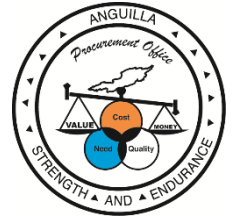




# MINISTRY OF INFRASTRUCTURE, COMMUNICATION UTILITIES, HOUSING & TOURISM

PROCUREMENT #2021/MICUHT/AP/BPFT/1-1.0



## MINUTES OF THE PRE-BID MEETING – FRIDAY 12<sup>TH</sup> FEBRUARY 2021

### 1.0 PERSONS IN ATTENDANCE:

*Cleveland Richards, Crystal Services Properties*  
*Chamika Richards, Crystal Services Properties*  
*Gareth Orchard, ORB*  
*James Hughes, Sunrise Construction*  
*Leroy Lake, Sunrise Construction*  
*Bernard Carty, B'sss Construction*  
*Shiren Paul, B'sss Construction*  
*Leroy Gumbs, Leeward Construction*  
*Denease Gumbs, Leeward Construction*  
*Harold Ruan, Versatech and Associates Inc.*  
*Vincent Proctor, Proctor's Construction*  
*Shovari Proctor, Proctor's Construction*  
*David Bryan, MEPITS*  
*Monsell Lloyd, United Electric*  
*Kirthly Richardson, RB Development*  
*Raoul Vanterpool, V Architecture*  
*Carl Richards, RADS*  
*Darren Forbes-Batey, FCDO*

*Rob Sommers, FCDO*  
*Nicholas Snee, FCDO*  
*Shomari Kentish, Facilities Manager, AASPA*  
*Dale Rogers, Port Manager, AASPA*  
*Ludiane Leveret-Richardson, Chief Procurement Officer*  
*Solange Lloyd, Deputy Chief Procurement Officer*  
*Kasseem Forde, Electrical Inspector, DPP*  
*Cordell Niles, Chief Building Inspector, DPP*  
*Kerriel Lewis, Technician, DLS*  
*Damien Harrigan, DITES*  
*Bancroft Battick, Chief Engineer, DOI*  
*Shaynis Connor, Roads Engineer, DOI*  
*Jobern Gumbs, Design Engineer Roads, DOI*  
*Rohan Richardson, Roads Supervisor, DOI*  
*Keturah Caines, Design Engineer, DOI*  
*Daryl Richardson, Architectural Officer, DOI*  
*Claudius R. Gumbs, Buildings Engineer, DOI*

### 2.0 PRELIMINARIES:

The pre-bid/site meeting for the Blowing Point Ferry Terminal Project took place on Friday, 12<sup>th</sup> February, 2021 at the Ferry Terminal site in Blowing Point. The meeting commenced at 10:15 am, and was held in the open area designated for the construction. The meeting was scheduled as per the tender exercise for the project; and was chaired by Mr. Claudius Gumbs, DOI and assisted by Ms. Ludiane Leveret-Richardson from the Procurement Office.

#### 2.1 **Welcome, Introduction**

Mr. Gumbs welcomed all of the contractors, staff members, and members of the project team to the meeting, and indicated that he was impressed by the high turnout, which was an indication of interest in the project. Mr. Gumbs encouraged all those in attendance to sign the attendance sheet, and also to be patient when questions are asked/answered so that all of the relevant information could be recorded. Mr. Shomari Kentish, Facilities Manager, Anguilla Air & Sea Port Authority (AASPA), escorted those in attendance to the site via a secured area so as not to impede the ongoing operations at the terminal.

### **3.0 MAIN BUSINESS:**

The meeting focused on the two main areas listed below:

#### **3.1 Building Footprint/Construction Zone**

Mr. Kerriel Lewis from the Department of Lands and Surveys conducted a walkthrough of the actual footprint of the building, and explained clearly where the building would be located on the site. He also indicated that the former police barracks currently in use is within the building's footprint and would therefore be demolished. Mr. Lewis remained on hand to answer any questions the bidders had.

Mr. Kentish explained that the construction zone for the project will be fenced, and separated by a 10 to 15 ft. buffer zone to enable the safe continuance of the port operations while the construction is taking place. He further elaborated that two containerized units will be used to support the Port's operations, and these units will be in place before the building is demolished and outside of the construction site area. Mr. Kentish also remained to answer any questions posed by the Bidders.

#### **3.2 Brief Explanation of Building's Design**

Mr. Gumbs used the opportunity to speak about the design of the building. He indicated that two large cisterns are located at the south of the building, one at each end. A concrete wall will be used to connect both cisterns to form a monolithic retaining wall across the entire south end of the building. The two wings of the building, which feature the Arrivals and Departure areas, will be supported by steel beams that will be encased in concrete – hence these areas will remain open and unobstructed by interior columns. Concrete frames are also being utilized to provide the lateral stability of the building. The building is ideally crowned with a second storey which will house the administrative section of the AASPA on the first floor. Overall, the building is of traditional masonry and concrete construction, of which all of the bidders are acquainted.

### **4.0 NOTED QUESTIONS, ANSWERS AND SUGGESTIONS:**

4.1 Will the port be operating while construction is occurring?

**4.1.1 Yes. The port will be operational and will have to be very secure, as it will have insurance implications.**

4.2 Is the demolition of the existing building or alterations to the security fence, the responsibility of the Contractor?

