

SFA2008 Works
HMTI Informational Meeting
February 14, 2012
MINUTES of Meeting

Attendees:

Cato Heavy Equipment Rentals	Cato, Leon	ejcato@rocketmail.com
Edric Lewis Associates	Lewis, Edric	edlew@vincysurf.com
Gibson Construction	Crichton, Charlie	clcrichton@me.com
Gibson Construction	Cuffy, Roland	rolandcuffy@gmail.com
Gibson Construction	Gibson, Michael	gcldirect@gmail.com
Hippolyte Equipment Services Ltd.	Cooper, Cindy	ccooper@fdlconsultinc.com
Innotech Services Ltd.	Adam, Andrew	aadam@innotech-services.com
Innotech Services Ltd.	Gordon, Alvan	agordon@innotech-services.com
Hutchinson Construction	Hutchinson, Richard	hutchcon@vincysurf.com
Hutchinson Construction	Ollivierre, Amecia	hutchcon@vincysurf.com
NAO's Support Unit	Richards, Nadine*	nrichards@svgedfpmcu.com

Additional Distribution:

Anthony-Brown, Laura – NAO

Begg, Brian – Design Collaborative

Corea, Decima – NAO's Office

Grell, Alistair – Millenia

Myers, Giselle – NAO's Office

Robert, Anthony – EU Delegation

Notes:

*Author of the minutes

ITEM	ACTION	RESPONSIBILITY
1.0	Purpose	
	<ul style="list-style-type: none"> N. Richards clarified that the tender is comprised of 2 bills of quantities, namely the Hotel/Admin restaurant block, and the pool. The drawings for external works (fence and sewerage system) are contained within the Teaching block plans. N. Richards that there are no immediate plans to tender the remaining lots (teaching block, workshops or dorms). 	NO ACTION
2.0	Question #1	
	<ul style="list-style-type: none"> The Performance Guarantee is listed as 10% on the Procurement Notice, but as 7.5% in the contract. Which is correct? <p><u>Response to Question #1</u></p> <ul style="list-style-type: none"> 10% is correct. The corrected Tender Form (Volume 1, Section 2) is attached to this revision #3 to the tender. 	COMPLETE
3.0	Question #2	
	<ul style="list-style-type: none"> The construction period is listed as 18 months in the Procurement Notice, but 24 months in the contract. Which is correct? <p><u>Response to Question #2</u></p> <ul style="list-style-type: none"> 18 months is correct. 10% is correct. The corrected Tender Form (Volume 1, Section 2) is attached to this revision #3 to the tender. 	COMPLETE
4.0	Question #3	

