel Tanker Access Road requires a 8-inch Reinforced Concrete Pavement for 20-ft wide and 98-ft long.
- The typical section shown in the plans was reviewed.
- The contractor shall excavate as need to provide 2-ft of fill below the 8-inch concrete surface.
- Excess excavated material shall be disposed of offsite.
- The required drainage structure shall be installed per ALDOT specifications and placed along the existing ditch profile.
- The contractor shall seed all disturbed areas. Seeding shall be performed according to ALDOT specifications.
- The area around the headwalls shall be sodded per ALDOT specifications.

✈ The Contractor shall field locate all utilities prior to construction and take care not to damage any existing utilities such as existing overhead power lines, propane fuel tank, generator, buried conduit, etc.

✈ Materials of Construction will be ALDOT specifications for materials and components incorporated in the work.

2. Work Sequence

✈ Excavation
✈ Install Drainage Structures
✈ Install Required Utilities
✈ Place Fill
✈ Place Concrete
✈ Final Grading
✈ Seeding
✈ Sodding
✈ Clean up
✈ Final Inspection – A joint inspection will be performed between the Contractor, Volkert, and representatives from ALDOT.

3. Airport Safety Plan

✈ The Contractor will use Airport Entrance Road as a haul route. The Contractor will not use any airfield pavements as haul routes.

✈ It shall be the Contractor's responsibility to inspect onsite and offsite haul routes to determine that his equipment, means, and methods shall not cause damage to the haul route. Any damage caused by the Contractor's activities shall be repaired by the Contractor at no cost to the Owner.

✈ The Contractor Staging Area will be east of the existing apron north of the Airport Entrance Road and will not block Airport access.

✈ A field trailer is not required as part of this project.

✈ The Contractor shall not enter the runway or taxiway safety areas.

4. Security - The Contractor will confine his activities to the project site and is responsible for the security of his facilities onsite.

5. Schedule

- ✈ Bid Date – Bids will be received until August 19, 2009 at 5:00PM by ALDOT
- ✈ Bid Opening – Bid opening will be held on August 20, 2009 at 10:00 AM by ALDOT
- ✈ Contract Time – Contract time will be addressed by Addendum
- ✈ Request for rescheduling the bid opening will be addressed by Addendum

6. DBE and Labor Requirements

- ✈ No DBE participation will be required under this project.

7. NOTAMS - NOTAMS will be issued as needed by the Owner. The Contractor is required to provide a 48-hour notice when requesting a NOTAM.

8. Miscellaneous

- ✈ Erosion control shall be the responsibility of the Contractor. The contract shall have a detailed erosion control plan developed and submitted the engineer prior to any construction activities start.
- ✈ The Contractor shall be responsible for locating all utilities prior to construction.
- ✈ Bollards are required in this project. Bollard location will be shown on project layout. Details for bollard construction will be included in the Addendum
- ✈ The contractor shall continuously monitor the air traffic on frequency 122.9 MHZ.
- ✈ The contractor may use the onsite restroom facilities.
- ✈ The project will be awarded to the lowest responsive lump sum proposal.

Submitted by:

Bobby Odom, P.E.
Project Manager

Attachments

c All Attendees
Dr. John C. Eagerton, IV, Chief – Aeronautics Bureau

MANDATORY PRE-BID CONFERENCE SIGN-IN SHEET

08/~~05~~09 2:00 PM 8-13-09

#09-R-2208544

FEDERAL ID #	COMPANY NAME	ADDRESS (OR EMAIL)	REPRESENTATIVE NAME
	Jordan Petroleum 675 Jordan Rd Lineville Al 36266	jor pet @ centurytel 256-396-5530	Don Jordan
	Meco Inc 12606 Bolton's Branch Mobile Al. 36604	dave. Sanders @ mecomgm.com 251-471-4311	Dave Cole
	Glenn Kossow Volkert & Assoc Brett Morrow	251 463-2931	
	Mike Wilson South Al. Electric	256 476-2891 SAEmike@comcast.net	Mike Wilson
	Doug Maze MW Equipment	doug.maze@knology.net 256-880-7188	Doug Maze
	Keith Wichmann Wiltew	251 648 3210	K.wichmann@wiltew.com
	John Eagerton ALDOT/Aero.	eagertonj@dot.state.al.us	John Eagerton
	Harris Electric	suite E Hallmill Rd	John Summrall
	Mckinney Petriem	doc@mckinneypetroleum.com kjw@mckinneypetroleum.com	Doc Blair Kevin Wichmann

CONSTRUCT FUEL DISPENSER SYSTEM
PRE-BID AGENDA
VOLKERT PROJECT NO. 766006.10
August 13, 2009

I. INTRODUCTION

II. REVIEW OF SCOPE

- Location
- Fuel System
- Access Roads
- Typical Sections
- Site Work
- Drainage
- Electrical
- Telephone
- Material of Construction

III. WORK SEQUENCE

- Excavation
- Install Drainage Structures
- Install Required Utilites
- Place Fill
- Place Concrete
- Final Grading
- Seeding
- Sodding
- Clean up
- Final Inspection

IV. AIRPORT SAFETY PLAN

- Contractor Haul Routes
- Contractor Site Access
- Contractor Staging Areas

V. SECURITY

VI. SCHEDULE

VII. DBE AND LABOR REQUIREMENTS

VIII. NOTAMS

IX. MISCELLANEOUS