

**COUNTY OF MILWAUKEE  
PRE PROPOSAL MEETING MINUTES**

**DATE:** 10/13/15  
**PROJECT:** A196-16000  
**ATTENDEES:** See attached

1. **Item 1:** Sign in sheet
2. **Item 2:** PowerPoint presentation (attached)
3. **Item 3:** Questions:
  - a. Total project estimate including engineering and construction:
    - Approximately \$5.5 Million.
  - b. Are the west stair towers included in the project?
    - Yes.
  - c. I will respond to questions via postings to the Milwaukee County RFP website up to one day before the proposal due date. Please refer to this website to keep up to date on the project.
    - <http://county.milwaukee.gov/ConstructionBidsandR23075/RFP-GMIA-Skywalk-and-Stair-Tower-Glazing-Repairs.htm>

**PREPARED BY:** Sean Hayes, PE  
Project Manager  
Milwaukee County | DAS - AE&ES  
Please contact me at 414-747-5722 or shayes@mitchellairport.com

Sign-in Sheet  
 PRE-PROPOSAL MEETING  
 Skywalk Repairs - A196-16000  
 10/13/15 9:00 am, 5300 South Howell Ave, Milwaukee WI

Name	Company	Phone	DBE (Yes/No)	Email
JASON RAITEN	ENGBERG ANDERSON ARCHITECTS	414-941-9000	NO	JASONT@ENGBERGANDERSON.COM
MIKE SOB	CONTINUUM ARCHITECTS + PLANNERS	414-220-9640	YES	MIKE.SOB@CONTINUUMARCHITECTS.COM
Andrew Boer	Boer Architects	414.223.3353	Yes	aboer@boerarch.com
Paul Jenswald	Himalayan	262 502 0066	Yes	pjenswald@himalayanllc.com
MARK PHILLIPS	CBBP MKE COUNTY DAS	414-278-5104	-	mark.phillips@milwaukeecountywi.gov
Jim Zsebe	GMIA-Engineering	414-747-5394	-	jzsebe@mtc-hellaairport.com
Sean Hayes	" "	(414)747-5722	-	shayes@ " "

MILWAUKEE COUNTY'S



G E N E R A L  
**MITCHELL**  
INTERNATIONAL AIRPORT

A196-16000  
GMIA Skywalk and Stair Tower Repairs  
PRE-Proposal Meeting

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BY: SEAN HAYES, PE







To: Ticketing/Check-in  
Baggage Claim  
Gates  
Shops





Rental Cars, Parking Garage P ↑  
← Hotel Courtesy Shuttles  
SuperSaver Parking, Amtrak →

Entrance to Rental  
Cars and Parking

# Basic Details

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- Proposals Due: Six copies due 4pm 10/22/15 to Sean Hayes
- Consultant Selection Notification: Approximately 11/13/15
- Notice to Proceed: Approximately 1/8/16
- Bid for Construction: Mid May 2016

# DBE Requirements

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- 25% DBE Goal for the project
- Must include a DBE-14 form or Good Faith Effort with the proposal!

# Proposals

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- Proposal preparation guidelines are in the RFP
- We use a quality based consultant selection.
  - Consultant experience
  - Consultant project understanding
  - Consultant fees

# Scope Overview

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- Task 1 – Existing Assessment

- Meet with GMIA and other stakeholders to review project goals.
- Review prior plans, reports, and other info.
- Inspect the structure to fully understand project issues

- Task 2 - Hazmat

- Hazmat to be completed by others. GMIA will provide report to consultant early in the project.
- Incorporate any hazardous material remediation in the plans.

# Scope Overview

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## ■ Task 3 – Pre Design Study

- Provide a minimum of 3 repair options with preliminary cost estimates.
  - One option to include complete removal of the 5<sup>th</sup> level of the skywalk
  - One option to option to aesthetically closely matches the existing.

## ■ Task 4 – Design and Bid Package

- Prepare detailed bid package including plans and technical specifications
  - Keep one skywalk open at all times
  - Plan for detours, signage modification, etc
  - Minimize disruption to airport operations
- 50% & 75% review phases.

# Scope Overview

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## ■ Task 5 – Limited Construction Coordination

- GMIA engineering staff will provide day-to-day construction coordination and inspection.
- Consultant to provide
  - Review / approval of submittals
  - Review / comment on RFI and other construction correspondence.
  - Review / approval contractor pay applications
  - Attend regular project meetings and site visits throughout the project.

## ■ Task 6 – As built plans

- Prepare as-built plans for the project

# Questions?

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- I will post this presentation, the pre proposal meeting sign in sheet and responses to questions to the projects RFP website:
  - <http://county.milwaukee.gov/ConstructionBidsandR23075/RFP-GMIA-Skywalk-and-Stair-Tower-Glazing-Repairs.htm>



Presented by:

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Thanks!