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	<ul style="list-style-type: none"> The Procurement Notice states that the contract will be awarded to a single bidder, however the contract still references lots. Which is correct? <p><u>Response to Question #3</u></p> <ul style="list-style-type: none"> The contract will be awarded to a single bidder. 10% is correct. The corrected Tender Form (Volume 1, Section 2) is attached to this revision #3 to the tender. 	COMPLETE																																													
5.0	Question #4																																														
	<ul style="list-style-type: none"> A. Gordon stated that the provisional sum for the electrical and mechanical items seem very low. They are €36,000 and €50,000 respectively. <p><u>Response to Question #4</u></p> <ul style="list-style-type: none"> Response to be provided by the Design Team 	E. Lewis																																													
6.0	Question #5																																														
	<ul style="list-style-type: none"> M. Gibson noted that a sewerage treatment plant, and queried whether one was specified for this project. <p><u>Response to Question #5</u></p> <ul style="list-style-type: none"> N. Richards stated septic systems were used in the sewerage system design. 	NO ACTION																																													
7.0	Question #6																																														
	<ul style="list-style-type: none"> The bidders noted that the specified concrete strength of 4300psi is too high. <p><u>Response to Question #6</u></p> <ul style="list-style-type: none"> The concrete strength outlined in Tables 6-2 and 8-2 of the Technical Specifications govern. These are the controlling definitions for strength of concrete works. <p>Table 6-2 Concrete Design Grade</p> <table border="1"> <thead> <tr> <th>DESCRIPTION</th><th>GRADE</th><th>DESIGN MIX</th></tr> </thead> <tbody> <tr> <td>Foundation</td><td>C25</td><td>1:2:4</td></tr> <tr> <td>Columns & Beams</td><td>C25/30</td><td>1:2:2</td></tr> <tr> <td>Slab and protected Concrete</td><td>C25/30</td><td>1:2:3</td></tr> <tr> <td>Filling Concrete</td><td>C20</td><td>1:3:6</td></tr> </tbody> </table> <p>Table 8-2 for External Works</p> <table border="1"> <thead> <tr> <th>DESCRIPTION</th><th>GRADE</th><th>DESIGN MIX</th></tr> </thead> <tbody> <tr> <td>SIDEWALK</td><td>25</td><td>1:2:3</td></tr> <tr> <td>HEADWALL</td><td>25</td><td>1:2:3</td></tr> <tr> <td>RETAINING WALL AND FOOTING</td><td>30</td><td>1:1.5:2</td></tr> <tr> <td>BOX DRAIN</td><td>25</td><td>1:2:3</td></tr> <tr> <td>KERBS, SLIPPER DRAINS</td><td>25</td><td>1:2:3</td></tr> <tr> <td>CONCRETE SLAB</td><td>25</td><td>1:2:3</td></tr> <tr> <td>BOX CULVERT</td><td>25</td><td>1:2:3</td></tr> <tr> <td>CONCRETE BEDDING, SURROUND, HAUNCHING</td><td>15</td><td>1:3:6</td></tr> <tr> <td>BLINDING CONCRETE</td><td>15</td><td>1:3:6</td></tr> </tbody> </table>	DESCRIPTION	GRADE	DESIGN MIX	Foundation	C25	1:2:4	Columns & Beams	C25/30	1:2:2	Slab and protected Concrete	C25/30	1:2:3	Filling Concrete	C20	1:3:6	DESCRIPTION	GRADE	DESIGN MIX	SIDEWALK	25	1:2:3	HEADWALL	25	1:2:3	RETAINING WALL AND FOOTING	30	1:1.5:2	BOX DRAIN	25	1:2:3	KERBS, SLIPPER DRAINS	25	1:2:3	CONCRETE SLAB	25	1:2:3	BOX CULVERT	25	1:2:3	CONCRETE BEDDING, SURROUND, HAUNCHING	15	1:3:6	BLINDING CONCRETE	15	1:3:6	
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8.0	Question #7	
	<ul style="list-style-type: none"> A. Gordon queried whether this project was fully funded by the EU Delegation. <p><u>Response to Question #7</u></p> <ul style="list-style-type: none"> N. Richards responded that the contract is VAT Exclusive. The EU Delegation will not pay the VAT portions of the certificates. The contractor will have to apply to the Government of St. Vincent and the Grenadines (GoSVG) for reimbursement. 	NO ACTION
9.0	Question #8	
	<ul style="list-style-type: none"> The bidders raised the issue of the interest rate risk, and queried whether there is a lower limit that can trigger GoSVG intervention as counterpart funding. <p><u>Response to Question #8</u></p> <ul style="list-style-type: none"> E. Lewis noted that a contractor on a completed project had made an application to GoSVG for relief on losses, but a decision is still pending with the authorities. <p><i>Post meeting note: No response is forthcoming before the tender deadline. Bidders should assume all currency fluctuation risks lie with the contractor.</i></p>	NO ACTION
10.0	Question #9	
	<ul style="list-style-type: none"> C. Cooper queried whether the project has Duty Free concessions. <p><u>Response to Question #9</u></p> <ul style="list-style-type: none"> N. Richards confirmed that it is a Duty Free project. 	NO ACTION
11.0	Question #10	
	<ul style="list-style-type: none"> C. Cooper queried whether the VAT payments would be made promptly. <p><u>Response to Question #10</u></p> <ul style="list-style-type: none"> N. Richards responded that this is dependent upon GoSVG's cash flow. All invoices will be forwarded promptly by the NAO's Support Unit for payment. 	NO ACTION
12.0	Question #11	
	<ul style="list-style-type: none"> R. Hutchinson queried the payment period for the contract. <p><u>Response to Question #11</u></p> <ul style="list-style-type: none"> The draft contract in the tender dossier stipulates a 90-day payment period. The EU Delegation will not allow a derogation to reduce it to 45 days. 	NO ACTION
13.0	Question #12	
	<ul style="list-style-type: none"> A. Gordon stated that the Construction Supervisor is listed as Design Collaborative, while the architect is Deen, and queried which is correct. <p><u>Response to Question #12</u></p> <ul style="list-style-type: none"> N. Richards clarified that the design group's responsibility ends with the tender evaluation report. Design Collaborative is the construction supervisor, and will be responsible for all RFIs. 	NO ACTION
14.0	Question #13	
	<ul style="list-style-type: none"> Confirm that Lot 1 - teaching block is not part of the tender process <p><u>Response to Question #13</u></p> <ul style="list-style-type: none"> Teaching block plans are required to bid external works: 	