**4.2.1 No. It is the intention of the project team to have the building demolished and fenced to demarcate the construction zone prior to the commencement of the project.**

- 4.3 Who will be responsible for security on the site?
- 4.3.1 In the BOQ there is an item for Site Security and contractors will be responsible for securing their property and materials. Although port security is present on site, Contractors were advised that security of the construction zone is their responsibility and must be priced accordingly.**
- 4.4 Will construction site be just a construction site or part of Port Authority?
- 4.4.1 For purposes of construction, it will be contractor's site.**
- 4.5 Will the Contractor have to work between the fence and jetty?
- 4.5.1 Not particularly. There will be 2 to 3 feet that will allow excavation.**
- 4.5.2 Mr. Kentish further explained existing port and operational protocols must remain in place. The fence along the east will be further extended to facilitate temporary Covid Centre.**
- 4.5.3 The guard hut will remain and the Police Station demolished. There will be 10 to 15 feet between operational and construction zone. There are two gates – the Contractor will have access through both points.**
- 4.6 Where is the main gate/entrance to the site?
- 4.6.1 The main gate access to the site will be the gate located to the northwest of the site as this would reduce the conflict with port traffic. However, the other gate to the northeast can be accessed from time to time.**
- 4.7 Cisterns are located toward the south of building (about 10 feet deep), and the land slopes down. If go up strike level may not need to excavate 6 feet.
- 4.7.1 While that is a possibility, contractors are advised to anticipate that the water table will be encountered. The BoQ has line item for this.**
- 4.8 Was a ground investigation study performed on the site?
- 4.8.1 Yes, two studies were performed. The results from the most recent study will be made available to the bidders so that they can make an assessment and price accordingly.**
- 4.9 Will the Contractor be responsible for supplying the Generator? Also, the model is not included.
- 4.9.1 Kilowattage, phase and space is known. Specifications are therefore provided. Models cannot be specified as per legislation.**
- 4.9.2 However, the project team has decided to remove the supply of the Generator from the Bill of Quantities. The generator will be supplied by the GoA/FCDO and made available to the Contractor for the installation.**

- 4.10 Doors and frames noted at 2x8 and 2x10. What is the intention, to make doors and door frames?  
**4.10.1 Interior doors are solid flush doors should be purchased. The materials listed are for the construction of doorframes.**
- 4.11 What type of wood will be used for the doorframes for the interior doors?  
**4.11.1 A specification will be provided.**
- 4.12 A suggestion was made to have measurements for formwork provided as it would help in terms of time. Mr. Gumbs inquired as to whether other contractors were of the same mind. Other contractors agreed that it would be quicker and easier.  
**4.12.1 MICUH stated that the request would be considered.**
- 4.13 It was noted fifty (50) telephones are listed in the BoQ. What type of telephones?  
**4.13.1 Specifications for the ICT equipment in the BoQ will be provided so that items can be priced accordingly. Provisional items are not to be priced.**
- 4.14 BoQ – Ultra Track Channel (Channel Cut Fastner) – does not have.  
**4.14.1 Channel needs to be more upscale. Will use a plaster hook to allow for consistent line. Will provide length and specification.**
- 4.15 Will specifications be provided for the fire hose cabinet?  
**4.15.1 Yes, specifications will be provided.**
- 4.16 Will duty-free concessions be provided for the importation of materials?  
**4.16.1 Yes, concessions will be provided. This will be managed by the FCDO.**
- 4.17 Aluminum baffle ceiling. Contractor indicated this was new to him, however he inquired whether it might be tarnished in the sea blast.  
**4.17.1 Will review material, however, project team is of the opinion it is durable.**
- 4.18 There is no specification on tiles, can you please provide?  
**4.18.1 Two basic types of flooring specified. A terrazzo and porcelain. For office tile will provide better specifications.**
- 4.19 It was observed that no provisions for capping (screed layer) of floors is included in the BoQ. Who is responsible for bearing this cost?  
**4.19.1 The floors should be finished in a manner as to avoid capping of the floors. However, any capping that would be required will be done at the expense of the Contractor.**  
**4.19.2 Contractors are asked to pay careful attention to height on flooring.**

- 4.20 Does structural drawings reflect added inch for tile and thin set as shown in floor to ceiling height?
- 4.21 **Tile set not so much to affect height. BoQ states finish floor so as not to require a screed layer.**
- 4.22 It was observed that the immigration service stations, windows, exterior doors, aluminum awnings, shuttering and installation are not included in the BoQ; will these items be supplied by the contractor?
- 4.22.1 ***No. These items will not be supplied by the contractor. Moreover, some of the materials listed in the current BoQ will be removed to enable purchasing by the GoA/FCDO.***
- 4.22.2 ***Bidders were advised that the Immigration booths would be made through direct purchase. However, bidders would be responsible for making the electrical connection to the Immigration booths.***
- 4.22.3 ***An addendum will be issued regarding the list of items to be supplied by the GoA/FCDO .***
- 4.23 Is the 14 months construction time period reasonable for the project?
- 4.23.1 **Yes. It is the opinion of the Project Team that the building can be completed within the time fame indicated.**
- 4.24 Is a bid bond necessary for this project?
- 4.24.1 **The project team will review this request and respond accordingly. Bidder made a case to consider not including.**

#### **OTHER COMMENTS**

- 4.25 Anguilla is in the hurricane belt, therefore the cistern walls are to be constructed from 12" concrete walls. These walls form part of the main retaining wall at the south of the building which extends across the entire frontage. Additionally, these walls are doubly reinforced, like most of the suspended slabs, and should be priced accordingly.
- 4.26 Bidders were advised that all questions would be responded to within 2 weeks as the project team was waiting to receive specifications on certain items.
- 4.27 Bidders were also advised that some material would be removed from the contract to enable the GoA/FCDO to purchase them. This would eliminate some of the risks involved securing the materials which could cause project delays. An addendum will be issued to reflect the materials being removed from the Bill of Quantities.

**5.0 CLOSE OF MEETING:**

Mr. Gumbs expressed gratitude to the attendees for their participation and conveyed his best regards for the procurement exercise. The meeting ended at 11:20 am.

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**END OF MINUTES**