



Post Office Box 3005  
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June 30, 2022

**ADDENDUM NO. 01**  
**TO**  
**SPECIFICATIONS AND CONTRACT DOCUMENTS**  
**FOR**  
**INVITATION TO BID**  
**SECURITY BOOTHS REPLACEMENT AT TMT & BIMT**  
**JPA CONTRACT NO. MC-1783AR**

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**

Reference to "Required Limits of Insurance": The "Required Limits of Insurance" (RLI) is added to be incorporated into the original ITB bid package. (See Attachment No. 1)

**ATTACHMENTS TO CONTRACT SPECIFICATIONS**

**Attachment No. 01**

Required Limits of Insurance (RLI)

**Attachment No. 02**

Pre-Bid Meeting Minutes held on Friday, June 24<sup>th</sup> at 10:00 AM (EDT)

**Attachment No. 03**

Response to question from Pre-Bid Meeting

**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.**

**REQUIRED LIMITS OF INSURANCE**

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The minimum amounts of insurance (inclusive of any amounts provided by an umbrella policy) shall be as follows:

**WORKERS' COMPENSATION/EMPLOYERS' LIABILITY**

Part One - There shall be no maximum limit (other than as limited by the applicable statute) for liability imposed by the Florida Workers' Compensation Act, or any other coverage required by the contract documents, which are customarily insured under Part One of the standard Workers' Compensation Policy.

Part Two - The minimum amount of coverage required by the contract documents which are customarily insured under Part Two of the standard Workers' Compensation Policy shall be:

- \$100,000 (Each Accident)
- \$500,000 (Disease-Policy Limit)
- \$100,000 (Disease-Each Employee)

**COMMERCIAL GENERAL LIABILITY**

The limits are to be applicable only to work performed under this contract and shall be those that would be provided with the attachment of the Amendment of Limits of Insurance (Designated Project or Premises) endorsement (ISO Form CG 25 01) to a Commercial General Liability Policy with the following minimum limits:

General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury, Each Occurrence	\$500,000
Bodily injury and Property Damage (each occurrence)	\$1,000,000

Owner shall be included as an additional insured under the CGL policy for both ongoing and completed operations. ISO additional insured endorsement CG 20 10 10/1 addition date (for ongoing operations) and CG 20 37 10/1 addition date (for completed operations), or substitute endorsements providing equivalent coverage, will be attached to Contractors CGL.

**BUSINESS AUTO POLICY**

ISO Form Number CA 00 01 covering any auto (code 1), or if contractor has no owned

## **REQUIRED LIMITS OF INSURANCE**

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autos, hired (Code 8) and non-owned autos (Code 9), with limit no less than \$1,000,000 per accident for bodily injury and property damage.

### **UMBRELLA LIABILITY**

\$1,000,000 per Occurrence

\$1,000,000 Aggregate

The umbrella coverage will need to have drop down insurance coverage for workers' compensation, commercial general liability and auto coverage.

Failure of Owner to demand such certificate or other evidence of full compliance with these insurance requirements, or failure of Owner to identify a deficiency from evidence that is provided, shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

Failure of Contractor to maintain the required insurance shall constitute a default under this Agreement and, at Owner's option, shall allow Owner to terminate this Agreement.

The contractor's CGL coverage will be primary and non-contributory.

A waiver of subrogation is required for Workers Compensation, GL, contractors' pollution and Auto Liability. Contractor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by any of the policies of insurance maintained pursuant to this Subcontract. Provide the risk manager with a blanket waiver of subrogation endorsement certificate.

Prior to commencing Work, Contractor shall furnish Owner with certificates of insurance, and copies of additional insured endorsements, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth below.

*Cross-Liability Coverage* If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

*Subcontractor's Insurance*. Contractor shall cause each subcontractor employed by Contractor to purchase and maintain insurance of the type specified in this agreement. When requested by Owner, Contractor shall furnish to Owner copies of certificates of insurance evidencing coverage for each subcontractor

*No Representation of Coverage Adequacy* by requiring the insurance as set out in this Agreement, Owner does not represent that coverage and limits will necessarily be adequate to protect Contractor, and such coverage and limits shall not be deemed as a limitation on Contractor's liability under the indemnities provided to Owner in this Subcontract.

