



May 5, 2021

**ADDENDUM NO. 02**

**TO  
SPECIFICATIONS AND CONTRACT DOCUMENTS  
FOR  
REQUEST FOR QUALIFICATIONS  
SSA JACKSONVILLE CONTAINER TERMINAL  
PROGRAM MANAGEMENT AND INSPECTION SERVICES  
JPA CONTRACT NO. AE-1772**

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-Submission Meeting Minutes from the meeting held on Tuesday, April 20, 2021 @ 10:00 AM

**ATTACHMENT No. 2**

Attendance List from Pre-Submission Meeting held on Tuesday, April 20, 2021 @ 10:00 AM

**ATTACHMENT No. 3**

Pre-Submission Meeting Minutes from the meeting held on Tuesday, April 27, 2021 @ 1:00 PM

**ATTACHMENT No. 4**

Attendance List from Pre-Submission Meeting held on Tuesday, April 27, 2021 @ 1:00 PM

**ATTACHMENT No. 5**

Pre-Submission Meeting Minutes from the meeting held on Thursday, April 29, 2021 @ 2:30 PM

**ATTACHMENT No. 6**

Attendance List from Pre-Submission Meeting held on Thursday, April 29, 2021 @ 2:30 PM

**Acknowledgment of the following addenda is hereby made:**

Addendum #2, Dated: \_\_\_\_\_ Initials \_\_\_\_\_

Company \_\_\_\_\_

**NOTE: THIS ADDENDUM SHALL BE ACKNOWLEDGED IN YOUR SOQ SUBMISSION. FAILURE TO ACKNOWLEDGE ADDENDUM WILL BE GROUNDS FOR REJECTION OF SOQ.**

PLEASE VISIT <http://www.jaxport.com/procurement/active-solicitations> OR CALL THE PROCUREMENT DEPARTMENT AT (904) 357-3017, PRIOR TO THE SOQ SUBMISSION OPENING TO DETERMINE IF ANY ADDENDA HAVE BEEN RELEASED ON THIS CONTRACT.

**1<sup>st</sup> PRE-SUBMISSION MEETING INSTRUCTIONS**  
**JPA Contract: AE-1772**  
**SSA Jacksonville Container Terminal**  
**Program Management and Inspection Services**

**Date:** Tuesday, April 20, 2021

**Time:** 10:00 AM

Good morning! It is now **10:00 AM** on **April 20, 2021** and the Pre-Submission Meeting for JPA Contract No. **AE-1772 SSA Jacksonville Container Terminal Program Management & Inspection Services** will now begin. In an effort to slow the spread of the Covid-19 virus and to encourage social distancing JAXPORT continues to take proactive measures to keep our workplace safe. Therefore, this meeting is being held via "GoToMeeting" which allows interested persons to view and participate remotely."

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

We will begin the meeting by introducing JAXPORT Staff Members:

**JAXPORT STAFF IN ATTENDANCE:**

Name: Beth McCague	Title: Chief Financial Officer
Name: Fred Wong	Title: Chief Operating Officer
Name: Nick Primrose	Title: Chief, Regulatory Compliance
Name: Jackie Glass	Title: Director, Procurement Services
Name: Retta Rogers	Title: Manager, Procurement Services
Name: Chris Crouch	Title: Manager, Risk and Compliance
Name: Brian Williams	Title: Coordinator, SEB Programs

**SSA STAFF IN ATTENDANCE:**

Name: Ari Steinberg	Title: VP, Project Engineering & Implementation, SSA Marine
Name: Brian Mannelly	Title: Senior Planner, SSA Marine

**JAA STAFF IN ATTENDANCE:**

Name: Davey Jones	Title: Director Engineering and Facilities
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**IDENTIFY MEMBERS OF PUBLIC ATTENDEES**

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See attached attendance list.

