



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

October 4, 2021

**ADDENDUM NO. 01**  
**TO**  
**SPECIFICATIONS AND CONTRACT DOCUMENTS**  
**FOR**  
**INVITATION TO BID**  
**SET AHU REPLACEMENT**  
**TALLEYRAND MARINE TERMINAL**  
**JPA CONTRACT NO. MC-1798**

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.)

**PHYSICAL CHANGES TO CONTRACT SPECIFICATIONS**

**Item No. 01**

An Optional Site Visit is scheduled for Thursday, October 7, 2021 at 2:00 PM., 1751 Talleyrand Avenue, Jacksonville, FL 32206. Please contact Procurement Services at (904) 357-3017 or [Sandra.Platt@jaxport.com](mailto:Sandra.Platt@jaxport.com) if you wish to attend the Site Visit by **2:00 PM, Wednesday, October 6, 2021**. If no requests are received by the date and time stated above, the site visit will be cancelled without any notification. Contractors must provide their own mode of transportation. Transportation will not be provided by JAXPORT.

**ATTACHMENTS TO CONTRACT SPECIFICATIONS**

**Attachment No. 01**

Pre-Bid Meeting Minutes held on Tuesday, September 28, 2021 @ 11:00 AM.

**Attachment No. 02**

Response to Question(s) received prior to the deadline date of Friday, October 1, 2021.

**Attachment No. 03**

Location Map, Toyota SET Building

**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 WILL BE GROUNDS FOR REJECTION OF BID.**

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

**PRE-BID MEETING MEETINGS**  
**JPA Contract: ITB MC-1798**  
**SET AHU REPLACEMENT**

**Date:** Tuesday, September 28, 2021

**Time:** 11:00 AM

Good morning! It is now **11:00 AM** on **Tuesday, September 28, 2021** and the Pre-Bid Meeting for JPA Contract No. **ITB MC-1798 SET AHU REPLACEMENT** will now begin. "In an effort to slow the spread of the Covid-19 virus and to encourage social distancing, in accordance with the CDC Guidelines, JAXPORT continues to take proactive measures to keep our workplace safe and prevent the spread of COVID 19. Therefore, this meeting is being held via "GoToMeeting" teleconference 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: Sandra Platt	Title: Sr. Contract Specialist
Name: Lisa Gee	Title: Director, Procurement Services
Name: Retta Rogers	Title: Manager, Procurement Services
Name: James Bennett	Title: Sr. Director, Engineering & Construction
Name: Marvin Grieve	Title: Director, Project Management
Name: Justin Higgins	Title: Project Manager
Name: Brian Williams	Title: Coordinator, SEB Programs
Name: Ron Alford	Title: Asst. Manager, Facilities
Name: Bobbi Mullins	Title: Coordinator Construction Contracts
Name: Jerrie Gunder	Title: Contract Specialist

**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).*

<b>COMPANIES' ATTENDANCE RECORD OF PRE-BID MEETING</b>	
<b>REPRESENTING AGENT</b>	<b>COMPANY'S NAME</b>
<b>1. Gordie Rogers</b>	Trane Technologies
<b>2. Randy Orr</b>	Trane Technologies
<b>3. Jon Rogers</b>	Bill Williams A/C and Heating, Inc
<b>4. Eric Schmidt</b>	Trane
<b>5. Harriel Horace</b>	Double H AC
<b>6. Chris Miciano</b>	MSI Certified Air
<b>7. James Losco, Jr</b>	W.W. Gay Mechanical Contractor, Inc.
<b>8. Joel Fouraker</b>	Fouraker Mechanical Heating & Air
<b>9. Steve Woodman</b>	Taylor Heating and Air
<b>10. Brian McCarthy</b>	Southway Crane and Rigging

