



Post Office Box 3005
2831 Talleyrand Avenue
Jacksonville, Florida 32206-0005
www.jaxport.com

June 26, 2025

ADDENDUM NO. 01

**TO
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
INVITATION TO BID
TMT Facilities Maintenance Building New Awning
JPA CONTRACT NO.: MC-2061R**

The item(s) of this Addendum shall modify and become a part of the contractual documents for this project as of this date.
(Failure to acknowledge this addendum will be grounds for rejection of proposal)

ATTACHMENTS TO CONTRACT SPECIFICATIONS

Attachment No. 1 - *Pre-Bid Meeting Minutes and Site Visit Roster held on Tuesday, June 24, 2025 at 10:00 AM & 2:00 PM (ET)*

Attachment No. 2 – *Response to Questions submitted by Email and in Trimble Unity Construct (e-Builder)*

Acknowledgment of the following addenda is hereby made:

Addendum #1, Dated: _____ Initials _____

Company _____

NOTE: THIS ADDENDUM SHALL BE ACKNOWLEDGED IN YOUR BID SUBMISSION, FAILURE TO ACKNOWLEDGE ADDENDUM MAY BE GROUNDS FOR REJECTION OF BID.

PLEASE VISIT [HTTP://WWW.JAXPORT.COM/PROCUREMENT/ACTIVE-SOLICITATIONS](http://www.jaxport.com/procurement/active-solicitations) PRIOR TO THE BID OPENING TO DETERMINE IF ANY ADDENDA HAVE BEEN RELEASED ON THIS CONTRACT.

PRE-BID MEETING
JAXPORT CONTRACT NO.: MC-2061R
TMT Facilities Building Maintenance New Awning

Date: MONDAY, JUNE 24, 2025

Time: 10:00 AM

Good morning! It is now **10:00 AM** on **Tuesday, June 24, 2025** and the Pre-Bid Meeting for JPA Contract No. **ITB MC-2061R TMT Facilities Maintenance Building New Awning** will now begin. My name is Elijah Wright, I am the Sr. Contract Specialist for this project.

This meeting is being held via ZOOM teleconference which allows interested persons to view and participate remotely.

This meeting is subject to Florida Sunshine Laws and therefore, is being recorded.

Please type your name and the company you represent in the "Chat Box".

We will begin the meeting by introducing JAXPORT Staff Members:

JAXPORT STAFF IN ATTENDANCE:

☒ Name: Elijah Wright	Title: Sr. Contract Specialist
☒ Name: Chris Good	Title: Director, Procurement Services
☒ Name: Jerrie Gunder	Title: Sr. Contract Specialist
☒ Name: Raynesha Jones	Title: Manager, Procurement Services
☒ Name: Retta Rogers	Title: Procurement Support Specialist
☒ Name: Michael McCoy	Title: Coordinator, Vendor Management and SEB Programs
☒ Name: Ron Alford	Title: Asst. Manager, Facilities
☒ Name: Jack Taylor	Title: Project Manager

IDENTIFY MEMBERS OF PUBLIC ATTENDEES

Please clearly state your name and the company you are representing. *(Allow time for each person to speak, add their name to the Attendance list, and ask again at the conclusion of the meeting for verification).*

COMPANIES' ATTENDANCE RECORD OF PRE-BID MEETING	
REPRESENTING AGENT	COMPANY'S NAME
1. Chase Anderson	Acon
2. Frank Anderson	Acon
3. Charlie Brown	Acon
4. Bart Ciambella	1st Choice ECD
5.	
6.	
7.	

Instructions for all participants/members of the public –

To avoid any microphones transmitting sounds that causes feedback, echoes or sounds what will otherwise cause a disruption to this meeting, participants (regardless of how they are accessing this meeting) are asked to keep their microphones on "mute" at all times when not speaking. PLEASE TAKE A MOMENT AND "MUTE" YOUR MICs FOR THIS MEETING.

- i. Any individual who wishes to speak, should "*unmute*" their microphones and wait to be recognized by the host before speaking.
- ii. When called upon, please announce your name and the company you are representing.
- iii. Each person speaking should do so clearly and slowly to ensure they are heard and understood for recording purposes and by other participants and attendees.