## **Instructions for all participants/members of the public:**

- In order to ensure that everyone can be heard, all participants are asked to keep their microphones on "mute" when *not* speaking. PLEASE TAKE A MOMENT AND "MUTE" YOUR PHONE, PAD OR LAPTOP.
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## **Key Dates:**

- Any questions after the meeting must be e-mailed with the **SUBJECT: AE-1772 SSA Jacksonville Container Terminal Program Management and Inspection Services**, only to [sandra.platt@jaxport.com](mailto:sandra.platt@jaxport.com). Please do not send questions to anyone else. The deadline to submit questions is: **Friday, April 30, 2021 at 12:00 PM (EST)**.
- Statement of Qualifications (SOQs) are due on **Wednesday, May 19, 2021, at 2:00 PM (EST)**. SOQs and all required supplemental material listed in **Section 4.01 Instructions and 4.02 Required Forms and Documentation**, must be submitted in **PDF Format** through E-Builder only. **JAXPORT is *not* accepting any SOQ packages submitted by mail, hand delivery, fax or email. Please visit the JAXPORT's website at [www.jaxport.com](http://www.jaxport.com) for more information and updates.**

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- **Requirements for Statement of Qualifications (See Section 1.04)**
- **Schedule of Events (See Section 1.05)**
- **Term of Agreement (2.10 – This is a completion contract with eight (8) phases which will be completed over approximately three (3) years.**
- **Ex-Parte Communications Prohibited (See Section 2.26)**
- **Evaluation Criteria (See Section 5.01)**

**Scope of Services:** Ari Steinberg, VP, Project Engineering & Implementation, SSA Marine and Brian Mannelly, Senior Planner, SSA Marine

**Review of Federal Requirements:** Nick Primrose, Chief of Regulatory Compliance

**SEB Requirements:** Mr. Brian Williams, Coordinator, SEB Programs

**Question & Answers:** Questions should be sent via email submission to [Sandra.Platt@jaxport.com](mailto:Sandra.Platt@jaxport.com) and will be answered via Addendum.

**Note:** These minutes shall become part of the contract documents. Any corrections, additions or errors must be brought to the attention of JAXPORT Procurement Services within 5 days of receipt of the minutes. It shall be the responsibility of the Proposer submitting a SOQ to ensure that all Subconsultants, Suppliers, and services that are incorporated into their proposal have received benefit of the minutes and any addenda that may be issued.

**If there are no additional questions, I will read back the names of the attendees. As mentioned, if I do not read back your name please bring it to my attention immediately.**

Thank you for your participation.

Meeting adjourned.