**Instructions for all participants/members of the public –**

- i. To avoid any microphones transmitting sounds that causes feedback, echoes or sounds that 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.
- ii. Any individual who wishes to speak, should “*unmute*” their microphones and wait to be recognized by the host before speaking.
- iii. When called upon, please announce your name and the company you are representing.
- iv. 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-1798** to my attention at [sandra.platt@jaxport.com](mailto:sandra.platt@jaxport.com). Please do not send questions to anyone else. The deadline to submit questions by e-mail is: **Friday, October 1, 2021 at 12:00 PM (EST)** After that time no questions will be answered concerning this ITB.
- **Bids Due:** **Thursday, October 14, 2021, at 2:00PM (EST)**. Invitation to Bids and all required supplemental material listed in the bid documents, must be submitted in **PDF Format Only** through E-Builder. Bids and supplemental documents submitted through Email or Fax will not be accepted or considered. **Until further notice, JAXPORT is *not* accepting any ITB packages submitted by Mail or Hand-Deliveries due to the current COVID-19 situation. Please visit JAXPORT’s website at [www.jaxport.com](http://www.jaxport.com) for more information and updates.**
- **Site Visit:** Tuesday, September 28, 2021, at 1:00 PM (EST), Talleyrand Marine Terminal (Southeast Toyota) 1751 Talleyrand Avenue, Jacksonville, FL 32206.

The PDF file name should read “**MC-1798**”

**INVITATION TO BID DOCUMENTS**

The Invitation to Bid document can be obtained from our website: <https://www.jaxport.com/procurement/active-solicitations/>. If you should have any questions regarding the solicitation package, please submit them **by e-mail to Sandra Platt, Sr. Contract Specialist at: [sandra.platt@jaxport.com](mailto:sandra.platt@jaxport.com) or through E-Builder.**

- **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).*
- **Bidder Requirements:** Page BCF-1 (list of documents required to be submitted with bid.)
- **Bid Form – Lump Sum Bid Amount**
- **Time for Completion – Refer to Special Conditions, page SC-2 Item 1** *40 calendar days after issuance of Construction NTP to successful bidder.*
- **Liquidated Damages - \$1,197.00 per day**
- **DBE** Participation is encouraged
- **Scope of Services Overview** – Justin Higgins, Project Manager

**SEB Requirements:** Mr. Brian Williams, Coordinator, SEB Programs, addressed the requirements for the DBE requirements.

**Scope of Services:** Justin Higgins, Project Manager/Marv Grieve, Director, Project Management gave an overview of the Scope of Work as outlined in the specification documents.

**Question & Answers:** Questions asked during the meeting were addressed, however, it was stated that questions should be sent via email submission to [Sandra.Platt@jaxport.com](mailto:Sandra.Platt@jaxport.com) to be properly addressed via Addendum.

**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.

Questions during meeting were addressed and bidders were advised to submit all questions in writing via email to [Sandra.platt@jaxport.com](mailto:Sandra.platt@jaxport.com). Response to all questions will be answered via Addendum and submitted to all prospective bidders.

There were no additional questions.

Thank you for your participation and we look forward to your bid submission.

Meeting adjourned at 11:30 AM.

Prepared By: *Sandra Platt, Sr. Contract Specialist (JAXPORT)*



Post Office Box 3005  
2831 Talleyrand Avenue  
Jacksonville, Florida 32206-0005

**INVITATION TO BID**

**JPA CONTRACT NO.: MC-1798  
SET AHU REPLACEMENT  
TALLEYRAND MARINE TERMINAL**

**RESPONSE TO QUESTION(S)**

1. Is all work inside the building or are there coils or condensers on the roof to be replaced. Google earth shows the address as a modular office trailer, yet the solicitation talks about units on the second floor of the building? Please clarify


**ANSWER:** All work is inside the building. There are no coils or condensers on the roof to be replaced. AHU's only. The address is as stated in the SOW 1751 Talleyrand Avenue, Jacksonville, FL 32206 (It is the building with the large red **TOYOTA** letters on it.)

2. Would it be possible to come back for a quick site visit next Tuesday as that is when we will have the cut sheets of the new air handlers available and can measure out and plan the job out?

**ANSWER:** We can schedule a Site Visit for next Thursday, October 7, 2021 @ 2:00 PM. (See Cover Page.)

# Toyota SET Building

**Legend**

-  1751 Talleyrand Ave



Southeast Toyota Distributors

Untitled Placemark

TOYOTA

Gulf Terminal International

Talleyrand Ave

Talleyrand Ave

Talleyrand Ave

8th St E

E 8th St

E 8th St