If the Contractor/Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Owner requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor/consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance.

**PRE-BID MEETING MEETINGS**  
**JPA Contract: ITB MC-1783AR**

**SECURITY BOOTHS REPLACEMENT AT TMT AND BIMT**

**Date:** Friday, June 24, 2022

**Time:** 10:00 AM

Good morning! It is now **10:00 AM** on **Friday, June 24, 2022** and the Pre-Bid Meeting for JPA Contract No. **ITB MC-1783AR SECURITY BOOTHS REPLACEMENT AT TMT AND BIMT** 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 "ZOOM Meeting" 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: Retta Rogers	Title: Manager, Procurement Services
Name: Lisa Gee	Title: Director, Procurement Services
Name: Jerrie Gunder	Title: Contract Specialist
Name: Marv Grieve	Title: Director, Project Manager
Name: Jose Vazquez	Title: Project Manager
Name: Corey Bell	Title: Manager, Public Safety Administration
Name: Brian Williams	Title: Coordinator, SEB Programs
Name: Ellen Carmosino	Title: Construction Program Administrator

**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. April Campbell</b>	Pars Construction Services
<b>2. Rebecca Curtis</b>	KOBO Utility Construction Corp
<b>3. Kelly Nolan</b>	IET Systems
<b>4. Rafael Caldera</b>	Arkest, LLC

**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-1783AR** 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: **Wednesday, June 29, 2022 at 3:00 PM (EDT)** After that time no questions will be answered concerning this ITB.
- **Bids Due: Friday, July 15, 2022, at 2:00PM (EDT).** 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:** An Optional Site Visit will be held today Friday, June 24, 2022 at 2:00 PM (EDT). Attendees will meet in the lobby of the Port Central Office Building, 2831 Talleyrand Avenue, Jacksonville, FL 32226. Transportation to the site will be provided by JAXPORT, no more than two (2) representatives per company will be allowed to attend. Please email [retta.rogers@jaxport.com](mailto:retta.rogers@jaxport.com) or call at (904) 357-3058 to have your name added to the Roster. **HARD HATS, SAFETY BOOTS AND VEST ARE REQUIRED.**

The PDF file name should read “**MC-1783AR**”

**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. It is mandatory that all required documents be uploaded in e-Builder when submitting your bids.)
- **Bid Form – A. Sum of All Base Bid Lump Sum Work (Items 1 – 2); and B. Sum of All Base Bid Itemized Unit Price Work (Items 3-6); C. Sum of Owner’s Option Base Bid Itemized Unit Price Work (Items 7-12).** *Total Base Bid Amount (Lines C + D) Items 1 - 12*
- **Time for Completion – Refer to Special Conditions, page SC-2 Item 1 150 calendar days after issuance of Construction NTP to successful bidder.**
- **Liquidated Damages - \$1,197.00 per day**
- **This project is partially funded with Federal Funds - Davis-Bacon Wage Requirements are applicable.**
- **DBE** Participation is encouraged (Brian Williams)
- **Scope of Services Overview –** Marvin Grieve, Director, Project Management

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

**Director Project Manager:** Marv Grieve, Director, Project Manager reminded participants to include their Bid Bond when submitting their bid.

**Scope of Services:** Jose Vazquez, Project Manager gave an overview of the Scope of Work as outlined in the specification documents.

**Public Safety:** Corey Bell addressed TWIC requirements and the Public Safety requirements and coordination of the project as it relates to removal and installation of the booths and Federal requirements.

**Question & Answers:** Questions asked during the meeting were addressed, however, it was stated that **questions should be sent via email** 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:** There was one question during the meeting regarding the estimated budget for the project. Bidders were advised this question would be answered in the addenda.

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

Meeting adjourned at 10.35 AM.

Prepared By *Retta Rogers, Manager, Procurement Services (JAXPORT)*



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**INVITATION TO BID**

**JPA CONTRACT NO.: MC-1783AR  
SECURITY BOOTHS REPLACEMENT AT TMT & BIMT**

**RESPONSE TO QUESTIONS**

1. What is the estimated budget for the project?

**ANSWER:** The estimated budget is \$400,000.00