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	<ol style="list-style-type: none"> 1. A112 - Arch 2. C05 – Civil Works Details 3. C04 – Details 4. C01 – Water Supply Line 5. C02 – Drainage Plan 6. C03 – Sewer Plan 	
15.0	Question #14	
	<ul style="list-style-type: none"> • BQ Admin Hotel / Restaurant - page 25 item C, should this quantity be double as on dwg A069 this detail is shown twice. <p><u>Response to Question #14</u></p> <ul style="list-style-type: none"> • No item C found on page 25. Reference taken as item 24C instead. • The quantity of 173 S.Y included for the preformed polymer bitumen membrane should be amended to read 346 S.Y. • Updated BOQs provided. 	COMPLETE
16.0	Question# 15	
	<ul style="list-style-type: none"> • BQ Admin Hotel / Restaurant - page 26 item B, please confirm specification of paint to be used and that is to be applied over all aluminium sheet coverings only including all hips/ridges etc (quantity is not exactly the same as the coverings quantity). <p><u>Response to Question#15</u></p> <ul style="list-style-type: none"> • Item B on page 26 did not refer to painting. Item 25B was taken instead. • Response: this item refers to a finish application to the top of screeded roof slabs and not to aluminum roof coverings. The item should be taken to include the entire specification for the "Industrial Electromeric coating system for concrete; an acrylic polymer coating as detailed on Drawing No. A064. • Updated BOQs provided. 	COMPLETE
17.0	Question #16	
	<ul style="list-style-type: none"> • BQ page 56 item E, confirm quant for total louvre length should be 241 LF not rate of 2.41. <p><u>Response to Question#16</u></p> <ul style="list-style-type: none"> • Reference changed to page 55 item E. • Response: The 2.41 referred to represents a rate and should be omitted from tender document. Please insert a quantity of 452 LF. • Updated BOQs provided. 	COMPLETE
18.0	Question #17	
	<ul style="list-style-type: none"> • Peran STB Broadcast Floor system is to be installed by approved Flowcrete installer, confirm preferred contractor in St Vincent. <p><u>Response to Question#17</u></p> <ul style="list-style-type: none"> • The procurement of the specified floor system remains the responsibility of the tenderer/contractor. • Procurement must however confirm the regulations governing the project / contract. 	
19.0	Question #18	

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	<ul style="list-style-type: none"> Stainless steel duct access doors indicated on dwg A063, not measured in BQ, confirm this is to be taken out of Provisional Sums included elsewhere. <p><u>Response to Question#18</u></p> <ul style="list-style-type: none"> Replace Page / 48 with the attached new Page / 48; so as to amend the document to include the access doors which were previously omitted, but shown of Drawing No. A063. Updated BOQs provided. 	COMPLETE
20.0	Question #19	
	<ul style="list-style-type: none"> Fire extinguisher cabinets, not measured in BQ, confirm this is to be taken out of provisional sums included elsewhere. <p><u>Response to Question#19</u></p> <ul style="list-style-type: none"> The fire extinguisher cabinets are be included as part of the Fittings and Furnishings provided for via a Prime Cost Sum of Euro 20,000.00 included on Page / 69. 	NO ACTION
21.0	Question #20	
	<ul style="list-style-type: none"> Confirm no specified product / supplier for floor carpeting and tiling generally, choice to be contractor's discretion? <p><u>Response to Question#20</u></p> <ul style="list-style-type: none"> No product / supplier was specified for floor carpeting and tiling generally. Carpet shall however be of a minimum Industrial grade, with a pad underlay. The tenderer should further be closely guided by the provisions of Drawing No.081 and "Section 6.17.2 Quality Assurance" of the Technical Specifications, inter alia, for both tiling and carpeting material. 	NO ACTION
22.0	Question #21	
	<ul style="list-style-type: none"> Sanitary fittings; no specifications provided, BQ states fittings as measured elsewhere, where are they to be included? <p><u>Response to Question#21</u></p> <ul style="list-style-type: none"> Replace existing Pages 70 and 71 with the attached amended pages of the same number. Clarification: Refer to Page/70 of the BOQ. The statement "fittings measured elsewhere in the preamble of item A, refers to the itemised fittings (sub-headed likewise) commencing at Item B on the said Page/70. 	
23.0	Missing Specifications	
	<ul style="list-style-type: none"> A. Gordon noted that technical specifications for all finishes should be provided during the bid phase to minimize conflicts during construction. N. Richards and E. Lewis both agreed that this was a critical issue that should be addressed during the bid phase. 	
24.0	Tender opening is scheduled for March 21, 2012	

Attachments:

1. Tender Form, revision 3
2. BOQ, pages 48, 70 & 71