Documented By: Jackie Glass

**1ST PRE-SUBMISSION MEETING**

**AE-1772**

**ATTACHMENT NO. 2**

**SSA JCT-PROGRAM MANAGEMENT AND INSPECTION SERVICES**

**TUESDAY, APRIL 21, 2021 @ 10:00 AM**

	Meeting Date	First Name	Last Name	Company Name	SEB	Type
1	20-Apr-21	Cory	Nichols	AE Engineering, Inc	Yes	JSEB/MBE
2	20-Apr-21	Inka	Joensuu	AE Engineering, Inc.	Yes	JSEB/MBE
3	20-Apr-21	Kelly	Marshall	AE Engineering, Inc.	Yes	JSEB/MBE
4	20-Apr-21	Rod	Myrick	AE Engineering, Inc.	Yes	JSEB/MBE
5	20-Apr-21	Scott	Kimpel	Anser Advisory, LLC	No	
6	20-Apr-21	Thomas	Hutka	CMTS LLC	Yes	DBE
7	20-Apr-21	Steven	Davis	Construction and Engineering Services Consultants, Inc.	Yes	JSEB/DBE
8	20-Apr-21	Dara	Davis	Construction and Engineering Services Consultants, Inc.	Yes	JSEB/DBE
9	20-Apr-21	Jack	D'Amato	Construction and Engineering Services Consultants, Inc.	Yes	JSEB/DBE
10	20-Apr-21	Lynn	Westbrook	Construction and Engineering Services Consultants, Inc.	Yes	JSEB/DBE
11	20-Apr-21	Steve	Manis	Construction and Engineering Services Consultants, Inc.	Yes	JSEB/DBE
12	20-Apr-21	Jennifer	Fleming	Construction and Engineering Services Consultants, Inc.	Yes	JSEB/DBE
13	20-Apr-21	Avalisha	Fisher	Driven Engineering, Inc.	Yes	DBE
14	20-Apr-21	Rebecca	Price	ETM, Inc	No	
15	20-Apr-21	Tim	Thacker	ETM, Inc.	No	
16	20-Apr-21	Buckley	Williams	ETM, Inc.	No	
17	20-Apr-21	Kent	Ponder	ETM, Inc.	No	
18	20-Apr-21	Kwasi	Badu-Tweneboah	Geosyntec Consultants, Inc.	No	
19	20-Apr-21	Bret	Hammond	Hammond Design Group, LLC	No	
20	20-Apr-21	Lauren	Marshall	HDR, Inc.	No	
21	20-Apr-21	Stephen	Dortch	HDR, Inc.	No	
22	20-Apr-21	Jeremy	Crady	Insight Group, LLC	No	
23	20-Apr-21	Matt	Silveston	Insight Group, LLC	No	
24	20-Apr-21	Mike	Kraus	KMI International Inc.	Yes	SBA
25	20-Apr-21	Michelle	Long	KMI International Inc.	Yes	SBA
26	20-Apr-21	Jeffry	Mazzanti	Lanier and Associates Consulting Engineers, Inc.	No	
27	20-Apr-21	John	Rutherford	Lanier and Associates Consulting Engineers, Inc.	No	
28	20-Apr-21	Ali	Rezvani	Moffatt & Nichol, Inc.	No	
29	20-Apr-21	Dolores	Betz	Moffatt & Nichol, Inc.	No	
30	20-Apr-21	Ken	Parkinson	Moffatt & Nichol, Inc.	No	
31	20-Apr-21	Webert	Lovencin	NicNevol Engineering Services, Inc.	Yes	JSEB
32	20-Apr-21	Justin	Cole	RS&H, Inc.	No	
33	20-Apr-21	Jason	Steel	Smith & Associates	No	
34	20-Apr-21	Jim	Van Ness	Stantec Consulting Services Inc.	No	
35	20-Apr-21	M R	Hasan	Stantec Consulting Services Inc.	No	
36	20-Apr-21	Mark	Delorenzo	TranSystems	No	
37	20-Apr-21	James	Dubea	TranSystems	No	
38	20-Apr-21	Chris	Dougherty	Universal Engineering Inc.	No	
39	20-Apr-21	Michael	Holm	Wood Environment & Infrastructure Solutions, Inc.	No	
40	20-Apr-21	Rico	Lepore	WSP USA Inc.	No	

**2nd PRE-SUBMISSION MEETING INSTRUCTIONS**

**JPA Contract: AE-1772**

**SSA Jacksonville Container Terminal  
Program Management and Inspection Services**

**Date:** Tuesday, April 27, 2021

**Time:** 1:00 PM

Good afternoon! It is now **1:00 PM** on **April 27, 2021** and the 2<sup>nd</sup> Pre-Submission Meeting for JPA Contract No. **AE-1772 SSA Jacksonville Container Terminal Program Management & Inspection Services** will now begin. In an effort to slow the spread of the Covid-19 virus and to encourage social distancing JAXPORT continues to take proactive measures to keep our workplace safe. Therefore, this meeting is being held via "GoToMeeting" which allows interested persons to view and participate remotely."

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Name: Nick Primrose	Title: Chief, Regulatory Compliance
Name: Jackie Glass	Title: Director, Procurement Services
Name: Retta Rogers	Title: Manager, Procurement Services
Name: Brian Williams	Title: Coordinator, SEB Programs
Name: Sandra Platt	Title: Sr. Contract Specialist

**SSA STAFF IN ATTENDANCE:**

Name: Ari Steinberg	Title: VP, Project Engineering & Implementation, SSA Marine
Name: Brian Mannelly	Title: Senior Planner, SSA Marine

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Thank you for your participation.

Meeting adjourned.