Key Dates:

- **Questions:** Any questions after the meeting must be e-mailed with the **SUBJECT: ITB_MC-2061R** to my attention at elijah.wright@jaxport.com or through Trimble Unity Construct (E-Builder) by the deadline of **4:00 PM (ET), WEDNESDAY, JUNE 25, 2025**. After that time, no questions will be answered concerning this ITB. Responses to all submitted questions/inquiries will be issued by an Addendum.
- **Bids Due: TUESDAY, JULY 8, 2025 before 2:00 PM (ET).** Invitation to Bids and all required supplemental material listed in the bid documents, must be submitted in **PDF Format Only** through E-Builder. **The PDF file name should read "MC-2061R" JAXPORT is *not* accepting any bid packages submitted by Email, Fax, Mail or Hand-Deliveries.** Bids and supplemental documents submitted other than through E-Builder will not be accepted or considered. **Please visit JAXPORT's website at www.jaxport.com for more information and updates.**
- **Site Visit:** A **Site Visit** will be held **today** at **2:00 PM, TUESDAY, JUNE 24, 2025**. Attendees will meet at TMT Facilities Maintenance Building, located at 2039 E. 11th St., Jacksonville, FL 32206. Contact Person will be Jose Vasquez, Director, Project Management, Engineering & Construction. **ALL ATTENDEES MUST HAVE A HARD HAT, SAFETY BOOTS AND VEST.**

If you have done so already and plan to attend the SITE VISIT at 2:00 PM today, immediately following this meeting please contact me by email at elijah.wright@jaxport.com or call at **(904) 545-0224** to **have your name added to the attendance list please. NO QUESTIONS WILL BE ANSWERED DURING THE SITE VISIT. ATTENDANCE BY A REPRESENTATIVE OF EACH PROSPECTIVE BIDDER IS ENCOURAGED.**

SEB Requirements: now I am going to turn the meeting over to Michael McCoy, Coordinator, Vendor Management and SEB Programs to give an overview of The SEB Participation Goal established for this project – **10%.**

Scope of Services: now I am going to turn the meeting over to Jack Taylor, Project Management, Engineering & Construction, to give an overview of the Scope of Work as outlined in the specification documents.

INVITATION TO BID DOCUMENTS

The Invitation to Bid document can be reviewed from our website:
<https://www.jaxport.com/procurement/active-solicitations/>

- **Bidder Requirements:** Page BCF-1 (list of documents required to be submitted with bid. It is mandatory that all required documents be uploaded in a PDF format and submitted in e-Builder)

If you should have any questions regarding the solicitation package, please submit them **by e-mail to Elijah Wright, Sr. Contract Specialist at: elijah.wright@jaxport.com or through E-Builder**. All submitted questions will addressed by an Addendum and released to all known prospective bidders in E-Builder and posted on the JAXPORT website.

- **Question & Answers: 4:00 PM (ET), WEDNESDAY, JUNE 25, 2025.**
- **Acknowledgment of Addenda** (It is mandatory that the bidder acknowledge all addenda, the system will not allow you to submit your proposal until the addenda is acknowledged).
- **Transportation Workers Identification Credential (aka=TWIC) Requirements:** Please refer to bid documents for TWIC / ESCORT Requirements for working on the port.
- **Bids Due: TUESDAY, JULY 8, 2025 before 2:00 PM (ET).**
- **Site Visit:** A Site Visit will be held **today** at **2:00 PM, TUESDAY, JUNE 24, 2025.**

Note: These minutes shall become a part of the solicitation documents and contract agreement. Any corrections, additions or errors will be brought to the attention of the Project Manager within 5 days after receipt of the minutes. It shall be the responsibility of the contractor submitting a proposal for this contract to ensure that all Subcontractors, Suppliers, and services that are incorporated into his proposal have received benefit of the minutes and any addenda that may be issued.

Thank you for your participation and if there are no questions about the procurement instructions, we look forward to your bid submission.

