



June 6, 2023

ADDENDUM NO. 01
TO
SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
INVITATION TO BID
WESTROCK PROPERTY DEVELOPMENT PH 1 (WAREHOUSE DEVELOPMENT)
JPA CONTRACT NO. C-1896

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. 01

Pre-Bid Meeting held on Tuesday, May 23, 2023 at 10:00 AM

Attachment No. 02

Optional Site Visit Attendance held on Tuesday, May 23, 2023 at 2:00 PM

Attachment No. 03

Response to Questions

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 MINUTES
JPA Contract: ITB C-1896
WESTROCK PROPERTY DEVELOPMENT PH 1 (WAREHOUSE DEVELOPMENT)

Date: TUESDAY, MAY 23, 2023

Time: 10:00 AM

Good morning! It is now **10:00 AM** on **TUESDAY, MAY 23, 2023** and the Pre-Bid Meeting for JPA Contract No. **ITB C-1896 WESTROCK PROPERTY DEVELOPMENT PH 1 (WAREHOUSE DEVELOPMENT)** will now begin. 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: Sandra Platt	Title: Sr. Contract Specialist
Name: Lisa Gee	Title: Director, Procurement Services
Name: Retta Rogers	Title: Manager, Procurement Services
Name: Kelsey Cox	Title: Sr. Director, Engineering & Construction
Name: Marvin Grieve	Title: Director, Project Management
Name: Jose Vazquez	Title: Director, Project Management
Name: Michael Johnson	Title: Director, Engineering & Construction Support
Name: Brian Williams	Title: Coordinator, SEB Programs
Name: Ellen Carmosino	Title: Construction Program Administrator
Name: Bobbi Mullins	Title: Coordinator, Construction Contracts
Name: James Conoly	Title: Risk Specialist

ENGINEER & ARCHITECT STAFF IN ATTENDANCE:

Name: Randy Cohen, PE	Company: Tetra Tech
Name: Tim Ziegler	Company: Tetra Tech
Name: Joseph Belluccia	Company: JVB Architect

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. Denise Hakimi	Pars Construction Services
2. John Reece	Enstructure
3. Chuck Barco	United Brothers Development
4. Travis Clements	Phillips & Jordan
5. Mary Weeks	Auld & White Constructors
6. David Tremonti	Gleeson Constructors
7. Jim Zenone	Baker Constructors, Inc.

8. Kevin Shields	Forsight Construction Group, Inc.
9. Brian Long	Forsight Construction Group, Inc.
10. John Anderson, SR	ERS
11. Liam Capstick	CSI-Geo, Inc.
12. Blake Nugent	J B Coxwell Contracting, Inc.
13. Tim Clay	Phillips & Jordan
14. Annie Garcia-Tunon	Le
15. Lynn Mantra	

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_C-1896** to my attention at sandra.platt@jaxport.com. Please do not send questions to anyone else. The deadline to submit questions by e-mail is: **Friday, May 26, 2023 at 3:00 PM (EST)** After that time no questions will be answered concerning this ITB.
- **Bids Due: Wednesday, June 28, 2023, 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. Please visit JAXPORT’s website at www.jaxport.com for more information and updates.**
- **Site Visit:** An Optional Site Visit will be held **Tuesday, May 23, 2023 at 2:00 PM (EST)**. Attendees will meet in the parking lot at the PCOB Corporate Headquarters, 2831 Talleyrand Ave. Jacksonville, FL. Transportation to the site will be provided by JAXPORT, no more than two (2) representatives per company will be allowed to attend. Please email Sandra.platt@jaxport.com or call at (904) 357-3017 to have your name added to the Roster. **HARD HATS, SAFETY BOOTS AND VEST ARE REQUIRED.**

The PDF file name should read **C-1896**

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 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 Base Bid (Items 1-20); B. Sum of Base Bid Project Allowance (Item 21); and C. Sum of Owner’s Option (Items 22-23).**
- **Time for Completion – Refer to Special Conditions, page SC-2 Item 1 365 calendar days after issuance of NTP for construction from successful bidder.**
- **Liquidated Damages - \$7,265.00 per day**
- **This project is fully funded with JPA**
- **SEB** Participation is encouraged (Brian Williams)
- **Scope of Services Overview** – Brandon Braziel, Project Manager

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

Scope of Services: Marvin Grieve, Director, Project Management addressed the Security Requirements and Brandon Braziel, Project Manager gave an overview of the Scope of Work as outlined in the specification documents.

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 were no questions during the meeting, however, bidders were advised to submit all questions in writing via email to Sandra.platt@jaxport.com. Response to all questions will be answered via Addendum and submitted to all prospective bidders.

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

Meeting adjourned at **10:26** 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.: C-1896
WESTROCK PROPERTY DEVELOPMENT PH 1 (WAREHOUSE DEVELOPMENT)**

RESPONSE TO QUESTIONS

1. Tennant Company is the largest supplier of Industrial Sweepers and Scrubbers in the United States. Will Jax Port be purchasing sweepers and scrubbers for the job to assist with moving out dirt, bricks, land, etc.? The Tennant 800 Industrial Sweeper for example is a machine we have used on similar jobs.

ANSWER: JAXPORT will not be purchasing sweepers and scrubbers for this project.