Prepared By: Jackie Glass

**PRE-SUBMISSION ATTENDANCE LIST**  
**JPA CONTRACT NO.: AE-1772**  
**SSA JCT - PROGRAM MANAGEMENT INSPECTION SERVICES**  
**APRIL 27, 2021, 1:00 PM**

	<b>DATE</b>	<b>First Name</b>	<b>Last Name</b>	<b>Company Name</b>	<b>SBE Certifications</b>
1	4/27/2021	Kelly	Marshall	AE Engineering, Inc	JSEB
2	4/27/2021	Cory	Nichols, PE	AE Engineering, Inc	JSEB
3	4/27/2021	Vijay	Agrawal	AECOM	N
4	4/27/2021	Jeffrey	Carpenter	AECOM	N
5	4/27/2021	Jim	Girouard	AECOM	N
6	4/27/2021	Mark	Minnery	AECOM	N
7	4/27/2021	Keith	Royston	Burns & McDonnell	N
8	4/27/2021	Matt	Wartian	Burns & McDonnell	N
8	4/27/2021	Kevin	Kelly	CBRE/Heery	N
9	4/27/2021	John	Wallace	Corpro Companies	N
10	4/27/2021	Karle	Maye	CSI-Geo	JSEB
11	4/27/2021	Jill	Renzi	CSI-Geo	JSEB
12	4/27/2021	Deborah	Thompson	Deborah K. Thompson	JSEB, SBA
13	4/27/2021	Robert	Kermitz	England Thims & Miller (ETM)	N
14	4/27/2021	Kent	Ponder	England Thims & Miller (ETM)	N
15	4/27/2021	Rebecca	Price	England Thims & Miller (ETM)	N
16	4/27/2021	Tim	Thacker	England Thims & Miller (ETM)	N
17	4/27/2021	Buckley	Williams	England Thims & Miller (ETM)	N
18	4/27/2021	Andre	Sutherland	GAI-Consultants	N
19	4/27/2021	James	Daniel	Hill	N
20	4/27/2021	Daniel	Sokol	Hill International	N
21	4/27/2021	Matt	Silveston	Insight Group Inspections and Testing	N
22	4/27/2021	Leonard (Len)	Pappalardo	Keville Enterprises	N
23	4/27/2021	Dolores	Betz	Moffatt & Nichol Seaports	N
24	4/27/2021	Ken	Parkinson	Moffatt & Nichol Seaports	N
25	4/27/2021	Daniel	Peavy	Moffatt & Nichol Seaports	N
26	4/27/2021	Ali	Rezvani	Moffatt & Nichol Seaports	N
27	4/27/2021	Ed	Morales	Morales Consulting Engineers, Inc.	JSEB
28	4/27/2021	Byron	Evetts	NACE	N
29	4/27/2021	Valerie	Mundy, PE	New City Infrastructure, Inc.	N
30	4/27/2021	Robert	Day	SAM, LLC	N
31	4/27/2021	David	DeBerardino	SAM, LLC	N
32	4/27/2021	John	Webb	SAM, LLC	N
33	4/27/2021	Richard	Ward	SAM-Construction Services, LLC	N
34	4/27/2021	Randy	Cohen	Tetra Tech	

**3rd PRE-SUBMISSION MEETING INSTRUCTIONS**  
**JPA Contract: AE-1772**  
**SSA Jacksonville Container Terminal**  
**Program Management and Inspection Services**

**Date:** Thursday, April 29, 2021

**Time:** 2:30 PM

Good afternoon! It is now **2:30 PM** on **April 29, 2021** and the 3rd Pre-Submission Meeting for JPA Contract No. **AE-1772 SSA Jacksonville Container Terminal Program Management & Inspection Services** will now begin. In an effort to slow the spread of the Covid-19 virus and to encourage social distancing JAXPORT continues to take proactive measures to keep our workplace safe. Therefore, this meeting is being held via "GoToMeeting" which allows interested persons to view and participate remotely."

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Name: Jackie Glass	Title: Director, Procurement Services
Name: James Bennett	Title: Sr. Director, Engineering and Construction
Name: Marv Grieve	Title: Director, Project Management
Name: Retta Rogers	Title: Manager, Procurement Services
Name: Sandra Platt	Title: Sr. Contract Specialist

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