Meeting adjourned at **10:15 AM**

Prepared By **Elijah Wright, Sr. Contract Specialist**

JAXPORT CONTRACT NO.: ITB_MC-2061R
TMT Facilities Maintenance Building New Awning
Site Visit Attendance List

TUESDAY, JUNE 24, 2025 at 2:00 PM

Attended	Indiv. Name	FL ID / TWIC	Company
☒	Chase Anderson	DL Provided	ACON
☒	Bart Ciambella	TWIC	1 ST CHOICE ECD
☒	Charlie Brown	DL Provided	ACON
JAXPORT STAFF			
☒	Jack Taylor	TWIC	JAXPORT
☒	Elijah Wright	TWIC	JAXPORT
☒	Chris Good	TWIC	JAXPORT



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**TMT Facilities Maintenance Building New Awning
JPA CONTRACT NO.: MC-2061R**

RESPONSE TO QUESTION(S)

1. The specs do not define a finish for the awning structure, I have been carrying a galvanized finish, a painted finish is available but will be more expensive (this will also have more upkeep for you in the future as well as a longer project duration). Please provide direction on what JAXPORT would like.

ANSWER: Galvanized finish.

2. What is the distance between the overhead lines and the proposed edge of structure?

ANSWER: Overhead lines are in line with the existing fence. Minor adjustment of the structure footprint, if necessary, can be made prior to construction. Contractor shall assume the proposed size of the structure will not change.

3. Please also confirm there is no powerline easement and if there is, if it interferes with the proposed location and footprint of the structure.

ANSWER: See answer to Question 2.

4. Based on a rough design I received from my engineer and your drawing (sheet 2 of 3) it looks like the south west corner post will be in the middle of your drive lane / gate. Please provide direction on how JAXPORT would like to proceed, I can propose some solutions but they would involve a different design for the support columns and the cost would be unknown at this time.

ANSWER: JAXPORT does not require access to this gate. The design does not need to be changed.

5. Has an 811 been done to see if there are any undergrounds in the proposed structure footprint?

ANSWER: No, Contractor is responsible for all utility locates.

6. The Geotechnical information was slim, I am assuming A-1, A-2 or A-3 classification of soil but if it is A-4,5,6 or 7 it will cause an increase to footer sizes and cost. Does JAXPORT have any more information on the soil for this location or nearby samples?

ANSWER: No, JAXPORT does not have any geotechnical information for this area. It is up to the Contractor to confirm field conditions.

7. Since permitting is required, we need to know if JAXPORT is providing the Civil Engineering required to submit for a 10 set approval...if so, will JAXPORT be submitting the 10 set to get site approval...the reason for this question is that a building permit will not be issued without a site permit that has gone through development review for such things as drainage, utilities, and ADA among others...if contractor is responsible then the contractor will need a Civil Engineer on his or her team to draw a site plan and submit civil permitting...if JAXPORT does the civil design and permitting, the contractor will be given a plan set with a CDN Approval that will be used for the site permit that is required to get a building permit

ANSWER: No, JAXPORT will not provide any civil engineering. The Contractor is responsible for determining and acquiring all permits required for this project.

8. Will JAXPORT get any waivers or variances of permitting requirements?

ANSWER: No.

9. Are we to assume the existing gutters and downspouts will adequately handle the water that we be shedding from the awning into them?

ANSWER: Yes.

10. Is JAXPORT aware of and agree that size of footings, once engineered, will determine how far the columns are separated from the building and may also be impacted by the main building footers as well?

ANSWER: Yes.

11. Does JAXPORT view this as a design build project? Reason I ask is bonding is different for DB verses Bid.

ANSWER: No, JAXPORT does not view this as a design build project.

12. Will the successful team be responsible for removing the stump that is in the footprint?

ANSWER: The stump is to be removed by others prior to the start of this project.

13. Will JAXPORT be relocating the power pole that may be in the footprint?

ANSWER: No, the power pole is not in the footprint.

14. Does JAXPORT have any soil borings and Geotech for the site or is that part of what we will need to cover in our Civil Engineering?

ANSWER: See answer to Question 6.